

Memorandum

To: Finance, Expenditure & Legal Subcommittee
From: Lori Ann Laster, Stormwater Management Engineer
Date: November 2, 2023
Re: WP-4 Professional Services Account (02-03-4400-565) over 110%

Construction of the West Papillion Regional Basin Number 4 (WP-4) project began in March 2023. A contract for professional services was approved in April 2023 to have HDR Engineering, Inc. (HDR) to provide construction administration services. The amount of the contract that has been billed to date is approximately 120% of the FY 2024 budgeted amount. During the first few months of construction, HDR has billed more time than anticipated on this contract because of initial review of product specifications and shop drawings created by the construction contractor. This rate of billing is expected to decrease over the next few months. At this time, no out of scope work is anticipated for this professional services contract. The total billed to date is \$ 301,242 which is 120% of the budgeted \$250,000. The maximum amount billable left for this contract is \$377,475, bringing the total that could be expended in FY 2024 to \$627,475. Construction is expected to be complete in August 2024.

Management recommends that the Subcommittee recommend to the Board of Directors that Account #02-03-4400-565 (WP-4 Professional Services) be allowed to exceed 110% of the budgeted amount not to exceed \$627,475.