

# *Savini Group, PLLC*

May 11, 2026

Ms. Rosaura Gallagher, Senior Project Manager  
Engineering & Capital Projects Division  
Washoe County Community Services Department  
1001 E. Ninth Street – Building A  
Reno, Nevada 89512  
rtgallagher@washoecounty.gov

**RE: Proposal for Additional Supplemental Project Management Services for:**

**South Truckee Meadows Steamboat Lift Station Improvements Project**  
1202A Trademark Dr., Reno, NV 89521

The project is located within a commercial development and access to the site shall be from Trademark Dr. and from Alexander Lake Rd. (through the South Truckee Meadows Water Reclamation Facility)

Dear Ms. Gallagher,

Savini Group, PLLC ("SG") is pleased to provide Washoe County Community Services Department ("Owner") this proposal for the amendment of the current Project Management Services Contract applicable for the South Truckee Meadows Steamboat Lift Station Improvements Project. This scope will provide additional project management services to support you, as project manager, and support the construction completion of the project. This proposal includes the additional services that are projected to complete the project through the extended construction phase, June through mid-September 2026.

***Project Status Information***

The Owner is completing the following project:

*Savini Group, PLLC 180 W. Huffaker Lane, suite 304 Reno, Nevada 89403 (775) 813-0074*

## **South Truckee Meadows Steamboat Lift Station Improvements Project**

### **Status**

**Design A/E: Stantec**

**A/E Scope: Designer of Record for the entire project**

**Design Status: Conformed drawings dated April 1, 2024**

**Remaining Contract Services:**

- **Construction Administration**

**Surveying, Special Inspection, and Testing: CME**

**Supplementary Services provided by Owner:**

- **Flowmore Services**
  - **Scope: Pigging Fore Main**
- **Sierra Controls**
  - **Instrumentation, PLC, and SCADA programming**

**Contractor:**

**Delivery Approach: Design - Bid - Build**

**Contractor: KG Walters**

**Construction Start: June 24, 2024**

**Projected Construction Finish: September 18, 2026**

### **Approach and Required Services**

#### **Construction**

Continue reviewing design contract documents including drawings, specifications, addendums, supplemental instructions, the geotechnical report RFI's, approved submittals, correspondence, and schedules.

#### **Supplemental Project Management**

Continue to provide supplemental project management services to include, daily surveillance, including daily report documentation, to verify contract compliance and required construction practices, attend OAC meetings, review and provide analysis and recommendations to process the monthly and final pay applications and initial and monthly project schedule reviews.

### **Schedule**

Schedule dates will continue to be verified and hour allocation will be utilized to complete the phases of work.

The activities are:

Administrative Notice to Proceed (NTP) issued on April 29, 2024

Construction Notice to Proceed (NTP) issued on April 19, 2024

Projected Construction Completion September 18, 2026

This additional proposal request duration is 4 months and this duration is included in the proposal.

### ***Fees***

SG is proposing to conduct the additional scope of work identified, beginning and concluding on September 18, 2026, on a Time and Materials basis, Not to Exceed (NTE) the following fee: \$89,430 are requested.

## ***Exclusions and Assumptions***

SG' role for the project is to provide supplemental project management. The following items have not been incorporated within this proposal or are assumptions, which have been made during the preparation of this proposal:

- Designer will develop, transmit, update, and distribute the following project documents:
  - Project Conformed Plans
  - Addendums
  - Project Conformed Specifications
  - Submittal Register including submittals
  - RFI Register including RFI's
  - Clarification Register including clarifications
- Designer will develop and provide the project implementation plan, a site-specific health and safety plan, manage their subconsultants, provide project progress and budget monitoring.
- Designer will review Schedule of Values, Safety Plan, and Operation and Maintenance Manual
- Designer will coordinate field activities.
- Designer will review pay applications.
- Designer will have a field engineer onsite five (5) days a week for an average of 20 hours per week – coordination will be provided by the Designer
  - Establishment of this process, in writing, is required for successful implementation.
- Owner requested additional services related to Design and Project Management that is not included as part of this scope of work. Should additional services be required by the Owner, SG will provide an addendum to this scope of work.
- Owner will contract with others as required.

## ***Terms and Conditions***

A complete printed set of project plans, geotechnical report, addendum, supplementals, and contract documents will be provided by Washoe County.

Work outside the established SCOPE OF WORK can be performed on a time and materials basis in accordance with our current fee schedule. A standard fee schedule is attached and incorporated into this proposal. This proposal is valid for 30 working days from the date of this letter.

SG will send monthly progress billings on this project. The amount of these billings will be based upon the time and materials for the work completed. The terms are 'Due Upon Receipt' and accounts are past due after 45 days. Accounts over 45 days old will

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be subject to interest at the rate of 1 ½% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order" may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you for the opportunity to provide you with this proposal, and if you have any questions, please do not hesitate to contact me at (775) 813-0074.

Sincerely,

Rodney Savini, P.E.

Principal

Appendix A- Fee Spreadsheet

## Appendix A – Fee Spreadsheet

# **South Truckee Meadows Steamboat Lift Station Improvements Project**

|                                                                                                                                          |       |        |       |  | Construction |      |        |           |             |
|------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|-------|--|--------------|------|--------|-----------|-------------|
|                                                                                                                                          |       |        |       |  | 2026         |      |        |           |             |
| Task Name                                                                                                                                | Start | Finish | Hours |  | June         | July | August | September | Total Hours |
| Project Schedule Review                                                                                                                  |       |        |       |  |              |      |        |           |             |
| Monthly Updates (4 months)                                                                                                               |       |        | 32    |  | 8            | 8    | 8      | 8         | 32          |
| Supplemental Project Management                                                                                                          |       |        |       |  |              |      |        |           |             |
| On Site Presence, Daily Reporting, Photography, and travel (6 hours per day/22 working days per month/132 hours per month for 23 months) |       |        | 462   |  | 132          | 132  | 132    | 66        | 462         |
| OAC Meetings (Weekly 2 hour meetings for 12 months - may be reduced to bi-weekly as project progresses)                                  |       |        | 32    |  | 8            | 8    | 8      | 8         | 32          |
| Monthly Pay Application Review                                                                                                           |       |        | 16    |  | 4            | 4    | 4      | 4         | 16          |
|                                                                                                                                          |       |        | 542   |  |              |      |        |           | 542         |

| Supplemental Project Management | Hours | Rate      | Total        |
|---------------------------------|-------|-----------|--------------|
| FY 25/26                        | 542   | \$ 165.00 | \$ 89,430.00 |