



**AMENDMENT NO. 2
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:

Service Provider	Elcon Associates, Inc.
City Project Manager	Brad Chenoweth
	bchenoweth@everettwa.gov
Original Agreement Date	6/16/2022

AMENDMENTS							
New Completion Date	<p>If this Amendment changes the Completion Date, enter the new Completion Date: <i>Enter new Completion Date, if any</i></p> <p>If no new date is entered, this Amendment does not change the Completion Date.</p>						
New Maximum Compensation Amount	<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 align="right">\$86,412.24</td> </tr> <tr> <td>Compensation Added (or Subtracted) by this Amendment</td> <td align="right">\$23,323.76</td> </tr> <tr> <td>Maximum Compensation Amount After this Amendment</td> <td align="right">\$109,736.00</td> </tr> </table>	Maximum Compensation Amount Prior to this Amendment	\$86,412.24	Compensation Added (or Subtracted) by this Amendment	\$23,323.76	Maximum Compensation Amount After this Amendment	\$109,736.00
	Maximum Compensation Amount Prior to this Amendment	\$86,412.24					
	Compensation Added (or Subtracted) by this Amendment	\$23,323.76					
Maximum Compensation Amount After this Amendment	\$109,736.00						

<p>Changes to Scope of Work</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>Other Amendments</p>	<p>Enter other changes to the Agreement, if any.</p>
<p>Standard Amendment Provisions</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

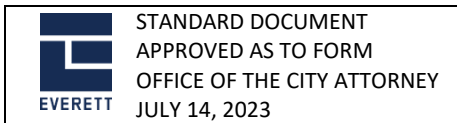
07/17/2024

Date

ATTEST



Office of the City Clerk





City of Everett
Inductive Charger for Eclipse Mill Park - RFQ No. 2021-1343

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							Total Hours
							0	
1	Electrical Engineering and Design							0
							0	
2	Construction Bid Documents							0
							0	
3	Construction Management Support							
3.1	Construction Meetings Bi-weekly (6 mtgs)	9					9	
3.2	Respond to Contractor's RFIs (2 RFIs)	2			4	4		
3.3	Review Contractor Submittals (2 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			4	2		
3.8	Review of O&M Manuals and Project Closeout	2			4	2		
							0	
							0	
	Total Hours	27	0	0	26	22	0	13
	Total Cost by Staff	\$ 5,940.00	\$ -	\$ -	\$ 3,640.00	\$ 2,310.00	\$ -	\$ 11,890.00
	Expenses	Mileage:						
	Elcon Associates, Inc's Subtotal Budget (Not to Exceed)							\$ 11,890.00
	Civil Subconsultant KPFF Engineers							\$ 10,994.00
	4% OH on KPFF's Fee Proposal							\$ 439.76
	Total Project Budget (Not to Exceed)							\$ 23,323.76



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 – Eclipse Mill Park

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 one 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 two 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 there will be two remaining 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 there will be one remaining change orders to be reviewed.

1.5 Site Visits

KPFF will visit the site once 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>\$ 10,994</u>
Total	<u>\$ 10,994</u>

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 Eclipse Mill Park

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					
1	Construction Administration					
1.1	Construction Meetings	4	4		2	10
1.2	Requests for Information (RFIs)	2	6	2		10
1.3	Submittals	1	4			5
1.4	Change Orders	1	2			3
1.5	Site Visits	6	6			12
1.6	Final Punchlist	4	4			8
1.7	Record Drawings	1	4	6		11
1.8	Operations and Maintenance Manual	2	4			6
Task 1 Total Hours		21	34	8	2	65
Task 1 Cost by Staff		\$ 5,473.65	\$ 4,207.50	\$ 1,084.32	\$ 228.78	\$ 10,994.25
Total Budget (Not to Exceed)						\$ 10,994.25











COE-ET-TRMILL-EMP-PSA AMEND#2_7.10.2024_SD


Final Audit Report

2024-07-17


Created:	2024-07-16
By:	Marista Jorve (mjorve@everettwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAtmNTaO-IVyJ7I4G6eha06LA0II97Rvhl

"COE-ET-TRMILL-EMP-PSA AMEND#2_7.10.2024_SD" History

-  Document created by Marista Jorve (mjorve@everettwa.gov)
2024-07-16 - 6:48:04 PM GMT
-  Document emailed to Bradley Chenoweth (bchenoweth@everettwa.gov) for approval
2024-07-16 - 6:48:39 PM GMT
-  Email viewed by Bradley Chenoweth (bchenoweth@everettwa.gov)
2024-07-16 - 6:56:07 PM GMT
-  Document approved by Bradley Chenoweth (bchenoweth@everettwa.gov)
Approval Date: 2024-07-16 - 6:56:48 PM GMT - Time Source: server
-  Document emailed to dsiaterlis@elcon.com for signature
2024-07-16 - 6:56:50 PM GMT
-  Email viewed by dsiaterlis@elcon.com
2024-07-16 - 8:51:52 PM GMT
-  Signer dsiaterlis@elcon.com entered name at signing as Dimitrios K. Siaterlis
2024-07-16 - 8:52:58 PM GMT
-  Document e-signed by Dimitrios K. Siaterlis (dsiatlerlis@elcon.com)
Signature Date: 2024-07-16 - 8:53:00 PM GMT - Time Source: server
-  Document emailed to Colin Olivers (COlivers@everettwa.gov) for approval
2024-07-16 - 8:53:02 PM GMT
-  Email viewed by Colin Olivers (COlivers@everettwa.gov)
2024-07-16 - 10:18:09 PM GMT

 Document approved by Colin Olivers (COlivers@everettwa.gov)

Approval Date: 2024-07-16 - 10:18:17 PM GMT - Time Source: server

 Document emailed to Cassie Franklin (cfranklin@everettwa.gov) for signature


2024-07-16 - 10:18:19 PM GMT

 Email viewed by Cassie Franklin (cfranklin@everettwa.gov)

2024-07-17 - 4:26:02 PM GMT

 Document e-signed by Cassie Franklin (cfranklin@everettwa.gov)

Signature Date: 2024-07-17 - 4:26:12 PM GMT - Time Source: server

 Document emailed to Marista Jorve (mjorve@everettwa.gov) for signature

2024-07-17 - 4:26:15 PM GMT

 Document e-signed by Marista Jorve (mjorve@everettwa.gov)

Signature Date: 2024-07-17 - 5:39:24 PM GMT - Time Source: server

 Agreement completed.

2024-07-17 - 5:39:24 PM GMT