

AMENDMENT #1 (2020)

Facilitation Services for Spokane River Regional Toxics Task Force (SRRTTF)

Client: SRRTTF Administrative and Contracting Entity (ACE)
Project: SRRTTF Facilitation Services
Agreement: ACE/White Bluffs Consulting Agreement, No. 002-20, dated December 31, 2019 for the period of 1/1/2020 to 6/30/2020.

The above-referenced agreement is hereby amended to include the additional budget outlined below for additional work to support SRRTTF facilitation services. The budget for this work is increased by \$11,948, for an updated not to exceed time and materials total of \$76,533.

All other terms and conditions of the agreement remain unchanged.

Task 3 – SRRTTF Tasks Coordination and Tracking

1. With respect to project tracking of work activities conducted for the Task Force, in consultation with Work Group leads, maintain a simple project tracking system that includes the following, and is updated quarterly (assume 2 hours for Ben and 1 hours for Lara per quarter):
 - a. Work Group project scope review and approval by the full Task Force
 - b. Work Group project report out process and format that provides the following to the full Task Force:
 - i. Project status with respect to schedule and deliverables
 - ii. Work Group summaries and recommendations to the full Task Force regarding work products
 - iii. Work Group work products provided in a timely manner for review and acceptance by the full Task Force so that project schedules are maintained
2. Support ACE and Work Group leads in information needs related to Task Force and technical work group topics, contracts, other support activities as requested, within the overall constraint of the task budget (assume .5 hours per month for Ben and .5 hours for Lara per month)
3. Support Workgroup Leads in scheduling meetings and providing conference call-in number (Lara - .25 hours per month)
4. Participate by telephone periodically in workgroup meetings and conference calls to track activities for upcoming Task Force agenda topics/approvals, and to track work progress (assume 2 hours per month for Ben and 1 hour per month for Lara)
5. The cost of work for this task shall be reviewed in June and December 2020.

Budget: \$11,948

Approved for:

Supplier: White Bluffs Consulting	Owner: SRRTTF- ACE
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Date:	Date:
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