

Department of City Development

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January 26, 2011

Ald. James Spangenberg, Chair
Redevelopment Authority of the City of Racine
c/o Department of City Development
730 Washington Avenue
Racine, WI 53403

Subject: Communication from the Executive Director submitting change order no. 1 and request for final payment for contract of Sigma Environmental Services, Inc.

Dear Chairman Spangenberg:

On August 16, 2010, by resolution 10-25, the Authority approved a contract with Sigma Environmental Services, Inc. for investigations at 1425 N. Memorial Drive. I have received an invoice for final payment on the contract and a request to increase the contract amount by \$1,000.00 due to additional time spent by Sigma staff. (See attached explanation.)

I respectfully ask that the Authority approve the change order and final payment to Sigma Environmental Services, Inc.

Sincerely,

A handwritten signature in blue ink, which appears to read "Brian F. O'Connell", is positioned above the typed name.

Brian F. O'Connell
Executive Director, Redevelopment Authority

Attachment

C: Tina Chitwood, RCEDC
File

BFO:BFO:bfo

Zimbra Collaboration Suite

mtrotta@thesigmagroup.com

Racine Steel Update**Thursday, November 04, 2010 3:57:01 PM**

From: mtrotta@thesigmagroup.com

To: tchitwood@racinecountyedc.org; kkurzka@thesigmagroup.com

Tina,

As we discussed yesterday, I have prepared this e-mail to keep you up to date on our activities at the former Racine Steel property. As you know we have completed the Phase I Environmental Site Assessment. The Building Condition Assessment has also been completed and the report is currently being reviewed internally and will be finalized and sent out within the next day or two. We finished up the asbestos, hazardous material, and lead-based paint (LBP) assessment of the site buildings on Wednesday, October 27, 2010 and are currently awaiting the results of the samples (192 samples) which were submitted for asbestos analysis. Please note, given the scheduling conflicts with the on-site tenant representative (Jason Honick of Belle City Equipment), Sigma's field and travel time associated with the asbestos, hazardous materials, and LBP assessment was greater than that which was proposed. Specifically, Mr. Honick was only available to provide access to the buildings from approximately 9am to 3pm. Sigma's proposal assumed that at a minimum the buildings would be available for an 8 hour day. Given the decreased availability of the buildings, additional travel to the site was necessary to complete the assessment. In addition, Sigma had coordinated with Mr. Honick to be on-site on October 25, 2010. Sigma arrived on-site at 8am and conducted activities related to the assessment of the building exterior while we awaited Mr. Honick's arrival to provide access to the buildings. Sigma called Mr. Honick at 9:30am and Mr. Honick indicated that he wouldn't be able to be on-site and could not provide access to the buildings that day. Subsequently, Sigma needed to return to the site on October 27, 2010 to conduct the remaining assessment activities. Based on the scheduling conflicts, Sigma's actual field and travel time related to the asbestos, hazardous materials, and LBP assessment was approximately \$1,000 greater than that which was proposed. Please let me know if you have any questions about the increased field/travel time.

We expect to have the preliminary asbestos results back by early next week and will get the asbestos, hazardous material, and LBP assessment report out to you shortly after receiving the laboratory results.

As always, it was great meeting with you yesterday.

Thank you,

Mary Trotta
Project Scientist

Sigma Environmental Services, Inc.
1300 W Canal Street
Milwaukee, WI 53233

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Main: (414) 643-4200
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