

**AMENDMENT TO AGREEMENT  
between  
SHIVE-HATTERY, INC. AND THE CLIENT**

**PROJECT NAME:** Lucas Elementary School Restrooms Remodel

**CLIENT NAME:** Iowa City Community School District

**AMENDMENT NO:** 1

**ORIGINAL AGREEMENT DATE:** May 24, 2012

**AMENDMENT DATE:** May 24, 2013

Iowa City Community School District and Shive-Hattery, Inc. (S-H) agree to amend the Original Agreement as follows:

- A. **PROJECT DESCRIPTION:** No change.
- B. **SCOPE OF SERVICES:** Add bidding and construction phase services to the scope of services, as follows. (The original agreement was based on the school district self-performing the work):
1. **Bid Phase**
    - a. Print 25 sets of plans and specifications.
    - b. Issue plans and specifications.
    - c. Conduct a pre-bid meeting with contractors and respond to questions from contractors as they review the documents and prepare their bids.
    - d. Prepare and issue addenda, if required.
    - e. Assist in opening and evaluating the bids. Provide a bid tabulation and letter of recommendation of award.
  2. **Construction Phase**
    - a. Conduct a preconstruction conference.
    - b. Attend regular progress meetings.
    - c. Review Change Orders, Project Submittals, Requests for Information and Contractor Applications for Payment.
    - d. Conduct one (1) post construction review of the work per architectural/engineering discipline and review contractor's punch list of items to be completed.
    - e. Conduct one (1) final review of the work per architectural/engineering discipline after the contractor has notified us they have completed the punch list.
    - f. Upon completion of construction, we will prepare final closeout documents and assist in obtaining executed documents to conclude the work.



- C. **CLIENT RESPONSIBILITIES:** No change
- D. **SCHEDULE:** No change
- E. **COMPENSATION:** The total estimated amount shall be increased from \$10,000 to \$15,000.
- F. **EXHIBITS:** No change
- G. **AGREEMENT:** This Amendment is subject to all other terms and conditions of the Original Agreement. Return one signed copy to Shive-Hattery in the enclosed green envelope.
- H. **ACKNOWLEDGEMENT OF APPROVAL AND OF AMENDMENT:**

IOWA CITY COMMUNITY SCHOOL DISTRICT

By: Marla Swesey  
Marla Swesey  
~~Mr. Duane Van Hemert~~  
Director of Physical Plant

SHIVE-HATTERY, INC.

Timothy R Fehr  
Timothy R Fehr, P.E.  
Project Manager

Date Accepted: 6/4/13

TRF/atf



# Iowa City Community School District

## Educational Services Center

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Stephen F. Murley  
Superintendent of Schools

Ann Feldmann  
Assistant Superintendent

Rebecca Furlong  
Assistant Superintendent

David Dude, Ph.D.  
Chief Operating Officer/  
Chief Technology Officer

Craig Hansel, Ph.D.  
Chief Financial Officer

R. Chace Ramey, Ph.D., J.D.  
Chief Human Resource  
Officer

**DATE:** Tuesday, May 28, 2013

**TO:** Stephen Murley, Superintendent

**FROM:** Duane Van Hemert, Director of Physical Plant

**SUBJ:** 2013 Lucas Restroom Remodel – Shive Amendment

On May 24th of 2012, the Iowa City Community School District approved a contract with Shive-Hattery to design renovated restrooms for Lucas Elementary School. The original design and plan called for the work to be completed in house. Since that time it has been determined that the scope and quantity of the work to be performed should be done by outside contractors. This contract has been modified to reflect the amount of design work to accommodate the revised scope. The contract will be increased from \$10,000.00 to \$15,000.00. This project will be funded using PPEL Life-Cycle funds allocated for small projects. Recommend approval.