

Supplemental Scope and Fee Schedule	
RFx number:	22-2023-S05
Project name:	Infrastructure Review
Legal Name of Consultant:	Ernst & Young Orenda Corporate Finance Inc.
Supplemental Scope and Fee Schedule Number:	22-2023-S05-01
<p>General Instructions:</p> <p>The intent of this form is to guide and record an agreed change under the governing terms and conditions (Consulting General Conditions, Master Consulting Terms and Conditions, Professional Services Terms and Conditions or other terms and conditions predating the use of the Consulting General Conditions) to delineate the scope and fee of a subsequent phase anticipated in the initial procurement and agreement. This form is completed using an iterative process between the Consultant and the City Representative, and the process is concluded when fully signed-off in Part E below and incorporated into an executed agreement. The Supplemental Scope and Fee Schedule is only legally binding upon execution by The City.</p> <p>When duly signed by both parties, the supplemental Scope and Fee Schedule will become part of the agreement and subject to the agreement.</p>	
PART A: SCOPE OF WORK	
<p>The consultant will:</p> <p>Phase 1: Review of Critical Infrastructure Identification</p> <ol style="list-style-type: none"> Review the City's current methodologies for identifying and ranking municipally mandated critical infrastructure based on criticality and condition. Assess how these methodologies have evolved since the Infrastructure Status Report of 2020. Conduct interviews with key internal stakeholders and departments responsible for asset management. Provide a gap analysis and recommendations for enhancing the City's critical infrastructure identification and ranking processes. <p>Phase 2: Review of Asset Re-Investment Decision Making</p> <ol style="list-style-type: none"> Analyze The City's current methodology for determining which assets require re-investment. Evaluate how, what and when information from this decision-making process is communicated to the Executive Leadership Team and City Council for funding decisions. Assess the integration of asset management decisions with The City's PCR reporting. Provide recommendations for improving asset re-investment prioritization and its alignment with risk management. <p>Deliverables:</p> <p>Interim Report: Initial findings and preliminary recommendations based on Phases 1 and 2. Due Q1 2025.</p> <p>Final Report: Comprehensive review of findings and actionable recommendations for both critical infrastructure identification and asset re-investment decision-making processes. Due end of Q2 2025.</p>	

Presentation: Presentation of both reports to Audit Committee with the interim being in-person at a monthly meeting.

Change Order 1 Adjustment: The initial scope of work included the completion of 10 interviews with City personnel. This number has now been increased to 20 interviews. Consequently, this adjustment necessitates additional resources to effectively conduct the interviews, summarize the findings, and analyse the insights.

PART B: PROJECT SCHEDULE

Key Deliverables	Start Date	End Date
Overall Project	06 Jan 2025	23 May 2025
Target Start of Work	06 Jan 2025	
Interim Report	17 Mar 2025	
Target End Date		23 May 2025

PART C: KEY PERSONNEL

Title/Role	Name
Project Lead	Shane Thompson
Team Member 1	Natasha Khokhar
Team Member 2	Pat Wetherup
Team Member 3	Derek Wispinski

PART D: FEE BREAKDOWN

Deliverable/Phase	Fee
Original Estimate	\$130,000
Change Order 1	\$25,000
Material or other costs	\$-
Total	\$155,000


The City of Calgary

Supplemental Scope and Fee Schedule

Disbursements on Professional Fees* (state % as well) *for engineering and architectural services ONLY	\$-	0%
Post-construction services including record and as-built drawings. *if applicable, for engineering and architectural services	\$-	

PART E: ACCEPTANCE AND SIGN-OFF

After The City and the Consultant have agreed to the Supplemental Scope and Fee Schedule as set out above, the Consultant's Representative will sign below to confirm their agreement. The City's formal agreement to the contents of this Supplemental Scope and Fee Schedule will be indicated by the issuance of a revised Purchase Order in connection with a duly signed copy of this form.

<p>Agreed to on this date <u>02/28/2025</u> (MM/DD/YYYY)</p> <p>For the Consultant Sign Per: <u></u></p> <p>Authorized Signatory</p> <p><u>Shane Thompson</u> Print name</p> <p><u>Partner</u> Print title</p>	<p>Agreed to on this date _____ (MM/DD/YYYY)</p> <p>For The City, Supply Management Sign Per: _____</p> <p>Signature</p> <p>_____ Print name</p> <p>_____ Print title</p>
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For internal use by The City:

The Business Unit approves the content of this document.

Print DeptID Name _____ Date: _____

DeptID Signature _____

For Public Release