



Agenda # 14  
Commission Meeting Date:  
September 6, 2016

**CITY OF GREAT FALLS  
COMMISSION AGENDA REPORT**

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**Item:** Change Order 1 and Final Payment: 18<sup>th</sup> Street South Storm Drain Improvements Phase 4 University of Great Falls Detention Pond, O.F. 1462.4

**From:** Engineering Division

**Initiated By:** Public Works Department

**Presented By:** Jim Rearden, Public Works Director

**Action Requested:** Approve Change Order 1 and Final Pay Request

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**Suggested Motion:**

1. Commissioner \_\_\_\_\_ moves:

“I move the City Commission (approve / not approve) Change Order 1 in the amount of \$17,202.94 for the 18<sup>th</sup> Street South Storm Drain Improvements Phase 4 University of Great Falls Detention Pond, and approve Final Payment in the amount of \$28,365.48 to Geranios Enterprises of Great Falls, Inc. (Geranios) and \$286.52 to the State Miscellaneous Tax Fund and authorize the City Manager to make the payments.”

2. Mayor Kelly requests a second to the motion, Commission discussion, public comment, and calls for the vote.

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**Staff Recommendation:** Approve Change Order 1 and Final Payment Request.

**Background:**

Significant Impacts

This project improved regional storm water detention capacity and significantly reduces the risk of damage to property in the event of flooding at the intersection at 15<sup>th</sup> Avenue South and 23<sup>rd</sup> Street South. The improvements included the excavation and embankment necessary to create an overflow channel from the intersection of 15<sup>th</sup> Avenue South and 23<sup>rd</sup> Street South to the west to a new detention pond on University of Great Falls (UGF) property. This pond also functions as an athletic field for the University.

Workload Impacts

Thomas Dean and Hoskins (TD&H) Engineering provided design engineering services for the project. City Engineering Staff performed construction inspection and administration duties.

### Evaluation and Selection Process

Four (4) bids were received on July 8, 2015 with the bids ranging between \$789,069.00 and \$938,040.00. Geranios Enterprises, Inc. submitted the low bid.

### Commission Award Date:

The City Commission awarded the contract to Geranios Enterprises on July 21, 2015.

### Project Work Scope

This project consisted of excavation and embankment to create a conveyance channel and new stormwater detention pond and soccer field on UGF property. This also included earthwork on McLaughlin Research Institute's (MRI) property to facilitate a land exchange between MRI and UGF to allow for the area needed to locate an athletic field on UGF property. The associated storm water pipes and inlets were installed with the work on the pond. An improved emergency overflow channel was also installed at Sand Hills Park as part of this project.

In addition to Phase 4 described above, the following storm drain improvements have been constructed, are currently under construction or are in design: 1) new upsized pipe from the intersection of 15<sup>th</sup> Avenue South and 23<sup>rd</sup> Street South across UGF and to the north on 20<sup>th</sup> Street South before continuing north along 18<sup>th</sup> Street South and 17<sup>th</sup> Street South and connecting to existing large diameter pipe in Central Avenue; 2) new inlets along the new pipe at areas that experience flooding; 3) a stormwater detention pond in Chowen Springs Park; 4) and the expansion of the Sand Hills Pond.

Final Payment: The final project cost is \$806,271.94 which is \$17,202.94 greater than the amount that was originally awarded and approved. Change Order # 1 is proposed to account for the additional funding needed for the installation of a trench drain that runs along the perimeter of the field. This was added after the field was completed due to poor drainage along the sides of the field.

### Conclusion

City staff recommends approving the Change Order and recommends making the Final Payments for the 18<sup>th</sup> Street South Storm Drain Improvements Phase 4 University of Great Falls Detention Pond, Office File 1462.4 to Geranios Enterprises.

City staff has verified that Geranios Enterprises has completed all work and punch list items in accordance with the plans and contract. The two year warranty period started at the time of substantial completion which was April 12, 2016.

### **Alternatives:**

The City Commission could vote to deny Change Order 1 and Final Payment.

### **Attachments/Exhibits:**

Change Order 1

# Change Order

No. 1

Date of Issuance: \_\_\_\_\_ Effective Date: \_\_\_\_\_

18 <sup>th</sup> Street Storm Drain Improvements Phase 4– University of Great Falls Detention Pond (O.F. 1462.4)	Owner: City of Great Falls	Owner's Contract No. : O.F. 1462.4
Contractor: Geranios Enterprises Inc.		Date of Contract: July 22, 2015
Address: PO Box 2543, Great Falls, MT 59403		Project Number.: 361407

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

This Change Order allows for the installation of a trench drain around the perimeter of the field to provide better drainage for the field. The athletic field was not draining well along the edges of the field. To provide a functional athletic field to the University in exchange for using this area as storm water detention during large storm events the drainage needed to be improved on the field.

Attachments: (List documents supporting change):

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 789,069.00

[Increase] [Decrease] from previously approved Change

Orders No. 0 to No. \_\_\_\_\_:

\$ \_\_\_\_\_

Contract Price prior to this Change Order:

\$ 789,069.00

[Increase] [Decrease] of this Change Order:

\$ +17,202.94

Contract Price incorporating this Change Order:

\$ 806,271.94

**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): \_\_\_\_\_

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): \_\_\_\_\_

Ready for final payment (days or date): \_\_\_\_\_

RECOMMENDED:

By: \_\_\_\_\_  
Engineer (Authorized Signature)

Date: \_\_\_\_\_

Approved by Funding Agency (if applicable): \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_  
Contractor (Authorized Signature)

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# Change Order

## Instructions

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### **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.