

July 23, 2018  
GEI Project No. 1602860



Consulting  
Engineers and  
Scientists

Mr. Tim Bagstad, PE  
Saint Paul Regional Water Services  
1900 Rice Street  
Saint Paul, Minnesota 55113  
[tim.bagstad@ci.stpaul.mn.us](mailto:tim.bagstad@ci.stpaul.mn.us)

**RE: Change Order Request No. 2, Structural Assessment of the McCarrons Water Treatment Plant, Saint Paul, Minnesota**

Dear Mr. Bagstad:

GEI Consultants, Inc. (GEI) is pleased to assist the Saint Paul Regional Water Services (SPRWS) with the assessment of the McCarrons Water Treatment Plant (WTP). This Change Order request describes the background and original scope of the project, scope of supplementary services, proposed project schedule, and additional project costs.

**Project Background and Purpose**

GEI has completed the field inspection work as outlined in our previous Change Amendment dated February 28, 2017. The work consisted of performing additional inspections of the timber piles supporting the WTP foundation. Two additional test pits were completed on November 15, 2017 and one additional test pit was completed on December 7, 2017. GEI is in the process of finalizing the structural assessment report for this project. This change order request letter has been prepared to itemize the additional services that were performed in order to execute the additional test pit work in 2017 and include additional review meetings with SPRWS.

**Scope of Supplementary Services**

For the test pit inspection work, GEI previously assumed in the first Change Amendment that one field inspection would be conducted for the additional test pit inspection work. To complete the scope of work, GEI conducted 3 additional trips to the site, as stated below:

- **April 21, 2017**
  - Based on the findings from the test pits in October, 2016, GEI returned to the site to review additional potential test pit locations below different areas of the WTP.
- **November 15, 2017**
  - GEI observed SPRWS staff perform Test Pits 4 and 5.
    - Test Pit 4: Steel piles observed below perimeter footing of 1958 expansion.
    - Test Pit 5: No piles identified below one of two large interior column pile caps within the large vacant room below the electrical room, construction era believed to be 1937.
- **December 7, 2017**
  - GEI observed SPRWS staff perform Test Pit 6.

- Two full diameter timber pile specimens were removed for further laboratory testing. These piles are identified as B-15 and B-18 on original construction drawings.

GEI incurred additional travel and labor costs from the additional inspections and attempted to complete this work within the contracted amount. Additionally, GEI has scheduled a face to face meeting with SPRWS to review the final report and discuss options moving forward on July 31, 2018. This meeting is being conducted in addition to the conference call meeting held on May 30, 2018. It is our opinion that this in-person meeting is valuable given the implications of the findings discussed in the final assessment report.

### **Project Fees**

SPRWS retained GEI Consultants, Inc. (GEI) to perform a comprehensive structural assessment of the WTP under Contract No. 784 dated February 29, 2016. The Contract was amended on April 25, 2017 to incorporate the additional services related to the timber pile test pits. The Contract was recently extended from its original expiration date of February 28, 2018 to November 31, 2018. The additional scope of services outlined above will be performed on a time-and-material basis for an estimated fee of **\$3,900**. This remaining fee will allow us to participate in the final review meeting scheduled at your office and finalize the report. The current contract amount is \$103,600 and we are requesting the contract total to be increased to \$107,500. If additional services are requested beyond those described above, you will be notified, and they will be performed on an accrued time and expense basis in accordance with the fee schedule included in the original proposal.

We appreciate the opportunity to continue working on this project. Should you have any questions or require additional information, please contact Kevin Roell at (906) 662-4750.

Sincerely,

GEI CONSULTANTS, INC.



Kevin Roell, PE, PMP  
Senior Project Engineer



Steven A. Elver, PE, SE  
Senior Consultant