

AMENDMENT NO. 1

Between

THE GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

and

SRF CONSULTING GROUP, INC.

for

PLANNING SERVICES

in connection with the development of an

UPDATED DOWNTOWN PLAN FOR THE CITY OF GRAND RAPIDS

This AMENDMENT NO. 1 made and entered into this 13th day of October, 2022, by and between the GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY hereinafter referred to as the GREDA, and SRF CONSULTING GROUP, INC., hereinafter referred to as CONSULTANT,

WITNESSETH:

WHEREAS, GREDA previously engaged CONSULTANT to provide planning services in connection with the development of an UPDATED DOWNTOWN PLAN for the City of Grand Rapids, hereinafter referred to as the Project, which engagement was formalized in a Contract for Professional Services dated April 29, 2022, referred to hereinafter as the Agreement; and

WHEREAS, GREDA has requested an expansion of the Scope of Services, specified in the Agreement, to provide additional public engagement services.

NOW, THEREFORE, the CITY and CONSULTANT, for the consideration hereinafter named, agree to amend the Agreement by and through this AMENDMENT NO. 1 as hereinafter stated:

1. Section 1, which is the Scope of Services section of the Agreement, is amended to read as follows:

It shall be the general intent of the Scope of Services to have the Consultant perform all planning services, as defined in: their Proposal dated April 15, 2022, which is attached as Exhibit "A", ~~and as well as the~~ Additional Material dated April 21, 2022, which is attached as Exhibit "A-1" **and the Additional Engagement Activities, which is attached as Exhibit "A-2"**.

2. Section 2, which is the Rate of Compensation section of the Agreement, is amended to read as follows:

Compensation to the Consultant in full for work listed in Exhibits "A", ~~and "A-1"~~ **and "A-2"** shall not exceed a total cost of ~~\$87,769.25~~ **\$101,176.00** without written approval of the GREDA. The Consultant shall be reimbursed on monthly basis at rates listed in Exhibit "B". Direct non-salary reimbursable expenses shall be billed at actual cost and the current per mile rate, established by the IRS.

Invoices will be submitted on a monthly basis for work performed.

IN WITNESS WHEREOF, the parties hereto have executed this AMENDMENT NO. 1 the day and year first above written.

GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY

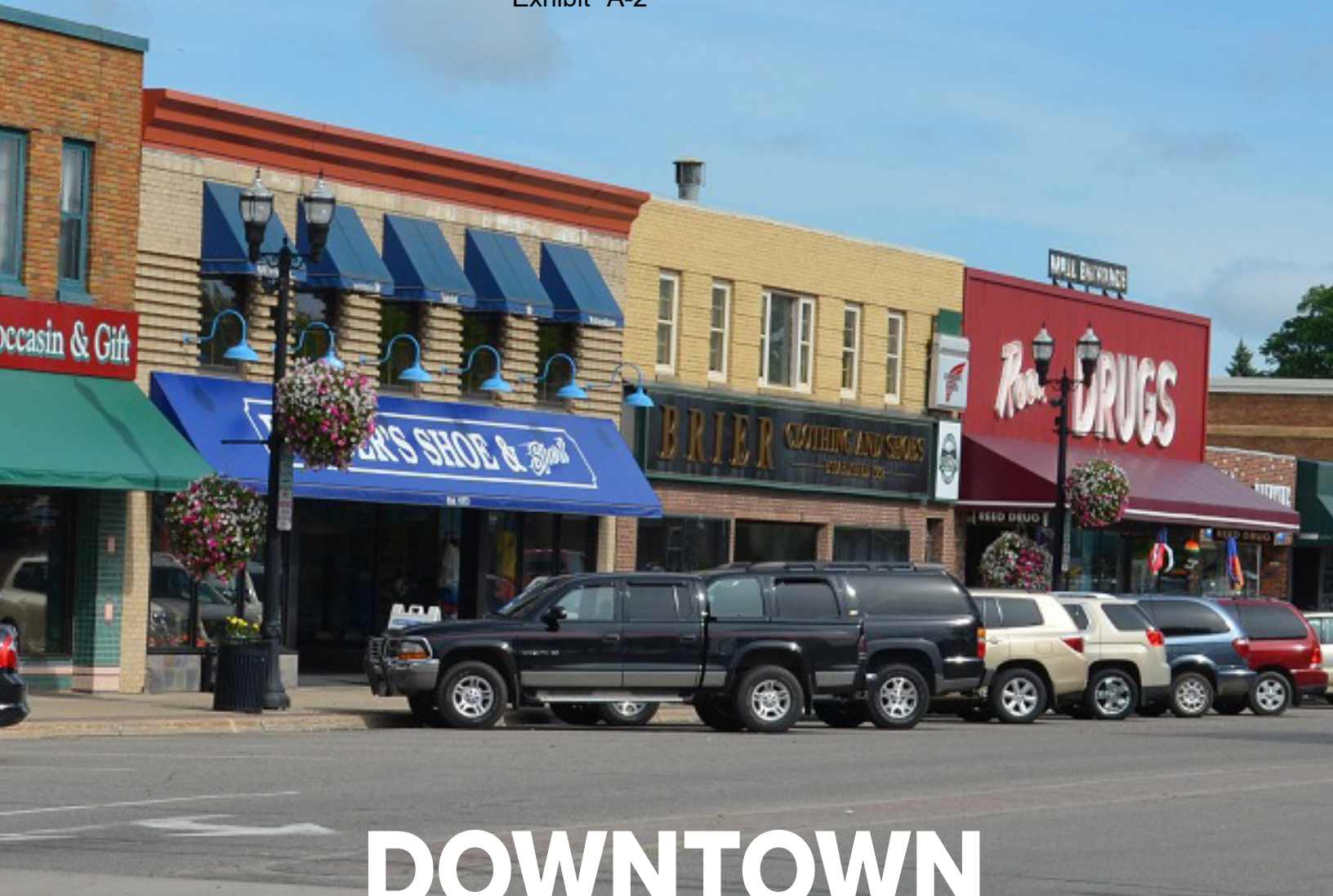
SRF CONSULTING GROUP, INC.

By: _____
President

By: _____

By: _____
Executive Director

Exhibit "A-2"



DOWNTOWN Master Plan

CITY OF GRAND RAPIDS
ENGAGEMENT ESTIMATE



In Partnership With
Economic Development Services, Inc.

Additional Engagement Activities - Budget Estimate

Through the development of the Public Participation Plan, opportunities for additional public engagement events, outside of those identified in the original scope of work were discussed. Five additional engagement areas were identified as described below. The following table provides an estimate to complete each of the additional efforts.

- **Opportunity A: Additional Survey Outreach** - This task includes opportunities for additional outreach to promote the downtown survey, including conversations with community groups and additional media.
- **Opportunity B: Additional Focus Groups** - This opportunity includes a total of three additional focus group conversations with both rounds of focus group conversations. It is assumed that two will be facilitated by SRF and one by Economic Development Services.
- **Opportunity C: Additional Pop-Up Events** - This opportunity includes one additional pop-up event to be facilitated by SRF.
- **Opportunity D: Expanded Community Charrette** - This opportunity includes the expansion of the planning stakeholder charrette to include a portion of the event that is open to the public. The estimate assumes an additional 120 minute charrette that is open to the public following the stakeholder charrette. Promotional and coordination efforts are also included within the estimate. It is assumed that SRF and Economic Development Services will participate in the expanded charrette.
- **Opportunity E: Additional Marketing** - This opportunity includes the development of physical marketing efforts (e.g., window clings, sidewalk clings, direct visual marketing, etc.). Efforts include the preparation and purchase of materials
- **Additional Expenses** - An estimate of additional expenses is provided to include additional travel, reservation of meeting space for focus groups and charrette activities, meals for focus group participants, and marketing efforts.

Task	Hours Estimate	Fee Estimate
Opportunity A: Additional Survey Outreach	8	\$752
Opportunity B: Additional Focus Groups	12	\$1,388
Opportunity C: Additional Pop-Up Events	10	\$1,200
Opportunity D: Expanded Community Charrette	16	\$2,204
Opportunity E: Additional Marketing	8	\$752
Total Labor	54	\$6,116
Expenses:		
Mileage - 350 miles @ \$0.625		\$218.75
Meals - 2 @\$11/meal		\$22
Meeting Meals - 4 meals for 15 individuals @ \$187.5/meal		\$750
Meeting Room Reservation - 6 three hour meetings @ \$300/meeting		\$1,800
Marketing Materials - Lump Sum		\$2,000
Total Expenses		\$4,790.75
Subconsultant (Economic Development Services, Inc.)		\$3,500
Total Estimated Fee		\$13,406.75