

SE-260

AMENDMENT NO.: 3

**AMENDMENT TO PROFESSIONAL SERVICES CONTRACT**

**AGENCY:** South Carolina Office of Resilience

**PROJECT NAME:** USS Yorktown Environmental Assessment and Remediation

**PROJECT NUMBER:** D30-N021-MJ

**NAME OF FIRM:** Research Planning Inc.

**This Contract is changed as follows:** *(Insert description of change in space provided below.)*

**ADDING:**

Van and car rental fees.

**ADJUSTMENTS IN THE CONTRACT SUM:**

**1. BASIC & SUPPLEMENTAL SERVICES FEE:**

Contract Fee Prior to This Amendment		\$1,908,272.00
Change in Fee Per This Amendment	\$0.00	
<b>Total Revised Basic &amp; Supplemental Services Fee:</b>		\$ 1,908,272.00

**2. ADDITIONAL SERVICES FEE: Contract Fee Prior to This Amendment**

Contract Fee Prior to This Amendment		\$157,000.00
Change in Fee Per This Amendment	\$0.00	
<b>Total Revised Additional Services Fee:</b>		\$ 157,000.00

**3. REIMBURSABLE EXPENSES: Contract Amount Prior to This Amendment**

Contract Amount Prior to This Amendment		\$549,309.00
Change in Amount Per This Amendment	\$24,659.00	
<b>Total Revised Reimbursable Expenses:</b>		\$ 573,968.00

**4. TOTAL CONTRACT AMOUNT: Total Contract Prior to This Amendment**

Total Contract Prior to This Amendment		\$2,614,581.00
Total Amendment Amount	\$24,659.00	
<b>Total Revised Contract Amount:</b>		\$ 2,639,240.00

**AGENCY ACCEPTANCE AND CERTIFICATION:**

I certify that the Agency has authorized, unencumbered funds available for obligation to this contract.

BY:   
*(Signature of Agency Representative)*

DATE: 10 March 2023

PRINT NAME: Eric G. Fosmire

TITLE: Chief of Staff & General Counsel

Change is within Agency Architect/Engineer Contract Amendment Certification of: \$ 0 Yes  No

APPROVED BY: \_\_\_\_\_  
*(OSE Project Manager)*

DATE: \_\_\_\_\_

**SUBMIT THE FOLLOWING TO OSE**

- SE-260, completed and signed by the Agency.
- SE-260, Page 2, completed and signed by the A/E, with back-up information to support request.

SE-260, Page 2

AMENDMENT REQUEST NO.: 3

**AMENDMENT REQUEST SUMMARY –  
PROFESSIONAL SERVICES CONTRACT**

**AGENCY:** South Carolina Office of Resilience

**PROJECT NAME:** USS Yorktown Environmental Assessment

**PROJECT NUMBER:** D30-N021-MJ

**NAME OF FIRM:** Research Planning Inc.


**This Contract is requested to be changed as follows:** *(insert description of change in space provided below)*

**ADDING:**  
Van and car rental fees.

**ADJUSTMENTS IN THE CONTRACT SUM:**

<b>1. REQUESTED CHANGE TO BASIC &amp; SUPPLEMENTAL SERVICES FEE:</b>		
	Change in Fee Per This Amendment	\$0.00
<b>2. REQUESTED CHANGE TO ADDITIONAL SERVICES FEE:</b>		
	Change in Fee Per This Amendment	\$0.00
<b>3. REQUESTED CHANGE TO REIMBURSABLE EXPENSES:</b>		
	Change in Amount Per This Amendment	\$24,659.00
<b>4. REQUESTED CHANGE TO TOTAL CONTRACT AMOUNT:</b>		
	<b>Total Amendment Amount:</b>	<b>\$ 24,659.00</b>

**A/E ACCEPTANCE:**

**BY:**  **Date:** 24 February 2023  
*(Signature of A/E Representative)*  
**Print Name of A/E Representative:** Jacqueline Michel

**Instruction to A/E:** Attach documentation as needed to justify the requested change to the contract and submit to Agency.



## RESEARCH PLANNING, INC.

1121 Park Street Columbia, South Carolina, USA 29201 PH: (803) 256-7322 FAX: (803) 254-6445

To: Karen Olsen, SCOR

From: Jacqueline Michel, President, RPI

Date: 3 February 2023

Re: Request for an Amendment for the USS *Yorktown* Environmental Assessment, Task 2.1B  
Project Number D30-N021-MJ

In our original cost proposal for Task 2.1B, there was an error in the reimbursable costs for one rental car and two rental vans. The Estimated # of units for the rental car was shown as "1" and for the rental vans was as "2", whereas it should have been 45 days for the rental car and 45 days for each of the 2 rental vans (for a total of 90 days). The actual costs, based on the number of days for the on-scene survey team, should be \$23,625. Allowing for the \$525 in the budget for these two items, an additional \$23,100 is requested. There are some additional other costs that were not included in the reimbursable items, printing of blueprints at \$385. So, T&T estimates that \$23,485 needs to be added to the reimbursable component of our contract for Task 2.1B. With the RPI administrative fee of 5%, total amount of the amendment requested is  $\$23,485 + \$1,174 = \$24,659$ . Per our contract, reimbursable costs will be documented in a detailed cost sheet without backup receipts.

Thank you.

A handwritten signature in blue ink that reads "Jacqueline Michel".

Jacqueline Michel, Ph.D.  
President

**USS Yorktown Environmental  
Assessment, Task 2.1B Cost, Amendment  
3**

**Reimbursables**

Item	Days	Rate	Total Cost
Vehicle Rental	88	200	\$ 17,600.00
Car Rental	44	125	\$ 5,500.00
Printing Costs		LS	\$ 385.00
		SubTotal	\$ 23,485.00
		Admin Costs @5%	\$ 1,174.00
		<b>Total</b>	<b>\$ 24,659.00</b>

*New*