



**CITY OF FLAGSTAFF  
CONTRACT SUPPLEMENTARY JUSTIFICATION**

- CONTRACT ALLOWANCE
- ADMINISTRATIVE CHANGE ORDER

**PROJECT NO.** ST 3305 **PROJECT NAME** Sheep Crossing FUTS Trail

**FILE NO.** 03-17001 **PROJECT MANAGER** David Pedersen

**CONTRACTOR / CONSULTANT** Kinney Construction, LLC

**PROJECT DESCRIPTION**

The Sheep Crossing Trail is a planned Flagstaff Urban Trails System (FUTS) trail, approximately 0.8 miles in length, 10 feet in width, which will connect the Ponderosa FUTS Trail along the west side of Pulliam Drive with the Sinclair Wash FUTS Trail in Fort Tuthill County Park. This multi-use, non-motorized, aggregate mix trail will allow users the opportunity to navigate under Interstate 17, connecting existing trails on the east and west sides of the Interstate, just north of the John Wesley Powell Boulevard and Interstate 17 Interchange. This trail segment is also part of ultimate alignment of the Flagstaff Loop Trail, a 44-mile system of FUTS, County, and US Forest Service trails which circumnavigate the community and provide a world-class recreational opportunity in proximity to the city. (Vicinity Map Attached)

**JUSTIFICATION FOR USE & AMOUNT**

<b>Contract Allowance Amount</b>	<u>\$ 66,262.80 (5%)</u>	<b>Administrative Change Order Amount</b>	<u>\$132,525.60 (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.


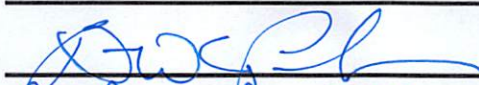
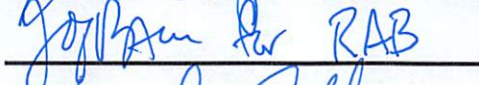
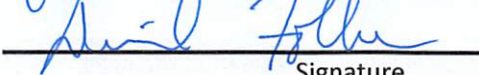
**COST / BUDGET / FUNDING SOURCE ANALYSIS**

<b>Contract Allowance Amount</b>	<u>\$ 66,262.80 (5%)</u>	<b>Administrative Change Order Amount</b>	<u>\$132,525.60 (10%)</u>
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**Justification**

Allowance request is 5% and Change Order Amount is 10% of the \$1,325,256.00 low bid from Kinney Construction, LLC. Adequate funding is in the FY2020 authorized FUTS Fund budget of \$4,355,034. The budget accommodates design, construction estimated cost, permitting, testing and inspection, soft costs, and Capital Improvements project management costs.

**APPROVALS**

<b>Project Manager</b>		David Pedersen	<u>2.27.2020</u>
<b>Program Manager</b>		Bret C. Petersen	<u>2/27/20</u>
<b>Section Head</b>		Richard A. Barrett	<u>2/27/20</u>
<b>Division Head</b>		Daniel Folke	<u>2/27/2020</u>
	Signature		Date