



January 16, 2026

Mr. John Smith  
City of Fort Bragg  
Public Works Department  
416 North Franklin Street  
Fort Bragg, CA 95437

**RE: HDR's Amendment to Provide Engineering Services During Construction for Water Treatment Plant Rehabilitation Project**

Dear Mr. Smith:

This letter serves as formal request for Amendment No. 3 to the Professional Services Agreement between the City of Fort Bragg (City) and HDR Engineering, Inc., originally executed on December 18, 2020, for the Water Treatment Rehabilitation Project.

If approved, the Contract will be amended to include the work and compensation defined in Exhibit A of this Amendment No. 3.

- Due to project demands exceeding the original scope, HDR reviewed a total of 135 submittals and resubmittals, compared to 35 submittals and resubmittals included in the original scope.
- In addition, HDR reviewed 43 Requests for Information (RFIs), exceeding the 22 RFIs identified in the original scope.

As an optional task, this amendment also includes additional scope to develop record drawings based on Contractor's red-line markups. HDR's contract did not include developing CAD files from Contractor-provided drawings. This optional task provides the City with the option to have HDR prepare updated CAD files reflecting as-built conditions documented by the contractor.

All other Contract provisions not shown in Exhibit A remain unchanged and in effect.

Thank you for the consideration of this amendment request and opportunity to work with the City on this important infrastructure project.

Sincerely,

HDR ENGINEERING, INC.

J. David Zuber, PG (CA #5933)  
Vice President

Ligaya C. Kohagura, PE (CA #56463)  
Project Manager



## **Exhibit A**

### **Scope of Services**

#### ***Amendment 3***

This scope of work amends the Amendment 1 scope of work executed on November 13, 2023, as shown below.

#### **Task 4 - Engineering Services During Construction**

##### **SUBTASK 4.3 – SUBMITTALS/RESUBMITTALS**

HDR will review the contractor's submittals, including shop drawings and operations and maintenance (O&M) manuals, for conformance with the contract documents. Up to additional 100 submittals and resubmittals are included in this amendment.

##### **SUBTASK 4.5 - CONTRACT CLARIFICATIONS**

HDR will answer questions and provide written interpretations of the requirements of the contract documents and evaluate the acceptability of substitute materials and equipment. The budget for this task includes up to 21 additional clarifications and responses to requests for information (RFIs).

##### **Subtask 4.8 – Record Drawings (OPTIONAL)**

HDR's team will prepare record drawings of the final project depicting as-built conditions documented and submitted to the City through mark-ups by the contractor.

**Deliverables:** Electronic AutoCAD copy and Adobe Acrobat (PDF) copy of the record drawings.

#### **Compensation**

Table 1 shows the estimated work effort and cost to perform the scope of services described above.

Table 1 - Estimated Work Effort and Cost  
Client Name: City of Fort Bragg  
Project Name: Fort Bragg Water Treatment Plant Expansion (Amendment 3)

Task	Task Description	Senior Project Manager	Engineer 2	Technical Specialist 4	CADD Tech	Accounting	Admin	Total HDR Labor Hours	Total HDR Labor (\$)	HDR Expenses (\$)	Tech Charge (\$)	Sub Consultant Cost (\$)	Sub Consultant Mark up (\$)	Total Cost (\$)
		Ligaya Kohagura	Jagpreet Kamboj	Bill Ettlich	Steve Lari	Nichole Wolfe	Maika Winkler							
2025 Billing Rates		\$ 350.00	\$ 140.00	\$ 295.00	\$ 155.00	\$ 135.00	\$ 130.00				0		2.5%	
Task 4 - Engineering Services During Construction														
4.3	Submittals/Resubmittals (up to additional 100)	8	25	6		3	8	50	9,515.00	0.00	0.00	0.00	0.00	9,515.00
4.5	Contract Clarifications (up to additional 21)	10	8	2			2	22	5,470.00	0.00	0.00	0.00	0.00	5,470.00
4.8	Record Drawings (OPTIONAL)	0	3		54		0	57	8,790.00	0.00	0.00	0.00	0.00	8,790.00
Subtotal Task 4		18	36	8	54	3	10	129	23,775.00	0.00	0.00	0.00	0.00	23,775.00
COLUMN TOTALS		18	36	8	54	3	10	129	\$ 23,775	\$ -	\$ -	\$ -	\$ -	\$ 23,775