



**Corporate Services**  
**Department**  
**Materiel Management**

**City of Mississauga**  
 300 City Centre Drive  
 MISSISSAUGA ON L5B 3C1  
 Tel: 905-896-5233  
 FAX: 905-615-4186

# Contract

# FILE END DATE

10.5

2022

**Important:** The Vendor must contact the Buyer named below if the Vendor disagrees with any of the information contained herein. The City will not accept any responsibility to any Vendor for any order or any variation or change thereto unless it is issued on an official City form and approved by the Purchasing Agent. Unless otherwise provided herein, any written acknowledgment of this order or delivery of any goods or provision of any services by the Vendor in accordance with this order shall constitute acceptance of this order by the Vendor. All orders are subject to the terms and conditions stated below. The City's procurement policies and Purchasing By-law are available from Materiel Management or on-line at: <http://www.mississauga.ca/portal/business/tendersandbids>

*Vendor:*  
 HDR CORPORATION  
 100 YORK BOULEVARD, STE 300  
 RICHMOND HILL ON L4B 1J8  
 Fax Number : 289-695-4601

Purchase Order Number must appear on all documents, correspondence and shipping containers covered by it.

*Ship to:*  
 AS DIRECTED

## Release Order

*Submit invoice to:*  
 The Corporation of the City of Mississauga  
[cityofmississauga\\_invoicecapture@concursolutions.com](mailto:cityofmississauga_invoicecapture@concursolutions.com)

	PO Number	4500530368	
Purchasing Agent	<i>PO Date</i>	2021 02 23	
	<i>PO Revised Date</i>		
	<i>Contract Number</i>	4600017276	City Ref: PRC001136
Purchasing Agent	<i>Vendor Number</i>	1025282	
	<i>Valid from</i>		
	<i>Valid to</i>		
Contract Manager	<i>Buyer/phone</i>	S/Centre Fleet Inv/905-615-3200 ext 3067	
	<i>Email</i>		

*Delivery Date:*  
 2021 02 23

*Delivery Terms:*  
 FOB DESTINATION  
*Freight*  
*Ship via*

*Payment Terms*  
 within 30 days Due net  
*Currency*  
 CAD

Contract Manager: Muneef Ahmad @ (905) 615-3200, ext. 4793, or by email at [muneef.ahmad@mississauga.ca](mailto:muneef.ahmad@mississauga.ca)

-OR-

Vicky Wei @ (905) 615-3200, ext. 3017, or by email at [vicky.wei@mississauga.ca](mailto:vicky.wei@mississauga.ca)

This Purchase Order incorporates the contract documents, including without limitation the terms and conditions of the Professional Services Agreement from Procurement Number PRC001136.

<i>Item</i>	<i>Material</i>	<i>Unit</i>	<i>Description</i>	<i>Price per unit</i>	<i>Extension</i>
<i>Order Quantity</i>					
00001		Dollars	IPE Consultant Roster Assignment		
53,710.00					

Project Name/Description: Dundas Street Retaining Wall Rehabilitation # Additional Environmental Work  
 Roster Category: Structural Engineering

Vendor:  
 HDR CORPORATION  
 100 YORK BOULEVARD, STE 300  
 RICHMOND HILL ON L4B 1J8  
 Fax Number : 289-695-4601

PO Number 4500530368  
 PO Date 2021 02 23  
 Page 2

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<i>Item</i>	<i>Order Quantity</i>	<i>Material</i>	<i>Unit</i>	<i>Description</i>	<i>Price per unit</i>	<i>Extension</i>
Quote Date:February 2, 2021						
PMR:Domenic Galati						
			1 \$		1.00	53,710.00
				HST		6,982.30
				Item Net Price		60,692.30
				Gross Price		53,710.00
				HST		6,982.30
				Purchase Order Total		60,692.30



March 16, 2021

Dear Domenic Galati

### **Dundas Street Retaining Walls – Fee Agreement Modification**

HDR was engaged by the City of Mississauga (CoM) to provide design and construction administration services for the Rehabilitation of the Dundas Street Retaining Walls (East and West.) HDR originally submitted a proposal for this work to the CoM on Friday, 11<sup>th</sup> October 2019. This proposal was subsequently approved by CoM and a purchase order was issued to HDR, for this work, on Friday, 1<sup>st</sup> November 2019 for a lump sum of \$140,140. Copies of the original proposal and associated purchase order can be found attached to this letter.

The scope of work for the design changed in early 2020 with the design of the wall changing to a soldier pile type wall. This change was driven by the need to incorporate a Multi-Use Path (MUP) in the design. This required moving the walls further downslope to provide room for this path. The change to soldier piles required additional input from the geotechnical engineers, Thurber. Additionally, existing utilities now had to be located. This was to ensure there would be no negative impact on these utilities from the installation of the soldier piles. These changes were agreed between HDR and the CoM at a meeting held on Friday, 28<sup>th</sup> February 2020. HDR submitted a design scope change proposal for this work to the CoM on Monday, 9<sup>th</sup> March 2020. This proposal was subsequently approved by the CoM. A purchase order was issued to HDR, for this scope change work on Friday, 17<sup>th</sup> April 2020 for a lump sum fee of \$77,000. This scope change became known as Design Scope Change #1. Copies of Design Scope Change #1 and the associated purchase order can be found attached to this letter.

The original proposal and Design Scope Change #1 both included fee for additional construction administration and inspection related to the likely change in construction duration related to the new design requirements and associated construction complexity. The original proposal and Design Scope Change #1 included \$30,400 and \$40,800 for this work, respectively. Resulting in a total of \$71,200 allocated for construction administration and inspection.

The scope of work for the design changed again in late 2020 with the requirement to allow for proposed road widening for a future Bus Rapid Transit (BRT) route. HDR submitted a design scope change proposal for this work to the CoM on Tuesday, 13<sup>th</sup> October 2020. This proposal was subsequently approved by the CoM. A purchase order was issued to HDR for this scope change work on Monday, 8<sup>th</sup> March 2021 for a lump sum of \$19,600. This scope change became known as Design Scope Change #2. Copies of Design Scope Change #2 and the associated purchase order can be found attached to this letter.

There was no additional allowance for construction administration and inspection included in Design Scope Change #2.

The scope of work for the design changed again in late 2020 with the requirement to provide an Erosion and Sediment Control (ESC) plan and acquire the permitting for the project from the Credit Valley Conservation Authority. To develop this plan and acquire the required permitting a sub-consultant needed to be engaged to provide a Natural Environmental Assessment (NEA) report and an arborist report. These would all support HDR's submission to Credit Valley Conservation on behalf of the CoM. HDR submitted a proposed Change Order #3 proposal for this work to the CoM on Thursday, 18<sup>th</sup> February 2021 for review and comment. The change order had two primary components: the first being \$55,825 for HDR fees; the second being \$53,710 for the environmental sub-consultant. A purchase order was subsequently issued to HDR on Wednesday, 24<sup>th</sup> February 2021 for a lump sum of \$53,710 to cover the environmental sub-consultant only. The CoM advised that they could only proceed with the sub-consultant component of this change order and requested that HDR reallocate funds currently assigned for future construction administration and inspection to cover HDR's fees associated with Change Order #3.

HDR has investigated this proposition and is in agreement that that construction administration and inspection fee from the Original Fee Proposal and Design Scope Change #1 can be reallocated to cover the amount of \$55,825 required for HDR fees on Change Order #3. This reallocation in approved funds results in only \$15,375 remaining for construction administration and inspection which is insufficient to address the full costs associated with this task item.

HDR will begin work on Change Order #3 upon receiving written approval for this reallocation from CoM that includes an acknowledgement of the future need to address the now under-funded construction administration and inspection portion of the original contract. The future required funding for construction administration and inspection will amount to \$90,625. This amount includes the \$55,825 discussed above with an additional \$34,800. The additional amount reflects a change in the estimated schedule for construction. The current level of funding was based on a 12 week construction period for the design at 30% submittal. Changes to the design and a review of assumed construction methodology, since then, have led HDR to revise this estimated construction schedule up to 18 weeks. The construction schedule is an estimate only. The actual duration of construction is entirely dependent of the contractor and the means and methods of construction they employ. Should the construction duration exceed 18 weeks then additional fee will be required to provide construction administration and inspection past that point.

Table 1, below, summarizes the costs associated with the Original Contract, Change Order #1, Change Order #2 and the upcoming Change Order #3. This represents the total cost for HDR to complete this project based on the current design and an estimated 18 week construction schedule.

**Table 1 - Summary of Costs**

	<b>Design/PM</b>	<b>CA &amp; Inspection</b>	<b>Environmental</b>	<b>Total</b>
<b>Original Contract</b>	\$109,740.00	\$30,400.00	-	\$140,140.00
<b>Change Order #1</b>	\$36,200.00	\$40,800.00	-	\$77,000.00
<b>Change Order #2</b>	\$19,600.00	-	-	\$19,600.00
<b>Change Order #3</b>	\$55,825.00	\$34,800.00	\$53,710.00	\$144,335.00
<b>Total</b>	<b>\$221,365.00</b>	<b>\$106,000.00</b>	<b>\$53,710.00</b>	<b>\$381,075.00</b>

Sincerely,  
HDR Canada



Jared Monkman  
*Bridges and Structures Business Class Lead*

**DESIGN SCOPE CHANGE  
ADDITIONAL FEE #3**

**PM - Project Manager**  
**SE - Senior Bridge Engineer**  
**IE - Intermediate Bridge Engineer**  
**JE - Junior Bridge Engineer/EIT**  
**IC - Intermediate Civil Engineer**  
**JC - Junior Civil Engineer/EIT**  
**IN - Inspector**  
**CA - Contract Administrator**

	Project Management		Structural				Civil/Road		Construction		Total Hr.	Sub-Contractor	Expense
	PM	Admin.	SE	IE	JE	Tech./Drafters	IC	JC	CA	IN			
<b>Rate</b>	\$ 185.00	\$ 70.00	\$ 175.00	\$ 140.00	\$ 100.00	\$ 100.00	\$ 140.00	\$ 100.00	\$ 100.00	\$ 100.00			
<b>Scope Change Coordination - Environmental</b>													
Coordinate and Submission of Additional Scope Change	8			32							40		
<b>Project Management - Environmental</b>													
Additional Project Management	16	4									20		
Coordination with Credit Valley Conservation	8			40							48		
Meeting with Credit Valley Conservation (1 Assumed)	3			3							6		
<b>Detailed Design</b>													
Natural Environment Assessment and Site Restoration Plans (Natural Resource Solutions Inc.)											0	\$ 53,710	
Preparation of Erosion Site Control Plan							36	60			96		
Review and Comment on Natural Environment Assessment and Site Restoration Plans			4	16							20		
Preparation and Submission of Environmental Permit	4		2	32	8	32					78		
Credit Valley Conservation Permit Fee											0		\$ 5,500
Constructability Review			24	16		16							
QA/QC	8										8		
<b>Total Hour</b>	47	4	30	139	8	48	36	60	0	0			
<b>Total Cost</b>	\$ 8,695.00	\$ 280.00	\$ 5,250.00	\$ 19,460.00	\$ 800.00	\$ 4,800.00	\$ 5,040.00	\$ 6,000.00	\$ -	\$ -	\$ 50,325.00	\$ 53,710.00	\$ 5,500.00

**Notes:**

- The fee for Construction Administration services is dependent on the duration of construction. The duration of construction is dictated by the means and methods of construction chosen by the Contractor. The actual fee for Construction Administration cannot be estimated accurately and may exceed the estimated values.

- The Construction Administration fee estimate from Scope Change #1 has been credited against this Scope Change #3 fee. The actual Construction Administration fee will need to be estimated closer to the time of construction and with input from the selected Contractor.

<b>Project Management</b>	\$ 8,975
<b>Structural Design</b>	\$ 30,310
<b>Civil Design</b>	\$ 11,040
<b>Construction (credit from Scope Change #1)</b>	\$ (40,800)
<b>Environmental</b>	\$ 53,710
<b>Expense</b>	\$ 5,500
<b>Total</b>	\$ 69,000

December 17, 2020

P3966

Eldwin Yau, P.Eng.  
HDR  
100 York Boulevard, Suite 300,  
Richmond Hill, ON L4B 1J8

Dear Mr. Yau,

**Re: Dundas St. Retaining Wall Design, Tree Inventory, Arborist Report and Natural Environment Assessment Work Plan and Cost Estimate**

On behalf of Natural Resource Solutions Inc. (NRSI), I am pleased to provide our proposed work plan and cost to complete the tree inventory and Natural Environment Assessment (NEA) in support of the planned Dundas Street retaining wall improvements for the City of Mississauga.

**Natural Resource Solutions Inc.**

Natural Resource Solutions Inc. (NRSI) is an environmental consulting firm comprised of over 40 biologists specializing in aquatic, terrestrial, and wetland biology. NRSI provides professional environmental services to a range of clients throughout Ontario and Alberta, including federal and provincial governments, municipalities, developers, and landowners. These services have encompassed a variety of sectors including Class Environmental Assessments, transportation and linear infrastructure studies, construction inspection, peer reviews, subwatershed studies and stormwater management master plans, Environmental Impact Studies (EISs), Species at Risk (SAR) surveys, tree inventories, and permitting.

NRSI's staff is highly trained and includes certifications in Ecological Land Classification (ELC), Ontario Wetland Evaluation System (OWES), certified Arborists, environmental construction inspection, Erosion and Sediment Control Practitioners (ESCP), natural feature restoration, Ontario Benthic Biomonitoring Network (OBBN), and Ontario Stream Assessment Protocol (OSAP). NRSI also has Certified Arborists, a Registered Professional Forester, Butternut Health Assessors (BHA's) and staff that are Tree Risk Assessment Qualified (TRAQ). Biologists at NRSI have particular expertise in the identification and management of significant and sensitive biological communities including inventory, research, management, and impact analyses of natural features. In addition, NRSI biologists have extensive experience with the identification and management of SAR, and the management of construction timing windows for migratory birds, bats, and fish.

NRSI has undertaken several projects within the City of Mississauga such as EISs for land development applications, natural heritage assessments and wildlife surveys. NRSI also has relevant experience undertaking environmental assessments, tree inventories, and arborist reports within the City of Mississauga.

## **Key Staff**

### **Ryan Archer, M.Sc., Terrestrial and Wetland Biologist**

#### *Project Manager*

Ryan is a Terrestrial and Wetland Biologist with over 14 years of experience working on a variety of environmental projects and studies. Ryan specializes in characterizing terrestrial and wetland resources and managing a wide range of projects that encompass inventories of flora and fauna, and assessments of natural heritage significance and sensitivity. In completion of Environmental Impact Studies (EIS) and Environmental Assessment (EA) natural heritage studies, he routinely completes impact assessments and recommends avoidance measures and mitigation strategies in response to development plans and applications. Ryan's work experience includes a broad range of sectors including highway/road infrastructure construction, upgrades and rehabilitation completed under the MTO and Municipal Class EA processes. In particular, Ryan has experience managing and advising on natural environment studies in support of Municipal Class EAs and Detailed Design for various road improvement projects. In these roles, Ryan has coordinated and overseen completion of a wide range of office and field-based tasks including analysis, mapping and reporting to inform road improvement designs and construction mitigation measures.

Ryan has a strong working knowledge of federal and provincial wildlife policies, legislation, procedures, and guidelines, in particular, the *Species at Risk Act*, *Endangered Species Act (ESA)* and *Migratory Birds Convention Act*. He works extensively with government agencies, clients, and other consultants in completion of SAR studies, information gathering, and the acquisition of permitting and authorizations under the provincial ESA. Ryan has direct experience obtaining necessary permits and authorizations under the ESA as required during the course of EA and Detailed Design assignments.

Ryan will be NRSI's Project Manager on this assignment. This will include agency consultation and liaison, coordination with the Engineering Lead Project Manager, oversight and coordination of field studies, mapping, data entry, analysis, and reporting.

### **Jack Richard, R.P.F., M.F.C., Terrestrial Biologist / Registered Professional Forester**

#### *Urban Forestry Specialist*

Jack Richard is a Registered Professional Forester and Terrestrial Biologist with significant experience conducting forest and tree inventory throughout the urban forest environment. He frequently completes urban tree inventories for the purpose of developing reports that detail how existing trees and vegetation will be impacted by proposed developments. Jack identifies and creates recommendations for best management practices in order to preserve existing trees prior to, during and following construction. He specializes in characterizing forest communities and describing significant natural heritage resources, especially assessing tree condition and identifying potential impacts to trees that may result from site alteration or development. Jack coordinates and completes field studies and reporting in support of various projects related to Environmental Impact Studies, natural heritage components of Environmental Assessments, and Forest Management Plans. He participates in field surveys, completes impact assessments, and develops mitigation measures and restoration plans.

As a Registered Professional Forester, Managed Forest Plan Approver, and Certified Tree Marker, Jack routinely completes tree assessments and has a deep knowledge of tree physiology. He has completed tree and forest inventories in a variety of municipalities



throughout the Greater Toronto Area and maintains a keen familiarity with tree species and communities found throughout the Region of Peel and City of Mississauga.

## **Work Plan**

### **Project Understanding**

It is NRSI's understanding that two sections of retaining wall, located along the north side of Dundas Street West between the Credit River and Dundas Crescent, in the City of Mississauga are in need of repair and scheduled for improvement. The west wall is 160 metres long and is located between the eastern edge of the Credit River Bridge and the entrance to Erindale Park. The east wall is located between 1555 Dundas Street West and Dundas Crescent, and is 230 metres long. HDR has been retained by the City of Mississauga to design improvements to each retaining wall, and has designed two new sections of retaining wall and multi-use pathways to be constructed along Dundas Street West. Each proposed retaining wall will extend up to approximately 6 metres from the existing retaining walls. It is also anticipated that the construction of an access road, approximately 4.5 metres wide and travelling the length of each retaining wall, will be required in order to facilitate construction. In order to complete construction, the embankment upon which the retaining walls will be built must be cleared of all trees and vegetation. Trees and vegetation occurring within the retaining wall and access road construction zone, as well as directly adjacent to these areas of disturbance, must be inventoried, assessed for removal or retention, and characterized within an arborist report for submission to the City of Mississauga. An NEA will also be undertaken to characterize the existing natural features, identify an aspects of natural feature or ecological function significance/sensitivity, and to recommend appropriate measures to avoid or mitigate natural environment impacts.

This work plan presents report submissions that reflect the project requirements described in conversation with Eldwin Yau of HDR.

## **Core Workplan**

### **Tree Inventory and Arborist Report**

A detailed tree inventory and Arborist Report will be completed to identify the number and condition of trees requiring removal to accommodate the planned construction of each retaining wall along Dundas Street. The inventory and assessment will be completed for trees anticipated to be impacted by the retaining wall construction and proposed access road. Trees adjacent to this area of disturbance, likely to be impacted by construction, will also be inventoried and included within the Arborist Report. Trees that are  $\geq 10$ cm Diameter at Breast Height (DBH) will be inventoried and assessed by a Certified Arborist or Registered Professional Forester. The following information will be recorded for each tree:

- species,
- DBH (cm),
- crown radius (m),
- general health (excellent, good, fair, poor, dead),
- potential for structural failure (low, medium, high),
- overall condition,
- general comments (i.e. disease, aesthetic quality, development constraints, sensitivity to development), and,
- management recommendations where appropriate (i.e. prune, relocate, remove, retain, etc.).

NRSI's team of Certified Arborists and Registered Professional Foresters will survey each inventoried tree to sub-metre accuracy. Each tree will be given a unique numeric identifier on the plan and all trees will also be tagged in the field, in accordance with City of Mississauga requirements. An Arborist Report summarizing the tree inventory and assessment will be prepared in accordance with municipal guidelines. Using the base tree inventory, proposed retaining wall designs and construction details, including the extent of grading, location of access roads and staging areas, etc., an NRSI Certified Arborist or Registered Professional Forester will determine which trees are suitable for retention, will require removal, or may be impacted. Maps will be prepared that identify trees to be retained, removed, or likely to incur damage, including their dripline. A Tree Protection Plan map will also be prepared that identifies the location and type of mitigation measures to be implemented prior to and during construction (tree protection fencing).

## **Natural Environment Assessment**

### *Background Information Review*

NRSI will review or consult the following background information sources for information on natural features and significant species records known from the project vicinity that may be of consequence to the study:

- Peel Region Official Plan;
- Mississauga Official Plan;
- Credit Valley Conservation (CVC) regulation mapping;
- Natural Heritage Information Centre database;
- Ontario Breeding Bird Atlas;
- Ontario Reptile and Amphibian Atlas; and,
- Atlas of the Mammals of Ontario;

The background information will be used in desktop screenings for Species at Risk (SAR) and Species of Conservation Concern, as well as for potential Significant Wildlife Habitats (SWH) in the study area. The background information will supplement the results of the field program outlined below. Based on the tight timelines involved with this project, requests for background information from the CVC and Ontario Ministry of Natural Resources and Forestry are not proposed.

### *Fieldwork Survey*

A single site visit will be undertaken during winter 2020/2021 to generally characterize the existing natural features and wildlife habitats along the forested slope that will receive the reconstructed retaining walls. Vegetation community mapping will be completed using the Ecological Land Classification (ELC) system for southern Ontario. ELC will be informed by a single-season (winter-based) inventory of woody vegetation species, and will be supplemented by the tree inventory described above. A focus of this inventory will be to identify any federally, provincially or regionally significant vegetation species that will require agency permitting/authorization, or other construction mitigation measures, to avoid impacts to the species. NRSI's site characterization work will also document the presence of any habitat features that may represent SAR habitat or SWH, as informed by the preliminary/desktop-level significant habitat screening work described above.

Trees that may be impacted by the undertaking will be inspected during the leaf-off condition for the presence of potential bat roosting features (e.g., tree cavities, loose/peeling bark). Trees to be inspected include those within and adjacent to the anticipated construction zone. The assessment will be completed according to MNRF guidelines. This survey will be completed to assess the presence of potential habitat for SAR bats within the study area where impacts may occur. Trees containing suitable cavities for SAR bats will be photographed, located using GPS, and documented in detail using standard field data forms. If necessary, the results of this assessment will be summarized and mapped in the form of a technical memorandum for submission to the MECP (see below).

### Agency Consultation and Project Team Input

#### *Bat Habitat Assessment Technical Memo to MECP*

If suitable bat cavity trees are documented during fieldwork, NRSI will summarize the results of the bat habitat analysis described above in the form of a technical memo for submission to the Ontario Ministry of Environment, Conservation and Parks (MECP). This will include detailed mapping of potential bat roosting trees (i.e., trees with suitable cavities, loose/sloughing bark, or dead standing snags) in relation to areas of anticipated construction impact. The memo will be submitted to the MECP for the purposes of determining whether any additional survey work is required to assess impacts to SAR bats.

#### *Restoration and Enhancement Plan*

NRSI will undertake the completion of a Restoration Planting Plan for the portions of the forested slope that are disturbed due to construction activities. This will comprise a detailed plan showing the locations and quantities of recommended restoration species along with planting detail specs. NRSI's plan will incorporate site-appropriate native species whose selection will be informed by NRSI's natural environment characterization work such that the restored area is complementary of the adjacent retained features and representative of the species that required removal. An overall benefit will be achieved where exclusively native species replace non-native or invasive species within the construction disturbance/restoration zone. A suite of tree and shrub plantings will be selected, as well as a site-appropriate native herbaceous seed mix. A draft of the Restoration Planting Plan will first be forwarded to HDR for review, followed by the City and the CVC, after which the Plan will be finalized.

### Natural Environment Assessment Report

NRSI will provide an NEA report that will incorporate the results of the background information review and the fieldwork results. The NEA report will identify known or potential aspects of natural environment significance and sensitivity that should be accounted for in the planning and implementation of construction activities. An impact assessment will be completed based on the detailed design of the retaining wall installations to be provided by HDR. Recommendations will be made to avoid, or otherwise minimize or mitigate impacts to the existing natural features and ecological functions. A letter report will be provided, including associated maps and appendices such as species lists.

As part of NEA reporting, NRSI will determine if there is potential for impacts to SAR habitat, such as with respect to bat SAR habitat as described above. It is expected that potential SAR impacts, if any, would be limited to bats. If impacts to SAR habitat are identified, beyond that for

bats, additional MECP consultation may be required which is beyond the scope of this workplan. NRSI will identify any expected MECP authorization requirements, if applicable.

### **Meetings**

This workplan assumes that no formal meetings will be required, aside from periodic email or phone correspondence. If NRSI attendance at any meetings (including virtual) are required, standard staff rates and travel costs will apply.

### **Timing**

It is assumed that project initiation will begin in January 2021. This workplan includes the fieldwork tasks that are anticipated to be completed in January 2021, with assessment and reporting to be completed in February 2021 subject to receiving detailed plans from HDR.

### **Cost**

The total cost to complete the tasks identified in the workplan above is \$40,400 (excl. HST). This cost accounts for additional time that will be required to safely undertake tree inventory and other fieldwork on steep slopes during the winter.

Thank you for your continued interest in working with NRSI. We look forward to being a part of your team. Please sign below and return to NRSI for our records. Should you have any questions or require further information, please do not hesitate to contact the undersigned.

Sincerely,  
Natural Resource Solutions Inc.



Ryan Archer, M.Sc.  
Terrestrial and Wetland Biologist

*Although NRSI has put measures in place to continue to perform our services in light of the effects of COVID-19, should circumstances associated with COVID-19 arise that impact our cost estimate or timing, we will alert the client immediately. If a revised cost and/or timeline is warranted we will provide that to the client as soon as possible for consideration and approval.*

*NRSI shall not be liable or responsible, nor be deemed to have defaulted under or breached this agreement, for any failure or delay in fulfilling or performing any term of this agreement, if such failure or delay results from acts beyond NRSI's reasonable control, including without limitation, acts of God, disease, flood, fire, war, invasion, terrorist threats or acts, riot or other civil unrest; government order or law, action or inaction by any governmental authority, delays stemming from other team members' input or deliverables, strikes, labour stoppages or other industrial disturbances.*

I agree to the work plan and cost estimate provided above and authorize Natural Resource Solutions Inc. to commence work. I understand that if I ask NRSI staff to conduct tasks outside the scope of this work program, additional fees will apply.

Print Name:

Mailing Address (billing):

Phone number:

Email:

Invoices should be directed to the attention of (if different from authorizing person):

---

Signature

---

Date