

AMENDMENT NO. ONE TO  
AGREEMENT FOR SERVICES  
BETWEEN THE TOWN OF FRIDAY HARBOR, WASHINGTON  
AND BROWN AND CALDWELL

THIS AMENDMENT NO. ONE to the Agreement for Services dated June 18, 2020 between the Town of Friday Harbor, Washington, hereinafter referred to as "Client", and Brown and Caldwell, a California corporation, hereinafter referred to as "Consultant," is made and entered into this 26th day of March, 2021.

RECITALS:

WHEREAS, Client and Consultant entered into an agreement for consulting services dated June 18<sup>th</sup>, 2020, hereinafter referred to as the "Agreement");

WHEREAS, Client has requested changes in the Scope of Services;

NOW, THEREFORE, Client and Consultant agree to amend the Agreement as follows:

I. SCOPE OF CONSULTING SERVICES

The Scope of Services in the Agreement is amended in accordance with Appendix A.

II. SCHEDULE

Consultant is authorized to proceed with the modified Scope of Services effective on the date of this Amendment. The modified Scope of Services shall be completed by May 31<sup>st</sup>, 2022.

III. COMPENSATION

Compensation for the services provided under Article I of this Amendment shall be calculated on the same basis as in the Agreement as modified by any previous amendment(s). The labor hours and cost estimates for completing the services defined in this Amendment are shown in Appendix B. The estimated compensation for the services performed under this Amendment is \$11,531 which increases the total estimated compensation under the Agreement to \$164,601.

All other terms and conditions of the Agreement and any amendments thereto remain unchanged.

BROWN AND CALDWELL

Town of Friday Harbor, Washington

Signature: \_\_\_\_\_ Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

## **Appendix A: Scope of Services/Statement of Deliverables**

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# Scope of Services – Amendment 1

## *Project Background*

Brown and Caldwell is currently under contract to update the Water System Plan (WSP) for the Town of Friday Harbor (Town). Currently this contract is set to expire 7/31/2021. Due to a lengthier process than anticipated to obtain required information the schedule has been delayed and a contract extension is required. A new contract completion date of 5/31/2022 is needed.

In addition to contract extension needs, additional modeling work is required to enhance the level of model fidelity and provide a more robust/comprehensive assessment.

The existing InfoWater model was developed for the 2013 master plan and had a relatively coarse level of detail with regard to the allocation of customer water use (demand) into model junctions. Since the master plan update, the City has altered the configuration by completing needed capital improvement projects in locations such as immediately east of the treatment plant, at the airport, and near the marina, and has also experienced some infill development. Additionally, there seems to be some change in the largest users within the Town per recent billing data. The image below shows the top 10 demand locations in the model as red dots, which account for 52% of the total model allocated demand. However, per the 2019 billing data there are 162 customer accounts associated with 52% of the total billing data, with the largest users such as the mobile home park on Tucker Ave, University, Port and Brown Island, highlighted in yellow. Currently, the model includes a low residential demand at the university location and the demands for other large users are spread out across multiple nodes, which may cause the model to underestimate performance of the lines serving these customers. Overall, the old model is allocating a large portion of the total model demand concentrated in a different area of the model than the location of the largest users to date. This graphic shows the potential disparity in the model predicted flow delivery across town and what is realistically occurring.

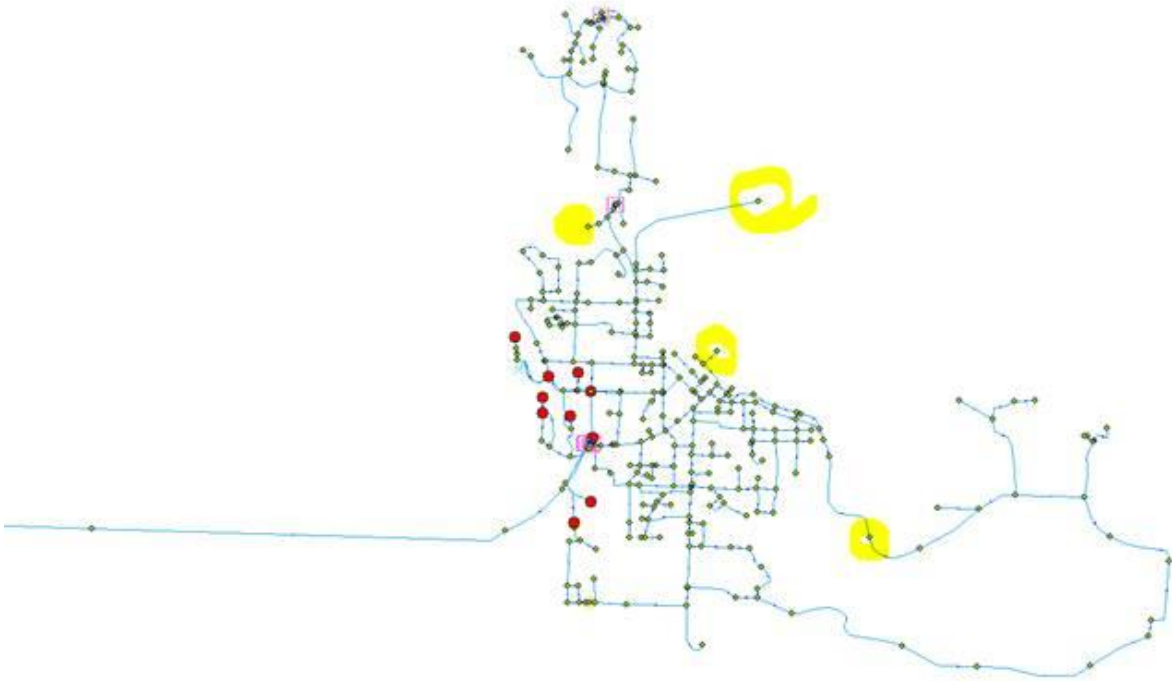


Figure 1. Large customers included in the current model shown in red, and large customers based on billing data shown in yellow. Improving the allocation in demand across Town to reflect current conditions will improve the accuracy of proposed capital improvement projects developed as a part of this master plan and as the Town grows into the future.

### ***Description of Tasks***

Professional services for the WSP update are divided into the following tasks:

Task 100. Project Management

Task 200. Water System Plan Update

Task 300. Hydraulic Model Update

Task 200 is further divided into ten subtasks that are organized in a manner consistent with the specific chapters required for the WSP update as per Draft Washington State Department of Health (WSDOH) Water System Planning Guidebook. The scope and budget for these tasks are expressly developed for completion of a WSP update as noted herein.

Level of effort for this scope of services is to be based upon the outlined scope of services. Additional professional services required beyond this scope that result in levels of effort in excess of the labor hours will be discussed with the Town and corresponding adjustment in compensation will be determined jointly by the Town and the Consultant.

### **Task 100: Project Management**

No change to original scope, additional budget to account for extended duration.

## Task 200: Water System Plan

No change to original scope or budget.

## Task 300: Hydraulic Model Update

Demand allocation includes the assignment of existing system demands to the appropriate locations in the model based on billing addresses. The model will be expanded to include additional nodes and the flow recorded at each customer meter will be assigned to the closest node in the model. The demand will then be scaled so that the total system demand matches the estimated production.

### **Task Assumptions:**

- Demand will be allocated based on metered customer billing addresses.

### **Town Responsibilities:**

- Assist in identifying largest customers and their addresses.
- Assist in identifying water use projections for largest customers if available. Large water users do not always grow at the same rate as the projected population increase and warrant a separate projection if data are available to draw conclusions on projected growth.

### **Task Deliverables:**

- Per original scope of services

## **Appendix B: Compensation**

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Town of Friday Harbor (WA) -- FH 2021 Water Plan Update - Amendment 1

| Phase              | Phase Description             | Project Manager<br>Bob Jacobsen | Project Analyst<br>Kathleen Farrel | Senior Review<br>Patrick Weber | Plan Engineering Lead<br>Pratistha Kansakar | Project Engineer<br>Dan Shapiro | Modeling Lead<br>Janice Bell | Total Labor Hours | Total Labor Effort | APC        | Total Expense Effort | Total Effort  |
|--------------------|-------------------------------|---------------------------------|------------------------------------|--------------------------------|---|---------------------------------|------------------------------|-------------------|--------------------|------------|----------------------|---------------|
|                    |                               | \$216.73                        | \$85.30                            | \$205.99                       | \$154.70                                    | \$120.75                        | \$165.28                     |                   |                    |            |                      |               |
| <b>100</b>         | <b>Project Management</b>     | 4                               | 4                                  | 0                              | 0   | 0                               | 0                            | <b>8</b>          | <b>1,208</b>       | <b>48</b>  | <b>48</b>            | <b>1,256</b>  |
| 101                | Project Management            | 4                               | 4                                  |                                |   |                                 |                              | <b>8</b>          | <b>1,208</b>       | <b>48</b>  | <b>48</b>            | <b>1,256</b>  |
| <b>200</b>         | <b>Water System Plan</b>      | 0                               | 0                                  | 0                              | 0   | 0                               | 0                            | 0                 | 0                  | 0          | 0                    | 0             |
| <b>300</b>         | <b>Hydraulic Model Update</b> | 0                               | 0                                  | 2                              | 4   | 24                              | 36                           | <b>66</b>         | <b>9,879</b>       | <b>396</b> | <b>396</b>           | <b>10,275</b> |
| ****               | Default Task                  |                                 |                                    | 2                              | 4   | 24                              | 36                           | <b>66</b>         | <b>9,879</b>       | <b>396</b> | <b>396</b>           | <b>10,275</b> |
| <b>GRAND TOTAL</b> |                               | <b>4</b>                        | <b>4</b>                           | <b>2</b>                       | <b>4</b>                                    | <b>24</b>                       | <b>36</b>                    | <b>74</b>         | <b>11,087</b>      | <b>444</b> | <b>444</b>           | <b>11,531</b> |