



July 17, 2025

BCC Agenda Date/Item: \_\_\_\_\_

Board of County Commissioners  
Acting as the governing body of Water Environment Services  
Clackamas County

**Approval of an Amendment to a Contract with Lynne Chicoine for additional consulting services to the Kellogg Creek Administration Building project. Amendment Value is \$13,000 for 3 months. Total Contract Value is \$153,000 for 3 years. Funding is through WES Sanitary Sewer Construction Fund. No County General Funds are involved.**

<b>Previous Board Action/Review</b>	N/A		
<b>Performance Clackamas</b>	1. This project supports the WES Strategic Objective to provide complete highest priority growth, reliability, and regulatory-driven capital projects consistent with the annual five-year Capital Improvement Plan schedule.2. This project supports the County's Strategic Priority of building a strong infrastructure that delivers services to customers and honors, utilizes, promotes and invest in our natural resources.		
<b>Counsel Review</b>	Yes	<b>Procurement Review</b>	Yes
<b>Contact Person</b>	Jeff Stallard	<b>Contact Phone</b>	503-742-4694

**EXECUTIVE SUMMARY:** Lynne Chicoine has been providing consulting services for the Kellogg Creek Administration Building Remodel Project. Design is nearing completion and WES would like to amend the consulting contract to include additional time, services, and funds. This will ensure the necessary consulting services are in place to complete the design and bidding of the Kellogg Creek Administration Building Remodel Project.

**RECOMMENDATION:** Staff recommends that the Board of County Commissioners of Clackamas County, acting as the governing body of Water Environment Services, approve Amendment #4 for Contract #6585 with contractor, Lynne Chicoine, for additional consulting services to complete design and bidding of the Kellogg Creek Administration Building Project.

Respectfully submitted,

Greg Geist  
Director, WES

Attachment: Amendment #4, Contract  
#6585 with Lynne Chicoine

For Filing Use Only

**AMENDMENT #4**  
**TO THE CONTRACT DOCUMENTS WITH LYNNE CHICOINE FOR CONSULTING SERVICES**  
**Contract #6585**

This Amendment #4 is entered into between **Lynne Chicoine** ("Contractor") and Water Environment Services ("District") and shall become part of the Contract documents entered into between both parties on **June 9, 2022** ("Contract").

The Purpose of this Amendment #4 is to make the following changes to the Contract:

1. ARTICLE I, Section 1. **Effective Date and Duration** is hereby amended as follows:  
The Contract termination date is hereby changed from June 30, 2025 to **September 30, 2025**.
2. ARTICLE I, Section 2. **Scope of Work, Task 5. Capital Project Technical Assistance** is hereby amended as follows:  
District has authorized an increase to the Scope of Work for Contractor to provide additional consulting services to complete the design and bidding of the Kellogg Creek Administration Building Project including:
  - Project Management coordination with DECA/District
  - As needed, coordinate low voltage work
  - Review Div 0 specs
  - Edit Div 1 specs and coordinate them with Div 0 specs
  - Review permit submittal (concurrent review)
  - Assist/support during bid period with addenda, attend pre-bid meeting
  - As needed, support District on demo/abatement work
  - As needed, work on building permit application
3. ARTICLE I, Section 3. **Consideration** is hereby amended as follows:  
The District is authorizing additional compensation in the amount of \$13,000.00 for the performance of additional work described above and in accordance with the terms of the Contract. The maximum compensation authorized under this Contract shall not exceed **\$153,000.00**.

ORIGINAL CONTRACT	\$ 140,000.00
AMENDMENT #1	Time Extension
AMENDMENT #2	Time Extension
AMENDMENT #3	Time Extension
<b>AMENDMENT #4</b>	<b>\$ 13,000.00 + Time Extension</b>
<b>TOTAL AMENDED CONTRACT</b>	<b>\$ 153,000.00</b>

Except as expressly amended above, all other terms and conditions of the Contract shall remain in full force and effect. By signature below, the parties agree to this Amendment #4, effective upon the date of the last signature below.

**Lynne Chicoine**

**Water Environment Services**

Authorized Signature

Date

Signature

Date

Printed Name

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Approved as to Form:**

  
County Counsel

**6/24/2025**

Date