CITY		CONSULTANT	
CITY OF JOPLIN		Name: Deloitte & Touche LLP	
602 S. MAIN STREET JOPLIN, MO 64801		Address: 400 West 15th Street, Suite 1700 Austin, Texas 78701	
Attention: Troy Bolander Assistant Director of Public Works		Attention: Kathryn Schwerdtfeger Partner	
Department: Public Works		Phone: 512-691-2333	Fax: 512-480-1333
Phone: 417-624-0820, Ext 510	Fax: 417-625-4738		

CHANGE ORDER #1
TO WORK AUTHORIZATION NUMBER 1
TO MASTER SERVICES AGREEMENT FOR PROFESSIONAL ADMINISTRATIVE CONSULTING SERVICES

This Change Order is initiated pursuant to the terms of the Work Authorization #1 dated August 1, 2014 (WA1) of the Master Services Agreement between Deloitte & Touche LLP and the City of Joplin dated August 1,2014 (the "Agreement").

Change Order Title and/ or Number: WA1 CO1	**Date of Request: September 9, 2014**
Name of Person and Party Requesting Change: Kathryn Schwerdtfeger	

Overview of Change
Amend Exhibit A – Work Authorization Number 1 entitled "Scope of Services for Proposed Work Authorization Number 1" related to the Sidewalk, Sanitary Sewer, and Storm Sewer Projects as follows: 1. Delete task 5.0 Design Contractor Procurement as the City no longer requires Deloitte support for these tasks on these projects. 2. Add select tasks from the Master Services Agreement Section 3.0 for Program and Portfolio Management 3. Add select tasks from the Master Services Agreement Section 4.0 for Action Plan Preparation/Amendments See Attached Exhibit A- Work Authorization Number 1 – Change Order 1
Additional Cost (i.e., Fee and Expenses) Impact: There is no overall cost impact to WA1, however, Design Contractor Procurement Oversight is decreased by $75,304 and CDBG-DR Risk and Compliance Infrastructure and Monitoring is decreased by $75,000. Action Plans is increased by $75,304 and Program Portfolio Oversight and Monitoring is increased by $75,000.

Exhibit A – Work Authorization Number 1 Item 4. Scope of Services for Proposed Work Authorization Number 1 is modified to remove the following tasks:

~~5.0 Design Contractor Procurement~~	-
~~5.1 Develop RFQ~~	~~5.1.1 Develop RFQ based on scope definition documents to identify potential qualified design firms~~
-	~~5.1.2 Identify requirements for cost and schedule earned value reporting (milestones, manhours) and formats for deliverables to be included~~
~~5.2 Public Announcement~~	~~5.2.1 Develop public announcement information regarding upcoming tenders for issuance by City~~
~~5.3 Vendor Procurement~~	~~5.3.1 In line with City, State and HUD procurement guidelines, confirm compliance with bid process~~
-	~~5.3.2 Document bid evaluation assurance plan (technical and commercial opening, independent scoring confirmation)~~
~~5.4 Technical Evaluation~~	~~5.4.1 Document technical evaluation process and criterion, input industry standard practice where appropriate~~
-	~~5.4.2 Document completion of bid evaluation process~~
~~5.5 Contract Development / SOW~~	~~5.5.1 If external counsel is determined to be engaged to vet contractual language or terms and conditions, recommend counsel be engaged and manage external counsel's procurement~~
~~5.6 Council Review~~	~~5.6.1 Monitor council review, develop presentation for approval~~
~~5.7 Contract Award~~	~~5.7.1 Develop notice of award for issuance by City, and coordination of contract vetting for approvals by both parties~~

Exhibit A – Work Authorization Number 1 Item 4. Scope of Services for Proposed Work Authorization Number 1 is modified to add the following tasks:

3.0 Program and Portfolio Management	
3.5 Project Execution Plans (PEPs)	Development and maintenance of project specific information dossiers that compile all relevant technical, commercial, financial, risk, etc. information to support City planning and decision tasks

3.5.1 Project Scope Definition	Development of project concept and objectives for planning and stakeholder input purposes. Will be further refined for work package planning and development tasks (e.g. design, construction, specific research/studies, etc.)
3.7 Communication Assistance (project definition, outreach)	3.7.1 Support City with conducting outreach sessions and sharing of project information to help inform project scope, based upon PEP project definition and communication plans
3.7 Communication Assistance (project definition, outreach)	3.7.2 Integrating public comment into project definition and planning documents
4.0 Action Plan Preparation/Amendment	
4.1 Action Plan	4.1.1 Develop Action Plan document and inputs in line with infrastructure program requirements (cost, schedule, project logistics, etc.)
4.2 City Council Approval	4.2.1 Develop documentation in preparation for City Council Approval
4.3 Public Comment	4.3.1 Support City in seeking Public Comment on infrastructure project concepts/schemes; assist in responding to queries; consider public input into project planning documents
4.4 HUD Review of Action Plan	4.4.1 Monitor review by HUD in schedule, assist in follow up
4.5 HUD Approval of Action Plan	4.5.1 Monitor approval by HUD in schedule, assist in follow up
4.6 Grant Agreement	4.6.1 Develop Grant Agreement with City, assist City in gaining necessary approvals
4.7 HUD Approval of Grant Agreement	4.7.1 Monitor approval by HUD in schedule, assist in follow up
4.8 Ongoing HUD Reporting, Audit Prep and Support	4.8.1 In response to HUD requests regarding project-specific expenditure or in preparation for HUD visitation, compiling required information and/or providing project cost and schedule information in a standardized format for all infrastructure projects
4.9 Ongoing Compliance Consultation	4.9.1 Ad hoc advise based on regulations and HUD policy guidance

Exhibit A – Work Authorization Number 1 Item 4. Scopes of Services for Proposed Work Authorization Number 1 Costs are modified as follows:

Project & Tasks	Potential Direct Project Costs	Potential Admin Costs	Total Cost
Sidewalk Package			
Design Contractor Procurement Oversight	$ -	~~$ 15,606.00~~	$ -
Environmental Review Oversight	$ 25,666.00	$ -	$ 25,666.00
Design Oversight	$ 28,486.00	$ -	$ 28,486.00
Total Sidewalk Package Costs	**$ 54,152.00**	~~$ 15,606.00~~	**$ 54,152.00**
Sanitary Sewer Package			
Design Contractor Procurement Oversight	$ -	~~$ 28,486.00~~	$ -
Environmental Review Oversight	$ 25,666.00	$ -	$ 25,666.00
Design Oversight	$ 15,606.00	$ -	$ 15,606.00
Construction Procurement Oversight	$ -	$ 22,046.00	$ 22,046.00
Construction Oversight	$ 80,006.00	$ -	$ 80,006.00
Total Sanitary Sewer Package Costs	**$ 121,278.00**	**$ 22,046.00**	**$ 143,324.00**
Storm Sewer Package			
Design Contractor Procurement Oversight	$ -	~~$ 15,606.00~~	$ -
Environmental Review Oversight	$ 25,666.00	$ -	$ 25,666.00
Design Oversight	$ 28,486.00	$ -	$ 28,486.00
Total Storm Sewer Package Costs	**$ 54,152.00**	~~$ 15,606.00~~	**$ 54,152.00**
Curb & Gutter Package			
Design Contractor Procurement Oversight	$ -	~~$ 15,606.00~~	$ -
Environmental Review Oversight	$ 25,666.00	$ -	$ 25,666.00
Design Oversight	$ 28,486.00	$ -	$ 28,486.00
Total Curb & Gutter Package Costs	**$ 54,152.00**	~~$ 15,606.00~~	**$ 54,152.00**
Engagement Management			
Charters, administration reporting	$ -	$ 39,840.00	$ 39,840.00
Total Engagement Management	$ -	**$ 39,840.00**	**$ 39,840.00**
Program and Portfolio Management			
Project Execution Planning, Project Scope Definition	$ -	$ 75,000	$ 75,000.00
Total Program and Portfolio Management	$ -	$ 75,000	**$ 75,000.00**
Action Plans			
Assistance in the preparation and submission of Action Plans	$ -	$ 75,304	$ 75,304.00
Total Action Plans	$ -	$ 75,304	**$ 75,304.00**
CDBG-DR Risk and Compliance Infrastructure & Monitoring			-
Compliance reviews and reporting	$ -	$ 115,188.50	$ 115,188.50
Total CDBG-DR Risk and Compliance Infrastructure & Monitoring	$ -	$ 115,188.50	**$ 115,188.50**
Total Travel Expenses	$ 28,373.40	$ 32,737.85	$ 61,111.25
Work Authorization 1 Change Order 1 Total Costs	**$ 312,107.40**	**$360,116.35**	**$ 672,223.75**

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year herein stated.

REVIEWED FOR APPROVAL

Nicholas A. Heatherly, Director of Public Works_
Name & Title of Staff Project Manager

Consultant: Deloitte & Touche LLP

By: _____
Kathryn Schwerdfeger
Partner

Date: 9-9-14

CERTIFICATE OF DIRECTOR OF FINANCE

I certify that the expenditure contemplated by this document is within the purpose of the appropriation to which it is to be charged and that there is an unencumbered balance of appropriated and available funds to pay therefore.

Leslie Haase,
Director of Finance

APPROVED AS TO FORM

Peter Edwards,
City Attorney

CITY OF JOPLIN, MISSOURI

By: _____
Troy Bolander
CDBG Program Manager

By: _____
Sam Anselm
Interim City Manager

Date: 9/10/2014