



## MEMORANDUM

**To:** Mayor and City Council Members  
Steve Parker, City Manager

**From:** Melissa Reynolds, P.E., MPA, CFM – Director of Engineering & Capital Projects

**Through:** Rick Cortes, Deputy City Manager

**Subject:** Rudeloff Road Phase I Additional Service Proposal

**Date:** September 30, 2024

In December 2017, City Council awarded BGE, Inc. the design project for the Rudeloff Road Phase I project. Staff is requesting an Additional Service Proposal #9 for an additional \$9,890.83, to adjust the new contract total to \$1,232,934.39.

The requested additional service proposal is to provide design of cast in place concrete culvert details to meet the same structural requirements as the precast box culvert included in the approved construction plans.

Design will be completed in accordance with the existing professional services agreement with BGE. Funding is provided by bonds. Staff recommends approval of the additional services proposal in the amount of \$9,890.83 and will be available to answer any questions at the September 30, 2024 City Council meeting.