




**TO:** Mayor Linda Gorton  
Urban County Council

**FROM:**   
Jennifer M. Carey, P.E., Director  
Division of Environmental Services

**DATE:** December 28, 2022

**SUBJECT:** Change Order #1 for Tetra Tech, Inc.  
Former Jacks Creek Pike Landfill Improvement Project at Raven Run Nature Sanctuary  
Contract No. 120-2022

---

**Request**

The purpose of this memorandum is to request approval of Change Order #1 with Tetra Tech, Inc., for the Former Jacks Creek Pike Landfill Improvement Project. If approved, the amended contract amount will be \$156,350.00.

**Why are you requesting?**

Tetra Tech's services were acquired for the Phase I Design and Bid Services portion of the project. As part of the construction phase of the project, Tetra Tech will be providing Construction Administration Services, to include oversight and inspection of the Contractor's work as compared to the plans and specifications and preparation of the final as-built drawings for the project. This change order also includes an additional round of bidding services provided by Tetra Tech, as the first advertisement of the construction contract only garnered one bid that was more than four times the Engineer's Opinion of Probable Cost.

**What is the cost in this budget year and future budget years?**

The cost for FY23 is \$119,350.00; costs are not anticipated for future FYs.

**Are the funds budgeted?**

Funds are available in 4121-313201-3092-71205

**File Number:** 0019-23

**Director / Commissioner:** Carey / Albright

**pc:** Tracey Thurman, Director, Division of Waste Management

