

"ATTACHMENT 2"

AMENDMENT NO. 1 TO PROFESSIONAL SERVICES AGREEMENT

THIS AMENDMENT No. 1 to Professional Services Agreement ("Amendment No. 1") amends the Professional Services Agreement ("Agreement"), attached hereto, that was made and entered into on the 10th day of October, 2024, by and between The City of Oklahoma City ("The City") and the Johnson and Associates, LLC, ("Contractor"), as follows:

SECTION 2. SCOPE OF WORK

- A. The Scope of Work to be provided by the Contractor in performance of this Agreement shall consist of the provision of the Scope of Work set forth in **Attachment "A"** and shall not exceed ~~Fifty-Thousand Dollars (\$50,000)~~, **Sixty-five Thousand Dollars (\$65,000)**, inclusive of reimbursable expenses.
- B. Contractor agrees to make expenditures in accordance with the **Amended** Scope of Work in **Attachment "A"**. It is expressly agreed and understood by The City and Contractor that this Agreement shall not provide for compensation beyond the end date of the Agreement, that being ~~April 30, 2024~~ **February 28, 2025**.
- C. Final Work Products shall be delivered on or before ~~April 30, 2024~~ **February 28, 2025**.

SECTION 3. INVOICING FOR SERVICES

- E. Excessive, Irregular or Late Claims may be Denied. The City reserves the right to deny compensation related to any claims it deems irregular or excessive. The City is not required to accept and process for payment any invoice or Request for Compensation received more than ninety (90) days after the close of the quarterly reporting period. ~~This Agreement is in effect during the FY 23 and FY 24 Fiscal Year fiscal year ending June 30 and all claims must be received no later than July 15, 2024. This agreement is amended to be in effect during the Fiscal Year 2025 ending June 30, 2025 and all claims must be received no later than July 15, 2025.~~

AMENDMENT NO. 1 APPROVED by CONTRACTOR Johnsons and Associates, LLC,

this 7 day of August, 2024.

By: _____

THOMAS W JOHNSON
JOHNSON & ASSOC. LLC

MANAGING MEMBER

(Print name and Title of Person who Signed)

APPROVED by the City Council of the City of Oklahoma City and **SIGNED** by the Mayor this 27TH day of AUGUST, 2024.

ATTEST:

Amy K. Simpson
City Clerk



THE CITY OF OKLAHOMA CITY

David Holt
Mayor

REVIEWED for form and legality.

Susan Kamefall
Assistant Municipal Counselor



ATTACHMENT "A" TO AMENDMENT NO. 1 MERIDIAN SCOPE REVISION

1 EAST SHERIDAN, SUITE 200
OKLAHOMA CITY, OK 73104
(405) 235-8075

July 26, 2024

City of Oklahoma City
420 W Main, 9th Floor
Oklahoma City, OK 73102

Attention: Ms. Kim Cooper-Hart

RE: Meridian Placemaking Assessment: Contract Amendment

Dear Kim:

Thank you for the opportunity to submit a contract amendment to the referenced engineering contract.

Pursuant to our discussion about a revised scope on the subject project, which will include additional renderings, we are hereby making this formal request for a contract amendment.

This amendment will allow the design team to reengage the community and assemble a stakeholder group for additional input and discussion on the study and future of the district. The stakeholders will include key employers along the corridor in an attempt to identify engaged parties interested in aiding the district into the future.

Attached to this letter is an updated fee proposal and schedule for the remainder of the project and scope.

Therefore, Johnson & Associates is requesting a contract amendment to include a \$15,000 fee for additional services noted above.

Please review and advise how you would like us to proceed.

Respectfully submitted,

Mark W. Zitzow, AICP, CNU-A
JOHNSON & ASSOCIATES, LLC

MWZ/rw
Attachment(s)
cc: Tim Johnson, PE

R:\Tim's Projects\Meridian Placemaking Contract Amendment 240726.docx

Proposed Fees/Budget

This is a preliminary estimate based on our current understanding of the project. We are open to negotiations and would be happy to discuss the project with you in more detail to further refine the scope of work, associated schedule and fees. We feel confident that we can complete all outlined work within the \$50,000 allocated budget. Amended budget July 2024 added \$15,000 in services. Total \$65,000.



Project Kick Off/Bus Tour (\$2,500)

Gathering of thoughts, 1.5-hour project kick off meeting with Core Project team.



Engagement w/ Local & Regional Partners (\$10,000)

Engagement post kick off, small focus group meetings. Include all topics in scope of work from City of OKC.



Synthesis of Engagement (\$2,500)

Calibrate on issues and alignments, themes, and leadership direction for placemaking report.



Begin Drafting the Report (\$4,500)

Work with Project Manager to begin outlining the report.



Open House (\$10,000)

Draft materials and content for Project Manager to review, coordinate the open house, facilitate the event and conduct a debrief.



Create First Draft & Revisions (\$15,000)

Create the first draft and distribute for review, visually rich draft, document and make requested revisions.



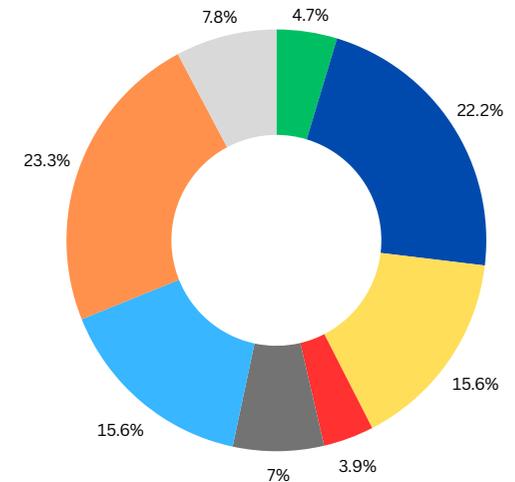
Final Draft (\$5,000)

Complete draft, convene meeting with Core Project Team to review final draft and distribute - make sure all parties are satisfied with final draft.



Amended Scope July 2024 (\$15,000)

Additional engagement with key stakeholders identified. Inclusion of additional renderings and incorporation of light rail details and final draft.



MERIDIAN PLACEMAKING SCHEDULE:

EVENT	DATE AND TIME	DELIVERABLES
KICK-OFF MEETING WITH STAFF AND COUNCILWOMEN PECK (TASK 1)	NOVEMBER 14 TH , 2024 AT 2PM	Post meeting notes
FOLLOW-UP WITH STAFF AFTER KICK-OFF (TASK 1.5)	NOVEMBER 30 TH , 2024 AT 3PM	Post meeting notes
STAKEHOLDER MEETING (TASK 3)	JANUARY & FEBRUARY (6 meetings total)	Post meeting notes
OPEN HOUSE (TASK 2)	MARCH 7 TH	Post event conclusions
DEBRIEF MEETING (TASK 4) (PowerPoint Draft and Report Outline Draft to present to City Staff)	APRIL 26 TH	PowerPoint presentation and report outline
REFINED OUTLINE & REPORT PLANS PREPARED (TASK 5)	MAY 29 TH	Finalized report outline and plans for full report
Stakeholder Engagement Part 2	August-September	Re-engage specific stakeholders and identify strong corridor leaders for future engagement
REFINED OUTLINE & REPORT PLANS PREPARED (TASK 5) Part 2	October 23 RD	Finalized report outline and plans for full report
OPEN HOUSE WITH STAKEHOLDERS (TASK 6)	Nov 15 th – (Date to be Set for Mid-June)	PowerPoint to present to stakeholders with renderings
FIRST DRAFT (TASK 7)	Jan 13 th	First draft delivered to city staff
DELIVER FINAL DRAFT (TASK 8)	Feb 7 th	Revisions made; final draft delivered to city staff

****Completed**