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Memorandum

**To: The Honorable
Board of Directors**

**From: Navid H. Mehram, P.E., Chief Operating Officer – Wastewater Operating
Services**

CC: GLWA Executive Leadership

Date: July 8, 2026

**RE: Proposed Amendment No. 2 – Contract No. 1900318-4 (4000696) Task Order 22T
(2103338) – WRRF Pump Station 2 VFD Replacements**

This memorandum is to inform the Board of Directors that this Task Order Engineering Services (TOES) project exceeds the \$500,000.00 threshold set up for TOES projects. However, this project has exceeded the TOES threshold with the execution of Amendment No. 1. Proposed Amendment No. 2 extends the duration of Contract No. 1900318-4 (4000696) Task Order 22T (2103338) with HDR Michigan, Inc., at an increased cost of \$979,850.00 for a total not to exceed cost of \$1,682,920.00 with a 1,660 days increase in duration for a total duration of 3,486 days.

Background

GLWA awarded Contract No. 1900318-4 (4000696) Task Order 22T (2103338) “WRRF Pump Station 2 VFD Replacements” to HDR Michigan, Inc. (Engineer), with a start work date of February 21, 2022. The Contract is an Engineering Design Services Agreement for Pump Station No. 2 VFD Replacements, including design upgrades to Pump Station No. 2 to replace the existing VFDs and any required supporting equipment, while maintaining firm pumping capacity for Oakwood and NIEA flows, improving system reliability, and reducing long-term operations and maintenance burden.

Amendment No. 1 expanded the project scope to include replacement of the EB-13 switchgear and underground feeders between EB-1 and EB-13. The amendment increased the Contract amount by \$275,400, from \$427,670 to \$703,070, and extended the Contract completion date by 365 days to February 20, 2027, to accommodate the additional design effort.

Justification

The contract included provisions for the Engineer to provide bid phase support and construction assistance (CA) service for one (1) year. The awarded construction contract has an approximate duration of five (5) years, significantly exceeding the original one-year CA duration contained in the Engineer scope of services. During the design phase, the anticipated construction duration was extended to accommodate additional scope elements, including installation of a new transformer and replacement of pump motors that must be installed and commissioned sequentially. These additions increased the overall construction duration to approximately five (5) years.

The services were extended to provide submittal reviews, RFI support and other technical support as needed throughout the construction phase duration. Additionally, this amendment addresses the additional costs required by the Engineer to meet SRF (State Revolving Fund) bid and construction phase requirements.

The negotiated costs for the added work and a replenishment of the project's allowance total \$979,850.00. The total value of this Amendment is \$979,850.00 and increases the Contract duration by 1,660 days to align with the five-year construction period.

Summary

GLWA's contract with HDR Michigan, Inc. for Pump Station No. 2 VFD replacements has expanded due to additional design needs, including new switchgear, underground feeders, a transformer, and sequential pump motor replacements. These changes extended the construction duration to approximately five years, far beyond the original one year construction assistance scope. To support the full construction period and meet State Revolving Fund requirements, HDR will provide extended submittal reviews, RFI responses, and technical support.

This amendment adds \$979,850 to the contract and extends the duration by 1,660 days to align with the updated project schedule.