

Valerie Roberts
Armory Building Manager
Parks, Arts and Recreation
515 Eastside St SE
Olympia, WA 98501

March 28, 2025

Attn: Sarah Thomasson
Department of Enterprise Services
1500 Jefferson Street SE
PO Box 41476
Olympia, WA 98504-1476

Subject: Olympia Armory Investment Grade Audit Amendment

Dear Valerie:

I am writing to formally request a contract amendment to include additional services and support required by the City of Olympia for the permit application provided during the audit phase of the Olympia Armory Energy Efficiency Upgrades project.

During the Olympia Armory Audit Process a Conditional Use Permit (CUP) was submitted. The CUP requested some additional requirements that were not previously included in the audit and design scope of work. The items included:

1. Boundary Line Adjustment (lot consolidation): Needed to consolidate multiple existing lots on the parcel.
2. Additional Survey for the city required ADA compliant bulb-outs and directional access ramps on all corners (3 total). Original Scope only included survey to property lines.
3. Detailed trip generation analysis required based on existing vs. proposed use.
4. Level 2 Soil and Vegetation Plan: Inspection and detailed inventory and analysis by professional forester of existing trees, vegetation, and soils on the Armory site.
5. Landscape Planning and Design. The landscape plan will provide perimeter landscaping compliant with Olympia's commercial landscaping standards, ensuring new plantings are at least 6 feet from hardscape areas, and incorporate required tree density and street trees while considering historic preservation guidelines and applicable city standards.

Fee for Engineering Services:

A. Current Audit Fee:	
Investment Grade Audit:	\$820,000
B. Additional Funds Requested:	
Conditional Use Permit Required Consulting Services:	\$77,600
C. Total Amended Audit Fee:	\$897,600

It is understood by Ameresco that payment and terms are defined by the DES Master Service Agreement and General Conditions.

Schedule for Conditional Use Permit Required Consulting Services:

All consulting services have completed or are in process. Should there be any delays or changes in schedule, a written notice will be issued.

We at Ameresco, Inc. appreciate the opportunity to provide this service. If this proposal for Additional Consulting Services is satisfactory, please forward contract documents.

Sincerely,



Brad J. Kastelitz, PE
Senior Development Engineer