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October 13, 2023

Allison Schuch, Executive Director  
Fountain Creek Flood Control and Greenway District  
P.O. Box 26373  
Colorado Springs, CO 80936-6373  
Via email: fountainckdist@gmail.com

**RE: Fountain Creek Channel Restoration in Pueblo at 13<sup>th</sup> Street – Request for Change Order 1**

Dear Ms. Schuch:

As we have discussed, the 408 permit for this project must be monitored for 5 years after project completion if permit requirements for vegetation coverage or invasive species are not met. The first two years of monitoring have been completed and reported to the US Army Corps of Engineers. The report submitted in December, 2022 showed that the permit requirements could not be met. In addition, there was an expansion of the scope related to construction contract administration that requires additional budget approval.

Therefore, Matrix is requesting a Change Order to cover tasks required for revision of the project scope. This Change Order will modify Task Order 2020-2 currently authorized under the original contract dated August 27, 2010 and Amendment 8 dated January 1, 2020. The purpose of this letter is to describe the proposed revisions to the project scope and fee. The proposed Task Order Change Order is attached for execution to formally amend the scope and fee.

**Task 1.1 Project Management**

Administrative services including coordination, invoicing and communications to support the continuing effects to monitor the 408 permit will be required over, approximately, the next 3 years. Therefore, this task requires an additional \$5,500.

**Task 1.2 Implementation**

Construction contract administration services exceeded estimated charges due to site conditions related to managing earthwork balance and restoration issues. The areas of borrow along Fountain Creek required working with the contractor to provide sufficient material to balance the project earthwork and disturbance of the creek adjacent to the creek required modification of the revegetation plans. The effort for this task requires an adjustment of \$12,000.

**Task 1.2a Implementation (THK)**

Construction contract administration services were provided by the subconsultant as anticipated with no change to the contract.

**Task 1.3 408 Permit Monitoring**

This task was modified to increase the Matrix effort for following up on 408 permit requirements and to work with a contractor, as needed, to conduct remedial efforts to; replant vegetation, manage weeds or manage invasive species. The task includes an annual report to the US Army Corps of Engineers.

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Contract expenditures have exceeded the original contract estimate so this amount is included in the change order. Therefore, the additional estimated cost to the project is \$50,785.

### Direct Expenses and Subconsultant Markup

Direct Expenses were modified to adjust to actual expenses and to support the execution of Matrix staff tasks. Therefore, direct charges were decreased by \$6,000 and the subconsultant markup was not changed.

### Change Order 1 Budget Adjustments

Because the original contract fee anticipated a less extensive effort for services during construction and because Matrix will be completing 408 permit monitoring tasks the fee for these tasks have increased. The budget adjustments associated with this change order scope tasks are summarized in the following table.

Change Order 1 Budget			
Task/Description	Original Budget	Change Order 1	Revised Budget
<b>1.1 Project Management</b>	\$27,820	\$5,500	\$33,320
<b>1.2 Implementation</b>	\$126,562	\$12,000	\$138,562
<b>1.2a Implementation (THK)</b>	\$14,800	\$0	\$14,800
<b>1.3 408 Permit Monitoring</b>	\$24,340	\$50,785	\$75,125
<b>Direct Expenses</b>	\$7,990	-\$6,000	\$1,990
<b>Subconsultant Markup</b>	\$740	\$0	\$740
<b>TOTALS</b>	<b>\$202,252</b>	<b>\$62,285</b>	<b>\$264,537</b>

### Schedule

The task to monitor site conditions for compliance with 408 permit requirements is extended for this year and the next 2 years with time to file reports with the US Army Corps of Engineers. Therefore, completion of this task is expected to extend to December, 2025.

Please provide any comments that we should address as we progress to project completion and feel free to call me regarding this letter. Thank you for your continued reliance on Matrix to support District projects!

Sincerely,

**Matrix Design Group, Inc.**



Daniel W. Bare II, PE

Sr. Water Resources Engineer, Project Manager

Cc: Drew Beck, PE, Director of Water Resources, Vice President  
Attachment: Task Order 2020-2, Amendment 8, Change Order 1