

There came on for consideration at a duly constituted meeting of the Mayor and Members of the City Council of the City of Gulfport, Mississippi, held on the ____ day of _____, 2014, the following Resolution:

**A RESOLUTION BY THE GULFPORT CITY COUNCIL
TO APPROVE AMENDMENT TO THE CITY’S AGREEMENT WITH NEEL-
SHAFFER, INC., FOR PROFESSIONAL SERVICES TO PROVIDE ASSISTANCE
IMPLEMENTING THE EPA BROWNFIELDS GRANT COOPERATIVE AGREEMENT
AND TO AUTHORIZE THE MAYOR TO EXECUTE SAID AMENDMENT**

WHEREAS, pursuant to authority granted by the governing authority of the City of Gulfport, the City entered into an Agreement with Neel – Schaffer, Inc., for professional services to provide assistance implementing the EPA Brownfields Grant Cooperative Agreement; and

WHEREAS, the parties thereto desire to amend the aforementioned Agreement to increase the contract amount and to extend the contract to coincide with the Grant deadline of September 30, 2014; and

WHEREAS, a proposed Letter Agreement to amend the existing agreement has been prepared by Neel-Schaffer, Inc., to provide for the increase in contract amount from \$346,000 to \$370,905 and to extend the contract period to September 30, 2014, and is attached hereto as Exhibit “A,” which document will effectuate the changes and amendments requested by the City.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF GULFPORT, MISSISSIPPI, AS FOLLOWS:

SECTION 1. That the matters, facts, and things recited in the Preamble hereto are hereby adopted as the official findings of the Governing Authority.

SECTION 2. That the proposed Letter Agreement., be and it is hereby approved in substantially the same form as is found in Exhibit “A” to this Resolution, and the Mayor is hereby authorized to execute the same on behalf of the City of Gulfport.

SECTION 3. That this Resolution shall be spread upon the minutes of the Gulfport City Council.

The above and foregoing Resolution, after having been first reduced to writing and read by the Clerk, was introduced by _____, seconded by _____, and was adopted by the following roll call vote:

AYES

NAYS

ABSENT

WHEREUPON, the President declared the motion carried and the Resolution adopted, this the _____ day of _____, 2014.

(SEAL)

ATTEST:

ADOPTED:

CLERK OF THE COUNCIL

PRESIDENT

The above and foregoing Resolution submitted to and approved by the Mayor, this the _____ day of _____, 2014.

MAYOR

Memorandum – *City of Gulfport...*

Community Development Department

To: Mayor Billy Hewes
John Kelly, Chief Administrative Officer
Scott Wilson, Comptroller
Council Members – Kenneth 'Truck' Casey, Sr., Ricky Dombrowski, Ella Holmes-Hines,
R. B. 'Rusty' Walker, IV, Myles Sharp, Robert 'R. Lee' Flowers, Cara L. Pucheu

From: Karen C. McCarty,
Community Development Administrator

Date: April 10, 2014

COUNCIL MEETING – APRIL 22, 2014

Please place the following items on the April 22, 2014 Council Agenda;

Resolution to amend Brownfields Assessment Grant contract with Neel-Schaffer, Inc., and to amend grant budget line items. Amendment will increase original contract dated February 23, 2012 from \$346,000.00 to \$370,905.50 and to extend the contract to meet the grant deadline of September 30, 2014. Increase will be covered within the existing grant and scope of work.

Request for modification made by Lisa Bradley, Alane Young (Neel-Schaffer) and approved by Brian Gross, Brownfields EPA Representative.

Funding Source: U.S. Environmental Protection Agency –Brownfields Assessment and Cleanup Cooperative Grant #BF-95482611-0.

April 2, 2014

Ms. Lisa Bradley
Business & Economic Development Coordinator
Main Street Director
P.O. Box 1780
Gulfport, MS 39502

Re: REQUEST FOR AMENDMENT
CONTRACT BETWEEN NEEL-SCHAFFER, INC. AND THE CITY OF GULFPORT
FOR PROFESSIONAL SERVICES TO PROVIDE ASSISTANCE
IMPLEMENTING THE EPA BROWNFIELDS GRANT COOPERATIVE
AGREEMENT
CONTRACT DATE FEBRUARY 23, 2012

Dear Ms. Bradley:

Based on our meeting today, and the modified EPA-approved budget dated February 7, 2014, we request an adjustment of **total shall not exceed** fees from \$346,000 to \$370,905.50, all of which is covered 100% by the referenced \$400,000 EPA grant. To date, our fees (as of end of February) have totaled \$258,924.80. All work performed under this grant must be completed by the end of September, 2014. At the City's request, we are currently conducting Phase I Environmental Sites Assessments (ESAs) on eight Section 16 parcels, all near or adjacent to the Chemfax site, six of which will be recommended for Phase II ESAs, and we are also facilitating a Brownfields Voluntary Agreement for Gulfport Tire facility at 1606 Pass Road. In addition, one Phase I ESA is planned for the Ameripride Site in downtown Gulfport. We are requesting this increase in allowable fees in order to cover expenses associated with this work and any other ESAs or redevelopment planning that the City may request.

This Letter Agreement represents a fee increase modification to our existing contract executed on February 23, 2012, between Neel-Schaffer, Inc. and the City of Gulfport. The agreement and exhibits of the original contract remain intact and may only be modified or amended by a duly executed written document.

We appreciate the opportunity to work with you on this project. If this contract modification is acceptable, please execute this document and return it to us as soon as possible. If you have questions or require additional information, please contact me at (228) 865-9610.

Very truly yours,
Neel-Schaffer, Inc.

A handwritten signature in cursive script that reads "Alane C. Young". The signature is written in black ink and is positioned above the printed name and title.

Alane C. Young, RPG
Environmental Science Group

ACCEPTED:

BY: _____

PRINT NAME AND TITLE: _____

DATE: _____