AMENDMENT NO. 1

AGREEMENT
between
the VIRGIN ISLANDS HOUSING FINANCE AUTHORITY
and
TETRA TECH, INC.

This Amendment ("Amendment") is made this 23 day of December, 2020 by and between the Virgin Islands Housing Finance Authority ("VIHFA") and Tetra Tech, Inc. ("Tetra Tech").

WHEREAS, VIHFA and Tetra Tech entered into a professional services contract to develop action plan(s), any amendments and implantation services ("Agreement") for the Community Development Block Grant Disaster Recovery ("CDBG-DR") Mitigation, and other programs as needed; and

WHEREAS, per Paragraph 3 of the contract, the parties agreed that the Contract Amount ($1,027,300.00) was determined assuming a April 6th, 2020 HUD submission deadline and if any extension to the submission deadline, as granted by HUD, will result in increased costs for Tetra Tech in terms of additional staff time, housing, travel and other expenses (the "Extension Costs"); and

WHEREAS, the original duration of Task Order 1 was 125 days from December 13, 2019 to April 15, 2020; and

WHEREAS, due to the unforeseen global pandemic, HUD has granted an extension which has extended the duration of Task Order 1 to 385 days, with a new projected end date of December 31, 2020; and

WHEREAS, the increase in personnel time and expenses necessary to continue with the scope of work until December 31, 2020 is estimated to be $1,361,750.28.

NOW THEREFORE, in consideration of the mutual covenants herein contained, and intending to be legally bound by this Agreement, the parties hereto do covenant and agree as follows:

Section 1: Paragraph 3 “Compensation” is amended (i) by increasing the compensation amount an additional $1,361,750.28 and (ii) to read “not to exceed One Million Three Hundred Sixty-One Thousand Seven Hundred and Fifty Dollars and Twenty-Eight Cents ($1,361,750.28).”

Section 2: The pricing scheduling outlining the budgetary cost lines for the additional $1,361,750.28 is below:
## AMENDED APPENDIX A:
Contract Amendment Estimated Pricing Schedule

**Extension Period: October – December 2020**

### Section 1: Requested Positions

<table>
<thead>
<tr>
<th>Position</th>
<th># of Staff</th>
<th>Hourly Rate</th>
<th>Estimated Hours per Week</th>
<th>Estimated Timing (# of weeks)</th>
<th>Estimated NTE Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal-In Charge</td>
<td>3</td>
<td></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Project Executive</td>
<td>1</td>
<td></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Project Manager</td>
<td>1</td>
<td></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>HUD CDBG SME</td>
<td>1</td>
<td></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Data Analyst</td>
<td>1</td>
<td></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Section 2: Anticipated Expenses

<table>
<thead>
<tr>
<th>Ongoing Expenses</th>
<th>Unit</th>
<th>Rate</th>
<th>Estimated Timing (# of weeks)</th>
<th>Estimated Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel (airfare)(^1)</td>
<td>1</td>
<td></td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>Travel (car rental)</td>
<td>1</td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Housing [weekly lump sum](^2)</td>
<td>1</td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Per Diem(^3)</td>
<td>1</td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Office Space(^4)</td>
<td>1</td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Contingency (only reimbursed if costs expended)(^5)</td>
<td></td>
<td></td>
<td>11</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Footnotes:**
- [1] Travel Airfare assumes [ ] staff with [ ] trips each at [ ]/trip.
- [2] Housing is budgeted at 11 staff weeks at the current GSA rate of [ ]/night, although it is the goal of Tetra Tech to continue using longer-term lodging to reduce overall lodging costs; current GSA hotel rate is $249 Apr-Dec, $349 Jan-Mar.
- [3] Per diem is budgeted at GSA rate for meals: $[ ]/day for 11 staff weeks.
- [4] Office space will only be covered under TO1 for the time period specified, depending on need.
- [5] Other fees are for other incidental costs such as printing, courier charges, and other misc. expenses.

Contractor shall invoice for the items outlined above as follows, not to exceed the total amount per the approved extension.
- Sections 1 and 2: Personnel costs to be billed on an hourly basis x rate (per personnel)

Documentation: Timesheets indicating Name of Person, Title/Labor category, hours worked (by day), bill rate and description of work provided (to potentially include applicant identifier) and deliverables.
Section 3: All other requirement and provisions of Agreement between the VIHFA and Tetra Tech (Contract No.: 2020-CDBG-DR-001), dated the 13th of December 2019, shall remain in full force and effect.

WITNESS:

Ralph Natale, Director, Post Disaster Programs

DATE: 12/14/2020

TETRA TECH, INC.

Name: Jonathan Burgel, Business Unit President

DATE: 12/14/2020

WITNESS:

Betty Kamara, Contracts Manager

DATE: 12/14/2020

Reviewed for Legal Sufficiency:

Denise Rhym
Denise Rhym, Esq.

Dated: 17th day of December, 2020

WITNESS:

DATE: 12/23/2020

WITNESS:

DATE: 12/23/2020

VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

Daryl Griffith, Executive Director

DATE: 12/23/2020