



## Memorandum

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**To:** The Honorable  
Board of Directors

**From:** Terry Daniel, Deputy Chief Operating Officer, Water and Field Services

**CC:** Sonya Collins, Procurement Director

**Date:** January 9, 2026

**RE:** **Contract No. 2402711/SCN-0000343, Merriman Road 24-Inch Water Main Transmission – Task No. T2-42**

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Under the provisions of Task Order Engineering (TOES) Contract, staff are committed to notifying the Board of any tasks that exceed \$500,000.00. We are writing to inform you that Task No. T2-42, Merriman Road 24-Inch Water Main Transmission, contract exceeds this amount. Task No. T2-42 has been invoiced for \$386,803.00 to date. There is an amendment to this contract intended to add \$590,400.00, and the new contract amount will be \$1,029,900.00. The current Final Completion date for this task is October 1, 2027. This amendment amount is within the purview of the CEO's general approval authority under GLWA's Procurement Policy.

### Background

Originally the scope of work for Task T2-42 was to provide design services for a 24-inch water transmission main. The Task was initiated in September 2024, and the design phase of the project is 100% complete. The appropriate documents have been submitted to initiate a Request For Bid Solicitation for the construction phase of the project. GLWA staff are recommending extension of this scope of services to provide Bidding, Construction Administration and Resident Project Representative (RPR) Services for the construction phase of the project

### Justification

This task is being completed with the services of staff that are extremely familiar with the work and GLWA. This extension will enable the team to provide Bidding, Construction Administration and RPR Services for the construction phase of the project. This extension and cost increase represents the best value to GLWA in terms of cost effectiveness and quality of service provided. If the construction phase of the project exceeds the date of

completion, an amendment for a time extension of this contract will be issued under the normal GLWA process and guidelines.