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February 11, 2025

Laura Kadlecik  
City of Arcata  
736 F Street  
Arcata, CA 95521

Subject: Amendment Request – WTF Phase 1 Construction Management Services

Dear Ms. Kadlecik:

This Letter shall serve as an amendment proposal as requested to continue providing Construction Management (CM) Services on the City of Arcata Wastewater Treatment Facility (WWTF) Improvement Phase 1 Project. Current projections for project completion show March 2026 from the original early December 2025 completion. We are requesting total additional funds of \$434,843, which will bring our total contract to \$3,345,455. The major components of this amendment include:

1. Continued on-site CM and Inspection services for the extended project duration
2. Additional scope requested and added from the City's ESDC contract:
  - a. Operations and Maintenance Manual Preparation
  - b. Project Start-up support
  - c. Additional Geotechnical inspection support for headworks pile installation

Please reach out with any questions or concerns.

Sincerely,  
CAROLLO ENGINEERS, INC.

Sam Hawkins  
VP – Principal Construction Manager, CCM

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Enclosures: Amendment Proposal Breakdown

cc: Netra Khatri  
Dan Mount  
Jacob Tejeras

**CITY OF ARCATA**  
**Wastewater Treatment Facility Phase 1**

**CONSTRUCTION MANAGEMENT COST PROPOSAL - AMENDMENT**

	Original Contract	Billed to date (12/31/2024)	Remaining	Proposed revision	Revised Total w/Amendment
<b>Task 1: Bidding Support Services</b>	\$ 28,000	\$ 22,790	\$ 5,210	\$ -	\$ 22,790
<b>Task 2: Project Management</b>	\$ 534,152	\$ 344,229	\$ 189,923	\$ 183,211	\$ 527,440
2.1 - Construction Management Plan	\$ 158,912	\$ 17,349	\$ 141,563	\$ -	\$ 17,349
2.2 - Project Meetings	\$ 209,440	\$ 135,646	\$ 73,794	\$ -	\$ 135,646
2.3 - Progress Reporting	\$ 26,200	\$ 66,142	\$ (39,942)	\$ 100,000	\$ 166,142
2.4 - Project Coordination	\$ 139,600	\$ 125,093	\$ 14,508	\$ 83,211	\$ 208,304
<b>Task 3: Construction Contract Administration</b>	\$ 1,185,550	\$ 609,877	\$ 575,673	\$ 408,320	\$ 1,018,198
3.1 - Construction Monitoring, Submittals & Conflict	\$ 558,050	\$ 355,520	\$ 202,530	\$ 200,000	\$ 555,520
3.2 - Contractor's Change Orders & Disputes	\$ 225,600	\$ 101,959	\$ 123,641	\$ 50,000	\$ 151,959
3.3 - Design Clarifications	\$ 43,400	\$ 28,782	\$ 14,618	\$ -	\$ 28,782
3.4 - Contractor Record Drawings	\$ 54,900	\$ 32,274	\$ 22,626	\$ 25,000	\$ 57,274
3.5 - Progress Payments	\$ 97,400	\$ 19,949	\$ 77,452	\$ -	\$ 19,949
3.6 - O&M Manuals	\$ 81,000	\$ 32,789	\$ 48,211	\$ 90,000	\$ 122,789
3.7 - Project Start-up & Commissioning	\$ 102,200	\$ 38,606	\$ 63,595	\$ 20,320	\$ 58,926
3.8 - Project Closeout	\$ 23,000	\$ -	\$ 23,000	\$ 23,000	\$ 23,000
<b>Task 4: Inspection Services and Materials Testing</b>	\$ 1,162,910	\$ 1,152,028	\$ 10,882	\$ 625,000	\$ 1,777,028
4.1 - Construction Inspection	\$ 1,035,110	\$ 1,073,478	\$ (38,368)	\$ 550,000	\$ 1,623,478
4.2 - Special Inspection	\$ 76,200	\$ 38,109	\$ 38,091	\$ 75,000	\$ 113,109
4.3 - Materials Testing	\$ 51,600	\$ 40,440	\$ 11,160	\$ -	\$ 40,440
			\$ -		\$ -
<b>TOTAL FEE</b>	\$ 2,910,612	\$ 2,128,923	\$ 781,689	\$ 1,216,532	\$ 3,345,455
(Less) Budget Remaining 1/1/2025				\$ (781,689)	
<b>Amendment Requested</b>				\$ 434,843	