

November 24, 2025

Sarah Plowman
Iowa Economic Development Authority
1963 Bell Avenue
Des Moines, IA 50309441,976

RE: Community Facilities and Services Project #24-CF-002

Dear Ms. Plowman,

We are writing to you today to request a budget amendment for the Oelwein Day Habilitation Improvements Project, Community Development Block Grant (CDBG) Project #24-CF-002.

A construction bid was awarded on May 28, 2025, and construction started at the project site on August 4, 2025. With construction now underway and with several change orders having been approved, we are ready to request a budget amendment. The reason for the budget amendment is because the winning bid came in lower than the original estimated project costs that were submitted as part of the application process. This was due to construction price fluctuations, modifications to the planned outdoor canopy and an overall favorable bidding environment.

We are requesting to amend the **total project budget to be \$436,071 (\$409,071 for construction activity and \$27,000 for administration)**, a difference of \$388,564 from the original total project costs of \$824,635. This in turn will **reduce the local match to \$53,412** from \$441,976. These changes will allow the City of Oelwein and project subrecipient RISE Ltd. to receive the full \$382,659 in CDBG grant dollars. Allowing RISE Ltd. to utilize the full grant amount will be especially helpful as RISE Ltd. is a non-profit organization with limited funds.

As a result of this amendment, construction activity cost percentages will change as shown below:

- **Original Construction Activity Costs**
 - 44.59% CDBG amount (\$355,659 CDBG construction amount ÷ \$797,635 construction total)
 - 55.41% local match amount (\$441,976 local match amount ÷ \$797,635 construction total)
- **Amended Construction Activity Costs**
 - 86.94% CDBG amount (\$355,659 CDBG construction amount ÷ \$409,071 AMENDED construction total)
 - 13.06% local match amount (\$53,412 AMENDED local match amount ÷ \$409,071 AMENDED construction total)

Thank you for your attention to this request. Should you have any questions, please feel free to contact our grant administrator: Ashley Christensen, 563-419-6112 or achristensen@uerpc.org.

Sincerely,

Brett DeVore
Mayor, City of Oelwein