

August 1, 2024

Simi Barr  
Senior Analyst - Municipal Operations  
Office of Sustainability and Innovations  
City of Ann Arbor  
301 E Huron St, 5th Floor  
Ann Arbor, MI 48104

Subject: Change Request No. 1  
Fire Station 3 circuit tracing and battery storage design  
NOVA Project No. 23-11-1168

Dear Mr. Barr:

Pursuant to recent discussions regarding the existing electrical system at City of Ann Arbor Fire Station 3, NOVA Consultants, Inc. (NOVA) is presenting this Change Request No. 1 to cover the following tasks:

1. Review site energy usage data and design battery storage for 24-hour duration backup capacity
2. Engineering design and calculations (electrical, structural etc. as needed)
3. Prepare AutoCAD design drawings

Accordingly, NOVA is submitting this Change Request # 1 in the amount of \$21,006.46 to cover the costs as described above.

Cost breakdown is as follows:

|                              | <b>Units</b> | <b>Qty.</b> | <b>Rate</b> | <b>Total</b>       |
|------------------------------|--------------|-------------|-------------|--------------------|
| Engineering                  | Hours        | 100         | \$114.66    | \$11,466.00        |
| AutoCAD                      | Hours        | 80          | \$70.98     | \$5,678.40         |
| Project management and admin | Percent      |             | 10%         | \$1,839.08         |
| Contingency                  | Percent      |             | 10%         | \$2,022.98         |
| <b>Total</b>                 |              |             |             | <b>\$21,006.46</b> |

We can schedule the work immediately upon getting the authorization to proceed.

Please contact with any questions or concerns regarding this Change Request #1.

We thank you for the opportunity to provide our services.

Sincerely,  
**NOVA Consultants, Inc.**

Agreed to and Accepted by:  
**City of Ann Arbor**

Sachit Verma, *MS*  
Program Manager – Energy

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_