



June 17, 2014

TO: Flood Authority Members
FROM: Scott Boettcher, Staff
SUBJECT: Decision by Chair and Vice-Chair Authorizing a Second Budget Adjustment for the Bucoda Levee Project.

The purpose of this memo is to update Flood Authority members and interested parties on a decision made between Flood Authority meetings by the Chair Raines and Vice-Chair Valenzuela regarding a request by the Town of Bucoda concerning the Bucoda Levee Project.

Flood Authority members will be updated on the substance of this memo at our June 19, 2014 conference call. Feel free to call or email if you have any questions (i.e., 360/480-6600, scottb@sbgh-partners.com).

Background

- (a) The Flood Authority has adopted a policy concerning how to address requests to the Flood Authority to modify project budgets or scopes of work. See attached policy.
- (b) The policy states:
- "Decisions on requests for modifications to a project budget or scope of work that are (1) within budget, (2) within the general schedule, (3) time-sensitive, and (4) generally conform to common notions of "flood hazard reduction" can be made by the Chair and Vice-Chair of the Flood Authority (FA) between regular meetings of the FA."*
- (c) On May 27, 2014, the Town of Bucoda submitted a request for an additional \$4,500 to cover final engineering costs for the Bucoda Levee project (<https://www.ezview.wa.gov/bucodafloodrelief>). The Town proposed to pull the funds from the approximately \$42,000 in remaining project dollars they have saved (not used). See attached email request.

Decision

In reviewing the Flood Authority policy recently adopted for handling requests like this, it appears Bucoda's request can be approved by the Chair and Vice-Chair as it:

- is within the original budget (where approximately \$42,000 is still remaining);
- is time sensitive; and
- can be reported back to the full Flood Authority at the upcoming June 19, 2014 Flood Authority call.



Flood Authority Policy

Decision-Making Approach for Handling Requests to the Flood Authority for Modifications to a Project Budget or Scope of Work

Approved May 15, 2014

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- A. Decisions on requests for modifications to a project budget or scope of work that are (1) within budget, (2) within the general schedule, (3) time-sensitive, and (4) generally conform to common notions of "flood hazard reduction" can be made by the Chair and Vice-Chair of the Flood Authority (FA) between regular meetings of the FA. Any decisions made by the Chair and Vice-Chair should be reported at the next FA regular meeting.

 - B. Decisions on requests for changes in a project budget or scope of work that do not meet any of the above should come before the FA.

Scott Boettcher

From: Scott Boettcher <scottb@sbgh-partners.com>
Sent: Tuesday, June 17, 2014 7:17 AM
To: scottb@sbgh-partners.com
Subject: FW: Bucoda Levee Budget Extension Request for Construction Phase Services

From: Scott Severs [<mailto:scott@jwmorrisette.com>]
Sent: Tuesday, May 27, 2014 3:58 PM
To: 'Alan Carr'
Cc: Jerry Morrisette; Trent Lougheed
Subject: Bucoda Levee Budget Extension Request for Construction Phase Services

Mayor Carr,

When we originally submitted our budget for the construction phase services we knew that the overall budget would be tight. At this time we are at a point where our levee budget is expended and are requesting a budget extension to see the project through to completion. Outlined below are the items that were not anticipated and required more effort than initially anticipated.

Prepare Change Order No. 1.

Prepare Change Order No. 2.

Extra coordination/Correspondence with the Flood Authority, Contractor and Town to prepare the changes.

Extra time with contractor to address levee material Requests for Information (RFI's) including site visits.

Extra field survey work to stake the new fence, reference existing property corners and replace property corners back in their existing locations.

Unless something unforeseen happens I estimate that the extra services could be completed for \$4,500 or less. Please consider this request and feel free to contact me if you have any questions or require additional information.

Please feel free to contact me if there are any questions.

Thank you,
Scott Severs
Technical Operations Manager

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