

Monday, July 21, 2025 at 1:31:01 PM Eastern Daylight Time

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**Subject:** Bristol West (Phase 2) - Amendment to Engineering Services Agreement (draft)  
**Date:** Wednesday, July 9, 2025 at 8:20:51 AM Eastern Daylight Time  
**From:** Steve Palmer  
**To:** Bristol Town Administrator  
**Attachments:** Bristol West - ESA Amendment No. 1.docx

Good morning, Ian. Per our discussions over the past few days, please see attached draft to the Bristol West Engineering Services Agreement. This amendment process is how our contract and DWSRF requires us to handle a change to the original Engineering Services Agreement. As I mentioned, I'm confident we will complete the overall project (to include this change) for less than the original total cost estimate, but DWSRF isn't going to reimburse you for the "bucket" overage unless we go through the formal amendment process .

As this pertains to a contractual change, and the original contract was approved by the Selectboard, you may want to bring this Amendment to the Selectboard for approval before we execute it. Once executed, we'll then send the final document to DWSRF.

Please review and get back to me with any comments/questions.

Thank you.

Steve

**Steven L. Palmer, P.E.**

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