



Memorandum

To: Story County Conservation Board

Through: Michael D. Cox, Director

From: Patrick Shehan, Special Projects Ranger

Date: March 9, 2026

Re: Consideration of Supplemental Agreement with Bolton & Menk Inc. for Final Design Services for the Deppe Family Recreation Area for \$5,500.

The attached professional services supplemental agreement with Bolton & Menk Inc. is for final design services for the Deppe Family Recreation Area.

The scope of this agreement is for final design through the bid process for items such as parking lot, large shelter, repurposing the existing grain bin, grading plan, and stormwater items.

This contract is for \$5,500 and will be funded through a Land and Water Conservation Fund Grant and SCWLL Bond funds.

Staff urges your approval and recommendation to the Board of Supervisors.

Approval

Disapproval

Date

Date

**AMENDMENT #001 TO AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN STORY COUNTY CONSERVATION, INC. AND BOLTON & MENK, INC.**

This AMENDMENT #001 (“Amendment”) to the original Agreement for Professional Services between STORY COUNTY BOARD OF SUPERVISORS, Inc. (“OWNER”) and Bolton & Menk, Inc. (“ENGINEER”) dated July 2, 2025 (the “Agreement”) is made and entered into on this 10th day of March, 2026.

WHEREAS, OWNER has engaged ENGINEER, pursuant to the Agreement, to furnish OWNER with engineering, design, and bidding, in connection with the Deppe Family Conservation Area Improvement Project (the “Project”);

WHEREAS, OWNER and ENGINEER have agreed to amend the Agreement as set forth in this Amendment and subject to the terms and conditions of this Amendment; and,

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

1. SCOPE. The Scope below incorporated herein. If the OWNER requests or ENGINEER performs additional services for the Project, ENGINEER shall make such request to OWNER in writing, setting forth any changes or additions to the Scope of the Agreement, including any additional deliverables requested for the Project.

- a. Utilize the plans developed for the preliminary plan as the basis for developing public bid documents.
- b. Develop a cover sheet, notes sheet, and site demolition plan.
- c. Sub-contract with Brian Brewer, PE, for electrical coordination and to provide clarity for bidders regarding the electrical services.
- d. Develop front-end specifications and coordinate with Story County Conservation staff for the development of public notices and publishing requirements.
- e. Technical specification shall be provided as on-plan notes.
- f. Assume the owner will open bids.
- g. Tabulate bids and make a recommendation for award to the Story County Conservation Board.

2. FEE. The fee for these services shall be a lump sum fee of \$5,500. If the ENGINEER requests additional fees for the services for the Project, ENGINEER shall make such request to OWNER in writing, setting forth any changes in fees and all fees associated with such additional services. If OWNER agrees to the change in scope or fees proposed by ENGINEER in writing, the parties will adjust the Maximum Fee to account for such changes. No claim for extra services performed by ENGINEER will be allowed by OWNER except as provided in this Amendment nor will ENGINEER perform any services or work not previously approved by OWNER except upon receipt of a written amendment.

3. Additional Forms. None.

4. All Other Terms and Conditions of the Agreement. Any conflict on inconsistency as to terms set forth in this Amendment and the Agreement or other writing will be governed by this Amendment.

IN WITNESS WHEREOF, the parties have caused this AMENDMENT #001 to be executed by their duly authorized representatives on the dates written below.

STORY COUNTY BOARD OF SUPERVISORS

SIGNED: _____

NAME: _____

TITLE: _____

DATE: _____

BOLTON & MENK, INC.

SIGNED:  _____

NAME: Casey Byers

TITLE: Principal Landscape Architect

DATE: 3/5/2026