

April 30, 2026

Ms. Elaine Avgoustakis  
Village Engineer  
Village of Oak Park  
201 South Boulevard  
Oak Park, Illinois 60302

**Subject: Amendment 1 – North Pumping Station Generator Addition**

Dear Ms. Avgoustakis:

Baxter & Woodman, Inc., is pleased to submit this Amendment to Task Order 23-12 dated August 2, 2023. This Amendment is to provide for additional construction and design engineering services required due to Contractor's improper execution of the work, and a delay in completion of the work by over 150 days.

## Amended Scope of Services

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### 1. CONSTRUCTION ADMINISTRATION

- A. Construction administration required to oversee, manage, and redirect the Contractor repeatedly in the proper execution of the contract work, and the following reconstruction of previous improper work, due to poor management and subcontract work execution.
- B. Construction administration required due to the extension of the original Contract Time by over 150 days.
- C. Site Visits and Site Meetings required to meet with Contractor and subcontractors to reiterate the requirements of the Contract Document, redirect previously improperly executed work, and resolve issues resulting from the Contractor's negligence.
- D. Additional review and response for successive and excessive resubmittals and requests for information due to the Contractor's failure to properly coordinate with the equipment manufacturers, suppliers, and subcontractors to effectively deliver the Work as required by the Contract Documents.
- E. Review, recommendation, and administration of contract change orders, as authorized by Owner, for work and time extensions required beyond the original Contract Scope.
- F. Review and recommendation of additional requests for payment submitted by the contractor due to the extension of the original Contract Time.

### 2. FIELD OBSERVATION – PART TIME

- A. Periodic part-time field observation for additional visits to meet with Contractor and subcontractors after multiple improper attempts to properly execute the work resulting from the Contractor's improper management and negligence.

Our engineering fee for the above stated scope of services is based upon our hourly billing rates for actual work time performed plus reimbursement for out-of-pocket expenses, which is estimated to total an additional **\$28,900** for an amended not to exceed amount of **\$128,480**.

Original Contract Amount	\$105,000
<u>Additional from this Amendment No. 1</u>	<u>\$28,900</u>
Amended Contract Total	\$133,900

## Standard Terms and Conditions

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All terms and conditions of the Master Agreement dated September 21, 2021, with the Village of Oak Park shall apply.

## Acceptance

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If you find this proposal acceptable, please sign and return one copy for our files. If you have any questions or need additional information, please do not hesitate to contact Robert Mateja at 815-444-3270 or [rmataja@baxterwoodman.com](mailto:rmataja@baxterwoodman.com).

Sincerely,

BAXTER & WOODMAN, INC.  
CONSULTING ENGINEERS



Mark Kolczaski, PE  
Associate Vice President

Village of Oak Park

ACCEPTED BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

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