



west virginia department of environmental protection

Division of Water and Waste Management
601 57th Street, SE
Charleston, WV 25304
Phone: 304-926-0495 / Fax: 304-926-0463

Harold D. Ward, Cabinet Secretary
dep.wv.gov

MEMORANDUM

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

FROM: Robert Moore, DWWM

DATE: April 12, 2024

SUBJECT: Chestnut Ridge PSD
IJDC No. 2019W-1835
Water System Improvement Project
Use of Contingency Request - Budget Revision Request

RECOMMENDATION

The Use of Contingency Request prepared by Region VII Planning and Development Council and The Thrasher Group, for the above referenced project has been reviewed and is technically feasible.

This request is for a budget revision that proposes to utilize part of the remaining IJDC Construction Contingency to construct a new Pressure Reducing Valve station, purchase material for Chestnut Ridge PSD to install, and Resident Project Representative fees.

The total cost for this proposed work is \$131,921.89. Per the Expenditure Schedule provided in the request, there will be \$5,793.28 remaining after adjustments.

DEFICIENCIES/COMMENTS

- Contract No. 1, Change Order No. 7 is not signed by Engineer, Owner, or Contractor.
- Contract No. 1, Change Order No. 7 Memorandum of Negotiation is not signed by Engineer, Owner, or Contractor.
- Contract No. 1, Change Order No. 6 was approved on March 21, 2024.

- Expenditure Schedule #14A shows \$43,000 adjustment for Resident Project Representative, the Thrasher request letter dated April 10, 2024 requests \$20,000 for Resident Project Representative Fees.