

MEMORANDUM

DATE: September 12, 2023

TO: Milton Dohoney, Jr.
City Administrator

FROM: Nicholas Hutchinson, PE
Engineering Unit

RE: Emergency Purchase Authorization – 2190 S State St. Retaining Wall Replacement

Due to a design omission, we are seeking an emergency authorization for a quantity increase for the retaining wall replacement at 2190 South State Street. The City has a contract with Z Contractors, Inc. to replace a city-owned timber retaining wall with a modular block retaining wall. The bid quantity for the area of the wall mistakenly did not include the buried blocks. The error was discovered during construction and the wall was installed per plan.

Due to this error, the completed wall used 40% more blocks than anticipated. This equated to a total project cost that exceeded the original approved contract price and contingency. See the attached change order for the complete breakdown.

As provided in City Code 1:317, we are seeking an emergency authorization from the City Administrator to grant an approval in the amount not to exceed \$208,490.95 to cover cost for retaining wall replacement at the site. This is \$28,744.90 over the approved contract award, which exceeds the contingency originally approved by Council (\$18,000.00) by \$10,744.90. Finance has determined that the Major Street Fund, which funded the rest of the project, is the appropriate funding source to pay for this additional cost.

Milton Dohoney Jr.

Approval
Milton Dohoney, Jr.
City Administrator