

Chief Administrative Officer Memorandum	Date of Issue:	Expiration Date: 2025
Customized Format for Contract Change Orders: REMEDIAL MEASURES PLAN		Policy #: 15R ADDENDUM
Signature:		

PURPOSE

This addendum establishes criteria for directive or constructive contract change orders related directly to the Sanitary Sewers Remedial Measures Plan which is mandated by the Environmental Protection Agency Consent Decree. The list of applicable projects is attached. No other change orders will be affected by this addendum.

APPLICABILITY

The Division of Water Quality will not be required to prepare an Administrative Review Form to request Council approval of a specific change order to a contract related to the Sanitary Sewers Remedial Measures Plan if the contract change order is less than 10.0% of the cumulative contract award.

The Division of Water Quality will be required to prepare an Administrative Review Form to request Council approval of a specific change order to a contract related to the Sanitary Sewers Remedial Measures Plan if the contract change order request is greater than 10.0% of the cumulative contract award or greater than \$1,000,000.

POLICY

The Urban County Council has requested that all contract change orders related directly to the Sanitary Sewers Remedial Measures Plan be managed as follows:

Tier	Cumulative Contract Award % Change	Approving Authority
1	5%	RMP or Construction Manager
2	5.1% to 10.0%	RMP/Construction Manager/Directors of the Division of Water Quality and Purchasing
3	>10% or \$1,000,000	Urban County Council

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- I. The Division of Water Quality must notify the Urban County Council of any contract change orders which are less than 10.0% of the cumulative contract amount.

- II. The correspondence must include a cover memorandum describing the reasons necessitating the contract change order and a copy of the Sanitary Sewers Remedial Measures Plan Contract Change Order Form. The documentation must be submitted to the Urban Council by means of email within seven (7) business days of the date of the change order for notification purposes only.

No.	Project Name
EH-1	East Hickman FM
EH-2	East Hickman PS
EH-3	East Hickman Equalization Tank
EH-4	Overbrook Farm FM
EH-5	Overbrook Farm PS
EH-6	Overbrook Farm Trunk
EH-7	Delong Road PS and FM
EH-8	Armstrong Mill Trunks
EH-9	Hartland 2 and 3 Trunks
EH-10	Hartland 1 Truck
EH-11	Eliminate East Lake PS
EH-12	Century Hills Trunk Upsize
EH-13	East Lake Truck Upsize
EH-14	Autumn Ridge Trunk Upsize
EH-15	Expansion Area #1 Property Acquisition
WH-1	WH7 Equalization Tank
WH-2	West Hickman Main Trunk A
WH-3	West Hickman Main Trunk B
WH-4	West Hickman Main Trunk C
WH-5	Landsdowne South Trunk
WH-6	West Hickman Main Trunk D
WH-7	Merrick Trunk
WH-8	Ecton Trunk
WH-9	Southeastern Hills Trunk
WH-10	West Hickman Main Trunk E
WH-11	West Hickman Main Trunk F
WH-12	Sutherland Trunk
WH-13	Idle Hour Trunk
WH-14	Centre Parkway Trunk
WH-15	The Island Trunk
WH-16	Woodhill Trunk
WH-17	Prather Road Trunk
WH-18	Richmond Road Trunk
WH-19	Wildwood Park Trunk
WH-20	WH WWTP Equalization Tank
WR-1	Wolf Run Main Trunk A
WR-2	Wolf Run Main Trunk B
WR-3	Wolf Run Main Trunk C
WR-4	Wolf Run Main Trunk D
WR-5	Wolf Run Main Trunk E
WR-6	Wolf Run Main Trunk F

WR-7 Wolf Run Main Trunk G
WR-8 Wolf Run Equalization Tank
WR-9 Parkers Mill Trunk
WR-10 Bob O Link Trunk
WR-11 Wolf Run Pump Station
CR-1 Lower Cane Run EQ Tank
CR-2 Expansion Area 3 PS
CR-3 Expansion Area 3 FM
CR-4 Expansion Area 3 Trunk
CR-5 Shandon Park Trunk
CR-6 Winburn Trunk
CR-7 Thoroughbred Acres Trunk
CR-8 Sharon Village PS and FM
CR-9 Lower Griffin Gate Trunk
CR-10 Upper Cane Run EQ Tank
CR-11 Cane Run Trunk
CR-12 Lexmark Trunk A
CR-13 Lexmark Trunk B
CR-14 New Circle Trunk A
CR-15 New Circle Trunk B
CR-16 Griffin Gate Rehab
TB-1 Town Branch WWTP EQ Tank
TB-2 Town Branch PS Replacement
TB-3 Tie-in Lower Cane Run FM
TB-4 UK Trunk A
TB-5 UK Trunk B (Newtown Pike Extension)
TB-6 UK Trunk C
TB-7 UK Trunk D
TB-8 UK Trunk E
TB-9 Georgetown Road Trunk
TB-10 Midland Avenue Trunk
NE-1 North Elkhorn PS EQ Tank
NE-2 Eastland Trunk
NE-3 Liberty Road Trunk
NE-4 Greenbriar #2 PS
NE-5 Greenbriar Trunk
NE-6 Floyd Drive Rehab
NE-7 Expansion Area 2A Projects
SE-1 South Elkhorn PS Upsize
SE-2 Mint Lane Trunk
SE-3 Mint Lane PS