



PROPOSED CHANGE ORDER REQUEST

Department of Watershed Management

Contract Name: Snapfinger Creek AWTP Expansion - Phase II Construction Management Services Date: 5/6/2026

Contractor: Tetra Tech

Contract Number: 13-902684 Change Order Number: 7

Contract Amendment Category: Cost Schedule Scope Deliverables

Original Contract \$ Amount:	Contract Start Date:	Original Contract Time:(TERM)	Original Contract End Date:
\$10,278,218.00	8/7/2013	1607	12/31/2017

NTP Start Date:	Original Performance Days:(TIME)	Original Performance End Date:
8/20/2013	1594	12/31/2017

Previous Change Order:	Previous Time Extensions (Days):	Previous Changes to \$ Amount:
Change Order No. 1:	1461	\$7,221,351.53
Change Order No. 2:	0	\$0.00
Change Order No. 3:	181	\$9,162,850.00
Change Order No. 4:	519	\$0.00
Change Order No. 5:	213	\$2,781,477.40
Change Order No. 6:	365	\$1,500,000.00

Current Contract Amount:	Current Performance Time (Days):	Current Performance End Date:	Current Contract End Date:
\$30,943,896.93	4333	7/1/2025	12/31/2025

Description of Proposed Changes: Change Order No. 7 is being requested to extend Tetra Tech's contract term to align with the ongoing construction completion schedule by the Phase 2 Contract (Archer Western Construction, LLC) and provide additional funding and time for project closeout after Final Completion of the project.

Justification of Proposed Changes: Change order to the construction management contract with Tetra Tech for the Snapfinger AWTP Phase II Expansion project. The Contractor (Archer Western Construction, LLC) did not complete the project prior to Tetra Tech's existing construction management contract expiration date of December 31, 2025. This change order will extend Tetra Tech's construction management contract until December 31, 2026, which will allow for the extension of Construction Management and field inspection services through completion of the project and provide additional time for closeout activities after Final Completion.

Proposed Additional Performance Days:	Proposed Cumulative Performance Days:	Proposed Performance End Date:	Proposed Contract End Date:
548	4881	12/31/2026	12/31/2026

Proposed Changes to Dollar Amount:	Proposed Cumulative Contract Amount:	Amount Spent To Date:
\$654,042.00	\$31,597,938.93	\$30,524,021.73

Describe Any Risk Associated With This Change: None

Effect of NOT Approving This Change: No Construction Manager for the remainder of the construction project could result in delays from the Contractor. Construction Management and field inspection are required while the Contractor is working to ensure Work performed meets contractual requirements.

Engineering Manager's/Assistant Director's Approval:

Signature:
Print Name & Date:

Deputy Director's Approval:

Signature:
Print Name & Date:

Watershed Director's Approval:

Signature:
Print Name & Date:

Purchasing & Contracting's Approval:

Signature:
Print Name & Date:

Chief Operating Officer's Approval:

Signature:
Print Name & Date:

Contract Name: Snarfinger Creek AWTP Expansion - Phase II Construction Management Services

Contractor: Tetra Tech

Contract Number: 13-902684

Snapfinger AWTP Phase 2 CM Services
Contract No. 13-902684
Request for Approval of:
Change Order No. 7

Background

In August 2013, Tetra Tech, Inc. (Tetra Tech) was contracted by DeKalb County's Department of Watershed Management (DWM) to provide Construction Management Services for the Snapfinger AWTP Phase 2 project (DeKalb County, GA Contract No. 13-902684). In August 2015 construction began, and Tetra Tech was mobilized to the site to observe construction activities being performed by the DWM selected Contractor, Archer Western, LTD (Archer Western).

Change Order No. 1

In September 2017, Tetra Tech received approval of Change Order No.1 in the amount of \$7,221,351.53 which authorized additional funds for Tetra Tech to continue to provide Construction Management Services for the Snapfinger AWTP Phase 2 project through the projected completion date of October 31, 2020.

Change Order No. 2

In December 2019, Tetra Tech received approval of Change Order No. 2 which aligned Tetra Tech's contract with that of Archer Western, specifically authorizing Tetra Tech to use the previously authorized funds to bill Dekalb County for overtime hours, at a time and a half rate when applicable, due to Archer Western working twelve-hour workdays, versus the eight-hour workday in Tetra Tech's contract. No additional time or funding was authorized under this Change Order.

Change Order No. 3

In August 2020, Tetra Tech received approval of Change Order No.3, in the amount of \$9,162,850.00 which provided additional funding to reimburse Tetra Tech for funds expended covering Archer Western's Saturday work hours which began in February 2020; funding for Tetra Tech to review Archer Western's submission of Time Impact Analysis (TIA's) submitted by the Contractor in accordance with the Executive Level Agreement established between all parties in September 2018 and the recovery of expended funds related to additional services needed to process the high number of Potential Change Orders (PCOs) received on the project. Change Order No. 3 also extended Tetra Tech's contract to June 30, 2022, which at the time was approximately one (1) month after Archer Western's projected completion date for the project.

Change Order No. 4

In June 2022, Tetra Tech received BOC approval of Change Order No. 4 which extended Tetra Tech's contract from June 30, 2022 to November 30, 2023 to align with Archer Western's projected completion date for the project at the time. This increase was for time only as Tetra Tech was still determining the anticipated date that existing funds would expire at the time of approval.

Change Order No. 5

In June 2023, Tetra Tech received BOC approval of Change Order No. 5 in the amount of \$2,781,477.40 and an extension of Tetra Tech's contract from November 30, 2023, to December 31, 2024 to align with Archer Western's projected completion date for the project at the time.

Change Order No. 6

In February 2025, Tetra Tech submitted Change Order No. 6 in the amount of \$1,221,552 to provide additional funding and an extension of Tetra Tech's contract to September 5, 2025 to stay in alignment with Archer Western's projected completion date for the project at the time. Final approval of Change Order NO. 6 was received in July 2025.

Amendment Basis

At the request of DeKalb County DWM, Tetra Tech is hereby submitting Change Order No. 7. As of the submittal of this Change Order, the project is approximately 99% complete, with the plant being fully operational and only minor punch list items/close out activities remaining. Concurrent to the close out of the project, DeKalb County is also exploring legal avenues for resolution of outstanding claims between the County and Archer Western. As Tetra Tech's existing funding is set to expire in early April 2026, Change Order No. 7 will provide additional funding for the continuation of Tetra Tech's remaining construction management services related to close-out of the project and as-needed Mediation Support services as further defined within this Scope of Work.

Task 1- Construction Management Services (Close Out Activities)

In 2021, Tetra Tech began reducing staff to align with Archer Western's rate of progress on the project, additional staff reductions have occurred since the submittal of Change Order No. 6 in July 2025. Change Order No. 7 will include funding for the following remaining staff on the project (shown in bold):

- **Project Manager (Tetra Tech)**
- **Resident Engineer/Construction Manager (Tetra Tech)**
- Construction Manager (Tetra Tech) – *Removal effective 6/10/2023*
- Deputy Construction Manager (LSBE) – *Removal effective 3/27/2026*
- Process/Mechanical Inspector (LSBE) – *Removal effective 12/31/2022*
- Electrical Inspector (LSBE) – *Removal effective 7/31/2025*
- Site/Civil Inspector (LSBE) – *Removal effective 11/1/2024*
- Structural Inspector (LSBE) – *Removal effective 12/31/2021*
- Field Technician (LSBE) – *Removal effective 5/13/2022*
- **Construction Documents Administrator (LSBE)**
- Assistant Construction Documents Administrator (LSBE) – *Removal effective 2/15/2025*
- **Construction Schedulers (Tetra Tech)**
- **Additional back-office support (Tetra Tech)**

As noted above and summarized in **Table 1** below, this Amendment will provide additional funding for the continuation of Construction Management services, Monday to Friday for dedicated project staff as shown. Additionally, Tetra Tech's schedulers and back-office support staff will continue to support the project on as-needed basis as they have historically.

Table 1: Construction Management Services (Close Out Activities)

Position	Estimated Hours per Week	Estimated Completion Date
Project Manager	<i>As Needed, total hours as shown on price proposal</i>	12/31/26
Resident Engineer/ Construction Manager	16	12/31/26
Construction Documents Administrator	16	12/31/26
Construction Schedulers	<i>As Needed, total hours as shown on Price Proposal</i>	12/31/26
Back-Office Support Staff	<i>As Needed, total hours as shown on Price Proposal</i>	12/31/26

Construction Management Services to be provided under this Change Order are assumed to include close-out activities that can be progressed during the time frame summarized above, including close-out of remaining minor miscellaneous field work activities, punch list items, spare parts, processing of submittals, O&M Manuals, review of Contractor Pay Applications including Monthly Schedule Updates, issuance of Substantial Completion and Final Completion Certificates. In the event the above close-out activities cannot be completed under the funding provided in this Change Order (No. 7) due to a lack of progress of the Work by Archer Western, additional funding will be required.

Task 2 – Mediation Support Services

At the request of Dekalb County, Change Order No. 7 includes additional funding for Tetra Tech to provide as needed Mediation Support services for the resolution of five (5) outstanding Potential Change Orders (PCOs) submitted by Archer Western. These services will include the production of project documentation and as-needed meetings with Dekalb County management in preparation for upcoming legal discussions/mediation with Archer Western. Table 2 below summarizes the estimated hours for Tetra Tech staff to support this Task.

Table 2: Mediation Support Services

Position	Estimated Hours per Week	Estimated Completion Date
Project Manager	<i>As Needed</i>	12/31/26
Resident Engineer/ Construction Manager	8	12/31/26
Construction Documents Administrator	16	12/31/26
Back-Office Support Staff	<i>As Needed</i>	12/31/26

Please note this Change Order does not include assistance to Dekalb County for disputed claim resolution, “global” claims, arbitration, or any other type of claim related services beyond the Mediation Support Services for pending mediation with Archer Western beyond the estimated hours summarized above.

Schedule

Tetra Tech is seeking additional funding for the period between April 3,2026 (the projected expiration date of existing contracts funds) to December 31, 2026 (the anticipated completion date for all services described herein).

Proposed Fee

The proposed fee for the above Scope of Work is **\$654,042** to be billed on a Time and Materials basis, in accordance with Tetra Tech's Contract, as detailed in the attached Price Proposal. Please note the billing rates as shown are for Year 13 and will escalate at the contractual escalation rate of 3% on August 20, 2026.

