

CHANGE ORDER REGARDING SCHEDULE

**Change Order #A to Consulting Agreement  
El Dorado LAFCO MSR/SOI – El Dorado Irrigation District**

This Change Order # A is made to that Agreement for the El Dorado LAFCO MSR/SOI project previously executed by and between SWALE Inc. of Grass Valley, CA and El Dorado Local Agency Formation Commission (LAFCO) and dated 26June2019.

1. The parties wish to acknowledge that El Dorado Irrigation District will exceed the Data Deadline outlined in SWALE’s Proposal dated April 29, 2019 which contained a “Project Schedule” on page 21. The Project Schedule shows a Data Deadline of September 21, 2019 with the note that “Any new data submitted after this deadline will incur additional consulting fees and require a schedule adjustment”.
2. In an e-mail dated Sept 12, 2019 from EID’s Karen Cross to SWALE’s Amanda Ross, EID noted they will not be able to submit a SOI concept to SWALE Inc. until early October, which is acknowledged to be past the Data Deadline.
3. SWALE Inc. agrees to waive adjustment to consulting fees due to this delay because the information EID will provide will be helpful to the MSR/SOI process and because EID staff has demonstrated good faith cooperation with the MSR/SOI process to date. Additionally, SWALE Inc. will not incur any costs associated with this small delay in the schedule.
4. It is recognized that a schedule adjustment is needed to accommodate EID’s late submittal of information pertinent to the SOI analysis. The revised schedule is shown in the Table below:

**Project Schedule**

Our consulting team can commence work on this consultancy immediately upon signing a contract. Below is a suggested schedule and should LAFCO wish to extend or reduce the schedule for fiscal or timing reasons, our staff is available and amenable to a schedule alteration as otherwise agreed upon. We will review and finalize the tentative schedule with LAFCO staff as part of the work plan development (i.e. development of the final scope of services). In order to achieve the approximately ten-month schedule proposed below, our team is available to start work in July 2019 as proposed in LAFCO’s RFP. We anticipate releasing the public review draft MSR no later than February 17, 2020. The table below is a tentative schedule of milestones based on adoption of the MSR/SOI Update by ~~May~~ June 2020. The dates in bold indicate deadlines critical to maintain proposed project completion date.

Milestone	Estimated Start Date	Estimated Completion Date
<b>Task 1: Data Collection and Review</b>		
LAFCO Contract Approval		<b>July 1, 2019</b>

Kick-off Meeting with LAFCO Staff (Post-award meeting)		July 1-14
Develop Work Plan, Schedule, Template, and agree upon final performance measures to be utilized.	July 1	July 14
Develop and Send Supplemental Survey	July 15	July 30
Agency Responses Received		Sept 1
Interviews with Agencies	Aug 15	Sept 1
Data Deadline: Any new data submitted after this deadline will incur additional consulting fees and require a schedule adjustment	Sept 21	Sept 21 Oct 10
<b>Task 2: Data Analysis</b>		
Analyze and Prepare Preliminary Findings	Oct 1 Oct 11	Nov 15 Dec 2
Preliminary Findings/Administrative Report sent to LAFCO and Agency staff		Nov 16 Dec 3
Comments from LAFCO and District staff is received by Consultant		December 16 January 3
<b>Task 4: Draft MSR Report</b>		
Prepare Draft MSR	Dec 17 Jan 4	January 31 Feb 10
Release of Draft MSR		Feb 1 Feb 17
Presentation of Draft MSR at Commission Meeting		Feb 19 Mar 25
Comment Period Ends		Mar 1 Mar 25
<b>Task 5: Final MSR Report</b>		
Respond to Comments and Prepare Final MSR	April 2020 Mar 25, 2020	May 1, 2020
Presentation of Final MSR for Adoption at Commission Meeting		May/June
Release of Final MSR with Findings		June/July 2020

*\*Note: LAFCO generally meets on the 4th Wednesday of the month*

5. This Change Order will be effective as of the date it is executed and will become part of the Agreement. This Change Order and the Agreement set forth the entire understanding between the parties as to the subject matter herein. All other terms and conditions in the Agreement will remain in full force and effect and be binding upon the parties.

Table 1: Summary of Change Orders

Contract	Date	Tasks	Amount
Change Order A	September 23, 2019	▪ Revised Project Schedule	n/a
<b>Total</b>			<b>n/a</b>

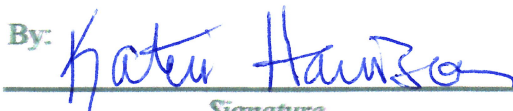
The terms and conditions of the Original Agreement remain in force. The parties hereby agree to the above Change Order regarding Project Schedule.

APPROVED BY  
EL DORADO LAFCO

APPROVED BY  
SWALE INC.

By:

By:

*Signature*

*Signature*

Jose C. Henriquez

Kateri Harrison

*Printed Name*

*Printed Name*

Executive Officer, ED LAFCO

CEO, SWALE Inc.

*Title*

*Title*

January 8, 2020

8 January 2020

*Date*

*Date*