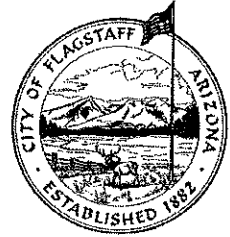


**CITY OF FLAGSTAFF  
STAFF SUMMARY REPORT**



**To:** The Honorable Mayor and City Council  
**From:** Trevor Henry, Project Manager, 226-4856  
Community Development Department  
**Date:** October 16, 2008  
**Meeting Date:** November 4, 2008

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**TITLE:**

**Consideration of Change Order No. 2 to Standard Construction Company, Inc. for the Butler Avenue Median Project**

**RECOMMENDED ACTION:**

- 1. It is recommended that City Council approve Change Order No. 2 to Standard Construction Company, Inc. of Avondale AZ in the amount of \$4,859.36 for the Butler Avenue Median Project, and**
  - 2. Authorize the City Manager to execute the necessary documents.**
- 

**ACTION SUMMARY:**

Approval of this Change Order No. 2 will authorize payment for additional work as follows:

Arizona Public Service Co. (APS) fees that were imposed on the contractor/subcontractor related to the project irrigation controller and service pedestal. The fees would reimburse APS for their time and materials to supply the electrical power source for the controller and to make the connection to the utility side of the electrical meter/pedestal.

The additional work required to install, complete in-place, the irrigation water service that will serve the landscaping plants and trees. Included are the applicable City buy-in fees for the new meter and work by the contractor to perform a tap on the existing 12" water main as required by City standards.

The quantity of asphalt concrete that was placed for the project, which exceeds the project plan quantity by 12.66 SY.

**DISCUSSION:**

**Background/History:**

The City has agreed to provide a traffic component that would help in restricting traffic and pedestrian movements associated with the new NAU conference center. The idea would be to install a raised median that would restrict turning movements onto Butler Avenue and to deter pedestrians from crossing Butler Avenue at non-designated crossings near the new conference center, as well as to minimize traffic impacts on Butler Avenue.

The APS fee is a new operation protocol that is being implemented by APS for all projects as of February 2008 and was collected by APS when the request for work was made. The new irrigation water service was an approved change to the project plans. The approved change provided a higher level of service for the landscaping components and eliminated an unnecessary roadway cut. The placement of the asphalt concrete pavement was in accordance with the City standards and actual field measurements resulted in a quantity that exceeded the plan quantity.

The construction contract was awarded on February 5, 2008, the notice to proceed was issued on March 10, 2008 and acceptance was granted on August 25, 2008.

The contract allowance and change order authority have been exhausted; therefore, City Council approval is required on this change order to increase the contract amount.

**Key Considerations:**

Approving Change Order No. 2 as recommended by staff will compensate the contractor for additional costs incurred and allow the project to move into the final closeout process.

**Community Benefits and Considerations:**

The Butler Avenue Median Project will provide a traffic component that will assist NAU and their operations of the new conference center. The project is an example of the positive relationship that is ongoing between the City and NAU.

**Community Involvement:**

There has been no community involvement other than the standard project reporting that has been generated through the City Manager's office.

**Financial Implications:**

The Change Order Committee met on October 2, 2008 to consider Change Order No. 2 for the Butler Avenue Median Project and it was approved.

The awarded contract amount was \$407,484.50; Change Order No.1 in the amount of \$15,750.00 increased that contract amount to \$423,234.50. By approving Change Order No. 2 in the amount of \$4,859.36, the new contract total will be \$428,093.86.

Change Order No. 2 is funded by the FY 09 budget of \$42,600.00 for the Butler Avenue Median Project (acct. no. 040-9248-607)

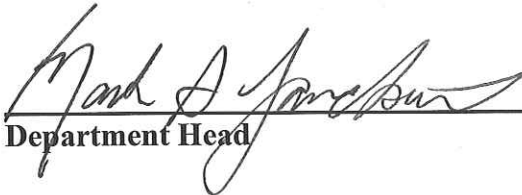
**Options and Alternatives:**

Options available to Council include:

1. Approve Change Order No. 2 as recommended.
2. Direct staff to provide additional information prior to further consideration of Change Order No. 2.

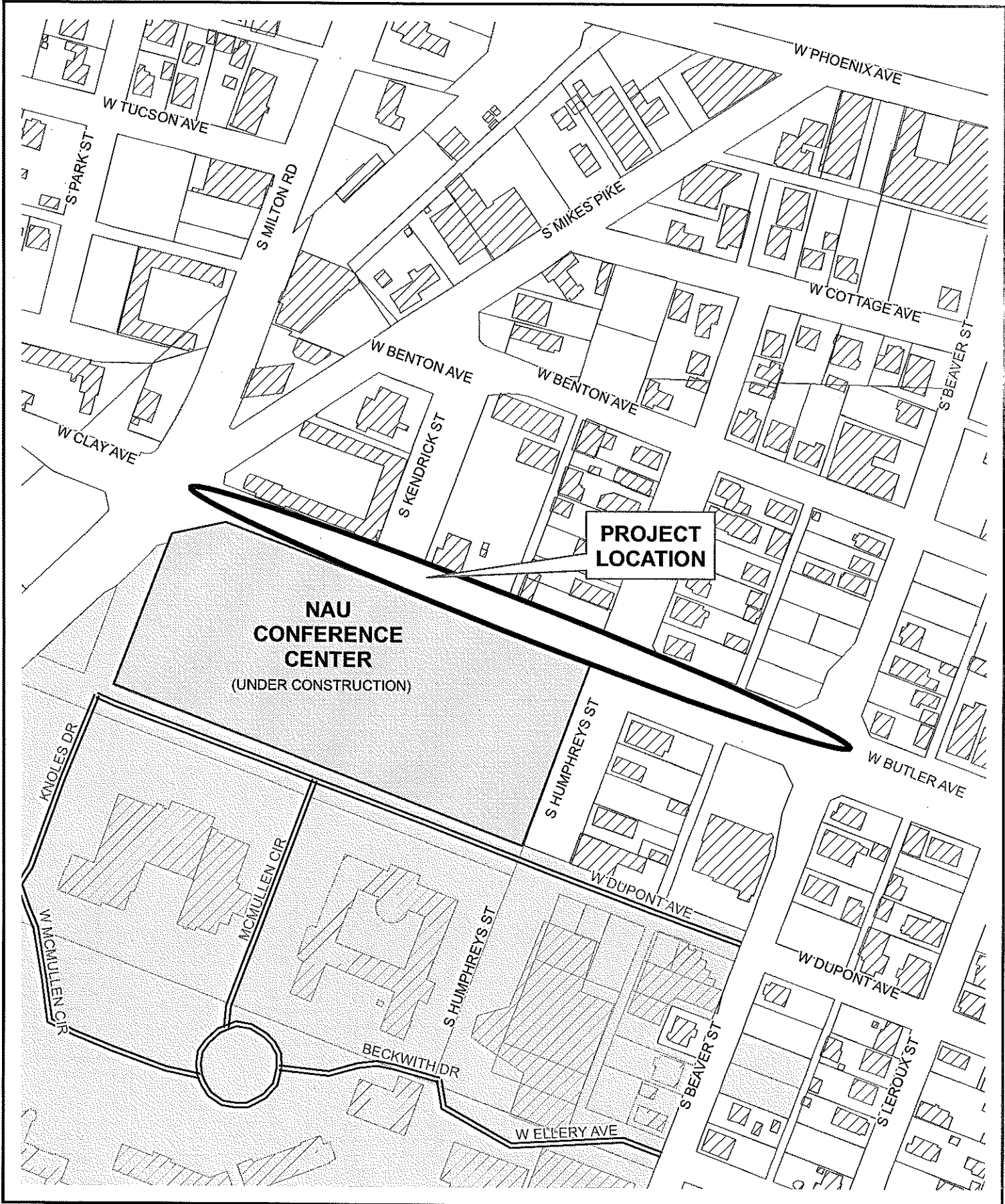
**Attachments/Exhibits:**

Project Vicinity Map  
Change Order No. 2

  
 \_\_\_\_\_  
 Department Head

INITIALS	RESPONSIBILITY	DATE	INITIALS	RESPONSIBILITY	DATE
_____	BIDS/PURCHASES	_____	_____	FINANCE/BUDGET	_____
_____	GRANTS	_____	_____	CONTRACTS	_____
<u>RAB</u>	<u>City Engineer</u>	<u>10/21/08</u>	_____	IGAS	_____

DATE OF COUNCIL APPROVAL: \_\_\_\_\_ *Call for DM 10/16/08*



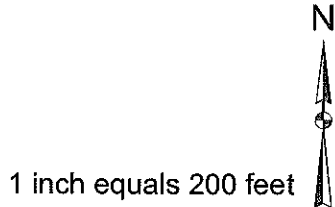
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 Date: 1/04/08



City of Flagstaff Arizona  
 Butler Ave/Median Project Site

Project Number: 03-07003

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**CITY OF FLAGSTAFF**

- CONSTRUCTION CONFIRMING CHANGE ORDER NO. 2
- CONSULTING CONTRACT CHANGE ORDER NO.
- CONSTRUCTION CONTRACT CHANGE ORDER NO.
- CONTRACT ALLOWANCE UPDATE NO.

**PROJECT NO.** 924800 **PROJECT NAME:** Butler Avenue Median Project

**FILE NO.** 03-07003 **PROJECT MANAGER:** Trevor Henry

**TO:** Standard Construction Co., Inc. 040-9248-607-4202

You are hereby directed to make the herein described changes from the plans and/or specifications or perform the following described work not included in the plans and/or specifications of this contract. Description of work to be done:

APS service connection fees that the subcontractor incurred to install the irrigation controller and pedestal (\$2,510.10) Additional work for the installation of the water service (\$1,108.58) Additional AC Pavement placement that is above the plan quantity (\$1,240.68).

The total amount for this Change Order is \$4,859.36 with a zero day time extension.

This change order provides an equitable adjustment for all direct and indirect costs including, but not limited to impacts, delays, labor and labor burden rates, equipment operating fees, material costs, restocking fees, cancellation fees, overhead, extended field overhead, profit, bonding and state sales tax.

03-07003 (040-92-48-607)

Change Order originated by:  CITY OF FLAGSTAFF  CONTRACTOR  CONSULTANT  OTHER: \_\_\_\_\_

Project Manager	<u>10/1/08</u>	Approval Recommended	<u>Trevor Henry</u>
Department Head	<u>10/1/08</u>	Approval Recommended	<u>Randy Feltz</u>
C.O. Committee Meeting Date	<u>10/1/08</u>	Approval Recommended	<u>Randy Feltz</u>
City Attorney Approval Date	<u>10/1/08</u>	Approval Recommended	<u>Dawn Womack</u>
City Council Meeting Date	<u>10/21/08</u>	Approval Recommended	_____

		END DATES		
ORIGINAL CONTRACT PERIOD	144 Days	(8/1/08)	ORIGINAL CONTRACT	\$ 407,484.50
PRIOR TIME CHANGES	0 Days	(8/1/08)	TOTAL PRIOR VALUE CHANGES	\$ 15,750.00
THIS TIME CHANGE	0 Days	(8/1/08)	VALUE OF THIS CHANGE	\$ 4,859.36
NEW CONTRACT PERIOD	144 Days	(8/1/08)	NEW CONTRACT	\$ 428,093.86

We, the undersigned contractor, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above and perform all services necessary for the work above specified and will accept as full payment therefore the prices and time extensions shown above.

**FIRM NAME:** Standard Construction Co., Inc.

Accepted Date: 10/10/08 By: Dawn Womack



## CITY OF FLAGSTAFF

- CONSTRUCTION CONFIRMING CHANGE ORDER NO. 2  
 CONSULTING CONTRACT CHANGE ORDER NO.  
 CONSTRUCTION CONTRACT CHANGE ORDER NO.  
 CONTRACT ALLOWANCE UPDATE NO.

PROJECT NO. 924800 PROJECT NAME: Butler Avenue Median Project

FILE NO. 03-07003 PROJECT MANAGER: Trevor Henry

**JUSTIFICATION:**

APS fees incurred by the subcontractor to install the irrigation service and for the placement of the controller. Work included placement of additional conduit to feed the services.

Install the irrigation water meter within the limits of the concrete median to water the project landscaping. Pay applicable City buy-in fees and additional work to perform a tap on the existing 12" water main. The tap of the 12" water main was a change in plans, which would provide better service for the irrigation and eliminated a need for roadway cut of the existing pavement.

Field measurements of the AC pavement resulted in 12.66 SY of additional pavement placed.

**TIME ANALYSIS:**

No additional time is needed for this work

**COST ANALYSIS:**

Account 040-9248-607-4202 has a total budget of \$403,100 which covers FY 08 and FY 09. The budgeted amount for FY 08 is \$360,500 and FY 09 is \$42,600.

A portion of Change Order No. 2 will be funded from the remaining amount in the City Manager's Project Change Order Authorization, \$250.00. The remaining amount of Change Order No. 2, \$4,609.36, will be funded from the FY 09 budget.

<b>CITY OF FLAGSTAFF</b>		<b>PROJECT STATUS FORM</b>		
<b>PROJECT NAME:</b> Butler Avenue Median Project		<input checked="" type="checkbox"/> Design <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Other		
<b>PROJECT NO.</b> 924800		<b>FILE NO.</b> 03-07003		
<b>ACCT. NO.</b> 040-9248-607-4202		82%	\$353,093.86	
040-3314-600-4205		2%	\$8,500.00	
040-3310-600-4202		4%	\$16,500.00	
051-7501-632-4099		6%	\$25,000.00	
051-7401-632-4099		6%	\$25,000.00	
<b>PROPOSED CONTRACT TOTAL</b> <i>(Includes Original Contract Amount &amp; All Change Orders)</i>			<b>\$428,093.86</b>	
<b>COUNCIL APPROVAL:</b> February 4, 2008		<b>ORIGINAL CONTRACT AMOUNT:</b> \$407,484.50		
<b>PROJECT BUDGET (40-92-48-607)</b> \$42,600.00		<b>FY:</b> 08/09		
<b>PROJECT BUDGET</b> \$360,500.00		<b>FY:</b> 07/08		
<b>NOTICE TO PROCEED:</b> March 10, 2008		<b>ORIGINAL CONTRACT PERIOD (calendar days):</b> 144		
<b>ORIGINAL COMPLETION DATE:</b> August 1, 2008		<b>ORIGINAL CONTRACT ALLOWANCE:</b> \$0.00		
<b>CONSULTANT:</b> Standard Construcion Co., Inc.		<b>LOCATION:</b> Avondale, AZ		
<b>CITY PROJECT MANAGER:</b> Trevor Henry				
Change Orders	C.O. Amount/ Allowance Amt	C.O. Days	Council Date	REASON FOR CHANGE
Revision Date	New Total	New Total	New Comp. Date	
1	\$15,750.00	0	2/4/08	Extra cost due to AC pavement being greater than 14" in depth, applied cost savings and the new APS pedestal and meter.
8/1/08	\$423,234.50	0	8/1/08	
2	\$4,859.36	0	2/4/08	APS fees incurred by sub-contractor, installation of the water service/meter by tapping the 12" main and additional AC pavement above plan quantity.
8/1/08	428,035.77	144	8/1/08	
3				
<b>FINAL PAYMENT</b>				

COMMENTS: The allocations shown above are inclusive of all Change Orders shown.

**Butler Avenue Median Project  
Change Order No. 2  
9-26-08**

<b>Item</b>	<b>Amount</b>
APS Fees to Shaum Electric for water service and pedestal	\$ 2,510.10
Additional work to make the connection to the existing 12" water main, lump sum.	\$ 1,108.58
Additional AC Pavement placed as measured in the field, 12.66 SY	\$ 1,240.68
	<hr/> <hr/> <b>\$ 4,859.36</b>



TIME AND MATERIAL COST BREAKDOWN

PROJECT: Butler Median Project  
 OWNER: City Of Flagstaff  
 PROJECT # 924800

DATE: 4/23/08

ITEM NO: 3

**DESCRIPTION OF WORK PERFORMED:**

Intallation Irrigation Water Service

**LOCATION OF WORK PERFORMED:**

Butler Ave

QUANTITY: 1

EQUIPMENT						
CODE	DESCRIPTION	HOURS	BASE RATE	H.O.C.	TOTAL	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
EQUIPMENT SUBTOTAL					\$0.00	
LABOR						
CODE	DESCRIPTION	DAYS	HOURS O/T	RATE	TOTAL	
			0	\$ -	\$0.00	
			0	\$ -	\$0.00	
			0	\$ -	\$0.00	
			0	\$ -	\$0.00	
			0	\$ -	\$0.00	
			0	\$ -	\$0.00	
BASIC LABOR SUBTOTAL					\$0.00	
FRINGE BENEFITS					\$0.00	
LABOR SUBTOTAL					\$0.00	
MATERIALS						
CODE	DESCRIPTION	QTY	UNIT	PRICE	TOTAL	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
				\$ -	\$0.00	
MATERIAL SUBTOTAL					\$0.00	
SUBCONTRACTOR						
CODE	DESCRIPTION	QTY	UNIT	PRICE	TOTAL	
	Shaum Electic	1	LS	\$ 2,111.95	\$2,111.95	
					\$0.00	
SUBCONTRACTOR SUBTOTAL					\$2,111.95	
SUMMARY						
EQUIPMENT SUBTOTAL				\$	\$0.00	
15% MARKUP ON EQUIPMENT				\$	-	
TOTAL EQUIPMENT					\$0.00	
LABOR SUBTOTAL				\$	-	
15% MARKUP ON LABOR				\$	-	
( <\$50,000 = 15% ) ( \$50,000.01 to \$100,000 = 12% ) ( >\$100,000 = 10% )						
TOTAL LABOR					\$0.00	
MATERIAL SUBTOTAL				\$	-	
15% MARKUP ON MATERIALS				\$	-	
TOTAL MATERIALS					\$0.00	
SUBCONTRACTOR SUBTOTAL				\$	2,111.95	
\$300.00 MARKUP ON SUBCONTRACTOR < \$3,000.00					-	
10% MARKUP ON SUBCONTRACTOR \$3,000.01 TO \$10,000.00				\$	211.20	
5% MARKUP ON SUBCONTRACTOR > \$10,000.00				\$	-	
TOTAL SUBCONTRACTOR				\$	2,323.15	
					SUBTOTAL	\$2,323.15
2.500% BOND					\$58.08	
5.412% SALES TAX 65% of 8.326%					\$128.87	
TOTAL COST					\$2,510.09	

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