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December 16, 2019

RE: Saint Paul Regional Water Services
Marie Avenue Water Tower
SEH No. STPWU 142481 14.00

Issac Afwerke
SPRWS City Project Manager
Saint Paul Regional Water Services
1900 Rice Street
Saint Paul, MN 55113

Dear Issac:

This letter regards our meeting of December 6, 2019, concerning final closeout of the above referenced project. Our discussion focused on our budget overaged for the project and its justification.

As you are aware, amendment No. 3 was for additional direct services by SEH for overseeing the project into the next construction season, as the contractor had exceeded its initial project schedule. The Contractor anticipated, based on their submitted schedule (Attached), taking an additional six (6) weeks, completing their work (substantial completion) by May 14, 2019.

Our records indicate an actual start date of May 20, 2019, and a date of substantial completion of August 8 2019. Below represents a breakdown of additional hours worked by SEH following the initially proposed completion date.

- Inspection / Observation – 100.75 hrs.
- Construction Administration (Chris Wolfgram) – 3.25 hrs.
- Administration (Accounting) - .75 hrs.

Total hrs. 103.75

At this time SEH requests your consideration for a Change Order in the amount of \$11,130.25, which includes direct expenses.

As further discussed in our meeting, due to complications beyond our control, it was necessary to place an inspector on the project with a higher billing rate. Note that in our requested amount we are using the rate billed previously.

If you have any questions regarding this Change Order request or the information herein, please contact me at 651.490.2160.

Sincerely,

A handwritten signature in black ink, appearing to read "Daniel J. Zienty", is written over a light blue horizontal line.

Daniel J. Zienty
Principal

dmk

Attachments

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Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

Saint Paul Regional Water Utility
 Marie Ave WT Rehab - Amendment Three
 STPWU 142481

Item Date	Employee/Supplier	Quantity	UOM	Comment	Amount Unbilled
07.18.2019	Linscott, Kyle M	12.00	Hours	Construction observation / admin	1,181.95
07.19.2019	Linscott, Kyle M	13.00	Hours	Construction observation / admin	1,280.45
07.21.2019	Richardson, Amad	12.50	Hours	Today observed the crew finish rolling the final coat on the top tier of the tower and they finished painting the logo.	1,175.20
07.22.2019	Richardson, Amad	7.00	Hours	Observed crew as they took down containment and rigged down some of their equipment as they prepare to move out. Attended the Monday meeting at the office.	658.11
07.23.2019	Richardson, Amad	3.50	Hours	Observed the crew getting containment rigged down and moving equipment until I left for another site at 10.	329.06
07.24.2019	Richardson, Amad	8.00	Hours	Observed the crew continue to clean up the site and get miscellaneous things done. A truck was there for the abrasive debris to be loaded on.	752.13
07.25.2019	Wolfgram, Christopher E (2.00	Hours		361.79
07.25.2019	Richardson, Amad	7.00	Hours	The crew worked on getting everything loaded up onto trailers and off the site. Stood in on the Monday meeting with Issac from the city. Drove over to Wyzata to assist Kyle.	658.11
07.26.2019	Richardson, Amad	13.00	Hours	Observed and recorded conditions and progress as the crew did touch up work on top of the tower and on the inside. They also finished painting handrails on top of the tower, nonslip inside the handrails on top, and the base of the tower.	1,222.21
07.30.2019	Wolfgram, Christopher E (1.25	Hours	Project Site Visit	226.11
07.30.2019	Wolfgram, Christopher E (16.24	Currency	Site Visit with Owner	16.24
08.01.2019	Olds, Bryan	3.00	Hours		392.45
08.06.2019	Olds, Bryan	0.50	Hours	Organizing and setting up Disinfection at tower.	65.41
08.08.2019	Olds, Bryan	9.75	Hours	Observing Disinfection and Filling of Water Tower on site.	1,275.46
08.08.2019	Olds, Bryan	19.72	Currency	Project Mileage	19.72
08.13.2019	Gordon, Angela M	0.75	Hours		75.94
08.13.2019	Wolfgram, Christopher E (0.50	Hours		90.46
08.19.2019	Wolfgram, Christopher E (0.50	Hours	Correspondence - Manway Leak	90.46
08.22.2019	Olds, Bryan	1.25	Hours	Punchlist update and communication with contractor for work.	163.52
09.17.2019	Olds, Bryan	8.25	Hours	Coating Inspection at site. Finalizing Punch List.	1,079.23
09.17.2019	Olds, Bryan	16.24	Currency	Project Mileage	16.24
		<u>103.75</u>			<u>11,130.25</u>