

**First Amendment to Agreement for Professional Services**  
**(Colliers Hill Historic Downtown Erie Connection)**

This First Amendment to Agreement for Professional Services (the "First Amendment") is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2025 (the "Effective Date"), by and between the Town of Erie, a Colorado municipal corporation with an address of 645 Holbrook Street, P.O. Box 750, Erie, CO 80516 (the "Town"), and Felsburg Holt & Ullevig, an Engineering Design Firm with a principal place of business at 6400 South Fiddlers Green Circle, Suite 500, Greenwood Village, CO 80111 ("Contractor") (each a "Party" and collectively the "Parties").

Whereas, on July 12, 2022, the Parties entered into an Agreement for Professional Services (the "Agreement");

Whereas, the Parties wish to amend the Agreement as set forth herein.

Now Therefore, for the consideration hereinafter set forth, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Scope of Work. Exhibit A to the Agreement is hereby amended by the inclusion of the following additional items in the Scope of Work.

- Address minor staff comments following design completion and any additional plan revisions following the pre-bid meeting.
- Assistance with questions associated with the pre-bid meeting as necessary.
- Assistance with construction support services and completion of as-built design through the course of construction of the pedestrian bridge project.

2. Compensation. Exhibit B to the Agreement is hereby amended to increase the maximum amount of compensation to \$271,000, allocated as follows

Original Contract Amount:	\$242,500
1 <sup>st</sup> Amendment:	\$ 28,500
Total New Contract Amount	\$271,000

3. Term. The term of the Agreement is hereby extended through July 31, 2026.

4. Remainder of Agreement. Except as expressly modified herein, the Agreement shall remain in full force and effect as written.

In Witness Whereof, the Parties have executed this First Amendment as of the Effective Date.

**Town of Erie, Colorado**

\_\_\_\_\_  
Andrew J. Moore, Mayor

Attest:

\_\_\_\_\_  
Debbie Stamp, Town Clerk

**Contractor**

DocuSigned by:  
*Jenny Young*  
49BE8CB0416C4EE...

\_\_\_\_\_  
Felsburg, Holt, & Ullevig

State of Colorado            )  
  ) ss.  
County of \_\_\_\_\_)

The foregoing instrument was subscribed, sworn to and acknowledged before me this \_\_\_ day of \_\_\_\_\_, 2025, by \_\_\_\_\_ as \_\_\_\_\_ of Felsburg, Holt, & Ullevig.

My commission expires:

(Seal)

\_\_\_\_\_  
Notary Public

### Certificate Of Completion

Envelope Id: 29AE0378-A2BA-477D-B692-4DFD89E66413  
 Subject: Complete with Docusign: FHU 1st Amend-A021125.pdf  
 Source Envelope:  
 Document Pages: 2  
 Certificate Pages: 5  
 AutoNav: Enabled  
 Envelopeld Stamping: Enabled  
 Time Zone: (UTC-07:00) Mountain Time (US & Canada)

Status: Completed  
 Envelope Originator:  
 Lyndsy Willette  
 645 Holbrook Street  
 P.O. Box 750  
 Erie, CO 80516  
 lwillette@erieco.gov  
 IP Address: 174.63.17.105

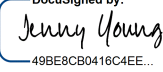
### Record Tracking

Status: Original  
 2/13/2025 9:46:45 AM  
 Holder: Lyndsy Willette  
 lwillette@erieco.gov  
 Location: DocuSign

### Signer Events

Jenny Young  
 Jenny.Young@fhueng.com  
 Principal  
 Felsburg Holt & Ullevig  
 Security Level: Email, Account Authentication  
 (None)

### Signature

DocuSigned by:  
  
 49BE8CB0416C4EE...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 50.229.117.141

### Timestamp

Sent: 2/13/2025 9:47:50 AM  
 Viewed: 2/13/2025 9:50:00 AM  
 Signed: 2/13/2025 9:50:50 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 2/13/2025 9:50:00 AM  
 ID: 316d8ce6-f2c5-453f-b6a1-55cf6ac8b073

### In Person Signer Events

### Signature

### Timestamp

### Editor Delivery Events

### Status

### Timestamp

### Agent Delivery Events

### Status

### Timestamp

### Intermediary Delivery Events

### Status

### Timestamp

### Certified Delivery Events

### Status

### Timestamp

### Carbon Copy Events

### Status

### Timestamp

Jon Williams  
 jwilliams@erieco.gov  
 Security Level: Email, Account Authentication  
 (None)

**COPIED**

Sent: 2/13/2025 9:50:51 AM  
 Viewed: 2/13/2025 9:51:43 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 8/8/2023 3:27:26 PM  
 ID: 8f7b9550-c1f9-4bf9-a7cd-3af901f8b9b1

### Witness Events

### Signature

### Timestamp

### Notary Events

### Signature

### Timestamp

### Envelope Summary Events

### Status

### Timestamps

Event	Status	Timestamp
Envelope Sent	Hashed/Encrypted	2/13/2025 9:47:50 AM
Certified Delivered	Security Checked	2/13/2025 9:50:00 AM
Signing Complete	Security Checked	2/13/2025 9:50:50 AM
Completed	Security Checked	2/13/2025 9:50:51 AM

**Payment Events**

**Status**

**Timestamps**

**Electronic Record and Signature Disclosure**

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Town of Erie (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Town of Erie:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [docusign@erieco.gov](mailto:docusign@erieco.gov)

### **To advise Town of Erie of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [docusign@erieco.gov](mailto:docusign@erieco.gov) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### **To request paper copies from Town of Erie**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [townclerk@erieco.gov](mailto:townclerk@erieco.gov) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with Town of Erie**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [docusign@erieco.gov](mailto:docusign@erieco.gov) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Town of Erie as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Town of Erie during the course of your relationship with Town of Erie.