



## MEMORANDUM

**TO:** Mayor and Council

**FROM:** James Scarboro, Chief Procurement Officer

**DATE:** November 23, 2022

**SUBJECT:** Item 22 – Southwest Allandale Neighborhood Water Wastewater System Renewal Add Contingency

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Item 22 on the December 1, 2022, Council Special Called Meeting agenda is to Authorize additional contingency funding for the construction contract with Cedar Hills Construction, LLC for the Southwest Allandale Neighborhood Water and Wastewater System Renewal in the amount of \$636,055 for a total contract amount not to exceed \$5,846,061. This memo is to add the results of the City's Change Control Committee to the contract.

The additional language in the Additional Backup Information section for Item 22 should read as follows:

**Additional Backup Information:**

This amendment has been approved by the City's Change Control Committee. The Change Control Committee was established to comply with Council Resolution No. 20120126-048, which required the establishment of consistent criteria and process to evaluate contractual changes for all contracts administered by the Financial Services Department-Capital Contracting. The Change Control Committee is comprised of management-level subject matter experts.

**cc:** Spencer Cronk, City Manager  
Myrna Rios, City Clerk  
Deborah Thomas, Deputy City Attorney  
Ed Van Eenoo, Chief Financial Officer