



## MEMORANDUM

To: Tom Naughton, DWSD Chief Financial Officer  
Palencia Mobley, P.E., DWSD Deputy Director / Chief Engineer

From: Mamata Burgi, DWSD Supply Chain / Procurement Manager

Date: April 3, 2019

Subject: Addendum to BOWC Approved Amendment No. 1 for Contract No. 6001001 (CS-1830)  
"Engineering and Design Services for Stormwater Management Practices"

On October 17, 2018, the Board of Water Commissioners (BOWC) approved Amendment No. 1 for Contract No. 6001001 for "Engineering and Design Services for Stormwater Management Practices" (CS-1830), which included the following: to increase the total contract amount from \$1,259,620.00 to \$4,059,620.00 (increase of \$2,800,000.00); to extend the term for one (1) additional year; and to expand the contract scope to include construction of a pilot program. A copy of the Certified Board Letter for Amendment No. 1 is attached to this memo.

However, it has since been determined that it is in DWSD's best interest to competitively solicit for the construction of the pilot program, rather than including it within Amendment No. 1 to Contract No. 6001001 (CS-1830).

Therefore, DWSD Procurement and the Stormwater Management Group collectively agree to process Amendment No. 1 as listed below (***changes listed in bold and italicized***), which is within the threshold of the BOWC approved Amendment No. 1. At this time, it is not anticipated that this contract will need additional amendments, however should the need arise, a new request to amend the contract will be presented to Finance Review Committee and the Board of Water Commissioners for the total aggregate amount of the contract above \$2,759,620.00, if needed.

Amendment	Amended Period	Amendment Amount	Total After Amendment
<b><i>ADDENDUM</i></b> to Amendment No. 1	Extend contract term by one year: 7/11/20 – 7/10/21	Not to Exceed <b><i>\$1,500,000.00</i></b>	Not to Exceed <b><i>\$2,759,620.00</i></b>
<i>Addendum to Amendment No. 1 removes the contract scope change for construction of the pilot program, thereby reducing the approved amendment amount by \$1,300,000.00.</i>	(no change)	Reduced from \$2,800,000.00	Reduced from \$4,059,620.00

This information will be reported to the Finance Review Committee on May 1, 2019 and provided as a communication to the BOWC at the May 15, 2019 meeting.

Concurrences:

  
Thomas Naughton, Chief Financial Officer

 4/24/2019  
Palencia Mobley, P.E., Deputy Director / Chief Engineer

Attached: Certified Approved BOWC Letter for CS-1830 Amendment No. 1