



Tetra Tech, Inc.
Amendment No. 3
Professional Services Agreement for Engineering Services

This is an amendment to the Agreement made on the 19th day of February, 2016, between **City of Stevenson** (Client) and **Tetra Tech, Inc.** (Consultant), a Delaware corporation, made on this 4th day of April, 2019.

Client and Consultant agree to specific changes to the referenced Agreement for the **General Sewer Plan / Wastewater Facility Plan Update** as described in Attachment A. Consultant agrees to perform the services in consideration of the compensation described in Attachment A and in accordance with the terms of the Agreement.


This Amendment consists of this document together with Attachment A – Amended Project Requirements. This Amendment to the Agreement between the Client and Consultant supersedes all prior written and oral understandings.


In executing this Amendment, the undersigned also acknowledge their authority to bind the parties to all terms and conditions.

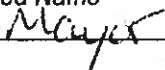
In witness whereof, the parties hereto have made and executed this Amendment as of the day and year first written.

City of Stevenson
 7121 East Loop Road
 Stevenson, Oregon 97648


Tetra Tech, Inc.
 1420 Fifth Avenue, Suite 600
 Seattle, Washington 98101
 206.883.9410

By 

Client's Authorized Signature


Printed Name


Title

By 

Consultant's Authorized Signature

 Kevin J. Dour, P.E., PMP
 Vice President

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TETRA TECH

**Professional Services Agreement
Amendment No. 3
Attachment A – Amended Project Requirements**

Client: City of Stevenson

Project Description

General Sewer Plan / Wastewater Facility Plan Update

Amendments to Scope of Services

**Effort /
Cost Assumed**

Consultant shall provide the services as detailed in the Amendment 3 Scope of Work dated April 1, 2019, attached hereto.

\$10,977

Special Assumptions

Amendments to Project Schedule

Work shall be completed by May 31, 2019.

Method of Compensation

NTE Fee, 02/19/16	\$210,560.00
Amendment No. 1	\$112,791.00
Amendment No. 2	\$21,381.00
Amendment No. 3	<u>\$10,977.00</u>
TOTAL AUTHORIZED FEE	\$355,709.00

Supplemental Terms and Conditions



City of Stevenson

Preliminary Engineering Report for EDA Disaster Supplemental Grant

Amendment 3 Scope of Work

April 1, 2019

GENERAL

Tetra Tech, Inc. has completed the City of Stevenson General Sewer Plan and Wastewater Facilities Plan Update (Facilities Plan Update), per the February 19, 2016 contract with the City of Stevenson, along with Amendments 1 and 2. We have also completed the Stevenson Additional Wastewater Alternatives Analysis and the subsequent Amendment to the 2017 General Sewer Plan and Wastewater Facilities Plan Update

This Amendment 3 scope of work includes preparation of a preliminary engineering report (PER) to meet EDA grant funding requirements for Disaster Recovery Investment Priorities. The EDA Preliminary Engineering Report Requirements (Last Updated October 1, 2015) are attached as Exhibit A.

SCHEDULE

Consultant work shall be completed by May 31, 2019.

TASKS TO BE PERFORMED BY THE CITY

The following tasks will be performed by the City:

- Provide existing drawings for each pump station included in the project.
- Provide assistance on permitting requirements.
- Perform work for real property acquisition, as described in Item 8 of the EDA Preliminary Engineering Report Requirements (Last Updated October 1, 2015), if needed.

TASK 1. PROJECT MANAGEMENT

1.1 Project Setup

Provide project set up; develop a health and safety plan.

1.2 Invoicing

Prepare and submit monthly invoices with narrative description of work performed and budget status. Review budget and schedule status.

1.3 Team Calls

Project team coordination calls between Tetra Tech staff and City staff.

TASK 2. PRELIMINARY ENGINEERING REPORT PREPARATION

2.1 Kickoff Meeting

A kickoff meeting (via conference call) will be attended by City staff and the Tetra Tech project manager.

2.2 Review of Existing Documents and Follow-up with City

Tetra Tech will review existing documents and prepare a list of items to be discussed with City staff regarding approach or additional information needed.

Tetra Tech's project manager will follow up with City staff to discuss approach and additional information needed to properly describe the items required by the EDA Preliminary Engineering Report Requirements.

Assumptions:

- The City will provide existing drawings for each pump station
- Project components include:
 - Rock Creek Pump Station
 - Fairgrounds Pump Station
 - Kanaka Pump Station
 - Cascade Pump Station
 - Cascade Interceptor
 - Standby generators for each pump station
 - SCADA system
 - Flood Protection component of the wastewater treatment plant improvements (described in the 2017 Stevenson General Sewer Plan and Wastewater Facilities Plan Update)

2.4 Prepare PER

Tetra Tech will prepare the Preliminary Engineering Report to meet the EDA Preliminary Engineering Report Requirements (Last Updated October 1, 2015) including sketches, updated cost opinions, a list of permitting requirements, schedule and text to complete the Report.

Assumptions:

- Includes one Draft PER review meeting (via conference call) between Tetra Tech and City staff.

Deliverables:

- Draft Preliminary Engineering Report for City review and comment
- Final Preliminary Engineering Report for submittal to EDA

TASK 3. ADDITIONAL RELATED WORK

Additional work related to the Stevenson Additional Wastewater Alternatives Analysis or to the *Amended Stevenson 2017 General Sewer Plan and Wastewater Facilities Plan Update* will be performed by Tetra Tech as requested by the City. There is no scope or budget currently assigned to this task. Prior written direction from the City is required before work for this task would proceed.

City of Stevenson
Preliminary Engineering Report for EDA Disaster
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EXHIBIT A

Overview

EDA is required to complete an engineering review for all construction and design projects before making an award. EDA's Application Form (Form ED-900, *General Application for EDA Programs*) and related forms require Applicants to provide key information about the proposed construction and design projects to enable EDA to complete its requisite reviews.

All applications for construction and design assistance must complete the **Preliminary Engineering Report (PER)**. The following outline provides more detailed information on these requirements in order to assist Applicants in preparing their application.

Preliminary Engineering Report Requirements

In order to be considered for assistance, all construction and design applications must include a PER that at a minimum provides the following information:

1. Description of Project Components –Provide a general description of all project components involved in the project. Indicate where the project involves the construction of new facilities or the renovation or replacement of existing ones. Describe each of the project components in terms of dimensions, quantities, capacities, square footage, etc..
2. A statement verifying the project components described in the engineering report are consistent with the EDA investment project description that is provided in Section 1.A.3 of Form ED-900. Engineering reports that describe project components that are inconsistent with the EDA investment project description in Section A.2 of Form ED-900 will not be considered valid.
3. Sketches of schematics showing the general layout and location of the existing site conditions and of the project components as well as location of project beneficiary(s) identified in Section B.1 of Form ED-900 that provide economic justification for the project, if any. Rough dimensions and quantities for major project components should be shown and labeled on the drawings. Drawings should clearly identify the project components that are being proposed. Applicants are encouraged to clarify such drawings, for example, through color coding, labeling, and other appropriate methods.
4. A feasibility analysis for the constructability of the project, including a review of the existing conditions and noting particular features, alignments, and events affecting construction of project components.
5. The proposed method of construction. Indicate whether construction procurement shall be done through competitive bid or other method. Indicate if any portion of the project is to be done by design/build, construction management at risk, by the applicant's own forces, or whether a third party construction manager will be used. If an alternate construction procurement method (other than traditional design/bid/build with sealed competitive bid process) is proposed, a construction services procurement plan must be provided to EDA for approval in accordance with EDA's regulation at 13 C.F.R. 305.6(a).
6. The number of construction contracts anticipated. If multiple contracts are proposed, provide a description of the project components included in each contract. If separate contracts are

anticipated for demolition or site work, the budget information cost classification should reflect the estimated costs for these components. If project phasing is proposed, a project phasing request must be provided to EDA for approval per EDA's regulation at 13 C.F.R. 305.9(a).

7. A current detailed construction cost estimate for each of the project components, showing quantities, unit prices, and total costs. Provide a basis for the determination of construction contingencies.
8. If the budget includes costs for real property acquisition, the Applicant should include a current fair market value appraisal completed by a certified appraiser for the property to be purchased.
9. A list of all permits required for the proposed project and their current status. Identify all permits required; include the timeline to obtain the permits and discuss how the permitting relates to the overall project schedule. If the project crosses a railroad right-of-way or is within a railroad right-of-way, provide an explanation of any permitting or approvals that may be required from the railroad or other authority and the timeframe for obtaining these permits or approvals.
10. An overall estimated project schedule, including the number of months for each of the following:
 - i. design period;
 - ii. period of time to obtain required permits;
 - iii. period of time to obtain any required easements of rights-of-way;
 - iv. solicitation of bids and awarding of contracts, and
 - v. construction period.

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PRICE PROPOSAL

