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west virginia department of environmental protection

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Division of Water and Waste Management  
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Harold D. Ward, Cabinet Secretary  
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**MEMORANDUM**

**TO:** Katheryn Emery, P.E., Engineer Chief, DWWM

**FROM:** Cali Carter, P.E., DWWM

**DATE:** February 12, 2025

**SUBJECT:** Town of Elizabeth  
IJDC No. 2022W-2079  
Tuckers Creek Water Extension Project  
Use of Contingency Request - Budget Revision Request No. 1

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**RECOMMENDATION**

The Use of Contingency Request prepared by TSM Consulting, for the above referenced project has been reviewed and is technically feasible.

This request is for a budget revision that proposes to utilize the remaining IJDC Contingency and Soft Cost Funds to purchase two (2) new trucks for the Town's water department. These trucks would replace the Town's existing trucks that are 15 years old and have exceeded their useful lives. The total cost to purchase two (2) new trucks is \$105,199.00. Per the expenditure schedule provided in the request, there is \$160,178.87 in available Contingency and Soft Cost funds.