



We Are Columbia

## INTEROFFICE MEMORANDUM

**TO:** Teresa Wilson, City Manager via Missy Gentry, Assist. City Manager *MSE*  
**FROM:** Gloria Saeed, Community Development Director *gs*  
**SUBJECT:** Agreement Extension for Environmental Review Consultant Services  
**DATE:** October 5, 2020

**COMMENTS:** Your approval required

I have enclosed the subject documentation requesting: Signature  
(e.g. approval, signature, ratification, information only, review & comment requested, etc)

This request is a: Request for Signature on Amendment Number One – Consultant Services for Environmental Review for the Agreement with S&ME. This no-cost amendment extends the contract duration from October 17, 2019 to October 16, 2021. All other terms and conditions of the original agreement, dated October 17, 2019, remain the same.

Previously procured item(s) or services:  yes  no  n/a

Budgeted item with funds readily available:  yes  no  n/a

Funds transfer will be required to procure this item or services:  yes  no  n/a

Please return to: Gloria Saeed, CD Director  
1401 Main Street, 4<sup>th</sup> Floor  
Columbia, South Carolina 29201  
(803) 545-3766

**Attachments:**

- Amendment One – Consultant Services for Environmental Review
- Original Environmental Review Consultant Agreement (dated October 17, 2019)



**AMENDMENT NUMBER ONE  
CONSULTANT SERVICES FOR ENVIRONMENTAL REVIEW**

**AGREEMENT WITH S&ME, INC.**

This amendment is made and entered into this 15<sup>th</sup> day of October, 2020 by and between the City of Columbia ("City") and S&ME, Inc. ("Consultant").

WHEREAS, the City and the Consultant entered into an agreement on October 17, 2019, for Environmental Review Consulting for any requested City of Columbia Environmental Review and Assessments ("Original Agreement"); and

WHEREAS, the Notice to Proceed was originally executed on October 17, 2019.

WHEREAS, the City and the Contractor now wish to amend the original contract agreement in order to extend the length of the contract period.

WHEREAS, this amendment constitutes a no-cost extension of the original agreement.

WHEREAS, all other terms and conditions of the original contract, dated October 17, 2019, remain the same.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Parties agree as follows:

Item 4 shall be amended to read:

**4. TIME OF PERFORMANCE**

"The effective date of this contract shall be the date the parties sign and complete execution of the contract and the Notice to Proceed. The expected engagement of the contract shall be from October 17, 2019 to October 16, 2021, unless extended by the Community Development Department.

**FOR:**

**CITY OF COLUMBIA**

BY: Teresa Wilson Date 10/7/2020  
Teresa Wilson, City Manager

**S&ME, Incorporated**

BY: Chris Daves Date 10/1/2020  
Chris Daves, Senior Scientist

Environmental Review Contract  
City of Columbia and S&ME, Inc.

APPROVED AS TO FORM

[Signature]  
Legal Department City of Columbia, SC

9/28/20