CITY OF FLAGSTAFF

CONTRACT SUPPLEMENTARY JUSTIFICATION

☒ **CONTRACT ALLOWANCE**

☒ **ADMINISTRATIVE CHANGE ORDER**

PROJECT NO.	WA3440	**PROJECT NAME**	Spruce Wash Water & Sewer
FILE NO.	03-24009	**PROJECT MANAGER**	Ann Taylor
CONTRACTOR / CONSULTANT	Summit Construction Company, LLC		

PROJECT DESCRIPTON

The Project generally consists of replacing the existing sewer system, and realignment of the existing water system near Route 66 and North First Street. The existing 14" & 21" sewer lines will be removed and replaced with 24" DIP line. The new 222 LF of sewer main will be installed at a lower elevation to comply with the City of Flagstaff's and ADEQ Engineering Standards. In addition, the removal of 2 manholes and replacement of the upstream manhole with a new drop manhole will also be included in the project. The existing water main system consists of a 12" CIP water line that does not meet the depth requirement of the City of Flagstaff and ADEQ Engineering Standards. The replacement will consist of a 12" DIP water main buried at a minimum depth of 4 ft.

JUSTIFICATION FOR USE & AMOUNT

Contract Allowance Amount	$46,023.75 (7.5% of Lowest Bid)	**Administrative Change Order Amount**	$61,365.00 (10% of Lowest Bid)

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	$ 46,023.75 (7.5% of Lowest Bid)	**Administrative Change Order Amount**	$61,365.00 (10% of Lowest Bid)

Justification

Allowance request is 7.5% of the lowest bid of $613,650.00 from Summit Construction Company, LLC. and Change Order Amount is 10% of the $613,650.00 bid amount from Summit Construction Company, LLC. Adequate funding is in the FY25 authorized budget total of $774,000. The budget accommodates design, construction estimated costs, permitting, testing and inspection, soft costs, and Capital Improvements project management costs.

APPROVALS

Project Manager	Ann Taylor	Ann Taylor	10/17/2024
Section Head	Trevor Henry	Trevor Henry	10/17/24
Division Head	Paul Mood 2024.10.18 14:15:36 -07'00'	Paul Mood	10/18/24
	Signature		Date