

## Supplemental Letter Agreement

In accordance with the Contract for Municipal Engineering Services ("Master Agreement") between City of Grand Rapids ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective January 4, 2021, this Supplemental Letter Agreement dated January 9, 2023 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: 2023 Miscellaneous Services.

**Client's Authorized Representative:** Matt Wegwerth, Public Works Director/City Engineer

**Address:** 420 North Pokegama Ave, Grand Rapids, Minnesota, 55744, United States

**Telephone:** 218.326.7625

**email:** mwegwerth@grandrapidsmn.gov

**Project Manager:** Sara Christenson

**Address:** 1200 SE 4th Avenue, Suite 200, Grand Rapids, Minnesota, 55744

**Telephone:** 218.322.4513

**email:** schristenson@sehinc.com

**Scope:** This task is set up for small items in accordance with the Master Agreement and are requested by the client.

### Task 1: 2023 Miscellaneous Services - \$40,000

#### Payment:

The fee is hourly estimated to be \$40,000 including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in Exhibit B of the Master Agreement.

**Other Terms and Conditions:** Other or additional terms contrary to the Master Agreement that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:  
None.

**Short Elliott Hendrickson Inc.**

By: 

Full Name: Sara Christenson, PE (MN)  
Title: Client Service Manager

**City of Grand Rapids**

By: \_\_\_\_\_

Full Name: Dale Christy  
Title: Mayor of Grand Rapids