CITY OF WILLIAMSPORT, PA

FILE OF CITY COUNCIL

BILL No. 1865-25

SESSION OF 2025

Approved on first reading
This day 10th of April 20 25

Members of City Council:
YODER, BEITER, ALLISON, MIELE MACKEY, PULIZZI, KATZ

Approved on final reading
This day 24th of April 20 25

AN ORDINANCE

6499

Transfer Ordinance # 1

BE IT HEREBY ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLIAMSPORT THAT the following revision to the 2025 Act 13 Budget will be made as follows:

Section I

	Initial	Revised	Change
Re-appropriated Surplus	$609,003	$681,044	$72,041

Section II

	Initial	Revised	Change
Flood Levee	$0	$72,041	$72,041

BE IT FURTHER ORDAINED BY THE CITY COUNCIL OF THE CITY OF WILLIAMSPORT THAT this ordinance shall become effective upon final enactment of this ordinance.

This ordinance was approved this 24th day of April 2025

Attest:

City Council President

City Clerk

Mayor

CITY OF WILLIAMSPORT, PA
RESOLUTION

RESOLUTION # 9243 DATE 1-20-22

TITLE

RESOLUTION AUTHORIZING THE SECOND AMENDMENT TO THE MASTER SERVICES AGREEMENT BETWEEN THE CITY OF WILLIAMSPORT AND WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS, INC

WHEREAS, the City of Williamsport (the City) Administration requests authorization for the second amendment to the Master Services agreement with Wood Environment & Infrastructure Solutions, Inc (Wood), and

WHEREAS, Resolution #8749, dated 3-1-2018 authorized the Administration to execute, with the approval of City Council, various written work orders to Wood to remain on schedule with the upcoming submission of the SWIF plan to the USACE, and

WHEREAS, the City Administration anticipates additional mandatory requests from the USACE in regards to the SWIF Plan, and

WHEREAS, the amendment to the Master Services Agreement (MSA) would provide the administration a mechanism to facilitate any future work orders involving Wood, including future design contracts, with City Council's approval.

Be it hereby resolved, that City Council authorizes the second amendment to the MSA between the City and Wood effective January 1, 2022 to extend no later that December 31, 2023

Approved

City Clerk

President

SECOND AMENDMENT TO MASTER SERVICES AGREEMENT

This is the Second Amendment to the Master Services Agreement (MSA), dated March 1, 2018 between Wood Environment & Infrastructure Solutions, Inc (formerly Amec Foster Wheeler Environment & Infrastructure, Inc and formerly AMEC Environment & Infrastructure, Inc) (Wood) and the City of Williamsport ("Client"). This Second Amendment is made and effective as of January 1, 2022. (Wood and Client may be referred to individually as Party and collectively as Parties herein)

WHEREAS the Parties desire to modify certain terms of the MSA: and

WHEREAS the Parties desire to restate and incorporate the terms and conditions of the Master Services Agreement for any and all work performed by Wood since March 1, 2018 to the date shown on this Second Amendment: and

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, and intending to be legally bound hereby, the parties agree as follows:

1. MODIFICATION. Wood and Client herby agree to the following modifications to the Agreement between the limited solely to the superseding and conflicting provisions of any such Agreement.

2. SECTION 2 – RESTATEMENT AND INCORPORATION OF THE TERMS AND CONDITIONS OF THE MSA: The Parties expressly agree that the terms and conditions of the MSA were extended and govern any and all work performed under the MSA through the date of this Second Amendment.

   Term: The term of the MSA will extend though December 31, 2023, unless terminated earlier as provided in the MSA.

In witness whereof, and intending to be legally bound hereby, Wood and Client have caused this amendment to be duly executed by their authorized representatives as of the date noted above.

Wood Environment & Infrastructure Solutions, Inc

By _____ Date 1/22/2022

Name Matthew Breen

Title Water Resources Service Line Lead

City of Williamsport Date 1.20.22

_____ (Mayor)

_____ (Deputy Controller)

_____ (City Clerk Attest)

wood.

WOOD ENVIRONMENT & INFRASTRUCTURE SOLUTIONS, INC.
PROPOSED WILLIAMSPORT DISCOUNTED RATE SCHEDULE

The hourly labor rates set forth below are valid from February 10, 2019 and are subject to 3% escalation February 11, 2020 and annually thereafter.

PROFESSIONAL SERVICES

CLIENT agrees to reimburse Wood for all hours worked by professionals at the following classifications and associated hourly labor rates. For expert witness testimony and related services in connection with litigation, CLIENT agrees to reimburse Wood for all hours worked by professionals at the following classifications, but at one and one half times the associated hourly labor rates.

CLASSIFICATION	2019 RATE/HOUR	2021	2022
Principal	$190.55	$202.15	$208.22
Program Manager	$180.25	$191.23	$196.96
Senior PM	$169.95	$180.30	$185.71
Project Manager	$149.35	$158.45	$163.20
Associate Engineer	$170.00	$180.35	$185.76
Senior Engineer II	$155.00	$164.44	$169.37
Senior Engineer I	$128.75	$136.59	$140.69
Engineer/Scientist III	$113.30	$120.20	$123.81
Engineer/Scientist II	$97.85	$103.81	$106.92
Engineer/Scientist I	$87.55	$92.88	$95.67

TECHNICIAN SERVICES

CLIENT agrees to reimburse Wood for all hours worked by technicians at the following classifications and associated hourly labor rates.

Classification	2019 Rate/Hour	2021	2022	2021 Overtime rate/Hour	2022 Overtime rate/Hour
Senior Technician	$92.70	$98.35	$101.30	$147.52	$151.94
Technician	$77.25	$81.95	$84.41	$122.93	$126.62
CADD/GIS Specialist	$66.95	$71.03	$73.16	$106.54	$109.74

ADMINISTRATIVE SERVICES

CLIENT agrees to reimburse Wood for all hours worked by project administrative staff at the following classifications and associated hourly labor rates.

Classification	Rate/Hour	2021	2022	2021 Overtime rate/Hour	2022 Overtime rate/Hour
Project Accountant	$56.65	$60.10	$61.90	$90.15	$92.85
Project Administrator	$56.65	$60.10	$61.90	$90.15	$92.85
Subcontract Administrator	$56.65	$60.10	$61.90	$90.15	$92.85

wood.

ESCALATION: CLIENT agrees that hourly labor rates will be escalated 3% annually beginning February 9, 2019.

OTHER DIRECT EXPENSES

CLIENT agrees to reimburse Wood for all other direct expenses incurred at the following rates, except as otherwise specified by Wood in its proposal:

Travel Expenses: Transportation (mileage, air travel, car rental, etc.), lodging, meals, & incidental expenses	Cost
Subcontract Expenses: Supplies or services furnished to Wood in support of project activities by any supplier or firm, except temporary agency or consultant staff charged at above hourly rates	Cost plus 5%
Direct Expenses: Other expenses in support of project activities	Cost plus 5%
Laboratory Analysis: Routine analytical work will be managed through direct CLIENT contracts, Wood will support additional or supplemental analysis when needed	Cost

1. City of Williamsport Rate Schedule

CLASSIFICATION	2019	2021	2022	2023	2024
Principal	$190.55	$202.15	$208.22	$214.47	$220.90
Program Manager	$180.25	$191.23	$196.96	$202.87	$208.95
Senior PM	$169.95	$180.30	$185.71	$191.28	$197.02
Project Manager	$149.35	$158.45	$163.20	$168.10	$173.14
Associate Engineer	$170.00	$180.35	$185.76	$191.33	$197.07
Senior Engineer II	$155.00	$164.44	$169.37	$174.45	$179.68
Senior Engineer I	$128.75	$136.59	$140.69	$144.91	$149.26
Engineer/Scientist III	$113.30	$120.20	$123.81	$127.52	$131.35
Engineer/Scientist II	$97.85	$103.81	$106.92	$110.13	$113.43
Engineer/Scientist I	$87.55	$92.88	$95.67	$98.54	$101.50
Senior Technician	$92.70	$98.35	$101.30	$104.34	$107.47
Technician	$77.25	$81.95	$84.41	$86.94	$89.55
CADD/GIS Specialist	$66.95	$71.03	$73.16	$75.35	$77.62
Project Accountant	$56.65	$60.10	$61.90	$63.76	$65.67
Project Administrator	$56.65	$60.10	$61.90	$63.76	$65.67
Subcontract Administrator	$56.65	$60.10	$61.90	$63.76	$65.67

CITY OF WILLIAMSPORT, PA
RESOLUTION

RESOLUTION # 9639 DATE 3-30-23

TITLE

RESOLUTION HIRING WSP FOR LEVEE SQRA SUPPORT SERVICES

BE IT HEREBY RESOLVED, by the City Council of the City of Williamsport that WSP be hired for Levee SQRA support professional services for a maximum amount of: **$77,000.** Anticipated funding is ARPA (Levee allocation), which at the time of this writing has $1.7 million available.

BE IT FURTHER RESOLVED, that the attached agreement is approved and the appropriate city officials are authorized and directed to execute the agreement, and that a copy of this executed agreement then be forwarded to WSP, via email.

Approved

City Clerk

President

Work Order 7	WSP
CLIENT: City of Williamsport **Agreement Work Order Number: 7**	**Project Name:** SQRA Support **Project Number:** 7777231002

This Work Order ("Work Order"), when approved and signed by both parties, is issued under and amends that certain Agreement between the parties dated 3/1/2018 and amended 1/1/022 ("Agreement"). Except as expressly modified herein, all terms and conditions of the Agreement remain in full force and effect.

SCOPE OF SERVICES:

Wood shall perform the following services ("Services"):

☐ As set forth in the attached document entitled (insert document description here).

☒ As described as follows:

Services are proposed by WSP to support the ongoing SQRA Project with the USACE and City of Williamsport, through the duration of the SQRA Project. Scope includes effort estimated to participate in biweekly meetings by the WSP Program Manager and Principal Engineers with the Sponsor and USACE, as well as effort for staff (historic and contemporary) to collect all available data pertaining to historic assessments and certification efforts. Some estimation of time is also included for ongoing support by junior and senior staff through the duration of the project.

Also included in this estimate is time and expense to participate in the On Site SQRA review by the RMC Cadre, where WSP will be present for the site walk and the SQRA data review on site. Overall, this Work Order is to provide on call services to support the SQRA project for the City of Williamsport. WSP will obtain approval by the City prior to proceeding with any work outside of what has been described in this Work Order agreement.

The Services are ☐ are not ☒ in support of a U.S. Government contract.

SCHEDULE:

Beginning support March 16, 2023 through July 29, 2024 as outlined in the updated draft SQRA Schedule shared by USACE on March 15, 2023.

COMPENSATION:

The CLIENT's payment obligation under this Work Order is as follows:

☐ The Firm Fixed Price for the Services is (Insert amount) Dollars ($(Insert number))

☒ The Estimated Cost for the Services is Seventy Seven Thousand Dollars ($77,000). Applicable billing rates are set forth in the MSA Contract Documents, attached.

By their signatures below, the parties acknowledge that they shall be bound by the terms of this Work Order, including the attachments hereto, and that the undersigned are authorized to enter into this Work Order.

WSP USA Environment & Infrastructure Solutions, Inc.:

Date: 3/16/2023	Date: 3/16/2023
By: _____ (Signature)	By: _____ (Signature)
Name: Ghezoll Motlagh, PE, CFM	Name: James Barbis, PE, CFM
Title: Program Manager/Assistant Vice President Water Resources Engineering	Title: Principal Engineer/ Vice President Water Resources Engineering

Exhibit "1"

Mayor _____ Signature _____ Date 3/30/23

City Clerk _____ Signature _____ Date 3/30/23

City Controller _____ Signature _____ Date 3/30/23

CITY OF WILLIAMSPORT, PA
RESOLUTION

RESOLUTION # 9739 **DATE** 2-15-24

TITLE

RESOLUTION AUTHORIZING AMENDMENT 1 TO WORK ORDER 7 BETWEEN WSP AND THE CITY OF WILLIAMSPORT, FOR ADDITIONAL SERVICES IN CONNECTION WITH SEMI-QUANTITATIVE RISK ANALYSIS

WHERAS The City and WSP entered into a certain Agreement with WSP on March 1, 2018, amended January 1, 2022 ("Agreement"); and

WHEREAS The City issued Work Order 7 under the Agreement; and

WHEREAS The City desires to have WSP perform certain additional services under Work Order 7, as reflected in the attached Amendment 1.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Williamsport, Lycoming County, Pennsylvania, that the attached Amendment 1 to Work Order 7 is approved, at an estimated cost of $92,900 and,

BE IT FURTHER RESOLVED, the Mayor and City Controller are authorized to execute any documents necessary to effectuate the intent of this Resolution, and the City Clerk be authorized and directed to attest and seal same.

Approved

Janice M. Frank
City Clerk

E. M. A. B.
President

Work Order 7 Amendment 1	
CLIENT: City of Williamsport (City) **Agreement Work Order Number**: 7	**Project Name**: SQRA Support **Project Number**: 7777231002

This Work Order ("Work Order"), when approved and signed by both parties, is issued under and amends that certain Agreement between the parties dated 3/1/2018 and amended 1/1/2022 ("Agreement"). Except as expressly modified herein, all terms and conditions of the Agreement remain in full force and effect.

SCOPE OF SERVICES:

Wood shall perform the following services ("Services"):

☐ As set forth in the attached document entitled (Insert document description here}.

☒ As described as follows:

This amendment is for additional services by WSP for the City, in continued support of the SQRA in 2024, as the City has re-entered the SQRA with the USACE which includes two one-week long dedicated meetings to discuss and complete a Probable Failure Mode Analysis (PFMA). This scope also includes continued bi-weekly meetings with the USACE for the ongoing SQRA. If significant additional effort is required to support the SQRA, WSP will obtain approval prior to commencing work.

WSP proposes virtual attendance in January with in-person attendance for Ms. Motlagh in late February to the PFMA events with the USACE. The estimated cost provided below includes the time for Ms. Motlagh as the Program Manager and a Senior Geotechnical Engineer to participate virtually in the USACE SQRA PFMA on behalf of WSP, to provide technical support with familiarity with the system. The scope and effort also includes time from junior and senior engineers to provide informational responses to USACE requests, through the duration of 2024, including a review of technical Hydraulic data from the SQRA, as provided by the USACE in January 2024.

Additionally, this amendment provides budget to provide responses on behalf of the City of Williamsport with to third parties such as PEMA and FEMA, as requested by the City, to assist with budgeted spending and technical project narratives for ongoing levee work. The duration of this contract has also been updated as well as the estimated effort to support.

The Services are ☐ are not ☒ in support of a U.S. Government contract.

SCHEDULE:

Beginning support January 2024 through December 31, 2024 pending further schedule updates by the USACE.

COMPENSATION:

The CLIENT's payment obligation under this Work Order is as follows:

☐ The Firm Fixed Price for the Services is {Insert amount} Dollars (${Insert number})

☒ The Estimated Cost for the Services under this Amendment is for an additional Ninety Two Thousand Nine Hundred Dollars ($92,900) bringing the total contract value to ($169,900). Applicable billing rates are set forth in the MSA Contract Documents, attached.

By their signatures below, the parties acknowledge that they shall be bound by the terms of this Work Order, including

the attachments hereto, and that the undersigned are authorized to enter into this Work Order

WSP USA Environment & Infrastructure Solutions, Inc.:

Date: 1/25/2024	Date: 1/25/2024
By: _____ (Signature)	By: _____ Digitally signed by Tovah Karl (Signature)
Name: Ghazoll Motlagh, PE, CFM	Name: Tovah Karl, PG, PMP
Title: Program Manager/ Assistant Vice President Water Resources Engineer	Title: Mid-Atlantic E&I Local Business Lead Assistant Vice President

Exhibit "1"

Mayor	Signature	Date
City Clerk	Signature	Date
City Controller	Signature	Date

CLASSIFICATION	2024 Rate	Hours	Total Cost
Program Manager	$208.95	120	$25,074
Associate Engineer	$197.07	148	$29,167
Senior Engineer I	$149.26	140	$20,896
Engineer/Scientist II	$113.43	80	$9,074
Engineer/Scientist I	$101.50	60	$6,090

* Total budget for WO 7 Amendment 1 includes an additional $2,599 in expenses

Work Order 7	
CLIENT: City of Williamsport **Agreement Work Order Number**: 7	**Project Name**: SQRA Support **Project Number**: 7777231002

This Work Order ("Work Order"), when approved and signed by both parties, is issued under and amends that certain Agreement between the parties dated 3/1/2018 and amended 1/1/022 ("Agreement"). Except as expressly modified herein, all terms and conditions of the Agreement remain in full force and effect.

SCOPE OF SERVICES:

Wood shall perform the following services ("Services"):

☐ As set forth in the attached document entitled (Insert document description here}.

☒ As described as follows:

Services are proposed by WSP to support the ongoing SQRA Project with the USACE and City of Williamsport, through the duration of the SQRA Project. Scope includes effort estimated to participate in biweekly meetings by the WSP Program Manager and Principal Engineers with the Sponsor and USACE, as well as effort for staff (historic and contemporary) to collect all available data pertaining to historic assessments and certification efforts. Some estimation of time is also included for ongoing support by junior and senior staff through the duration of the project.

Also included in this estimate is time and expense to participate in the On Site SQRA review by the RMC Cadre, where WSP will be present for the site walk and the SQRA data review on site. Overall, this Work Order is to provide on call services to support the SQRA project for the City of Williamsport. WSP will obtain approval by the City prior to proceeding with any work outside of what has been described in this Work Order agreement.

The Services are ☐ are not ☒ in support of a U.S. Government contract.

SCHEDULE:

Beginning support March 16, 2023 through July 29, 2024 as outlined in the updated draft SQRA Schedule shared by USACE on March 15, 2023.

COMPENSATION:

The CLIENT's payment obligation under this Work Order is as follows:

☐ The Firm Fixed Price for the Services is {Insert amount} Dollars (${Insert number})

☒ The Estimated Cost for the Services is Seventy Seven Thousand Dollars ($77,000). Applicable billing rates are set forth in the MSA Contract Documents, attached.

By their signatures below, the parties acknowledge that they shall be bound by the terms of this Work Order, including the attachments hereto, and that the undersigned are authorized to enter into this Work Order.

WSP USA Environment & Infrastructure Solutions, Inc.:

Date: 3/16/2023	Date: 3/16/2023
By: _____ (Signature)	By: _____ (Signature)
Name: Ghazoll Motlagh, PE, CFM	Name: James Barbis, PE, CFM
Title: Program Manager/Assistant Vice President Water Resources Engineering	Title: Principal Engineer/ Vice President Water Resources Engineering

Exhibit "1"

Mayor	Signature	Date
City Clerk	Signature	2-15-24 Date
City Controller	Signature	Date