

**City of Annapolis
Budget Revision Request**

Control number GT 8-18

Department:
Public Works

Date 5-Jan-2018

Account Name Only	Transfer FROM	Transfer TO
Water Distribution Upgrade	240,000.00	
Water Treatment Plant Upgrades		240,000.00

Funding is requested to cover additional expenses incurred by the City's project management team related to additional oversight for project closeout, outstanding warranty items, extended schedule of project construction and quality assurance issues.

BTM

Approved for Financial & Accounting Sufficiency:

[Signature]

City Manager

[Signature]

Department Director

Approved by:

Mayor

Finance Committee

City Council



City of Annapolis
Department of Public Works

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January 8, 2018

MEMORANDUM

To: Ross Arnett, Chair
City Council Finance Committee

From: David Jarrell, P.E.
Director of Public Works

Re: Budget Transfer Request
Additional Funding for Water Treatment Plant Upgrade

The requested budget transfer of \$240,000 to the ongoing Water Treatment Plant project (CIP #71001) will contribute to the additional costs of the project management team. Specifically, additional costs are being incurred by the City's Owner's Representative, Heery International, and the Project Management Consultant, Chesapeake Blue & Green, due to the following reasons:

- Extended schedule of the project construction (increased number of days)
- Increased intensity of services required for quality assurance (increased required staffing)
- Additional services for oversight of the project closeout
- Additional services for assuring completion of outstanding warranty work

Funding is requested to be taken from the Water Distribution Upgrade project (CIP #71003).