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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., Engineer Chief, DWWM

**FROM:** Paul Daniels, P.E., DWWM

**DATE:** March 29, 2024

**SUBJECT:** Town of Paw Paw  
IJDC No. 2022S-2156  
Phase 2 Sewer System Improvements Project  
Use of Underrun Request

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**RECOMMENDATION**

The Use of Underrun Request prepared by RK&K, for the above referenced project has been reviewed and is technically feasible.

The total underrun including a contingency adjustment is \$52,217.00. This use of underrun request is for additional engineering fees for Construction Administration and Resident Project Representation (RPR). The last Engineering Amendment budgeted for part time RPR services and not full time. The proposed Engineering Amendment will now include full time RPR services for one additional month to match the construction time in contract documents. The Phase 2 total cost for this engineering amendment is \$40,600.00.

This request also includes adding the remainder of the underrun (\$11,617.00) to construction contingency. This will bring the construction contingency to 10.6%.

The total cost for the use of underrun requests is \$52,217.00 which equals the total underrun.