

**From:** Erdman, Douglas </O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=5E7BCB490FE846A9B3FB2193A842722C-ERDMAN, DOU>  
**To:** Daniel Grinden  
**Sent:** 3/11/2022 11:09:42 AM  
**Subject:** RE: [External] 2nd Amendment for On-Call Engineering: Tait and Associates

Daniel,

You're sending 2 wet signed copies to the City as well, right?

Doug Erdman

**From:** Daniel Grinden <dgrinden@TAIT.COM>  
**Sent:** Wednesday, March 9, 2022 2:51 PM  
**To:** Erdman, Douglas <derdman@lakeforestca.gov>  
**Subject:** RE: [External] 2nd Amendment for On-Call Engineering: Tait and Associates

Doug,

Please find the attached signed Amendment 2.

Thank you,

**Daniel Grinden**  
**Tait & Associates, Inc.**  
701 N. Parkcenter Drive  
Santa Ana, CA 92705  
Office: 714-560-8200  
dir: 714-560-8637  
[dgrinden@tait.com](mailto:dgrinden@tait.com)  
[www.tait.com](http://www.tait.com)



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**From:** Erdman, Douglas <derdman@lakeforestca.gov>  
**Sent:** Wednesday, March 09, 2022 9:32 AM  
**To:** David Sloan <dsloan@TAIT.COM>  
**Subject:** FW: [External] 2nd Amendment for On-Call Engineering: Tait and Associates

David,

Wanted to get this amendment to you to extend the contract term for the old On-Call Street Design projects. I think the only one you're still working on is Jeronimo Widening, but the current contract will expire before that one goes to construction. This amendment extends the term for the final additional one year. Give me a call if you have any questions. See below on how to print so the attorney's signature shows up. Thanks!



**Douglas A. Erdman, P.E.**  
Assistant City Engineer/  
Engineering Services Manager  
**Ph. (949) 282-5233**  
**Fax (949) 461-3511**  
**[derdman@lakeforestca.gov](mailto:derdman@lakeforestca.gov)**  
100 Civic Center Drive  
Lake Forest, CA 92630  
**[www.lakeforestca.gov](http://www.lakeforestca.gov)**

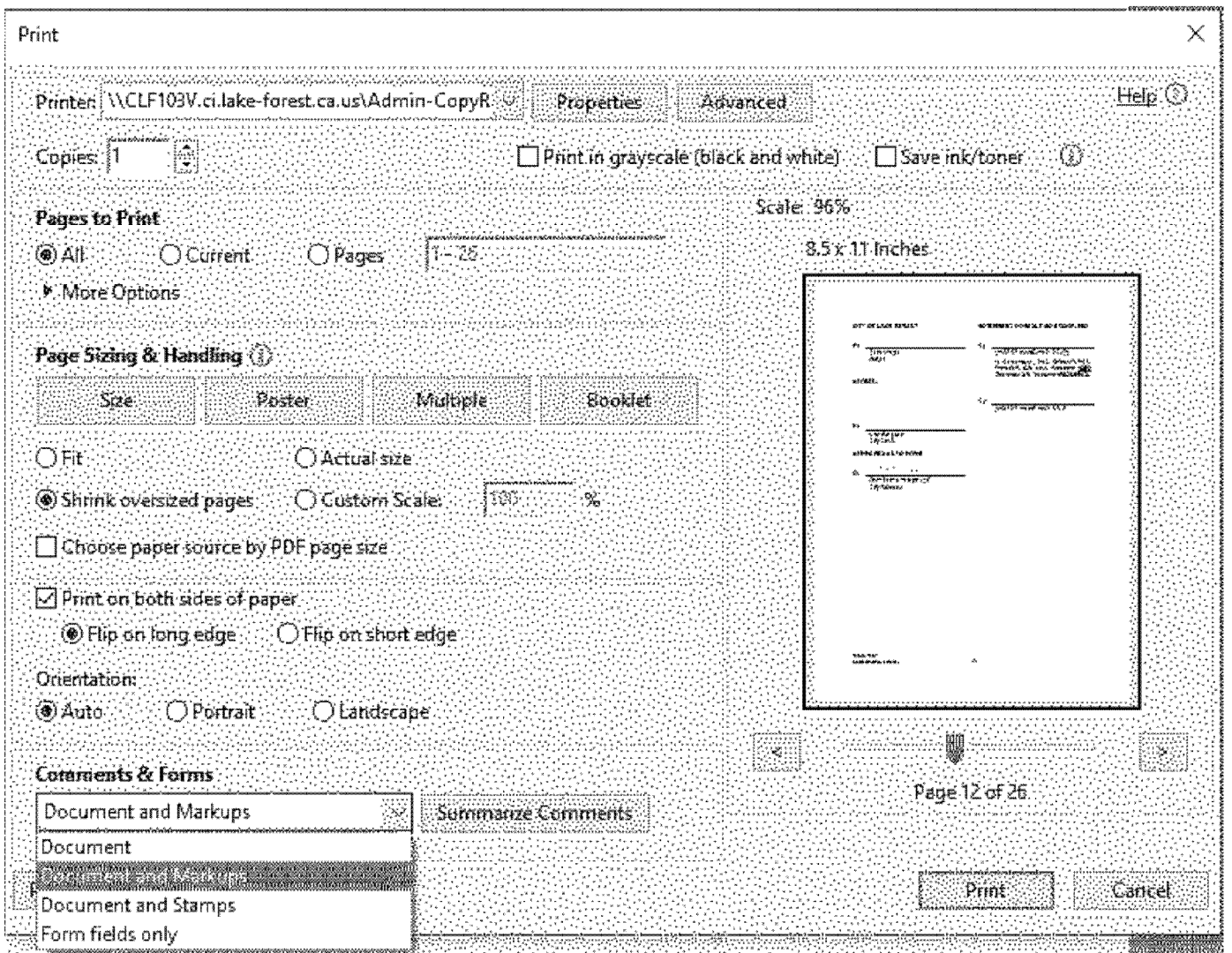
**From:** Ruelas, Nidia <[nruelas@lakeforestca.gov](mailto:nruelas@lakeforestca.gov)>  
**Sent:** Thursday, March 3, 2022 10:12 AM  
**To:** Erdman, Douglas <[derdman@lakeforestca.gov](mailto:derdman@lakeforestca.gov)>  
**Subject:** 2nd Amendment for On-Call Engineering: Tait and Associates

Hi Doug,

Attached please find the approved agreement with Tait and Associates. Please forward to the consultant and have them sign two agreements. If they are a new vendor, we will need a completed W-9 Form. Please have the consultant provide **their Certificate of Insurance and a copy of their additional insured endorsement, if needed**, per the agreement terms. We cannot process the agreement for City signature without the completed Certificate of Insurance. Once you receive the vendor signed agreements back, please attach the Yellow Processing Form (I will walk the form over) and give them to the City Clerk's department. ***I encourage project managers to review the scope and compensation one final time before the contract is forwarded to the consultant to ensure the information is accurate.***

Please let me know if you have any questions!

One quick note when printing the agreement (for consultant or whoever prints), if the attorney signature does not show up when printing, make sure to select "Document and Markups" in the drop-down box on the lower left-hand corner of the Print dialog box in Adobe.



**Nidia Ruelas**  
Management Analyst  
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