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July 26, 2024

Nicole deMoet
Environmental Compliance Manager
City of Upland
1370 N. Benson Avenue
Upland, California 91786

Subject: Addendum to the Agreement for the 2023 Wastewater Collection System Master Plan Update – Schedule Extension

Dear Ms. deMoet:

In response to the request from the City of Upland (City), Brown and Caldwell (BC) is submitting a formal written request to extend the contract end date of the City's **2023 Wastewater Collection System Master Plan Update** (Master Plan Update) from July 31, 2024 to December 31, 2025. This will be the second schedule extension for the project. In addition, this extension provides support to the City through the SSMP submittal deadline in 2025, should there be any comments from the State.

The City issued a Notice-to-Proceed (NTP) to BC for the Master Plan Update on December 12, 2022, which included a 12-month project duration. Due to the additional time required for the flow monitoring activities and other optional services listed under Task 9, a request to extend the contract was executed October 17, 2023. Since that time, there was additional time required to obtain data and confirm project findings and approaches at key milestones, such as, areas of concern for the model calibration and confirming the wet weather and flow projections that are directly influenced by the water demand projections. The proposed schedule extension also incorporates the delivery of the Task 9 - Optional Tasks, which were included in the approved contract but not incorporated into the original contract duration. Specifically, the deadline for submittal of the SSMP (Task 9.2) is August 2025. The following request would extend the project duration by approximately 24-months beyond the initial contract end date of December 12, 2023.

Overall, the time extension request will not impact the total project budget of \$543,696. As discussed with City staff, there will be additional project management, coordination, and City support associated with the extended project schedule, which equates to approximately \$10,000, which will be covered under the remaining budget for Task 9.5 – Asset Management of the contract.

We appreciate the opportunity to support the City on this important project. Please let us know if you need additional information to approve this extension. We have attached our signed addendum, which formally modifies our contract end date.

Very truly yours,

Brown and Caldwell

A handwritten signature in blue ink that reads "Amy Martin".

Amy Martin
Project Manager

A handwritten signature in blue ink that reads "Mike Puccio".

Mike Puccio, PE
Managing Director Area

**Signature Page for the Addendum to the Professional Services Agreement
Between the City of Upland and Brown and Caldwell
2023 Wastewater Collection System Master Plan Update**

Update to Time of Performance (Section 5):

- 5. Time of Performance:
 - *The term of this Agreement shall be from December 12, 2023 to ~~December 12, 2022 July 31, 2024~~ December 31, 2025, unless earlier terminated as provided herein. The Parties may, by mutual, written consent, extend the term of this Agreement if necessary to complete the Project. Consultant shall perform its services in a prompt and timely manner within the term of this Agreement and shall commence performance upon receipt of written notice to proceed ("Notice to Proceed"). The Notice of Proceed shall set forth the date of commencement of work.*

Brown and Caldwell



By: Mike Puccio, PE
Vice President
Managing Director Area

City of Upland



By: Michael Blay
City Manager