



# CITY OF FLAGSTAFF

- CONFIRMING CHANGE ORDER NO.
- DESIGN CONTRACT CHANGE ORDER NO.
- CONSTRUCTION CONTRACT CHANGE ORDER NO.
- CONTRACT ALLOWANCE UPDATE NO.

\_\_\_\_\_  
 2  
 \_\_\_\_\_  
 \_\_\_\_\_

**PROJECT NO.** 3520                      **PROJECT NAME:** Downtown Mile

**FILE NO.** 03-23016                      **PROJECT MANAGER:** Christine Cameron

**FIRM NAME:** WSP USA Inc.

**Purchase Order Number:** 23-002534    |    **Line Number:**                      |    **Amount**

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

**DETAILED DESCRIPTION:**

Engineering services for bridge structure type modifications from a closed box to open three span bridge structures. Change in design in approaches to the Florence to Walnut pedestrian undercrossing. Retaining wall structure type changes adjacent to the Mountain Line Downtown Connection Center. Additional field survey.

**JUSTIFICATION:**

The additional design scope has been identified through preliminary design work and involvement with partner agencies and is necessary for the completion of the project.

**TIME ANALYSIS:**

The time to perform this additional work was included in Change Order #1 so there is no time extension request.

**COST ANALYSIS:**

Project design is funded by the following:  
 U.S. Department of Transportation, Federal Highway Administration Surface Transportation Block Grant (administered and provided by MetroPlan) in the amount of \$490,000 plus \$29,619 city match for a total amount of \$519,619.  
 Private partnership contribution from BNSF in the amount of \$250,000.  
 City Stormwater and Transportation funds in the amount of \$2,627,376.38.

Current FY24 funding is \$4,152,413 and FY25 funding is anticipated to be \$6,955,000, account # 409-09-427-3520-1.

<b>CITY OF FLAGSTAFF</b>		<b>PROJECT STATUS FORM</b>		
PROJECT NAME: Downtown Mile		<input checked="" type="checkbox"/> Design <input type="checkbox"/> Construction <input type="checkbox"/> Other		
PROJECT NO. 3520		FILE NO. 03-23016		
ACCT. NO. <u>409-09-427-3520-1</u>		100.00	%	
ACCT. NO. _____			%	
COUNCIL APPROVAL DATE: 10/18/2024		ORIGINAL CONTRACT AMOUNT: \$ 3,207,026.00		
PROJECT BUDGET ( FY <u>24</u> ) \$ 4,152,413.00		PROJECT BUDGET ( FY _____ )		
NOTICE TO PROCEED DATE: 11/01/2022		ORIGINAL CONTRACT PERIOD (calendar days): 320		
ORIGINAL COMPLETION DATE: 09/17/2023		ORIGINAL CONTRACT ALLOWANCE: \$ 160,350.00		
DESIGN FIRM: WSP				
Change Orders	C.O. Amount	C.O. Days	Start Date	REASON FOR CHANGE
Revision Date	New Total	New Total	New Comp. Date	
1	\$ 83,828.19	365		Additional geotech, street and trail design, Approved jurisdictional Delineation
10/24/2023	\$ 3,290,854.57	685		
2	\$ 243,441.40	0		Bridge structure type design, additional survey, retaining wall structure design
	\$ 3,534,295.97	685		
3				
4				
5				

**COMMENTS:** The allocations shown above are inclusive of all Change Orders shown. If there are more than 5 Change Orders, please request a separate form from Purchasing that includes additional spaces. Thank you!

<b>ORIGINAL CONTRACT PERIOD</b>	<u>320</u> Days	END DATES	( _____ )	<b>ORIGINAL CONTRACT</b>	\$ \$ <u>3,207,026.00</u>
<b>PRIOR TIME CHANGES</b>	<u>365</u> Days		( <u>09/06/2024</u> )	<b>TOTAL PRIOR VALUE CHANGES</b>	\$ \$ <u>83,828.00</u>
<b>THIS TIME CHANGE</b>	<u>0</u> Days		( _____ )	<b>VALUE OF THIS CHANGE</b>	\$ \$ <u>243,441.40</u>
<b>NEW CONTRACT PERIOD</b>	<u>685</u> Days		( <u>09/06/2024</u> )	<b>NEW CONTRACT</b>	\$ \$ <u>3,534,295.40</u>



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**PROJECT NO.** 3520 **PROJECT NAME:** Downtown Mile

**FILE NO.** 03-23016 **PROJECT MANAGER:** Christine Cameron

## SIGNATURES

### SUBMITTER

**Project Manager** 2/5/2024 **Approved Signature** Christine Cameron  
Date

**Department Head** 02/06/2024 **Approved Signature**  Digitally signed by Paul Mood  
Date: 2024.02.06 15:27:13 -07'00'  
Date

### COMMITTEE

**Water Services** 02/07/2004 **Approved Signature** Douglas Slover Jr Digitally signed by Douglas Slover Jr  
DN: cn=Douglas Slover Jr, o, ou,  
email=dslover@flagstaffaz.gov, c=US  
Date: 2024.02.07 08:41:52 -07'00'  
Date

**Public Works** \_\_\_\_\_ **Approved Signature** ABSENT  
Date

**City Engineering** 02/06/2024 **Approved Signature**  Digitally signed by Paul Mood  
Date: 2024.02.06 15:28:09 -07'00'  
Date

**City Attorney** \_\_\_\_\_ **Approved Signature** Christina A. Kinnear Digitally signed by Christina A. Kinnear  
DN: cn=Christina A. Kinnear, o=City of  
Flagstaff, ou=City Attorney,  
email=christina.kinnear@flagstaffaz.gov, c=US  
Date: 2024.02.07 09:22:20 -07'00'  
Date

**Finance** \_\_\_\_\_ **Approved Signature** ABSENT  
Date

**Purchasing (Chair)** \_\_\_\_\_ **Approved Signature** Patrick Brown Digitally signed by Patrick Brown  
Date: 2024.02.07 13:18:05 -07'00'  
Date

**EXECUTIVE**

**City Manager** \_\_\_\_\_ **Approved Signature** \_\_\_\_\_  
Date

**Council Meeting Date (if required)** 02/20/2024 **Council Approved?** Yes  No

We have given careful consideration to the proposed and hereby agree, if this proposal is approved, that we will provide all equipment, furnish all materials, and perform all services necessary for the work specified.

**FIRM NAME:** WSP USA Inc. **Signature:** Joy Melita Digitally signed by Joy Melita  
Date: 2024.02.01 13:51:36 -07'00'

**Date:** 02/01/2024 **Print Name and Title:** Joy Melita, Senior Vice President