

MSD Office: MSD Board Agenda Item Request Form

This form and supporting documents (if applicable) are due the Wednesday before the MSD Board Meeting the following Wednesday at 12:00pm

Date Received (Office Use)	
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Date of Request	4/6/2023
Requesting Staff Member	Steven Kuhlmeier
Requested MSD Board Date	4/12/2023
Topic/Discussion Title	Approve contract modifications for 2820 S Sidewalk Project in Magna Metro Township
Description	Contract modification is to increase the authorized fee for DH Group, LLC by \$11,025.00 for ROW appraisal services to a new total of \$24,475.00. The increased cost is due to the expanded scope of the project. This added cost was included in the previously approved modification to the Federal Aid Agreement and associated project budget increase.
Requested Action¹	Approval
Presenter(s)	Steven Kuhlmeier
Time Needed:²	5 min
Time Sensitive³	Yes
Specific Time(s)⁴	N/A
Contact Name & Phone	Steven Kuhlmeier 385-468-6624

¹ What you will ask the MSD Board to do (e.g., discussion only, appropriate money, adopt policy/ordinance) – in specific terms.

² Assumed to be 10 minutes unless otherwise specified.

³ Urgency that the topic be scheduled on the requested date.

⁴ If important to schedule at a specific time, list a few preferred times.

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Date of Request	4/6/2023
Requesting Staff Member	Steven Kuhlmeier
Requested MSD Board Date	4/12/2023
Topic/Discussion Title	Approve contract modifications for 2820 S Sidewalk Project in Magna Metro Township
Description	Contract modification is to increase the authorized fee for K Mitchell Appraisal Co. by \$3,750.00 for ROW appraisal review services to a new total of \$8,950.00. The increased cost is due to the expanded scope of the project. This added cost was included in the previously approved modification to the Federal Aid Agreement and associated project budget increase.
Requested Action¹	Approval
Presenter(s)	Steven Kuhlmeier
Time Needed:²	5 min
Time Sensitive³	Yes
Specific Time(s)⁴	N/A
Contact Name & Phone	Steven Kuhlmeier 385-468-6624

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