



BARRETT SPORTS GROUP, LLC

June 6, 2017

Peter Shonka
Assistant City Manager
City of Savannah
Third Floor, City Hall
2 East Bay Street
Savannah, GA 31402

Subject: Civic Center/Arena Site Study

Dear Mr. Shonka,

Barrett Sports Group, LLC (BSG) is pleased to present this Amendment #2 to our Consultant Agreement Civic Center/Arena Site Study City of Savannah (Owner) Event #2691 (Agreement). Except as outlined herein, the terms and conditions of the Agreement shall remain unchanged. Please see attached Exhibit A for Compensation and Exhibit B for Scope of Services.

Please sign and return this letter to confirm your approval. We greatly appreciate the opportunity to be of service and assistance to you in this very exciting project. If you have any questions or comments, please contact Daniel S. Barrett at (310) 802-8775.

Sincerely,
Barrett Sports Group, LLC

BY: *Daniel S. Barrett*
Daniel S. Barrett

TITLE: Principal

DATE: June 6, 2017

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CONFIRMED AND ACCEPTED:

City of Savannah

BY: _____
Mr. Peter Shonka

TITLE: _____

DATE: _____

**EXHIBIT A
COMPENSATION**

Consultant shall perform the scope of services as outlined below based on our standard hourly rates, plus reimbursement for all expenses incurred including travel and subsistence of our staff, copies, postage, telephone, publications, additional subcontractors (if approved by Owner), specialized reports, maps, and econometric models (if any) for an amount not to exceed \$55,000. It is possible that not all of the scope of services described in Exhibit B will be completed within the not to exceed amount. BSG shall notify Owner when the professional fees and expenses are approaching \$55,000, and will not proceed further without Owner approval. Additional consulting services not described in Exhibit B (if requested by Owner) shall be determined by mutual agreement and will be billed based on our standard hourly rates, plus reimbursement of all expenses incurred.

Our standard hourly rates are as follows (subject to change):

<u>Personnel</u>	<u>Rates</u>
Daniel S. Barrett	\$475
Joshua C. Cohen	\$275
Brett D. Rasmussen	\$175
Charles J. Alpert	\$125
Administrative	\$50

If at any time during our engagement it is determined that the engagement should not proceed, we shall promptly halt our activities and present a final invoice for our services provided and expenses incurred to date based on our hourly rates as described above, plus reimbursement of expenses.

Our statements will be rendered monthly and payment in full will be due within thirty (30) days after receipt of each such statement. Amounts not paid within thirty (30) days accrue an interest charge of one percent (1%) per month.

EXHIBIT B SCOPE OF SERVICES

Presented below is a summary of the proposed scope of services to be provided by BSG based on our initial discussion, our limited understanding of your needs, and our experience with similar projects. We would expect to work closely with you to modify, if necessary, the proposed scope of services to best meet your needs in the most efficient and cost effective manner. During the course of the project, BSG would expect significant interaction with and input from Owner.

I. Preliminary Due Diligence

The goal of this phase is to establish a foundation for the project to move forward in an efficient manner.

A. Conduct Project Kick-Off Meeting with the Project Team Members:

- ✓ Establish Roles and Expectations
- ✓ Identify Goals and Objectives
- ✓ Determine Preliminary Project Schedule
- ✓ Establish Communication Guidelines
- ✓ Develop/Refine Scope of Services, As Appropriate
- ✓ Establish the Format and Content of Our Deliverable Products
- ✓ Prepare Data Request

II. Prepare Owner's Representative Request for Qualifications (RFQ) and/or Request for Proposals (RFP)

BSG would assist Owner in the development of the RFQ and/or RFP, as well as oversee the process.

A. Administer and Oversee RFQ and/or RFP Process

B. Prepare Draft RFQ and/or RFP

C. Establish Dedicated/Confidential File Sharing Website

- ✓ Password Protected
- ✓ Project Supporting Materials
- ✓ Question and Answers

D. Develop Evaluation Criteria

E. Review and Evaluate Submitted Responses

- ✓ Prepare Preliminary List of Questions/Issues Related to Submitted Responses
 - ✓ Contact Representatives of Candidates to Discuss Questions/Issues Related to Submitted Responses
 - ✓ Prepare Summary Matrix to Effectively Evaluate Opportunities/Challenges Related to Submitted Responses
 - ✓ Attend Meetings Related to Review of Submitted Responses
- F. Provide Recommendations to Owner for Short List Candidates
- G. Attend Presentations/Interviews with Selected Short List Candidates
- H. Provide Final Recommendation

III. Negotiation Support Services

BSG could assist (or lead) negotiations with recommended candidate (or short list candidates).

- A. Assist in Developing Overall Negotiation Strategy
- B. Provide Negotiation Support Services
- C. Provide Document Support Services