



## Memorandum

---

**To:** The Honorable  
Board of Directors

**From:** Todd King, System Resiliency Officer

**CC:** Sonya Collins, Chief Procurement Officer

**Date:** October 28, 2024

**RE:** Contract Number 4000698, Construction Inspection and Related Support

---

Under the provisions of Task Order Engineering (TOES) Contract, staff committed to notify the Board of any tasks within the contract that exceeds \$500,000. Task No. 41, Construction Inspection and Related Support, contract is exceeding this amount, so we are writing to advise you about it. Task #41 has invoiced \$488,000.00 to date. There is an amendment to this contract intended to add \$250,000.00 and the new contract amount will be \$738,000.00. The current Final Completion date for this task is 12/31/2025. This amended 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 41 was to provide construction oversight inspection services for various capital and operations and maintenance tasks overseen by Systems Control Center (SCC). The task was initiated in 2022 to provide supplemental inspection services under the direction of SCC staff. Since the key staff overseeing this work have been re-assigned to the Office of Resiliency, the subject projects are in the process of being transferred to Wastewater Conveyance. GLWA staff are recommending extension of this scope of services through the end of calendar year 2025 to provide continuity of staffing for the ongoing projects which will be completed or transferred by December 31, 2025.

### Justification

This task is being completed with the services of staff that are extremely familiar with the work and GLWA. This extension represents the best value to GLWA in terms of cost effectiveness and quality of service provided. If GLWA determines that these services will be needed beyond calendar year 2025, a request for proposal will be prepared for these services to be provided under the normal GLWA Procurement process and guidelines.