

Example of Justification for Issuance of a Contracting Officer's Directive

Memorandum

Request for Contracting Officer's Directive No. 1

This is a request for a Contracting Officer's Directive to _____, Contract Number _____:

1. As per the attached Bulletin #10, dated June 3, 2005, which addresses plumbing items at the Employee Storage Building, provide and install freeze protection for backflow preventer and one ground hydrant with an anti-siphon vacuum breaker.
2. At both the Employee Storage Building and the Wellness Center, install the fire risers as follows.
 - Inside Employee Storage Building, box out the existing 3" CVPC fire line riser from floor level to transition to metal pipe. Box out shall follow NFPA 13.8.14.1.2.7: "Concealed spaces entirely filled with non-combustible insulation shall not require sprinkler protection." The minimum protection to be installed around the CPVC riser is one layer of 3/8" thick gypsum wallboard or 1/2" thick plywood. Box in all CPVC and fill the space between the CPVC pipe and the wallboard/plywood with non-combustible insulation.
 - At Wellness Building, where fire line enters the building, use ductile iron pipe from outside of building line to 6" above interior floor.
3. As per the (2) attached drawings from Provost & Prichard dated 8/16/05, provide and install a total of 3 additional 8" gate valves as shown.
4. Government Estimate – Approximately \$5,000
5. Proposal – Written Request for Proposal was included in the CO Directive No. 5 letter to Contractor.

JUSTIFICATION & URGENCY:

Item 1 is a design oversight that will delay work if not incorporated immediately into the schedule. Weather temperatures require protection against freeze immediately.

Item 2 is needed to correct a conflict between contract drawings and the fire code. The contractor is currently working on this task and requires authorization to continue the work. Critical path depends on continuation of this effort.

Item 3 is a design oversight.

SOURCE OF FUNDS: Construction Contingency Funds have been set aside for this project. Funds are still available to cover this directive. If necessary, we could delete additional landscape features, such as asphalt paths, Schedule of Values Item No. 25.

NEPA AND 106 COMPLIANCE: The original compliance document allows for modifications of this type during construction.

Respectfully Submitted,

Project Manager