



west virginia department of environmental protection

Division of Water and Waste Management
601 57th Street, SE
Charleston, WV 25304
Phone: 304-926-0495 / Fax: 304-926-0496

Austin Caperton, Cabinet Secretary
dep.wv.gov

MEMORANDUM

TO: Kathy Emery, P.E., Program Manager, DWWM

FROM: Thomas ^{TC} Cazad, P.E., Engineer Associate, DWWM

DATE: April 10, 2019

SUBJECT: City of Oak Hill - Wastewater System Upgrade Project
IJDC Project No. 2014S-1555; CWSRF No. C-544535
Engineering Amendment 5
Use of Contingency/Budget Revision

RECOMMENDATION

The use of contingency/budget revision has been reviewed, and the proposed actions are recommended for approval. The City of Oak Hill has requested approval of Engineering Amendment 5, which totals \$80,000.00.

REQUEST AND DISCUSSION

The City of Oak Hill proposes a budget revision to increase the Resident Project Representative line item by \$80,000.00 to extend inspection services to April 30, 2019. The Engineer has indicated that one full-time inspector was originally planned to cover Contracts 4 and Contract 5 during construction. However, due to site conditions and other issues that arose during construction, a full-time inspector was required on both contracts. Additionally, previously approved change orders have extended the length of Contract 3, requiring additional inspection that had not been previously budgeted.

Future time extensions may be necessary for the project, which may also require future engineering amendments to increase the RPR line item. However, it is important to note that the Engineer reached the budgeted amount for this line item in December of 2018 and has continued to perform RPR services for the project while this amendment was processed and submitted for approval.

April 9, 2019

Brandon Crace
West Virginia Infrastructure and Jobs Development Council
1009 Bullitt Street
Charleston, WV 25301

**Re: *Oak Hill Sanitary Board
Sanitary Sewer Improvements Project (WVIJDC #2014S-1555)
Request for Additional Resident Project Representation Services
TEI #20-1100***

Dear Mr. Crace:

This letter is in response to your e-mail and our subsequent telephone conversation regarding justification for the request for additional resident project representation (RPR) services for the above referenced project. The Thrasher Group, Inc. (Thrasher) submitted a request for an amendment to the engineering contract of \$80,000 for additional RPR services. This amendment extends the RPR services through April 30, 2019. When this project budget was developed, it was planned to have one inspector for both Contract #5 – Sewer Force Main and Contract #4 – Arbuckle Pump Station and Wastewater Treatment Plant Decommissioning. However, due to the issues with the sewer force main contract related to PCB's, one inspector was required for Contract #5 and an additional inspector was required for Contract #4. Additionally, the Contractor has performed a substantial amount of change order work on Contract #3 – Sewer Collection System Rehabilitation which extended the contract period which required additional RPR services.

I trust this letter addresses your concerns. Should you have questions or need additional information please feel free to contact me. Thank you for your attention to this matter.

Sincerely,



Jonathan Carpenter, PE
Project Manager

Cc: Jeff Ekstrom, PE
Lesley Taylor