

**AMENDMENT 1  
TO  
CONTRACT AGREEMENT FOR ADMINISTRATIVE SERVICES  
BETWEEN CITY OF CROSSVILLE  
AND  
COMMUNITY DEVELOPMENT PARTNERS, LLC**

The August 13, 2014 agreement for SRF Downtown Water Line Replacement Project, by and between the CITY OF CROSSVILLE, and COMMUNITY DEVELOPMENT PARTNERS, LLC is hereby amended as follows:

**1. ARTICLE V-COMPENSTATION AND METHOD OF PAYMENT**, this section is deleted in its entirety and replaced with the following:

**ARTICLE V - COMPENSATION AND METHOD OF PAYMENT**

For services rendered under this Agreement the CITY agrees to pay the CONSULTANT for all costs, direct and indirect, attributable to the services rendered (as described in ARTICLE II of this Agreement). Such payment shall be due monthly upon presentation of written statements certifying such amounts are due and payable. The total amount to be paid under this section for services shall be Fifty-Five Thousand Dollars (\$55,000.00).

**2. CONTRACT ATTACHMENT A – DETAIL OF ADMINISTRATIVE COSTS** is deleted in its entirety and replaced with the new DETAIL OF ADMINISTRATIVE COST attached hereto.

The net effect of this Amendment is to increase the contract amount by \$15,000 for administrative services related to the SRF additional funds amendment for this SRF water line replacement project, specifically the addition of the water line replacements in the Brookhaven Subdivision and the Highland Lane areas.

The effective date of this amendment shall be May \_\_\_\_, 2015. The other terms and conditions of this agreement not expressly amended hereby shall remain in full force and effect.

IN WITNESS WHEREOF:

COMMUNITY DEVELOPMENT PARTNERS, LLC

By: \_\_\_\_\_  
Title: Vice President

Date: \_\_\_\_\_

CITY OF CROSSVILLE:

By: \_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

# ATTACHMENT 1

## DETAIL OF ADMINISTRATIVE MANAGEMENT SERVICES

	TASK	Amount
1.	PROJECT FILES	\$5,000.00
	A. Set Up B. Monthly Maintenance/Update	
2.	PLANNING	\$8,000.00
	A. Coordination with TDEC B. Coordination between the Engineer and City	
3.	CONSTRUCTION / DAVIS BACON COMPLIANCE	\$18,500.00
	A. Request Wage Determination B. 10 Day Wage Verification C. Attend Bid Opening keep minutes D. Contractor/Subcontractor Eligibility Verification E. Notice of Contract Award/ Pre-Construction Conference F. Coordinate and attend Pre-Construction Conference G. Review Compliance, provide job site poster H. Prepare Minutes of Pre-Construction Conference I. Check Weekly Payrolls J. Review Weekly Statements of Compliance K. Review Register of Employees L. Review Register of Contractors M. Review Employee Payroll Deductions N. On site Interviews O. On site verification of posters, and wage decision P. Comparison of Interviews with Payrolls Q. Complaint Investigations R. Violation Reporting S. TA to contractor where needed T. Consultation with Contractor on Payroll/Wage Rate Issues U. Consultation with Engineer regarding delinquencies V. Submit Notice of Completion Advertisement	

2. EQUAL OPPORTUNITY \$7,500.00

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- A. Review Contractor DBE Requirements
- B. CITY DBE Compliance
- D. DBE Documentation

4. FINANCIAL MANAGEMENT \$14,000.00

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- A. ACH Designation of Depository (where required)
- B. Requests for Payment
- C. Coordination of All Payments
- D. Budget Spreadsheets
- E. Budget Revisions

6. CLOSE-OUT \$2,000.00

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