



TETRA TECH

November 7, 2014

Mr. Bruce McCandless
City of Billings Parking Division
P.O. Box 1178
Billings, Montana 59103
Delivered via email: mccandlessb@ci.billings.mt.us

**Subject: Construction Materials Testing –Change Order No. 2
Empire Parking Garage
Billings, Montana**

Dear Mr. McCandless:

Tetra Tech has prepared this revised budget update and request for additional authorization. Tetra Tech has been requested to provide additional services outside the scope of our original proposal. Based on our conversations and email correspondence with Mr. Andy Becker with Hulteng CCM, Tetra Tech was requested to perform visual observations during structural steel erection beyond the budget in our original proposal and Change Order No. 1. Tetra Tech subcontractors made two trips to the site for the additional structural steel observations. At your request, we have prepared Change Order No. 2.

We have estimated the amount of time and expense required to complete the extra testing requested. The additional expense is detailed in the cost breakdown and is attached for your review. Due to the need for additional services beyond the scope provided in our original proposal, Tetra Tech respectfully requests a change order in the amount of \$443.62. This change order includes all work performed up to project close-out.

We appreciate the opportunity to provide services to you on this project. If you have any questions or would like to discuss, please contact me at (406) 248-9161.

Sincerely,

Tetra Tech

Travis Goracke, P.E.
CME Department Manager

Attachments: Estimated Cost Schedule for Change Order No. 2

Tetra Tech
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