



**CITY OF COLUMBIA**

Dept of Procurement and Contracts  
1800 Main Street, 2nd Floor  
Columbia, South Carolina 29201

PURCHASE ORDER	
P.O. NUMBER	P187089
DATE	12/23/24
VENDOR I.D.	V009466
DELIVERY DATE	
FOB	DESTINATION
REQUISITION NO	R208020
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE.	

TO: ICF INCORPORATED LLC  
1902 RESTON METRO PLAZA  
RESTON, VA 20190

Page 1 of 2  
DOTTI.SHIELDS@ICF.COM

FAX#

DELIVER ITEMS TO:
COMMUNITY DEVELOPMENT 1401 MAIN STREET 4TH FLOOR COLUMBIA, SC 29201

SEND INVOICE TO:
ACCOUNTING DIVISION PO BOX 147 COLUMBIA, SC 29217

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
	<p>*REVISED PO#11*</p> <p>12/23/24 PO increased by \$175,000 and contract extended until 6/30/25</p> <p>9/13/24 PO increased by \$100,000.00</p> <p>7/10/24 PO increased by \$100,000.00</p> <p>2/16/24 PO increased by \$1,188,739.00 on line #5 and Contract extended to 12/31/24 per executed CA #5b.</p> <p>1/5/24 Contract extended until 2/15/24</p> <p>12/22/23 PO increased by \$94,400 and Contract extended until 1/31/24</p> <p>5/19/23 PO increased by \$507,454 &amp; Contract has been extended until 12/31/23</p> <p>5/3/23 PO increased by \$48,000 &amp; Contract has been extended until 5/31/23</p> <p>3/31/23 PO increased by \$48,000 &amp; Contract has been extended until 4/30/23</p> <p>10/12/22 Contract extended until 3/31/23</p> <p>2/2/22 PO revised</p> <p>All Prices, Specifications, Terms, and Conditions in accordance with the attached Professional Services Agreement, and RFP003-20-21-KDD.</p>				
001	Program Management Services for Community Development Block Grant Disaster Recovery Gant (CDBG-DR) CHAP-CONSULTING SERVICES	606,378	EA	1.00	606,378.13
	***Continued on Next Page***				

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Submit all claims for payments by detailed itemized invoice in duplicate.
2. Goods other than those specified on this order must not be substituted or prices changed without authorization.
3. The right of cancellation in case of long delay in shipment is reserved.
4. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.
5. Prepay shipping charges, if any, and add to invoice.
6. Ship "Open Account." No C.O.D.'s will be accepted.

AUTHORIZED SIGNATURE

TOTAL



**CITY OF COLUMBIA**

Dept of Procurement and Contracts  
1800 Main Street, 2nd Floor  
Columbia, South Carolina 29201

PURCHASE ORDER	
P.O. NUMBER	P187089
DATE	12/23/24
VENDOR I.D.	V009466
DELIVERY DATE	
FOB	DESTINATION
REQUISITION NO	R208020
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE.	

TO: ICF INCORPORATED LLC  
1902 RESTON METRO PLAZA  
RESTON, VA 20190

FAX#

Page 2 of 2  
DOTTI.SHIELDS@ICF.COM

**DELIVER ITEMS TO:**

COMMUNITY DEVELOPMENT  
1401 MAIN STREET 4TH FLOOR  
COLUMBIA, SC 29201

**SEND INVOICE TO:**

ACCOUNTING DIVISION  
PO BOX 147  
COLUMBIA, SC 29217

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
	Term: An initial term of two (2) years through December 31, 2022, with the option to renew or continue with work for two (2) additional one-year period(s) at the mutual pleasure of both parties.				
002	SRRP-CONSULTING SERVICES	38,487.	EA	1.00	38,487.92
003	PLANNING-CONSULTING SERVICES	22,250	EA	1.00	22,250.00
004	MULTI-FAMILY-CONSULTING SERVICES	25,460	EA	1.00	25,460.00
005	MRP-LMI-CONSULTING SERVICES	2,283,7	EA	1.00	2,283,785.03
006	Additional funding for program management services	275,000	EA	1.00	275,000.00
	POC Dollie Herron 803-545-3766  Department of Procurement & Contracts Phone: 803-545-3470 procurement@columbiasc.gov				
				SALES TAX	0.00
<b>THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:</b>				<b>TOTAL</b>	<b>3,251,361.08</b>

1. Submit all claims for payments by detailed itemized invoice in duplicate.
2. Goods other than those specified on this order must not be substituted or prices changed without authorization.
3. The right of cancellation in case of long delay in shipment is reserved.
4. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.
5. Prepay shipping charges, if any, and add to invoice.
6. Ship "Open Account." No C.O.D.'s will be accepted.

AUTHORIZED SIGNATURE

## Contract Amendment #5e

Program Management Services for Community Development Block Grant  
Disaster Recovery (CDBG-DR) RFP002-20-21  
ICF Incorporated, LLC

December 16, 2024

**Description of Change:** Request change in Agreement for Professional Services between the City of Columbia (City) and ICF Incorporated, LLC (Consultant) executed November 24, 2020 (Agreement) to provide additional funding for program management services and project repair services for properties that have been served by CDBG-DR. The funds included as part of this amendment are intended to cover the cost of work that cannot be charged to CDBG-DR due to programmatic and regulatory requirements. The funding source for this amendment is 502 432500.

This amendment also modifies Section 4 Term of Agreement in the original contract to read the following:

**TERM OF AGREEMENT** – The term of the Agreement is the date of the execution of this *Award* or a *Notice to Proceed* for an initial term of Two (2) years through December 31, 2022, with the option to renew or continue with work for Two (2) additional one-year period(s) and Two additional six (6) month periods at the mutual pleasure of both parties.

Additionally, this amendment exercises the first (1<sup>st</sup>) of two (2) additional six-month period options to renew services from January 1, 2025 to June 30, 2025.

All other provisions of the Agreement, except as herein modified or changed, remain in full force and effect.

Current and proposed change and basis for payment:

Original Contract Amount (Term from December 3, 2020 to December 31, 2022; Purchase Order # P187089)	\$ 989,767.50
Amendment #1 (Time extension from January 1, 2023 to March 31, 2023; Purchase Order # P187089)	\$ 0.00
Amendment #2 (Time extension from March 31, 2023 to April 30, 2023; Purchase Order # P187089)	\$ 48,000.00
Amendment #3 (Time extension from April 30, 2023 to May 31, 2023 along with funding needed to support additional work; Purchase order # P187089)	\$ 48,000.00
Amendment #4 (Time extension from May 31, 2023 to Dec 31, 2023 along with funding needed to support additional work; Purchase order # P187089)	\$ 507,454.58
Contract Amendment #5 (Funding increase via release of portion of funds approved by City Council on August 1, 2023; Time Extension from January 1, 2024 to January 31, 2024; Purchase Order #P187089)	\$ 94,400.00
Contract Amendment #5a (Time Extension from February 1, 2024 to February 15, 2024; Purchase Order# P187089):	\$ 0.00

Contract Amendment #5b (Funding Increase via release of portion of the funds approved by City Council on August 1, 2023; Time Extension from February 16, 2024 to December 31, 2024; Purchase Order #P187089).	\$ 1,188,739.00
Contract Amendment #5c (Funding Increase via release of a portion of the funds approved by City Council on August 1, 2023; Purchase Order P187089)	\$ 100,000.00
Contract Amendment #5d (Funding Increase via release of a portion of the funds approved by City Council on August 1, 2023; Purchase Order P187089)	\$ 100,000.00
Contract Amendment #5e (Funding Increase via release of a portion of the funds approved by City Council on August 1, 2023; Time Extension from January 1, 2025 to June 30, 2025; Purchase Order P187089)	\$ 175,000.00
<b>Revised Contract Amount</b>	<b>\$ 3,251,361.08</b>

**This Change is Acceptable:**

Name of Firm

ICF Incorporated, LLC

Cara M. Small

---

Print Name

*Cara M. Small*

---

Signature

12.16.2024

---

Date

City of Columbia

Office of the City Manager

Teresa Wilson, City Manager

---

*Teresa Wilson*

---

Signature

*12/20/2024*

---

Date

APPROVED AS TO FORM

*[Signature]*  
 Legal Department City of Columbia, SC

12/16/2024