



**CITY OF FLAGSTAFF  
CONTRACT SUPPLEMENTARY JUSTIFICATION**

- CONTRACT ALLOWANCE
- ADMINISTRATIVE CHANGE ORDER

**PROJECT NO.** ST 3353 **PROJECT NAME** Fourth Street Reconstruction

**FILE NO.** 03-19002 **PROJECT MANAGER** Jeremy DeGeyter

**CONTRACTOR / CONSULTANT** RTR Paving & Resurfacing, LLC

**PROJECT DESCRIPTION**

The general project scope includes demolition work, a new, wider street cross section with two northbound and two southbound lanes and a center turn lane, northbound dedicated right turn lanes from Fourth Street onto Sparrow Avenue and onto Soliere Avenue, new streetlights, new traffic signals at Soliere Avenue, new fire hydrants, new 12" water main and new 8" water main, curb and gutter and new sidewalk. Sidewalk will be installed across the project limits on the east side and a permanent FUTS trail will be connected on the west side. communications conduit and pavement striping. (Vicinity Map Attached)

**JUSTIFICATION FOR USE & AMOUNT**

<b>Contract Allowance Amount</b>	<u>\$ 84,995.40 (5%)</u>	<b>Administrative Change Order Amount</b>	<u>\$ 169,990.80 (10%)</u>
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**Justification**  
Request is to provide an allowance to accommodate unanticipated and/or unforeseen issues and for quantity adjustments. Plan quantities are considered accurate but final quantities are measured during construction. The contractor must be compensated for actual quantities of work (MAG 102.3). Quantities often change because of unknown and/or necessary field changes. Without an allowance, project work may need to be suspended until an agenda item can be brought before Council for consideration and approval. An allowance will provide needed flexibility in delivery of improvements, minimizing negative impacts to the community during construction. Any additional quantities needed do become an asset of the City and any unused fund allocation is returned to the program fund.

**COST / BUDGET / FUNDING SOURCE ANALYSIS**

<b>Contract Allowance Amount</b>	<u>\$ 84,995.40 (5%)</u>	<b>Administrative Change Order Amount</b>	<u>\$ 169,990.80 (10%)</u>
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**Justification**  
Allowance request is 5% and Change Order Amount is 10% of the \$1,699,908.00 low bid from RTR Paving & Resurfacing, LLC. The project is funded by the FY 2020-2021 authorized budget: Transportation Tax, Street Improvements budget of \$18,608, the Transportation Tax, Roadway, Pedestrian, Bicycle and Safety Improvements budget of \$1,359,344, and balance forward from the Industrial Drive Phase III project in the amount of \$1,702,740, and \$104,075 in additional FY 2021-2022 funding. The budget accommodates design, construction estimated cost, permitting, testing and inspection, chip seal fund payment, soft costs, Capital Improvements project management costs.

**APPROVALS**

<b>Project Manager</b>	 <small>Digitally signed by Jeremy DeGeyter DN: c=US, E=jdegeyter@flagstaffaz.gov, O=City of Flagstaff, OU=Capital Improvements, CN=Jeremy DeGeyter Date: 2020.12.02 20:31:41-0700</small>	<u>Jeremy DeGeyter</u>	<u>12.02.2020</u>
<b>Program Manager</b>		<u>Bret C. Petersen</u>	<u>12/3/2020</u>
<b>Section Head</b>		<u>Richard A. Barrett</u>	<u>12/3/2020</u>
<b>Division Head</b>		<u>Daniel Folke</u>	<u>12/3/2020</u>

Signature Date