

**CITY OF GAUTIER  
MEMORANDUM**

**To:** Paula Yancey, City Manager  
**From:** April Havens, Grants & Projects Administrator  
**Date:** October 11, 2016  
**Subject:** Allen Road (East Lake Blvd) Improvements Final Pay App

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**REQUEST:**

The Grants & Projects Administrator requests authorization to approve a summary change order and process the final payment to Floore Industrial Contractors for the Allen Road Improvements Project, contingent upon Brown, Mitchell & Alexander, Inc. and the City Manager signing off on the final completion and acceptance of the project.

**BACKGROUND:**

City Council approved entering into a Capital Improvements Revolving Loan Program (CAP) Agreement (Order # 199-2012, August 21, 2012) with the Mississippi Development Authority to complete capital improvements on Allen Road. The improvements consisted of repaving and widening from the west end of the lake to just past Dobson Road. Floore Industrial Contractors, of Moss Point, received the \$643,000 construction contract.

**DISCUSSION:**

This project is not yet finally accepted. The City requested a CAP loan extension to allow time for a punch list to be completed by the contractor and have the project finally accepted, but MDA did not approve that extension. The CAP loan dictates that all expenses must be paid by Oct. 28, 2016. Since Oct. 18 is the last City Council meeting of the month, staff recommends that this summary change order and final payment application are approved contingent upon Brown, Mitchell & Alexander, Inc. and the City Manager signing off on the final completion and acceptance of the project. The check will be held by the Comptroller pending that approval.

**RECOMMENDATION:**

The Grants & Projects Administrator recommends that City Council authorize the approval of a summary change order and the processing of final payment to Floore Industrial Contractors for the Allen Road Improvements Project, contingent upon Brown, Mitchell & Alexander, Inc. and the City Manager signing off on the final completion and acceptance of the project.

The City Council may:

1. Authorize the approval of a summary change order and the processing of the final payment, with contingencies, as presented above; or
2. Not authorize the approval of a summary change order and processing of the final payment, with contingencies, as presented above.