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west virginia department of environmental protection

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Harold D. Ward, Cabinet Secretary  
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**MEMORANDUM**

**TO:** Katheryn Emery, P.E., Director, DWWM

**FROM:** Jesse Rupe, P.E., DWWM

**DATE:** June 12, 2024

**SUBJECT:** Town of Sophia  
IJDC No. 2016S-1658  
0.6 MGD SBR WWTP Project  
Use of Contingency Request

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**RECOMMENDATION**

The Use of Contingency Request prepared by Region I Planning and Development Council for the above referenced project has been reviewed and should be tabled to the July 2025 funding/technical meeting.

The Town/Consultant are looking at other alternatives to do this scope of work that may result in a change order with the existing contractor on site.