



CITY OF RAPID CITY

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MEMORANDUM

TO: Mayor Hanks and City Council

FROM: Robert Ellis, Public Works Director

SUBJECT: Streamlining CIP Project Completion

DATE: December 30, 2008

In an effort to streamline CIP project completion staff is recommending that step number three be omitted from the list of necessary steps required to finish a project. Removal of this step will not jeopardize City Council oversight of the CIP process.

1. CIP Committee project approval
2. City Council approval of CIP project
3. City Council approval of authorization to solicit design services
4. City Council approval of design services agreement
5. City Council approval of project construction advertising authority
6. City Council approval of award for construction contract
7. City Council approval of construction change orders
8. City Council approval of final construction payment



EQUAL OPPORTUNITY EMPLOYER