

Amy Ow

From: Kristen Outten <koutten@swca.com>
Sent: Monday, June 28, 2021 1:25 PM
To: Camille Leung
Cc: Jessica Henderson-McBean; Melissa Andrikopoulos; Amy Ow
Subject: RE: Highland Estates Budget Update
Attachments: 46217 Highland Estates Mitigation Monitoring Proposal_Change Order 3.pdf

Categories: Red Category

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Hello Camille,

Please find attached Change Order No. 3 to continue providing mitigation monitoring support for the Highland Estates Project. The attached scope and cost assume a 22-month construction schedule, which is consistent with what was required for Lots 9-11. Please let me know if you have any questions or would like to discuss the attached scope and costs in more detail.

Thank you,
Kristen

From: Camille Leung <cleung@smcgov.org>
Sent: Monday, June 7, 2021 9:54 AM
To: Kristen Outten <koutten@swca.com>
Cc: Jessica Henderson-McBean <JHenderson-McBean@swca.com>; Melissa Andrikopoulos <mandrikopoulos@smcgov.org>; Amy Ow <aow@smcgov.org>
Subject: FW: Highland Estates Budget Update

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Hi Kristen,

Sorry for the delay in getting back to you. I really appreciate the heads up about the mitigation budget! Thank you for the great suggestions for re-allocating budget towards inspections.

Yes, as Chamberlain is getting close to wrapping up construction on Lots 9-11, we should dip into the project management funds to continue compliance inspections on Lots 9-11.

I believe the out-of-scope budget was for early analysis on the Addendum which now has its own budget and is largely completed, although we may need SWCA's assistance in answering some comments (deadline is June 17). If this is correct, we can re-allocate those funds for compliance monitoring and project management time for Lots 5-8, which plans to start in July.

Please estimate, based on monitoring time for Lots 9-11, how much additional budget beyond the out-of-scope budget, we would need to complete monitoring inspections for Lots 5-8, and we can initiate a contract amendment.

Thank you!

From: Kristen Outten <koutten@swca.com>
Sent: Tuesday, June 1, 2021 4:39 PM
To: Camille Leung <cleung@smcgov.org>
Subject: Highland Estates Budget Update

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Hello Camille,

I wanted to provide you with an update regarding the Highland Estates budget (see table below). While we still have approximately \$24k remaining in our overall budget, our compliance monitoring task is nearly used up (\$451 remaining as of last Friday). As you may recall, our scope assumed up to 18 months (1.5 years) of construction-phase compliance monitoring for Lots 5-11. We've now exceeded the 18-month construction schedule and used nearly the entire task budget on Lots 9-11. It's my understanding they are getting close to wrapping up construction on Lots 9-11, in which case we could dip into the project management funds to continue compliance inspections on Lots 9-11. However, additional compliance monitoring and project management time for Lots 5-8 would require additional funds for the out-of-scope work. Let me know if you would like to jump on a call to discuss the budget, or if you would like me to prepare a change order scope and cost estimate for the remaining four lots (i.e., Lots 5-8).

Phase	Task	Description	Contract Value	Total Invoiced	Remaining
1		Project Management and Coordination	\$32,917.00	\$19,014.53	
2		Compliance Monitoring	\$29,635.00	\$27,747.67	
3		Out of Scope Work	\$17,789.00	\$10,000.00	
	1	County	\$13,894.50	\$8,614.25	
	2	Applicant	\$3,894.50	\$1,385.75	
4		CEQA Addendum	\$22,211.00	\$19,758.25	
		Total Contract Value	\$102,552.00	\$76,520.45	

Thanks,
Kristen

Kristen Outten
Project Manager / Senior Biologist

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