

## Norton, Dwight

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**From:** Michael Ellis <mellis@wjbe.com>  
**Sent:** Tuesday, July 18, 2023 4:22 PM  
**To:** Cook, Christopher  
**Cc:** Shawn Pichoff; Norton, Dwight  
**Subject:** Re: AECOM comments on Barnes Elec. proposal for providing RTA Foundations

Christopher:

As I was meeting with Shawn this morning to review some of his active and upcoming jobs, the topic of this RFC came up. He filled me in on the progress and status of this RFC and mentioned that the RTA was ready for us to move forward with this scope.

However, given the order of magnitude of this RFC and the required complex coordination with our subcontractors needed to perform this work, I am uncomfortable authorizing him to move ahead without a formal, approved change order from the NORTA Board, or at least an informal notice of approval from the NORTA Board. My concern is that something could delay the approval at the next Board Meeting which would delay the paperwork process of the approved change order which would in turn delay our ability to bill for any of the work in a timely manner causing us to finance some or most of the work for it. As it is, this RFC has already been circulating at the RTA for the last four months without much update on the approval status, so I am a little anxious about depending on a future approval process going smoothly and without any delays.

Given my concern and the fact that the meeting is next week, I would prefer to wait until the Board Meeting on 07-25-2023 before moving forward, using the anticipated approval from that meeting in the meantime as informal notice of award while we wait for delivery of the formal change order paperwork. If this RFC were not so large or didn't require as much risk on our part, we normally would be less anxious about moving forward ahead of formal approvals, rolling the dice that everything will work out as expected. But, this one is a little more than the typical change work that comes up and requires a little more discretion on our part.

I hope that you can understand our perspective and position with this, but please don't hesitate to reach out to me if you would like to discuss further or have any questions.

Thanks.

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**Michael Ellis**

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From: **Cook, Christopher** <[ccook@rtaforward.org](mailto:ccook@rtaforward.org)>

Date: Tue, Jul 18, 2023 at 1:17 PM

Subject: RE: FW: AECOM comments on Barnes Elec. proposal for providing RTA Foundations

To: Shawn Pichoff <[spichoff@wjbe.com](mailto:spichoff@wjbe.com)>, LaFrance, Darrell <[dlafrance@rtaforward.org](mailto:dlafrance@rtaforward.org)>

Shawn:

Per the progress meeting this morning (7/18/23), please proceed with the scope detailed in RFC 102 (attached). NORTA will formalize the change order after the NORTA Board approves at the

upcoming board meeting on 7/25/23. It is standard procedure for anything over \$100K to be presented to and approved by the board. We will update you accordingly.

Thanks,

Christopher H. Cook, *Associate DBIA*

Interim Director of Capital Projects



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