

RESOLUTION NO. 3200

RESOLUTION AUTHORIZING THE MAYOR TO SIGN "AMENDMENT NO. 1" TO "TASK ORDER NO. 2024-04" WITH HLA ENGINEERING AND LAND SURVEYING, INC., FOR ADDITIONAL PROFESSIONAL SERVICES RELATED TO THE CIVIC CENTER REMODEL PROJECT

WHEREAS, the City previously began – via a retained contractor – its Civic Center Remodel Project (Project); and

WHEREAS, during work on the Project, additional areas were identified as needing repair and/or upgrades in order to meet code requirements; and

WHEREAS, the City's retained engineering firm – HLA Engineering and Land Surveying, Inc. (HLA) – is willing and able to provide the additional professional planning services that are necessary for this work; and

WHEREAS, HLA has drafted "Amendment No. 1" to "Task Order No. 2024-04", which recites HLA's additional scope of work and HLA's additional fees of \$5,000.00 (when combined with HLA's prior fees on this Project, will make HLA's total fees on this Project total to \$90,900.00); and

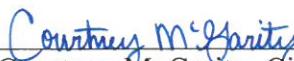
WHEREAS, the terms of Amendment No. 1 are acceptable to City staff and City staff recommends that the City Council authorize the Mayor to sign it; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the Mayor be and is authorized to sign "Amendment No. 1" to "Task Order 2024-04" with HLA in the form appended hereto.

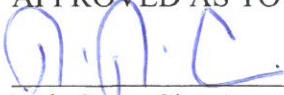
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 22<sup>nd</sup> day of April, 2025.

  
\_\_\_\_\_  
Roger Bell, Mayor

ATTEST:

  
\_\_\_\_\_  
Courtney McGarity, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Rob Case, City Attorney



## \* TRANSMITTAL \*

**Date:** April 10, 2025

**Project No.:** 24081E/C

**To:** City of Selah  
222 S. Rushmore Road  
Selah, WA 98942

**Attention:** Rocky Wallace  
Public Works Director

**From:** Michael R. Heit, PE

**Re:** Selah Civic Center Remodel - Construction Engineering  
Task Order No. 2024-04 - Amendment No. 1

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**We are sending you the attached following items:**

Two (2) Original Task Order Amendment Agreements

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**Comment:**

Rocky:

Attached for your review and consideration are two (2) signed original Task Order No. 2024-04 - Amendment No. 1 agreements for the Selah Civic Center Remodel - Construction Engineering project.

Please execute the Amendments and return one signed original to our office.

We very much appreciate the opportunity to work with you and serve the City of Selah. If you have any questions or need additional information, please contact me at [mheit@hlacivil.com](mailto:mheit@hlacivil.com) or (509) 966-7000.

Copy to: \_\_\_\_\_ Signed: *Michael R. Heit*

**AMENDMENT NO. 1**  
**TASK ORDER NO. 2024-04**

REGARDING GENERAL AGREEMENT BETWEEN CITY OF SELAH

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

**PROJECT DESCRIPTION:**

**Selah Civic Center Remodel - Construction Engineering**  
**HLA Project No. 24081E/C**

The City of Selah (CITY) desires to remodel and reconstruct portions of their existing civic/community center building per a Building Evaluation and Planning Report prepared by BORAchitecture (BORA) in November 2022. This evaluation found several issues to be addressed for safety, ADA compliance, usability, and aesthetic reasons. BORA will work with HLA as a subconsultant for all architectural design efforts. HLA services will include design, bidding, and construction engineering services for all civil and architectural related improvements. Construction engineering shall include part-time construction observation and inspection on civil related items, and building construction observation will be provided by BORA. Building code inspections will be performed under the building permit by the CITY Building Department.

Improvements will involve the wood shingle overbuild removal to create a new smaller chase for utilities. The main entry floors and front restrooms will be remodeled, and the kitchen will be modernized. Kitchen improvements include relocating appliances with necessary plumbing and electricity, and a loading ramp entering the kitchen. Other upgrades involve the design and construction of an ADA compliant ramp to replace stairs on the west exterior side of the building.

The plans will also include design for the Civic Center Office being relocated into the previous Food Bank Room, including gypsum wall board, vinyl plank flooring, carpet, paint, suspended ceiling, etc. as an additive optional bid schedule to be considered by the City dependent on available funds.

**REASON FOR AMENDMENT NO. 1**

Amendment No. 1 is due to additional areas needing repair and upgrades to meet code requirements during the site demolition process. The contractor was requested to perform the repairs and code upgrades through force account work, requiring additional construction engineering services to complete construction.

**SCOPE OF SERVICES:**

There are no revisions to Scope of Services due to Amendment No. 1.

**TIME OF PERFORMANCE:**

There are no revisions to Time of Performance due to Amendment No. 1.

**FEE FOR SERVICES:**

Revisions to Fee for Services due to Amendment No. 1 are as follows.

### **3.0 Construction Engineering**

All work for Construction Engineering services shall be performed on a time-spent basis at the current hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$36,500 (Original amount of \$31,500 plus \$5,000 for Amendment No. 1). If the Contractor is granted additional working days beyond those identified in the Time of Performance, then work shall be considered additional services until an amendment to Task Order No. 2024-04 is executed.

**Proposed:**



HLA Engineering and Land Surveying, Inc.  
Michael T. Battle, PE, President

4/10/2025

Date

**Approved:**



City of Selah  
Roger Bell, Mayor

4/22/25

Date