



Agenda # 9

Commission Meeting Date: *October 16, 2012*

CITY OF GREAT FALLS

COMMISSION AGENDA REPORT

Item: Change Order: 2012 Miscellaneous Sanitary Sewer Repairs. O.F. 1635.3

From: Engineering Division

Initiated By: Public Works Department

Presented By: Jim Rearden, Public Works Director

Action Requested: Approve Change Order

Suggested Motion:

1. Commissioner moves:

"I move the City Commission approve a Change Order in the amount of \$10,650.00 to United Materials of Great Falls, Inc., for the 2012 Miscellaneous Sanitary Sewer Repairs, O. F. 1635.3, and authorize the City Manager to execute the construction contract documents."

2. Mayor calls for a second, discussion, public comment, and calls for the vote.

Staff Recommendation: Approve Change Order.

Background:

Significant Impacts

This repair will replace collapsed sanitary sewer pipe along 6th Alley North between 4th Street North and 5th Street North where a future sewer lining restoration project is planned.

Citizen Participation

Construction at the intersection of 5th Street North and 6th Alley North will restrict through access during portions of the construction. Local access to residences adjacent to construction zones will be maintained.

Workload Impacts

Design phase engineering and plans and specifications were completed by the City engineering staff with assistance from City utilities. City engineering staff will provide construction phase engineering services and project inspection.

Purpose

This Change Order will allow for the expedient repair of a recently discovered collapsed sanitary sewer line. After this spot repair is complete, the full pipe will be lined as part of a separate project. If this item is not corrected in a timely manner, lining will be postponed and additional repairs may become necessary.

Project Work Scope

This Change Order will fund replacing 50 lineal feet of sanitary sewer pipe. This additional work can be completed within the timeframe of the existing contract.

Evaluation and Selection Process

United Materials of Great Falls, Inc. submitted the low bid out of six original bidders on August 8, 2012, with the bids ranging between \$53,773.00 and \$98,103.00. The unit prices associated with this Change Order are consistent with those provided in their original bid with the exception of an additional bid item to account for an increase in the asphalt replacement depth at 5th Street.

Conclusion

City staff recommends approving the Change Order for the 2012 Miscellaneous Sanitary Sewer Repairs. O.F. 1635.3 to United Materials of Great Falls, Inc. in the amount of \$10,650.

Fiscal Impact:

The attached document summarizes the costs associated with this Change Order. City sanitary collection funding is programmed to fund this project.

Alternatives:

The City Commission could vote to deny this Change Order.

Attachments/Exhibits:

1. Change Order Summary

Change Order

No. 1

Date of Issuance: October 16, 2012

Effective Date: October 16, 2012

2012 Miscellaneous Sanitary Sewer Repairs (O.F. 1635.3)	Owner: City of Great Falls	Owner's Contract No. : O.F. 1635.3
Contractor: United Materials of Great Falls, Inc.		Date of Contract: August 21, 2012
Address: P.O. Box 1690 Great Falls, MT 59403		Project Number.: 361302

The Contract Documents are modified as follows upon execution of this Change Order:

Removal and Replacement of 50 lineal feet of sanitary sewer at the intersection of 5th Street North and 6th Alley North. Additional bid item included to account for 6" depth of asphalt replacement in 5th Street.

Attachments: (List documents supporting change):

CHANGE IN CONTRACT PRICE:
Original Contract Price:

\$ 53,773.00

[Increase] [Decrease] from previously approved Change

Orders No. 0 to No. _____:

\$ _____

Contract Price prior to this Change Order:

\$ 53,773.00

[Increase] [Decrease] of this Change Order:

\$ +10,650.00

Contract Price incorporating this Change Order:

\$ 64,423.00

CHANGE IN CONTRACT TIMES:
Original Contract Times:

Working days Calendar days

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

[Increase] [Decrease] from previously approved Change Orders

No. 0 to No. _____:

Substantial completion (days): _____

Ready for final payment (days): _____

Contract Times prior to this Change Order:

Substantial completion (days or date): 35

Ready for final payment (days or date): _____

[Increase] [Decrease] of this Change Order:

Substantial completion (days or date): _____

Ready for final payment (days or date): _____

Contract Times with all approved Change Orders:

Substantial completion (days or date): 35

Ready for final payment (days or date): _____

RECOMMENDED:

By: Courtney Lyddy
Engineer (Authorized Signature)

Date: 10-10-12

Approved by Funding Agency (if applicable): _____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 10/10/12

Date: _____

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directives must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.