



**REQUEST FOR COMMISSION ACTION**  
**CITY OF INDEPENDENCE**  
**January 27, 2022**

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**Department** Public Works

**Director Approval** Cowan/Garris

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**AGENDA ITEM** Consider authorizing the Mayor to sign documentation requesting an extension for the CDBG sanitary sewer project.

**SUMMARY RECOMMENDATION** Authorize the Mayor to sign the appropriate documentation.

**BACKGROUND** Engineers are completing the final design and anticipate advertising for bids in late February or early March. This will require a 60-day extension to allow time for advertising bids and awarding the construction contract.

**SUGGESTED MOTION** I move to authorize the Mayor to sign any and all documentation to request an extension for the CDBG sanitary sewer project.

**SUPPORTING DOCUMENTS**

1. Letter
2. Form



January 27, 2021

Ginny Eardley  
Kansas Department of Commerce  
1000 SW Jackson St., Suite 100  
Topeka, KS 66612-1354

RE: City of Independence, 21-PF-023 - Time Extension Request

Dear Ms. Eardley,

The City of Independence respectfully requests a 60-day Time Extension for the City's Sanitary Sewer Improvements project.

At this time, the engineers continue to work toward completing the final design and anticipate advertising for bids in late February or early March. When the required number of days for requesting wage rates and how long a project must be advertised are factored into the schedule, the Notice of Award cannot be issued prior to the February 28, 2022, deadline.

For these reasons, the City of Independence is requesting a 60-day time extension to allow time for the advertising for bids and awarding of the construction contract.

Thank you for your consideration of this matter.

Sincerely,

Dean Hayse  
Mayor

Enclosures

**INSTRUCTIONS: SUBMIT TO COMMERCE TWO ORIGINALLY SIGNED COPIES WITH  
COVER LETTER CONTAINING REASON(S) FOR REQUEST.**

## **CONTRACT AMENDMENT/REQUEST #1**

Grantee Name: City of Independence      Grant #: 21-PF-023  
Address, City, Zip: 811 W. Laurel St., Independence, KS 67301

Date of Request: 1/27/2022 Check as Applicable:   
Contract Award Date: 3/1/2021 Time Extension   
Current Completion Date: 2/28/2023 Budget Amendment

If requesting time extension, indicate amount of time needed to complete the project and give explanation below. Additional 2 months needed. New completion date for awarding the construction contract by 4/28/2022 .

For budget change(s), enter each line item -- **regardless of whether budget item changed or not**. If approved, this new project budget will supersede any previous budget(s).

Explanation of Request (attach additional sheets, if needed):

At this time, the engineers continue to work toward completing the final design and anticipate advertising for bids in late February or early March. When the required number of days for requesting wage rates and how long a project must be advertised are factored into the schedule, the Notice of Award cannot be issued prior to the February 28, 2022, deadline. For these reasons, the City of Independence is requesting a 60-day time extension to allow time for the advertising for bids and awarding of the construction contract.

The amendment shall become effective on \_\_\_\_\_, 20\_\_\_\_\_. All other terms and conditions of the contract or any amendments thereto, shall remain unchanged. IN WITNESS WHEREOF, the parties hereto execute this agreement.

Authorized Signature – Chief Elected Official

## Kansas Department of Commerce

Dean Hayse, Mayor

Typed Name and Title

## CDBG Program

Date

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Date