

Memorandum

To: Programs, Projects, and Operations Subcommittee

From: Justin Novak, Project Manager

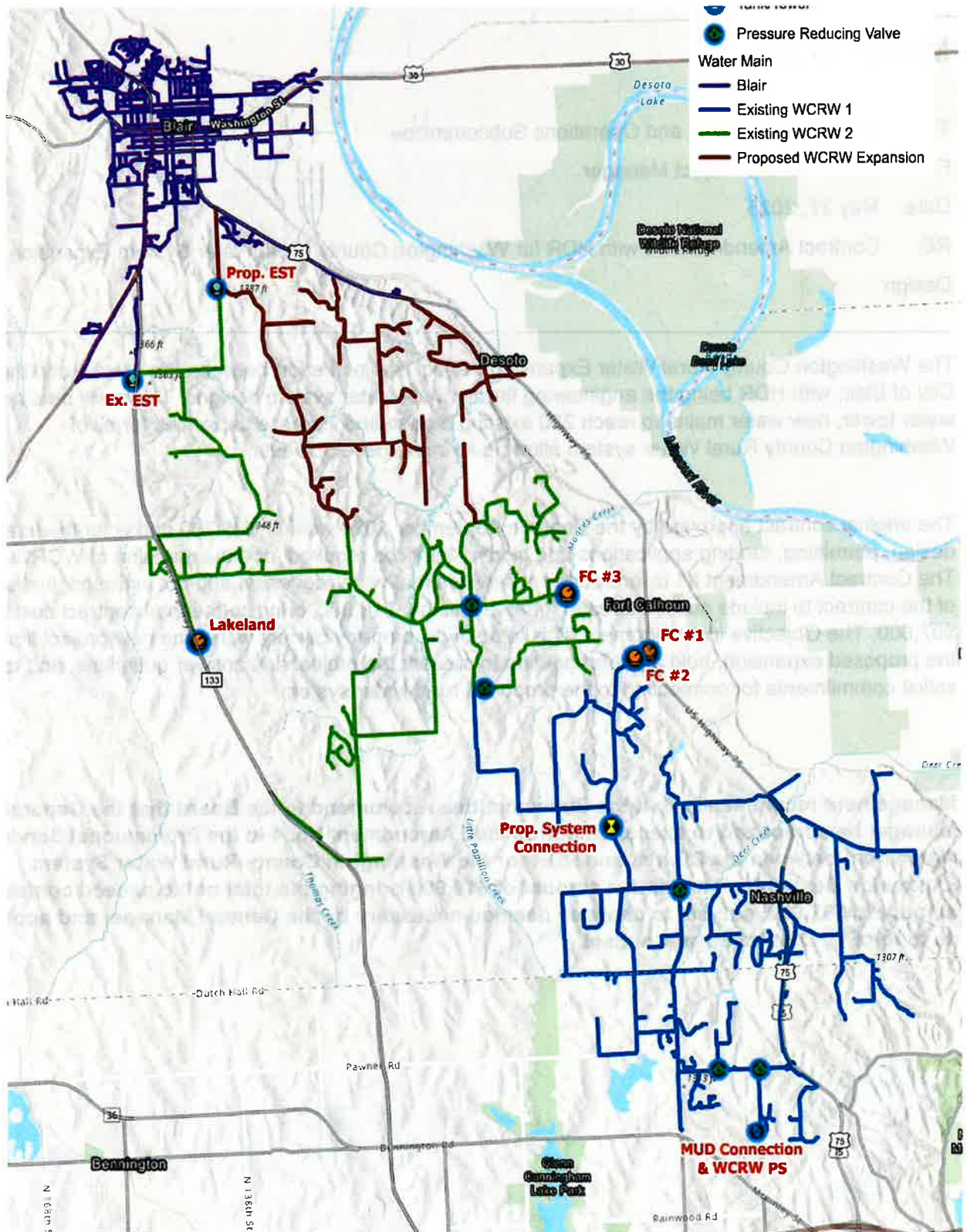
Date: June 6, 2025

RE: Contract Amendment #1 with HDR for Washington County Rural Water System Expansion Design

The Washington County Rural Water Expansion Project is a joint effort between the District and the City of Blair, with HDR being the engineering firm for both water system designs. There will be a new water tower, new water mains to reach 250 existing homes and increase capacities for all of Washington County Rural Water system allowing for more developments.

The original contract approved by the Board in October 2024 was for \$86,700 and is for the final design, permitting, funding applications and bidding services required for the expansion of WCRW #2. The Contract Amendment #1 is for additional services that were requested and not in the original scope of the contract to include public outreach for an additional \$10,900, bringing the total contract cost to \$97,600. The Objective in Amendment #1 is to notify all property owners within the new project limits of the proposed expansion, hold a public meeting to present the project and answer questions, and to solicit commitments for connecting to the proposed rural water system.

Management recommends that the Subcommittee recommend to the Board that the General Manager be authorized to execute the proposed Amendment No. 1 to the Professional Services Agreement between the District and HDR for the Washington County Rural Water System Expansion Design for a maximum amount of \$10,900 bringing the total not to exceed contract amount to \$97,600, subject to changes deemed necessary by the General Manager and approval as to form by District Legal Counsel.



This is **EXHIBIT K**, consisting of two pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated November 26, 2025.

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. One

The Effective Date of this Amendment is: April 21, 2025.

Background Data

Effective Date of Owner-Engineer Agreement: November 26, 2025

Owner: Papio-Missouri River Natural Resources District

Engineer: HDR Engineering, Inc.

Project: Washington County Rural Water System Expansion

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

- ☒ **X** Additional Services to be performed by Engineer
- ☐ Modifications to services of Engineer
- ☐ Modifications to responsibilities of Owner
- ☐ Modifications of payment to Engineer
- ☐ Modifications to time(s) for rendering services
- ☐ Modifications to other terms and conditions of the Agreement

Description of Modifications:

Provide public outreach assistance for customer signup. See attached Exhibit A Scope of Work.

Agreement Summary:

Original agreement amount:	\$86,700
Net change for prior amendments:	\$86,700
This amendment amount:	\$10,900
Adjusted Agreement amount:	\$97,600

Change in time for services (days or date, as applicable): No change.

MODIFIED VERSION of

Exhibit K – Amendment to Owner-Engineer Agreement.

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The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:

ENGINEER:

Papio-Missouri River Natural Resources District

By: _____

Name: John Winkler

Title: General Manager

By: _____

Name: Ann E. Williams, P.E.

Title: Senior Vice President

Date Signed:

Date Signed: 04/16/2025

MODIFIED VERSION of

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Page 2

EXHIBIT A

AMENDMENT NO. 1 - SCOPE OF SERVICES WASHINGTON COUNTY RURAL WATER SYSTEM EXPANSION

PART 1.0 PROJECT DESCRIPTION:

ENGINEER is proceeding with the final design of the Washington County Rural Water System Expansion (PROJECT). OWNER has requested assistance to complete the public outreach to potential customers.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER ON THE PROJECT:

Items of Work

1. Public outreach for customer signup.

Key Understandings

1. All travel will be in proximity to the city of Blair, Nebraska.
2. The limits of the expansion and system modifications will be based on the PMRNRD WCRWS and Blair Connection Evaluation prepared by HDR dated April 5, 2024.
3. OWNER will provide the connection fee information for the owner interest survey for service.
4. OWNER will participate in the public meeting presenting the project.
5. OWNER will pay the rental fees for the public meeting facilities.

TASK SERIES 500 – PUBLIC OUTREACH

Objective: Notify property owners within the project limits of the proposed expansion project; hold a public meeting to present the project and answer questions; and to solicit commitments to connecting to the proposed rural system.

HDR Activities

510 – Landowner Contact Information

- Confirm the project limits for the postcard mailing.
- Obtain the mailing information for the landowners within the project limits.

520 – Notification Documents

- Draft the postcards and newspaper advertisement.
- Provide the drafts to the OWNER for review.
- Incorporate the review comments.
- Send up to 280 postcards to the identified landowners at least three weeks prior to the public meeting.

- Submit the ad request to the Washington County Pilot-Tribune and Enterprise for publication at least 14 days prior to the public meeting.

530 – Public Meeting

- Identify the public meeting location and schedule the meeting.
- Prepare two display boards identifying the project limits, schedule, and FAQs.
- Prepare and print up to 150 copies of one informational handout, single sided.
- Set up for the meeting including meeting plan, name badges, sign in sheets, and 150 comment forms.
- Two HDR personnel will attend the meeting and complete the meeting set up and teardown after the meeting.
- Provide a summary of the meeting.

PART 3.0 AUTHORIZATION

OWNER will provide written authorization for the work. Work will not proceed without authorization.

PART 4.0 OWNER'S RESPONSIBILITIES:

OWNER will be responsible for the following as identified in the above Scope of Work:

1. Payment of meeting hall rental.
2. Payment of advertising fees.
3. Preparation of property owner interest survey.
4. Participation in the public meeting.

PART 5.0 PERIODS OF SERVICE:

Notice to Proceed	April 21, 2025
Development of Postcards	April 30, 2025
Public Meeting	May 23, 2025