

**CITY OF FLAGSTAFF**



- CONFIRMING CHANGE ORDER NO. 1
- CONSULTING CONTRACT CHANGE ORDER NO. \_\_\_\_\_
- CONSTRUCTION CONTRACT CHANGE ORDER NO. \_\_\_\_\_
- CONTRACT ALLOWANCE UPDATE NO. \_\_\_\_\_


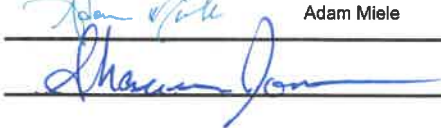
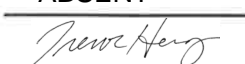
**PROJECT NO.** 24-000305 **PROJECT NAME:** Frances Short Pond – Sediment removal

**FILE NO.** \_\_\_\_\_ **PROJECT MANAGER:** Adam Miele

**TO:** \_\_\_\_\_

You are hereby directed to make the herein described changes from the plans and/or specifications or perform the following described work not included in the plans and/or specifications of this contract. Description of work to be done:  
The contractor was instructed to replaced failed aerators (6 total), provide fence screening, provide a 4' X 4' catch basin at the outlet pipe and provide bonding. (Additional information is attached).

**Change Order originated by:**  CITY OF FLAGSTAFF  CONTRACTOR  CONSULTANT  OTHER: \_\_\_\_\_

<b>Project Manager</b>	<u>7/31/2023</u> Date	<b>Approval Recommended</b>	 Adam Miele
<b>Department Head</b>	<u>8/3/2023</u> Date	<b>Approval Recommended</b>	
<b>Water Services</b>	<u>2023-08-07</u> Date	<b>Approval Recommended</b>	_____
<b>Public Works</b>	_____ Date	<b>Approval Recommended</b>	ABSENT
<b>Eng. and Capital Improvements</b>	<u>8-7-23</u> Date	<b>Approval Recommended</b>	
<b>City Attorney</b>	<u>8-7-23</u> Date	<b>Approval Recommended</b>	_____
<b>Purchasing (Chair)</b>	<u>8-7-23</u> Date	<b>Approval Recommended</b>	_____
<b>City Manager</b>	<u>8-18-23</u> Date	<b>Approval Recommended</b>	_____

		END DATES		
<b>ORIGINAL CONTRACT PERIOD</b>	<u>180</u> Days	<u>(1/10/24)</u>	<b>ORIGINAL CONTRACT</b>	\$ <u>\$397,784.44</u>
<b>PRIOR TIME CHANGES</b>	<u>0</u> Days	<u>(N/A)</u>	<b>TOTAL PRIOR VALUE CHANGES</b>	\$ <u>0</u>
<b>THIS TIME CHANGE</b>	<u>0</u> Days	<u>(N/A)</u>	<b>VALUE OF THIS CHANGE</b>	\$ <u>\$16,700.00</u>
<b>NEW CONTRACT PERIOD</b>	<u>180</u> Days	<u>(1/10/24)</u>	<b>NEW CONTRACT</b>	\$ <u>\$414,484.44</u>

We, the undersigned consultant, have given careful consideration to the change proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, except as may otherwise be noted above and perform all services necessary for the work above specified and will accept as full payment therefore the prices and time extensions shown above.

**FIRM NAME:** Joe Dirt Excavating

**Accepted Date:** 7/31/2023 **By:** Jamie Williamson (see attached)

## CITY OF FLAGSTAFF



CONFIRMING CHANGE ORDER NO. 1  
 CONSULTING CONTRACT CHANGE ORDER NO. \_\_\_\_\_  
 CONSTRUCTION CONTRACT CHANGE ORDER NO. \_\_\_\_\_  
 CONTRACT ALLOWANCE UPDATE NO. \_\_\_\_\_

PROJECT NO. 24-000305 PROJECT NAME: Frances Short Pond – Sediment removal

FILE NO. \_\_\_\_\_ PROJECT MANAGER: Adam Miele

**JUSTIFICATION:**

The contractor was instructed to install fence screening around the north and west perimeter of the temporary fencing at the old Mogollon yard. The old yard was used as a temporary storage location for the removed sediment until the material was disposed of. At the time of the bid, the condition of the six existing aerators was unknown. Following the removal of the sediment, it was determined that the existing aerators were inoperable. New aerators were purchased and installed by the contractor. The condition of the outlet pipe and screen was unknown at the time of the bid. Following the uncovering of the sediment at the outlet pipe, it was determined that the existing system was inadequate. The contractor was instructed to install a four-foot by four-foot catch basin at the outlet.

Stormwater had previously purchased a third aerator system to supplement the existing two (located on the island). The existing power source (solar panel and led acid battery) has been unreliable. With the addition of a third aerator, the contractor was instructed to install two two-inch conduits from an existing electric panel to the island. With the pond drained, it was determined by Water Services this was the appropriate time. Water Services is to provide a separate funding source for the installation of the conduit (\$10,250.00). The incorporation of the power line, pedestal for the third aerator, connection to the existing panel and aerator hookup of the aerator will be completed at a later time.

**TIME ANALYSIS:**

N/A

**COST ANALYSIS:**

Contract cost analysis:

Staff meet with three contractors (two from the JOC on-call list and one local civil contractor) and requested a proposal to remove the sediment (bullet and talking points is attached to this document). One JOC contractor was unable to bid due to current obligations the remaining two contractors provided a cost estimate to perform the work. Both bids were reviewed, and construction schedules were discussed with the contractors to ensure work could be completed by August 2nd. Staff is recommending moving forward with Joe Dirt Excavating, Inc.

Field order cost analysis:

Staff and the contractor reviewed the original contract assumptions and quantities and corrected the assumed / estimated values with actual values. Due to some unforeseen elements, additional was needed. (see attached Field order for additional information).

<b>CITY OF FLAGSTAFF</b>		<b>PROJECT STATUS FORM</b>	
<b>PROJECT NAME: Frances Short Pond – Sediment removal</b>		<input type="checkbox"/> Design <input checked="" type="checkbox"/> Construction <input type="checkbox"/> Other	
<b>PROJECT NO. 24-000305</b>		<b>FILE NO.</b>	
<b>ACCT. NO.</b> 206-08-331-9003-0-4422		97.53%	\$404,234.44
206-08-331-1256-0-4290		2.47%	\$10,250.00
<b>PROPOSED CONTRACT TOTAL</b> <i>(Includes Original Contract Amount &amp; All Change Orders)</i>			<b>\$414,484.44</b>
<b>COUNCIL APPROVAL:</b>		<b>ORIGINAL CONTRACT AMOUNT:</b> \$397,784.44	
<b>PROJECT BUDGET ( \$500,000.00 )</b>		<b>FY:</b>	
<b>PROJECT BUDGET Emergency Procurement</b>		<b>FY:</b>	
<b>NOTICE TO PROCEED:</b>	7/14/2023	<b>ORIGINAL CONTRACT PERIOD (calendar days):</b>	180
<b>ORIGINAL COMPLETION DATE:</b>	1/10/2024	<b>ORIGINAL CONTRACT ALLOWANCE:</b>	\$0
<b>CONSULTANT: Natural Chanel Design</b>		<b>LOCATION: Frances Short Pond</b>	
<b>CITY PROJECT MANAGER: Adam Miele</b>			
<b>Change Orders</b>	<b>C.O. Amount/ Allowance Amt</b>	<b>C.O. Days</b>	<b>Council Date</b>
<b>Revision Date</b>	<b>New Total</b>	<b>New Total</b>	<b>New Comp. Date</b>
1	\$16,700.00	0	8/28/2023
7/31/2023	\$414,484.44	180	1/10/2023
2			
3			
4			
5			
6			
<b>FINAL PAYMENT</b>			

**COMMENTS:** The allocations shown above are inclusive of all Change Orders shown.

<b>Purchase Order Number:</b> 24-000305	<b>Line Number:</b>	<b>Amount</b>	<b>\$397,784.44</b>
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7/24/2023

## City of Flagstaff Field Order

No. 1

Project Title Frances Short Pond - Sediment Removal Project  
 PO Number 24-000305  
 Project Manager Adam Miele  
 Contractor Joe Dirt Excavating

### Description

#### Scope changes due to unknown / unforeseen scope elements

The contractor was instructed to install fence screening around the north and west perimeter of the temporary fencing at the old Mogollon yard. The old yard was used as a temporary storage location for the removed sediment until the material was disposed of. At the time of the bid, the condition of the six existing aerators was unknown. Following the removal of the sediment, it was determined that the existing aerators were inoperable. New aerators were purchased and installed by the contractor. The condition of the outlet pipe and screen was unknown at the time of the bid. Following the uncovering of the sediment at the outlet pipe, it was determined that the existing system was inadequate. The contractor was instructed to install a four-foot by four-foot catch basin at the outlet.

Stormwater had previously purchased a third aerator system to supplement the existing two (located on the island). The existing power source (solar panel and led acid battery) has been unreliable. With the addition of a third aerator, the contractor was instructed to install two two-inch conduits from an existing electric panel to the island. With the pond drained, it was determined by Water Services this was the appropriate time. Water Services is to provide a separate funding source for the installation of the conduit (\$10,250.00). The incorporation of the power line, pedestal for the third aerator, connection to the existing panel and aerator hookup of the aerator will be completed at a later time.

Item	Description	Qty.	Unit	Unit Cost	Subtotal
1	Credit from unused scope	1	L.S.	\$ (14,705.00)	\$ (14,705.00)
2	New aerators	1	L.S.	\$ 1,590.00	\$ 1,590.00
3	Fence Screening	1	L.S.	\$ 2,800.00	\$ 2,800.00
4	Catch Basin	1	L.S.	\$ 5,820.00	\$ 5,820.00
5	Bond 2.5%	1	L.S.	\$ 10,945.00	\$ 10,945.00
6	Conduit to the Island *	1	L.S.	\$ 10,250.00	\$ 10,250.00
	* To be paid for from other WS account(s)			Direct Cost Total	16,700.00

Notice to Proceed Date	07/14/23	Original Allowance Amount	0.00
Original Contract Time in Calendar Days	182.0 Days	Total Value of Prior Changes	0.00
Prior Time Changes	0.0 Days	Current Allowance Balance	0.00
Revised Contract Time	182.0 Days	Value of This Change	16,700.00
Change in Time by This Field Order	0.0 Days	Reallocation to Allowance	0.00
Revised Contract Time	182.0 Days	Subsequent Allowance Balance	(16,700.00)
Revised Contract Completion Date	01/12/24		

Undersigned agrees to accept the described costs and/or time as full payment and that this Field Order provides an equitable adjustment for all direct and indirect costs, including but not limited to impacts, delays, labor, labor burden rates, equipment, operating fees, material costs, restocking fees, overhead, extended field overhead, profit, bonding and state sales tax.

Contractor Jamie Williamson Date 07/31/2023  
 City Project Manager Adam Miele Date 7/24/2023  
 City Section Head Ed Schenk Date 7/31/2023  
 City Division Head Shannon Jones Date 7/31/2023

cc: File