



## CITY OF FLAGSTAFF

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

2

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**PROJECT NO.** ST3047      **PROJECT NAME:** Butler Fourth Improvements  
**FILE NO.** 03-21004      **PROJECT MANAGER:** Ann Taylor  
**FIRM NAME:** Burgess & Niple, Inc.

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**Purchase Order Number:** 23-002304      **Line Number:** \_\_\_\_\_      **Amount** \$ 234,660.00

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

### DETAILED DESCRIPTION:

Completion of Phase A, initial design to 30%, due to extra work and out of scope activities related to Roundabout Design Expansion, Transit Facilities Design Changes and Additional Work & Administration Coordination. These activities were requested by the City Council and to address the comments or input from the affected public, citizens or commissions.

New scope for a Traffic Analysis that will provide impacts created by a proposed relocation of a roundabout that is near the west end of the project and out the addition of dual left hand turns onto the EB & WB ramps at the I40 interchange. The Traffic Analysis was a request by the Arizona Department of Transportation to determine if the roundabout and dual left hand turn lanes will satisfy their design spacing criteria. The relocated roundabout was a request made by Little America.

Please see the attached change order request proposal for additional information.

### JUSTIFICATION:

The Phase A contract was approved on November 1, 2022. In order to complete Phase A, this change order needs to be considered and approved for the added scope/work. Phase A also needs to be completed before Phase B, remaining design, is considered and executed.

### TIME ANALYSIS:

There are 150 calendar days added to this contract to allow for completion of the remaining scope include under this change order.

### COST ANALYSIS:

Reference attached documentation from Burgess & Niple dated January 28, 2025 for scope of services and fee proposal regarding this change order.

048-10-118-3047-6-4421, \$234,660.00, FY25, Prop 419, Street Widening

<b>CITY OF FLAGSTAFF</b>		<b>PROJECT STATUS FORM</b>	
PROJECT NAME: Butler Fourth Improvements		<input checked="" type="checkbox"/> Design <input type="checkbox"/> Construction <input type="checkbox"/> Other	
PROJECT NO. ST3047		FILE NO. 03-21004	
ACCT. NO. <u>048-10-118-3047-6-4421</u>		100.00	%
ACCT. NO. _____			%
COUNCIL APPROVAL DATE: November 1, 2022		ORIGINAL CONTRACT AMOUNT: \$ 716,401.00	
PROJECT BUDGET ( FY <u>22</u> )		PROJECT BUDGET ( FY <u>22</u> )	
NOTICE TO PROCEED DATE: 11/04/2022		ORIGINAL CONTRACT PERIOD (calendar days): 300	
ORIGINAL COMPLETION DATE: 08/31/2023		ORIGINAL CONTRACT ALLOWANCE:	
<b>DESIGN FIRM:</b>			
Change Orders	C.O. Amount	C.O. Days	Start Date
Revision Date	New Total	New Total	New Comp. Date
1	\$ 97,110.21	430	11/04/2022
07/18/2024	\$ 813,511.21	730	11/03/2024
2	\$ 234,660.00	150	04/02/2025
03/04/2025	\$ 1,048,171.21	880	04/02/2025
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>300</u> Days	END DATES ( <u>08/23/2023</u> )	<b>ORIGINAL CONTRACT</b>	\$ <u>\$ 716,401.00</u>
<b>PRIOR TIME CHANGES</b>	<u>430</u> Days	( <u>11/03/2024</u> )	<b>TOTAL PRIOR VALUE CHANGES</b>	\$ <u>\$ 97,110.21</u>
<b>THIS TIME CHANGE</b>	<u>150</u> Days	( <u>04/02/2025</u> )	<b>VALUE OF THIS CHANGE</b>	\$ <u>\$ 234,660.00</u>
<b>NEW CONTRACT PERIOD</b>	<u>880</u> Days	( <u>04/02/2025</u> )	<b>NEW CONTRACT</b>	\$ <u>\$ 1,048,171.21</u>



# CITY OF FLAGSTAFF

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- DESIGN CONTRACT CHANGE ORDER NO. 2
- CONSTRUCTION CONTRACT CHANGE ORDER NO. \_\_\_\_\_
- CONTRACT ALLOWANCE UPDATE NO. \_\_\_\_\_

**PROJECT NO.** ST3047 **PROJECT NAME:** Butler Fourth Improvements

**FILE NO.** 03-21004 **PROJECT MANAGER:** Ann Taylor

## SIGNATURES

### SUBMITTER

<b>Project Manager</b>	<u>01/28/2025</u> Date	<b>Approved Signature</b>	<u>Ann Taylor</u> <small>Digitally signed by Ann Taylor Date: 2025.01.28 13:16:18 -07'00'</small>
<b>Department Head</b>	<u>01/28/2025</u> Date	<b>Approved Signature</b>	<u>Paul Mood</u> <small>Paul Mood 2025.01.28 13:40:14 -07'00'</small>

### COMMITTEE

<b>Water Services</b>	<u>2025-01-31</u> Date	<b>Approved Signature</b>	<u>Douglas Slover Jr</u> <small>Digitally signed by Douglas Slover Jr DN: cn=Douglas Slover Jr, o, ou, email=dslover@flagstaffaz.gov, c=US Date: 2025.01.31 13:06:35 -07'00'</small>
<b>Public Works</b>	_____ Date	<b>Approved Signature</b>	<b>Absent</b>
<b>City Engineering</b>	<u>2/3/25</u> Date	<b>Approved Signature</b>	<u>Christina A. Kinnear</u> <small>Digitally signed by Christina A. Kinnear DN: cn=Christina A. Kinnear, o=City of Flagstaff, ou=City Attorney, email=christinakinnear@flagstaffaz.gov, c=US Date: 2025.02.03 08:36:33 -07'00'</small>
<b>City Attorney</b>	_____ Date	<b>Approved Signature</b>	<u>Martin Donohoe</u> <small>Digitally signed by Martin Donohoe Date: 2025.02.12 15:09:00 -07'00' Adobe Acrobat version: 11.0.23</small>
<b>Finance</b>	_____ Date	<b>Approved Signature</b>	<u>Patrick Brown</u> <small>Digitally signed by Patrick Brown Date: 2025.02.13 10:55:08 -07'00'</small>
<b>Purchasing (Chair)</b>	_____ Date	<b>Approved Signature</b>	<u>Greg Clifton</u> <small>Digitally signed by Greg Clifton Date: 2025.02.14 14:30:00 -07'00'</small>
<b>City Manager</b>	_____ Date	<b>Approved Signature</b>	

**Council Meeting Date (if required)** 03/04/2025 **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:** Burgess & Niple, Inc. **Signature:** Jason L. Pagnard

**Date:** 01/28/2025 **Print Name and Title:** Jason L Pagnard, Vice President