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west virginia department of environmental protection

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Division of Water and Waste Management  
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Harold D. Ward, Cabinet Secretary  
dep.wv.gov

**MEMORANDUM**

**TO:** Katheryn Emery, P.E., Program Manager, DWWM

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

**DATE:** May 15, 2026

**SUBJECT:** Town of Paw Paw  
IJDC No. 2021S-1948  
Phase 1 Sewer Plant Upgrade Project  
Ancillary Project Expenditure - Change Order #3

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**RECOMMENDATION**

The ancillary project expenditure request prepared by Rummel, Klepper, & Kahl for the above referenced project has been reviewed and is technically feasible.

**DISCUSSION**

This ancillary project expenditure request includes Change Order 3 and Engineering Amendment No. 7 for a combined total of \$311,017.53. The request proposes to utilize IJDC Contingency for the full amount, including \$106,979.62 that was reduced from Construction in Change Order 2.

Change Order 3 includes the replacement of the emergency generator, flowmeter and trash basket at the main sewer lift station and the purchase of two (2) spare pumps and a dump truck for a total cost of \$272,217.53. A time extension of 573 days is also included. The change order will need to be signed and stamped by a WV Professional Engineer and fully executed.

Engineering Amendment 7 is for assisting the Town with the work associated with Change Order 3 at a cost of \$38,800. Upon approval, the Town will be returning approximately \$406,044.09 in remaining grant funds to the IJDC.