

GREEN MOUNTAIN ENGINEERING, INC.

1438 South Brownell Road

P.O. Box 159

Williston, VT 05495

(802) 862-5590

March 31, 2021

Ms. Kathleen Ramsay, Town Manager
Town of Middlebury
77 Main St.
Middlebury, VT 05753

Re: Amendment No. 1: Agreement for Professional Engineering Services
Main Street Curb & Sidewalk - Construction Phase Engineering Services
GME Project No. 30-028

Dear Kathleen;

This AMENDMENT is written pursuant to a change in the Scope of Services to be provided by Green Mountain Engineering, Inc., (CONSULTANT) as your (CLIENT) consultant for Construction Phase Engineering Services for the Main Street Curb & Sidewalk Project in Middlebury, Vermont.

SCOPE OF SERVICES

These changes in the Scope of Services are a result of the CLIENT's request for additional services for the Main Street Curb & Sidewalk Project to include Construction Phase Engineering Services related to the replacement of curb and sidewalk on Main Street generally in the area from the Post Office to Mill Street. A detailed description of services is included as Attachment No. 1 of this Amendment.

BASIS OF COMPENSATION

The Basis of Compensation for the above-referenced items is revised as follows:

For additional services as outlined above, CLIENT shall pay the CONSULTANT a fee billed hourly based on the hours expended in the interest of the project time based on the Billing Rates per the original AGREEMENT, plus Reimbursable Expenses for a total cost of Twenty-Six Thousand Seven Hundred and Fifty Dollars (\$26,750.00).

Original Agreement	\$16,000.00	(N-T-E)
Amendment No. 1	\$26,750.00	(N-T-E)
Revised Total	<u>\$42,750.00</u>	(N-T-E)

All other provision of the AGREEMENT dated December 3, 2020 shall remain in effect.

AMENDMENT NO. 1
Ms. Kathleen Ramsay, Town of Middlebury
Page 2

If this AMENDMENT is acceptable, please sign both copies and return one of them to our office, in the enclosed envelope, to confirm our amended AGREEMENT.

Respectfully,

GREEN MOUNTAIN ENGINEERING, INC.

Alan Huizenga

Alan Huizenga, P.E.
President

ACKNOWLEDGMENT

TOWN OF MIDDLEBURY

Client's Authorized Representative

Date of Execution

Witness to Signature

Executed in Duplicate

TOWN OF MIDDLEBURY
MAIN STREET CURB & SIDEWALK PROJECT
CONSTRUCTION PHASE ENGINEERING - **AMENDMENT NO. 1**
PROFESSIONAL ENGINEERING SERVICES

ATTACHMENT NO. 1

SCOPE OF SERVICES

The CONSULTANT will perform the following services as they relate to the Construction Phase Engineering Services of the proposed Main Street Curb and Sidewalk Replacement Project in Middlebury, Vermont:

7. CONSULTANT will provide Construction Administration services during the construction of the proposed improvement. Construction administration will include:
 - a. Review of Shop Drawing Submittals
 - b. Review of Pay Requests
 - c. Issuing of Change Orders
 - d. Attendance at Contractor Meetings. We have estimated that up to four (4) meetings are needed, including a kick-off meeting and final completion meeting, based on the size of this project.

8. CONSULTANT will provide Construction Review services through completion of the Project. Construction review will include:
 - a. Full-time construction inspection for the portion of the work involved with pipe installation. We estimate that this portion of the work will take four (4) weeks. We have estimated one hundred and sixty (160) hours for full-time construction inspection. CONSULTANT will provide part-time construction inspection for general clean-up and other miscellaneous items. We have estimated twenty (20) hours for this part-time construction inspection.
 - b. Substantial and final completion walk-through.
 - c. Preparation of punch lists.
 - d. Contact with adjacent property owners.

9. CONSULTANT will prepare record drawings for the project based on information provided by the contractor. We will provide digital CADD plans and plans in PDF (or in GIS shapefile format, if better) for the CLIENT to insert in GIS mapping. We will submit three (3) paper copies of record drawings to the CLIENT.

The CONSULTANT is not responsible for the following services:

1. Archeological sub-contractor costs
2. Wetlands delineation and/or other sub-contractor costs associated with any permit acquisition.
3. Application fees or public notices.
4. Boundary survey.
5. Materials testing service fees.
6. Work required to prepare special or additional documents for project funding

END OF ATTACHMENT NO. 1

TOWN OF MIDDLEBURY
MAIN STREET CURB & SIDEWALK REPLACEMENT
CONSTRUCTION PHASE ENGINEERING - **AMENDMENT NO. 1**
PROFESSIONAL ENGINEERING SERVICES

ATTACHMENT NO. 2

RATE SHEET
GME Project No. 30-028
March 31, 2021

PERSONNEL

Engineer I	\$125.00/hour
Engineer II	\$110.00/hour
Engineer III	\$ 85.00/hour
Technician I	\$ 85.00/hour
Technician II	\$ 75.00/hour
Administrative Assistant	\$ 55.00/hour
Survey Crew (2-man)	\$150.00/hour

REIMBURSABLE EXPENSES

The items below will be billed at cost:

Travel, Auto	@ \$0.575/mile
Lodging, Meals	@ Cost
Shipping, Postage, Messenger	@ Cost
Long Distance Telephone	@ Cost
Reproduction-Drawings, Reports, Specs	@ Cost
Other Direct Costs	@ Cost

SUBCONSULTANTS

Subconsultants shall be billed at cost plus 8% for administrative expenses.

END OF ATTACHMENT NO. 2

TOWN OF MIDDLEBURY
MAIN STREET CURB & SIDEWALK REPLACEMENT
CONSTRUCTION PHASE ENGINEERING - AMENDMENT NO. 1
PROFESSIONAL ENGINEERING SERVICES

ATTACHMENT NO. 3

PROJECT SCHEDULE

The following Project Schedule will result in a completed project that meets the needs of the Town of Middlebury. In addition, our goal throughout the project will be to maintain the satisfaction of the Town, the engineer, the contractor and the landowners and residents in the area.

<u>Project Milestone</u>	<u>Complete By:</u>
Start Construction	May 3, 2021
Complete Construction	June 17, 2021