

**AMENDMENT NO. 1  
TO AGREEMENT  
FOR  
ENGINEERING SERVICES**

This Amendment No. 1 dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024 is made a part of the Agreement dated December 1, 2020, between the Norman Utilities Authority (OWNER) and Meshek & Associates, LLC (ENGINEER) for professional consulting services.

1. The times for the performance of ENGINEER's services of said Agreement are amended as set forth in Attachment A, attached hereto and incorporated by reference herein.
2. The Scope of Services of ENGINEER of said Agreement is amended and supplemented as described in Attachment B attached hereto and incorporated by reference herein.
3. The method of payment for services rendered by ENGINEER shall be set forth in Attachment C, attached hereto and incorporated by reference herein.

Acceptance of the terms of this Amendment is acknowledged by the following authorized signatures of the parties to the Agreement. All other particulars in the original Agreement, and not specifically referenced in this Amendment No. 1 remain in effect and unchanged.

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IN WITNESS WHEREOF, OWNER and CONSULTANT have executed this AGREEMENT.  
DATED this 2 day of February, 2024.



**Meshek & Associates, LLC – ENGINEER**

By: *Michael Couch* **ATTEST**  
Printed Name: Michael Couch  
Title: GIS Department Manager/Principal

*Dori Moran*  
Exp. 01/13/2026  
Notary # 22000617

**Norman Utilities Authority- OWNER**

APPROVED as to form and legality this 8 day of February, 2024.

*Cynthia Sheehy*  
City Attorney

APPROVED by the Trustees of the Norman Utilities Authority this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

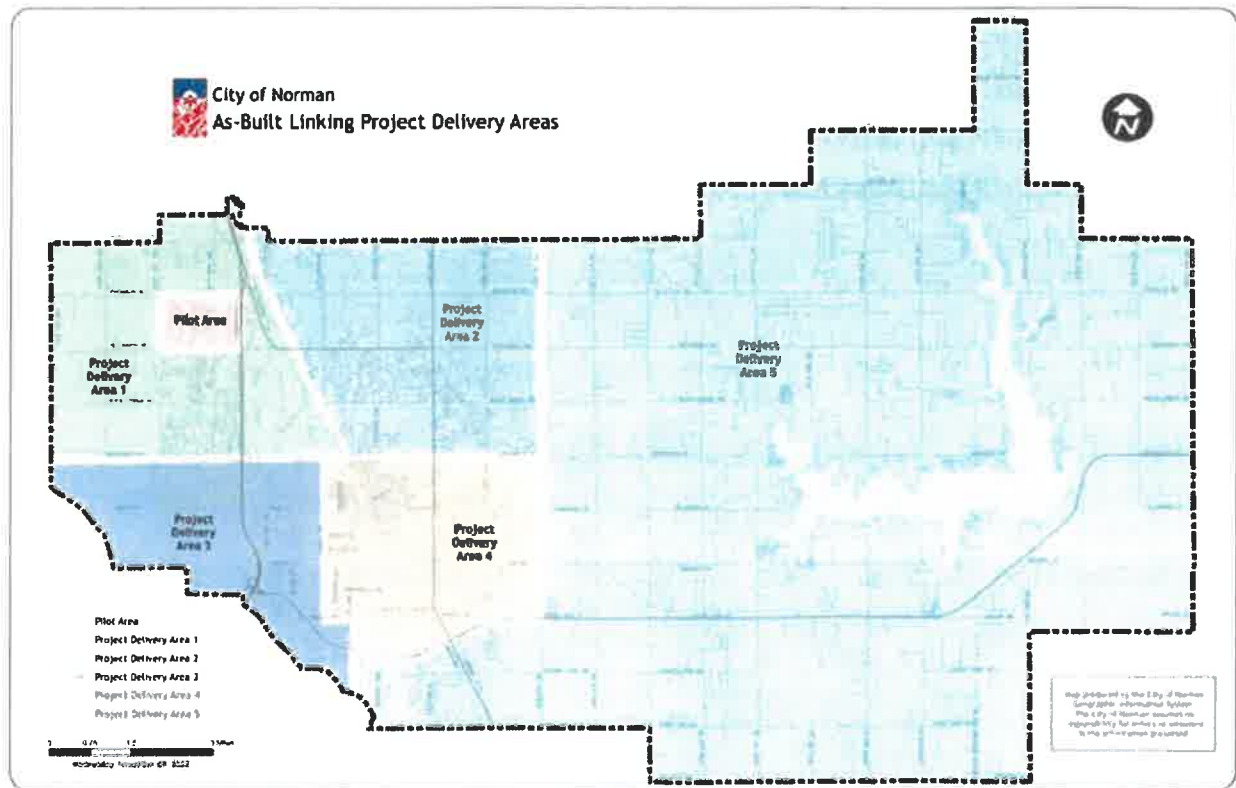
**ATTEST**  
By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**ATTACHMENT A**  
**SCHEDULE**

1. Completion of Project Delivery Area 1 – April 2024
2. Completion of Project Delivery Area 2 – May 2024
3. Completion of Project Delivery Area 3 – June 2024
4. Completion of Project Delivery Area 4 – July 2024
5. Completion of Project Delivery Area 5 – August 2024

## ATTACHMENT B

### SCOPE OF SERVICES



1. Private Development Plan Linking
  - a. Link each water and sanitary sewer line installed under a private development project to its respective, as-built record document
  - b. Reference unique plan number and as-built date
  - c. **As-Built will be linked in accordance with the Project Delivery areas.**
  - d. **Progress to a following area will not be allowed without completion of a previous area.**
2. Capital Improvement Plan Linking – **Eliminated from scope**
3. Plat Linking
  - a. Link each plat boundary to its respective plat
  - b. Reference plat number and the date it was recorded at the County
4. Organize and Implement File Structure
  - a. Rename and organize linked PDFs following a designated naming system for:
    - i. Private development water plans
    - ii. Private development sanitary sewer plans
    - iii. Capital improvement water plans – **Eliminated from scope**

- iv. Capital improvement sanitary sewer plans – ***Eliminated from scope***
- v. Plats
- b. Organize plans into sets and filed into categorized folders

5. Web Application Development

- a. Maintain a web application hosted by the ENGINEER for the project duration to illustrate live progress and receive feedback from the OWNER

Prior to full implementation, the ENGINEER will prepare a pilot area comprising a fully developed section that also includes capital improvement projects to replicate the anticipated, finished product for the entire City. Upon OWNER acceptance/approval of the pilot section, the ENGINEER will then proceed with the completion of the work for the entire City.

Project will be performed for the Private Development Plans and Plats within the approximately 1,350 subdivisions located outside the pilot area of the original project. The scope of this amendment will not include Capital Improvement plans. Work will begin once notice to proceed and the current version of the City's utility data and plat/plan submittal library at that time is delivered.

Linked assets in the GIS environment shall bring up the PDF as-built record document for use/reference by the user.

Upon completion of the project, ENGINEER will deliver the organized and combined source PDF files and feature layers for OWNER to utilize and develop its own hosting or internally accessible environment. The web application will be designed and implemented to be used in the OWNER's portal environment.

**ATTACHMENT C**  
**COMPENSATION**

The OWNER will compensate ENGINEER on a lump sum basis for the SERVICES rendered. The lump sum fee is broken down below by task as defined in the Scope of Services, showing the amount added to the previous budget to complete the tasks specified in this amendment's scope:

<b>General Task Description</b>	<b>Original Fee</b>	<b>Proposed Amendment</b>	<b>Revised Total</b>
Private Development As-Builts Linking	\$40,000	\$71,750	\$111,750
Capital Improvement As-Builts Linking (future work excluded from amendment)	\$15,000	-\$9,750	\$5,250
Plats Linking	\$3,500	\$3,000	\$6,500
Organize and Implement File Structure	\$2,500	\$1,000	\$3,500
Web Application	\$6,000	\$1,000	\$7,000
<b>TOTAL</b>	<b>\$67,000</b>	<b>\$67,000</b>	<b>\$134,000</b>

ENGINEER may submit interim statements, not to exceed one per month, for partial payment for SERVICES rendered. The statements to OWNER will be by task for the percentage of work actually completed. The OWNER shall make interim payments within 30 calendar days in response to ENGINEER's interim statements.