



west virginia department of environmental protection

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., Program Manager, DWWM

FROM: Michael King, P.E., DWWM

DATE: July 13, 2026

SUBJECT: Town of Romney
IJDC No. 2020W-1881
Water System Improvement Project
Use of Contingency Request

RECOMMENDATION

The use of contingency request prepared by The Thrasher Group Inc. for the above referenced project has been reviewed and is technically feasible.

DISCUSSION

This use of contingency and budget revision request is associated with two change orders: Change Order No. 1 (\$20,506.94) includes materials and labor to relocate meter settings from the road to property lines, and Change Order No. 2 (\$64,654.02) includes materials and labor to install insertion valves, as well as excavation and labor to locate water lines and repair unmarked water lines for a total of \$85,160.96. The budget revision will move IJDC Loan Funds from Project Attorney (\$19,925.00), PSC Attorney (\$37,974.50) and Accountant (\$11,688.25) lines to the Contract 1 Construction Line. The remainder of the change orders (\$15,573.21) will come from the IJDC Grant Construction Contingency Line. This leaves a balance of \$184,426.79 in IJDC Grant Construction Contingency.