

# AGREEMENT AMENDMENT

City Manager's Office  
701 Laurel St., Menlo Park, CA 94025  
tel 650-330-6620



Agreement #: 2032

Amendment#: 1

## AGREEMENT FOR SERVICES BETWEEN THE CITY OF MENLO PARK AND IGNATIUS NELSON CONSULTING

THIS 1<sup>st</sup> AMENDMENT ("Amendment") is made and entered into this 1<sup>st</sup> day of July, 2017, by and between the CITY OF MENLO PARK, a Municipal Corporation, hereinafter referred to as "CITY", and Ignatius Nelson Consulting, hereinafter referred to as "FIRST PARTY."

1. Pursuant to Section 24. Term of Agreement of Contract No. 2032 ("Agreement"), Term of Agreement [amendment to section] to read as follows:

"This Agreement shall remain in effect for the period of July 1, 2017 through June 30, 2018 unless extended, amended, or terminated in writing by CITY."

Except as modified by this Amendment, all other terms and conditions of Contract No. 2032 remain the same.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first above written.

### FIRST PARTY:

*Ignatius Nelson*  
Signature

IGNATIUS NELSON  
Name

46-1108037  
Tax ID #

6-13-2017  
Date

CONSULTANT  
Title

### APPROVED AS TO FORM:

*[Signature]*

William L. McClure, City Attorney

7-5-17  
Date

### CITY OF MENLO PARK:

*[Signature]*  
Signature

Alex D. McIntyre  
Name

7/19/17  
Date

City Manager  
Title

### ATTEST:

*[Signature]*  
Debra City Clerk, City of Menlo Park

7/19/17  
Date

## PERSONNEL COST SCHEDULE EXHIBIT A-1

### **Scope of work:**

The scope of work consists of assisting the Water System Supervisor. Under general direction of the Public Works Superintendent and Water System Supervisor, the consultant shall be responsible for the following tasks:

- Ensuring that the system is operated and maintained in accordance with the City standards;
- Providing direction to MPMWD staff performing operations and maintenance activities associated with the water distribution system;
- Planning of maintenance projects and work orders;
- Monitoring of the water system facilities through the Supervisory Control and Data Acquisition System (SCADA);
- Overseeing construction review and inspection services;
- Managing and overseeing the fire flow program;
- Working with engineering staff on plan reviews and new water connections;
- Maintaining all records and ensuring that reporting requirements are met;
- Responding to emergencies during regular work hours and after hours;
- Managing third party contractors assigned to perform emergency repairs.

### **Work Schedule:**

Mondays and Tuesdays 7 - 4:30

Hourly rate of \$123/hr.