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December 31, 2025

Monica Chenault, Town Clerk and Treasurer
Town of Alpine
PO Box 3070
Alpine, WY 83128

www.jvajva.com

RE: Alpine Pretreatment Program Development
Job # 252092.ENV

Dear Ms. Chenault:

JVA, Inc (JVA) recently completed a pretreatment and permitting program (pretreatment program) for the Town of Alpine. The Town is in the process of implementing the pretreatment program with Melvin Brewery (Melvin) which is a significant industrial user in accordance with EPA pretreatment regulations.

JVA is respectfully requesting additional compensation for the development of the pretreatment program, as the level of effort required exceeded the estimated fee identified in the original letter agreement. The original estimated project fee, based on time and materials, was \$13,700; however, JVA's total fee to complete the pretreatment program was \$16,540. Additional effort was required beyond what was initially anticipated to fully develop the program.

We believe the pretreatment program technical memorandum and the customization of the associated pretreatment forms successfully met the Town's goals and objectives for the project. JVA also ensured that all comments and questions provided by the Town on the draft document were thoroughly addressed to the Town's satisfaction prior to implementation of the program with Melvin.

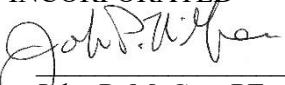
In addition, JVA plans to attend the meeting with Melvin scheduled for January 23rd, which was not included in the original scope of work. JVA will update the pretreatment program accordingly based on feedback and comments made during this meeting.

Below is a summary of the original project fee, fee to date, and fee for the meeting scheduled with Melvin.

Original Project Fee:	\$13,700
Fee to date (as of 12/30/25):	\$16,540
Estimated Fee for Melvin Meeting and Updates:	<u>\$2,360</u>
Total Additional Fee Request:	\$5,200

In total, the project fee will increase from \$13,700 to \$18,700. We look forward to meeting with Melvin, implementing the pretreatment program, and expanding the program to additional non-domestic users. Thank you for your consideration of this request.

Sincerely,
JVA, INCORPORATED

By: 
John P. McGee, PE
Principal