



**CITY OF FLAGSTAFF
CONTRACT SUPPLEMENTARY JUSTIFICATION**

- CONTRACT ALLOWANCE
- ADMINISTRATIVE CHANGE ORDER

PROJECT NO. WA 3435 **PROJECT NAME** Summit Waterline Project

FILE NO. 03-19007 **PROJECT MANAGER** Jeremy M. DeGeyter

CONTRACTOR / CONSULTANT Western Utilities Contractors, LLC, dba Overleys

PROJECT DESCRIPTION

The general project scope includes demolition work, installation of 3,336 linear feet of new water main, including anticipated trench rock excavation, and associated water services, fire hydrants, and 11,110 square yards of new asphalt pavement. (Vicinity Map Attached)

JUSTIFICATION FOR USE & AMOUNT

Contract Allowance Amount	<u>\$ 67,982.85 (5%)</u>	Administrative Change Order Amount	<u>\$135,965.70 (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

Contract Allowance Amount	<u>\$ 67,982.85 (5%)</u>	Administrative Change Order Amount	<u>\$135,965.70 (10%)</u>
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Justification

Allowance request is 5% and Change Order Amount is 10% of the \$1,359,657.00 low bid from Western Utilities Contractors, LLC, dba Overleys. Adequate funding is provided by the Annual Waterline Replacement fund from the FY 20 authorized budget of \$1,350,000 (Acct# 202-08-370-3435-0-4421) and \$350,000 in additional FY 21 funding (Acct# 202-08-370-3435-0-4421).

APPROVALS

Project Manager	<u>Jeremy DeGeyter</u>	<small>Digitially signed by Jeremy DeGeyter DN: c=US, E=jdegeyter@flagstaffaz.gov, O=City of Flagstaff, OU=Engineering, CN=Jeremy DeGeyter Date: 2020.04.30 14:04:37-0700</small>	<u>Jeremy M. DeGeyter</u>	<u>04.30.2020</u>
Program Manager	<u><i>[Signature]</i></u>		<u>Bret C. Petersen</u>	<u>4/30/2020</u>
Section Head	<u><i>[Signature]</i></u>		<u>Richard A. Barrett</u>	<u>5/6/20</u>
Division Head	<u><i>[Signature]</i></u>		<u>Daniel Folke</u>	<u>5/06/2020</u>
	Signature			Date