



**AMENDMENT NO. 1  
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement (“**Amendment**”) is effective as of the date of the Mayor’s signature below, and is between the City of Everett, a Washington municipal corporation (the “**City**”), and the person identified as the Service Provider below (“**Service Provider**”). The City and Service Provider are parties to the Professional Services Agreement described below, as may be previously amended (“**Agreement**”). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

<b>Service Provider</b>	Elcon Associates, Inc.
<b>City Project Manager</b>	Brad Chenoweth
	bchenoweth@everettwa.gov
<b>Original Agreement Date</b>	5/16/2022

<b>AMENDMENTS</b>							
<b>New Completion Date</b>	<p>If this Amendment changes the Completion Date, enter the new Completion Date: 12/31/2025</p> <p>If no new date is entered, this Amendment does not change the Completion Date.</p>						
<b>New Maximum Compensation Amount</b>	<p>If this Amendment changes compensation, complete the following table. If the table is not completed, this Amendment does not change compensation.</p> <table border="1" style="width: 100%;"> <tr> <td>Maximum Compensation Amount Prior to this Amendment</td> <td style="text-align: right;">\$160,622.57</td> </tr> <tr> <td>Compensation Added (or Subtracted) by this Amendment</td> <td style="text-align: right;">\$42,048.08</td> </tr> <tr> <td><b>Maximum Compensation Amount After this Amendment</b></td> <td style="text-align: right;"><b>\$202,670.65</b></td> </tr> </table>	Maximum Compensation Amount Prior to this Amendment	\$160,622.57	Compensation Added (or Subtracted) by this Amendment	\$42,048.08	<b>Maximum Compensation Amount After this Amendment</b>	<b>\$202,670.65</b>
	Maximum Compensation Amount Prior to this Amendment	\$160,622.57					
	Compensation Added (or Subtracted) by this Amendment	\$42,048.08					
<b>Maximum Compensation Amount After this Amendment</b>	<b>\$202,670.65</b>						

<p><b>Changes to Scope of Work</b></p>	<p>Scope of Work is changed by ADDING the work in the attachment to this Amendment  </p> <p>Leaving selection as “Click for Dropdown Menu” means no change to Scope of Work.</p>
<p><b>Other Amendments</b></p>	<p>Enter other changes to the Agreement, if any.</p>
<p><b>Standard Amendment Provisions</b></p>	<p>Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.</p> <p>This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.</p> <p>All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment. From and after the effective date of this Amendment, all references to the Agreement in the Agreement are deemed references to the Agreement as modified by this Amendment.</p>

**SIGNATURES ON FOLLOWING PAGE**

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT  
WASHINGTON**

**Elcon Associates, Inc.**



\_\_\_\_\_  
Cassie Franklin, Mayor

Signature: *Dimitrios K. Siaterlis*

Name of Signer: Dimitri Siaterlis  
Signer's Email Address: dsiaterlis@elcon.com  
Title of Signer: Principal Engineer

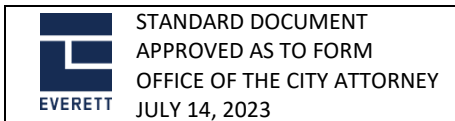
07/17/2024

Date

ATTEST



\_\_\_\_\_  
Office of the City Clerk





**City of Everett**  
**Inductive Charging Field Installation for Seaway Transit Center, College Station,**  
**and Everett Station - RFQ No. 2021-134**

3-Jul-24  
 Billing Rate (2022)

Dimitri Siaterlis	Kinh Pham	Nick Meusch	Curtis Smith	Deanna Siaterlis	Mitch Wagner	Total Hours
Project Manager	QA/QC	Planner	Sr. Electrical Designer	Electrical Engineer	Electrical Engineer	
\$ 220.00	\$ 220.00	\$ 90.00	\$ 140.00	\$ 105.00	\$ 105.00	

**CA Support Additional Fee Proposal**

Task #	Scope of Services						
							0
<b>1</b>	<b>Electrical Engineering and Design</b>						0
<b>2</b>	<b>Construction Bid Documents</b>						0
<b>3</b>	<b>Construction Management Support</b>						0
3.1	Construction Meetings Bi-weekly (10 mtgs)	15					15
3.2	Respond to Contractor's RFIs (4 RFIs)	4			8	4	
3.3	Review Contractor Submittals (4 submittals)	2			8	8	
3.4	Charge Orders (1 change order)	2			4		
3.5	Site Visits (4 site visits - 1 per month plus 1 for final inspection)	8				4	
3.6	Provide Final Punch List				2	2	4
3.7	Updated Record Drawings per Contractor's Mark-ups	2			8	4	
3.8	Review of O&M Manuals and Project Closeout	2			4	2	
							0
							0
	<b>Total Hours</b>	35	0	0	34	24	0
	<b>Total Cost by Staff</b>	\$ 7,700.00	\$ -	\$ -	\$ 4,760.00	\$ 2,520.00	\$ -
	<b>Expenses</b>	Mileage:					
	<b>Elcon Associates, Inc's Subtotal Budget (Not to Exceed)</b>						\$ 14,980.00
	<b>Civil Subconsultant KPFF Engineers</b>						\$ 26,027.00
	<b>4% OH on KPFF's Fee Proposal</b>						\$ 1,041.08
	<b>Total Project Budget (Not to Exceed)</b>						\$ 42,048.08



July 3, 2024

Mr. Dimitri Siaterlis, PE  
Elcon Associates, Inc.  
16300 Christensen Road, Suite 330  
Seattle, WA 98188

Subject: Civil Engineering Services Proposal for the Everett Transit Inductive Chargers  
Construction Administration – College Station and Seaway Transit Center

Dear Dimitri:

We are appreciative of this opportunity to submit this proposal to provide additional construction administration related services in support of our civil engineering design work associated with the Everett Transit's Inductive Charger Installation project. Our scope of work is based on our understanding of the remaining effort needed to complete the construction phase for the project.

### **SCOPE OF WORK**

A summary of the civil engineering-related scope is shown below:

#### ***TASK 1 – CONSTRUCTION ADMINISTRATION***

Everett Transit will serve as the construction manager and direct point of contact for the contractor. KPFF will support the construction management team by providing construction administration services as described herein and providing construction support as needed.

##### **1.1 Construction Meetings**

Everett Transit will lead construction meetings throughout the duration of construction. KPFF anticipates that there may be a need to participate in or attend some of these meetings.

For budgeting purposes, up to two KPFF team members will attend up to two of these construction meetings.

##### **1.2 Requests for Information (RFIs)**

Everett Transit will receive, log, and distribute contractor RFIs to the consultant. The consultant will review and provide written responses back to Everett Transit for coordination with the contractor.

For budgeting purposes, KPFF estimates there will be up to four RFIs reviewed and responded to.

### **1.3 Submittals**

Everett Transit will maintain an overall submittal list and receive, submit, log, and distribute submittals to KPFF for technical review. KPFF will provide a response to submittals within five days of receipt of submittals.

For budgeting purposes, KPFF estimates each site will have up to five remaining submittals for a total of ten submittals to be reviewed.

### **1.4 Change Orders**

KPFF will provide technical reviews as needed and provide written responses to Everett Transit for review, approval, and coordination with the contractor.

KPFF may not authorize changes nor direct the work during construction.

For budgeting purposes, KPFF estimates each site will have up to three remaining change orders for a total of six change orders to be reviewed.

### **1.5 Site Visits**

KPFF will visit each site up to two times to observe construction progress and visually verify that methods and materials meet expectations.

### **1.6 Final Punch List**

KPFF will conduct one punch list walk-through with Everett Transit at substantial completion to document the constructed condition and prepare punch list of items to be finished or provided before construction can be closed out.

### **1.7 Record Drawings**

KPFF will receive contractor's notations of actual built conditions in comparison to the Contract Document plans and prepare an as-built drawing set to document the built conditions. This set will be annotated to reflect the contractor's markups and will be labeled "AS-CONSTRUCTED."

### **1.8 Operations and Maintenance Manual**

KPFF will receive contractor's submittals for an Operations and Maintenance Manual for care of facilities and conduct a review of materials for compliance with design.

## ***ASSUMPTIONS***

A majority of the construction activities are anticipated to be completed by January of 2025, with installation of electrical equipment by InductEV and others occurring up to approximately four months afterwards. Final punch list, record drawings, and review of Operations and Maintenance Manual will occur after the installation of equipment is completed and at Everett Transit's request.

Mr. Dimitri Siaterlis  
July 3, 2024  
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**FEES**

We propose to provide the above civil engineering services for the following fees, billed on an hourly, not-to-exceed basis in accordance with the attached fee schedule and Terms and Conditions, which are made part of this proposal.

Task 1	<u>\$ 26,027</u>
<b>Total</b>	<b><u>\$ 26,027</u></b>

We appreciate the opportunity to work with Elcon Associates and Everett Transit on this project. If this proposal meets your approval, please sign below and return one copy for our files. If you have any questions concerning this proposal, please feel free to call me at (206) 617-9450.

Sincerely,



Zach Gray, PE  
Principal

ZRG:hmc

Enclosure

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Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Elcon Associates, Inc



City of Everett - Everett Transit  
 Inductive Charging Field Installation for College Station and Seaway Transit Center

Civil - Additional Construction Administration Services - July 3, 2024

Billing Rate (2024)

Zach Gray	Dawn Li	Michael Vu	Samantha Pier	Total Hours
Project Manager	Design Engineer	CAD Tech	Project Coordinator	
\$ 260.65	\$ 123.75	\$ 135.54	\$ 114.39	

Task #	Scope of Services					
<b>1</b>	<b>Construction Administration</b>					
1.1	Construction Meetings	8	8		4	20
1.2	Requests for Information (RFIs)	4	12	4		20
1.3	Submittals	4	16			20
1.4	Change Orders	6	16			22
1.5	Site Visits	12	12			24
1.6	Final Punchlist	8	8			16
1.7	Record Drawings	2	8	12		22
1.8	Operations and Maintenance Manual	4	8			12
<b>Task 1 Total Hours</b>		48	88	16	4	156
<b>Task 1 Cost by Staff</b>		\$ 12,511.20	\$ 10,890.00	\$ 2,168.64	\$ 457.56	\$ 26,027.40
<b>Total Budget (Not to Exceed)</b>						<b>\$ 26,027.40</b>













# COE-ET-TRINDUC-PSA AMEND#1\_7.10.2024\_SD


Final Audit Report

2024-07-17


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Status:	Signed
Transaction ID:	CBJCHBCAABAANCO2y2xHZwtlhO4yBmEeFhoM1ET4Orfd

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-  Document created by Marista Jorve (mjorve@everettwa.gov)  
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-  Document emailed to Bradley Chenoweth (bchenoweth@everettwa.gov) for approval  
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-  Document approved by Bradley Chenoweth (bchenoweth@everettwa.gov)  
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-  Document emailed to dsiaterlis@elcon.com for signature  
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-  Email viewed by dsiaterlis@elcon.com  
2024-07-16 - 8:48:54 PM GMT
-  Signer dsiaterlis@elcon.com entered name at signing as Dimitrios K. Siaterlis  
2024-07-16 - 8:51:24 PM GMT
-  Document e-signed by Dimitrios K. Siaterlis (dsiatlerlis@elcon.com)  
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 Agreement completed.

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