DLRGROUP

DLR Group inc.
a Washington corporation

51 University Street, Suite 600
Seattle, WA 98101

~~July 21, 2026~~
August 31, 2026

Chris Chord
Superintendent
Orcas Island Health Care District
San Juan County Public Hospital District #3

Re: OIHCD Clinic Expansion Additional Service Request 01

Dear Chris,

Please review this proposal for additional design service fees to accommodate added Floor Plan Options and the resulting schedule extension during Schematic Design, expanded Interior Design Scope, and Land Use Services. The specific breakdown of these services can be found below and in the attached proposal from AHBL. We are also including additional fee for the coordination of cost estimation by a Contractor and the anticipated exercise to reduce cost.

Additional Scope Tasks

1) The contract included floor plan options to determine layout for the clinic. DLR Group presented two options to the Board and clinic staff and received direction to develop the selected plan. In a follow-up design meeting, additional staff requested more options including an on-stage/off-stage layout. This extra set of options was more than what was included in the contract.
2) Due to the added floor plan option, the schedule for Schematic Design was extended from six weeks to 10 weeks, adding time to redevelop drawings and for additional meetings.
3) The initial direction from OIHCD and the contract called for interior design to follow OIHCD (or Island Health) finish standards. As design progressed, the request was made to include an alternate finish concept developed by DLR Group.
4) The attached proposal from AHBL includes the following additional services that were completed after meeting with the San Juan County building authority:
    a) Prepare the Master Application, Site Plan Review required findings, and other related application forms.
    b) Prepare the application and related documents, including posting of the public notice board for San Juan County.
    c) Prepare a State Environmental Policy Act (SEPA) Environmental Checklist and exhibits to submit with the application package.
    d) Represent the project throughout the SEPA environmental review process. If there are additional studies requested that exceed the scope of the proposal, a separate proposal will be prepared for the work or we will coordinate this for you with other design consultants.
    e) Attend bi-weekly meetings with the client and other AHBL staff during agency review of the project.
    f) Review the draft SEPA mitigation measures and advise the client and project team.
    g) Reimbursable expenses such as sign posting, mileage, and reprographics. This scope of work will be billed on a time and expense basis, with an estimate provided below.
5) Cost estimation services will be contracted by OIHCD with a General Contractor. DLR Group will provide a pricing set based on a 100% Design Development deliverable. The deliverable is not an additional service but the following items will be added scope:
    a) Attendance at (2) meetings with OIHCD and estimator for budget and cost coordination

b) (2) Rounds of rework of schematic-level plans with OIHCD and the cost estimator to develop a solution within budget
c) Development of acceptable drawings inclusive of changes from 5b above to 100% design development level. These drawings will be the basis for construction documents.

Fees

DLR Group		
Task	Fee	Summary
1-3	$22,900	Schematic Design Duration & Scope *(Already completed)*
5	$27,000	Cost Estimation Support and Scope/Budget Alignment
	$49,900	Total for DLR Group

AHBL		
Task	Fee	Summary
4	$8,250	Land Use Planning *(Already completed)**
5	$3,850	Scope/Budget Alignment*
	$1,600	HNTE Landscape Cost Alignment
	$1,000	Reimbursables
	$14,700	Total for AHBL
**Includes 10% contract administration markup*		

Fees for the additional scope of work will be performed under the **lump sum not to exceed amount of $62,000**. This includes a 10% markup on consultant fees for contract administration by DLR Group. An additional landscape engineering allowance for value engineering tasks will be billed on an hourly-not-to-exceed amount up to $1,600 and an additional reimbursement allowance of $1,000 will cover items listed in line 4g above. Fees will be billed monthly, based on percent complete.

DLR Group appreciates the opportunity to work with you and OIHCD on this project. Please reach out if you have any questions. If these additional services are acceptable, please sign and return as notice-to-proceed.

Sincerely,

Eileen Gottemoeller, AIA, ACHA, EDAC
DLR Group Healthcare Leader | Senior Associate

Attached:
AHBL Authorization for Additional Services dated 8/26/2026

APPROVED AND ACCEPTED BY:

.....
Signature

.....
Printed Name

.....
Title

.....
Date

AUTHORIZATION FOR ADDITIONAL SERVICES

TO:	Eileen Gottenmoeller, AIA, EDAC DLR Group, Inc. 51 University Street, Suite 600 Seattle, WA 98101	**DATE:**	August 26, 2026
		PROJECT NO.:	2250939.10/.30/.40
		PROJECT NAME:	Orcas Island Clinic Expansion
EMAIL:		**SUBJECT:**	Additional Services

SERVICES PROVIDED:

☒ Civil Engineering ☐ Structural Engineering ☒ Land Use Planning ☒ Landscape Architecture ☐ Land Surveying

DESCRIPTION OF WORK:

The following additional services have been requested:

Civil Engineering – 2250939.10

Value Engineering – Task 17

1. Attend one value engineering (VE) virtual meeting to present the civil design, prepare a response letter to the VE comments, and provide one round of plan revisions to adopt VE strategies.

Landscape Architecture – 2250939.40

Value Engineering – Task 46

1. Attend one VE virtual meeting and provide one round of plan revisions to adopt VE strategies.

This will be billed on a time and expense basis, with a not-to-exceed amount provided below.

Land Use Planning – 2250939.30

The project is approximately 3.44 acres in area and situated on San Juan County Parcel Nos. 271411009000 and 271411014000. The parcels are owned by the San Juan County Public Hospital District No. 3, generally described as Deye Short Plat 2 Revision – Lot 2B and Short Plat for Deye – Lot 3 (portion), according to an abbreviated legal description on the Assessor's website.

The site is situated in a San Juan County Village activity center and is zoned Village Residential (VR); therefore, the project will be subject to the development standards for that district. Personal and professional services are an allowed (permitted) use. A clearing and grading permit (and related review) will be required for development. San Juan County will require a grading plan that addresses maintenance of adequate buffers of undisturbed native vegetation, and the County's Inadvertent Discovery Plan will apply to land disturbance activities.

Based on a cursory land use, critical area, and archaeology review, it does not appear that there are any geological hazards, frequently flooded areas, possible wetlands, or FWHCA at the site or within close proximity to the site.

Entitlement and Environmental Review – Task 32

1. Prepare the Master Application, Site Plan Review required findings, and other related application forms.

2. Prepare the application and related documents, including posting of the public notice board for San Juan County.

3. Prepare a State Environmental Policy Act (SEPA) Environmental Checklist and exhibits to submit with the application package.

Project Coordination – Task 33

4. Represent the project throughout the SEPA environmental review process. If there are additional studies requested that exceed the scope of the proposal, a separate proposal will be prepared for the work or we will coordinate this for you with other design consultants.

5. Attend bi-weekly meetings with the client and other AHBL staff during agency review of the project.

6. Review the draft SEPA mitigation measures and advise the client and project team.

Reimbursable Expenses – Task 90

7. Reimbursable expenses such as sign posting, mileage, and reprographics. This scope of work will be billed on a time and expense basis, with an estimate provided below.

Billing Summary

Item	Description	Task No.	Amount
Civil Engineering – 2250939.10			
Item 1	Value Engineering	T-17	**$3,500**
Landscape Architecture – 2250939.40			
Item 1	Value Engineering (T&E NTE)	T-46	**$1,600**
Land Use Planning - 2250939.30			
Items 1-3	Entitlement and SEPA Environmental Review	T-32	$4,000
Items 4-6	Project Coordination	T-33	3,500
Subtotal			**$7,500**
Reimbursable Expenses (T&E est.)		T-90	**$1,000**
GRAND TOTAL			**$13,600**

AGREEMENT:

Client agrees to the scope of additional services and additional costs/fee set forth above. Further, Client agrees that this Authorization for Additional Services is subject to the same terms and conditions as specified in the original Contract/Agreement dated **April 8, 2026**. AHBL's receipt of a signed copy of this Authorization for Additional Services shall constitute its notice to proceed with performance.

Client Purchase Order No: _____

Client Name: _____

Signature: _____ **Date:** _____

Printed Name/Title: _____

AHBL Project Mgr. Signature: Meredith Sessions **Date:** 8/26/2026

AHBL Proj. Mgr. Printed Name: Meredith Sessions

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509-252-5019

☐ **Tri-Cities**
5804 Road 90
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Pasco, WA 99301-8551
509-380-5883

MS/jms

c: Bill Fierst, Wayne Carlson, Craig Skipton – AHBL Accounting

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