



RAWLINS
P.O. BOX 1104
RAWLINS, WY 82301
P: 307-324-5262

February 6, 2024

Mayor Chuck Davis
Town of Saratoga
Submitted via email

RE: Never Forget Park Parking Lot Project, Amendment Request

Mayor Davis:

Mr. Emery Penner notified me that the Town will most likely reject all bids for the Never Forget Park Parking Lot Project. Mr. Penner requested that WLC revise the plans and bidding documents to remove the sidewalk, remove work along Pic Pike Road, and expand the parking lot. The parking lot expansion is presented in the attached sketch.

We have exhausted our original budget, in the amount of \$7,300, for the Design Services scope of work presented in our proposal dated February 17, 2023. Below is our proposed scope of work to complete the requested additional services.

Plan Revisions

- Remove all work along Pic Pike Road.
- Remove all sidewalks.
- Remove vertical curb along East side of the site.
- Layout future parking spots and dimension parking lot accordingly. Laying out parking and sizing the lot will allow future paving and striping.
- Revise site grading for new parking lot layout.
- Calculate revise estimated quantities.
- Submit drawings to the Town for review.
- Revise plans per comments.
- Compile all changes for complete design drawings for bidding.

Project Manual

- Revise Advertisement for Bid.
- Revise Bid Form.
- Revise Bid Schedule.
- Revise Agreement.
- Revise Technical Specifications.
- Compile all documents for complete Project Manual for bidding.

Bidding Services

- Compile Contract Documents and create bidding opportunity on QuestCDN
- Attend Prebid meeting and distribute notes of meeting to plan holders.
- Prepare addenda during bidding.

CASPER

RAWLINS

DEDICATED TO CLIENTS. DEFINED BY EXCELLENCE.

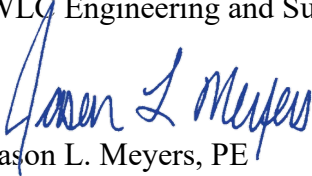
Mayor Chuck Davis
February 6, 2024
Page 2 of 2

- Host bid opening.
- Tabulate bids.
- Prepare recommendation for award to the Town of Saratoga.

We are requesting an amendment to our agreement to provide the above scope of work in the amount \$8,600.00

Please contact me with any questions concerning this request.

Sincerely,
WLC Engineering and Surveying

A handwritten signature in blue ink that reads "Jason L. Meyers". The signature is written in a cursive style with a large initial 'J'.

Jason L. Meyers, PE
Project Manager

Encl.

CC: Emery Penner, Director of Public Works



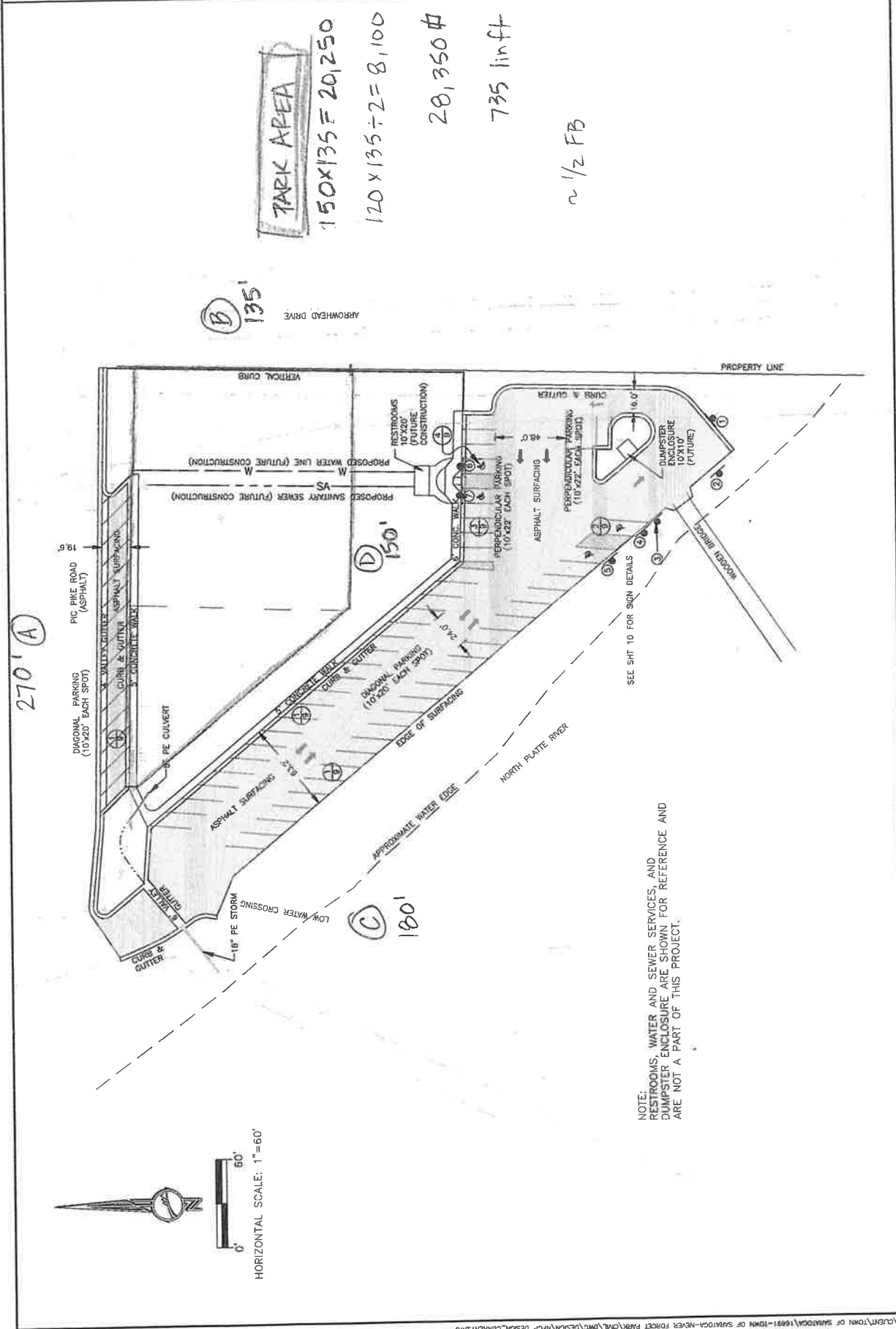
FOR: TOWN OF SARATOGA
 P.O. BOX 488
 SARATOGA, WY 82331

Proj. No.: 16691
 W.O. No.:
 Date: JUN
 Book No.:
 NCEP DESIGN CURRENT/REV

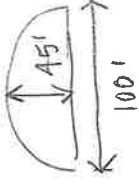
REVISIONS

NEVER FORGET PARK
 SARATOGA, WYOMING
 SITE PLAN

SHEET NO. 4 of 10
 DATE: 3/23/23



NOTE: RESTROOMS, WATER AND SEWER SERVICES, AND DUMPSTER ENCLOSURE ARE SHOWN FOR REFERENCE AND ARE NOT A PART OF THIS PROJECT.



~ 6,359 sq concrete

