



# CITY OF FLAGSTAFF

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

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5 \_\_\_\_\_

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**PROJECT NO.** 3520 **PROJECT NAME:** Downtown Mile - Amtrak Station Platforms

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

**FIRM NAME:** WSP

Purchase Order Number: 23-002534	Line Number: 1	Amount \$ 3,910,427.40
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Change Order originated by:  CITY OF FLAGSTAFF       CONTRACTOR       DESIGN FIRM       OTHER: \_\_\_\_\_

**DETAILED DESCRIPTION:**

This change order is for additional design required for the Amtrak Station Platforms portion of the Downtown Mile Safety and Connectivity Project.

The attached proposal from WSP provides further detail on the scope of services and fee.

**JUSTIFICATION:**

These changes are required due to additional design work for the north and south Amtrak platform construction. This work was originally included in the Downtown Mile Project but was not eligible under the USDOT INFRA grant, so the design was not advanced. The scope had to be removed until funding was secured. The City was awarded a CRISI grant in November 2024 which provides funding for the platform portion of the project.

**TIME ANALYSIS:**

The contract will need to be extended to June 30, 2026 for this additional work.

**COST ANALYSIS:**

The Amtrak Platform Project construction is funded by a U.S. Department of Transportation CRISI Grant in the amount of \$4,989,600. Design funding for the north platform scope will be provided by the City of Flagstaff and funding for the south platform will be provided by BNSF Railway. The project is funded in FY 25 in the amount of \$10,051,365.00.

<b>CITY OF FLAGSTAFF</b>		<b>PROJECT STATUS FORM</b>		
PROJECT NAME: Downtown Mile - Amtrak Station		<input checked="" type="checkbox"/> Design <input type="checkbox"/> Construction <input type="checkbox"/> Other		
PROJECT NO. 3520		FILE NO. 03-23016		
ACCT. NO. <u>409-09-427-3520-1-4421</u>		100.00	%	
ACCT. NO. _____			%	
COUNCIL APPROVAL DATE: 10/18/2022		ORIGINAL CONTRACT AMOUNT: \$ 3,207,026.38		
PROJECT BUDGET (FY <u>25</u> ) \$ 10,051,365.00		PROJECT BUDGET (FY <u>26</u> ) \$ 11,605,000.00		
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	11/01/2022	Additional geotech, street and trail design, Approved Jurisdictional Delineation.
	\$ 3,290,854.57	685	09/16/2024	
2	\$ 243,441.40	0	11/01/2022	Bridge structure type design, additional survey, retaining wall structure.
	\$ 3,534,295.97	685	09/16/2024	
3	\$ 306,606.00	473	11/01/2022	Additional roadway design, drainage work, structure and rail work, beautification work.
	\$ 3,840,901.97	1157	01/01/2026	
4	\$ 69,526.50	0	11/01/2022	Additional survey, ROW documents, NEPA coordination.
	\$ 3,910,428.47	1157	01/01/2026	
5	\$ 511,193.00	180	11/01/2022	Amtrak Platform Design
	\$ 4,421,621.47	1337	06/30/2026	

**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 ( <u>11/01/2023</u> )	<b>ORIGINAL CONTRACT</b>	\$ <u>\$ 3,207,026.38</u>
<b>PRIOR TIME CHANGES</b>	<u>838</u> Days	( <u>01/01/2026</u> )	<b>TOTAL PRIOR VALUE CHANGES</b>	\$ <u>\$ 703,402.09</u>
<b>THIS TIME CHANGE</b>	<u>180</u> Days	( <u>01/01/2026</u> )	<b>VALUE OF THIS CHANGE</b>	\$ <u>\$ 511,193.00</u>
<b>NEW CONTRACT PERIOD</b>	<u>1337</u> Days	( <u>01/01/2026</u> )	<b>NEW CONTRACT</b>	\$ <u>\$ 4,421,621.47</u>



# CITY OF FLAGSTAFF


- CONFIRMING CHANGE ORDER NO. \_\_\_\_\_
- DESIGN CONTRACT CHANGE ORDER NO. 5
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- CONTRACT ALLOWANCE UPDATE NO. \_\_\_\_\_

**PROJECT NO.** 3520 **PROJECT NAME:** Downtown Mile - Amtrak Station Platforms

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

## SIGNATURES

### SUBMITTER

**Project Manager** 05/27/2025 **Approved Signature**   
Date

**Department Head** 06/05/2025 **Approved Signature** Paul Mood Digitally signed by Paul Mood  
Date: 2025.06.05 09:10:00 -07'00'  
Date

### COMMITTEE

**Water Services** 2025-06-09 **Approved Signature** Douglas Slover Jr Digitally signed by Douglas Slover  
Date: 2025.06.09 10:15:16 -07'00'  
Date

**Public Works** 6-6-2025 **Approved Signature** 

**City Engineering** 06/05/2025 **Approved Signature** Paul Mood Digitally signed by Paul Mood  
Date: 2025.06.05 09:12:03 -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: 2025.06.10 13:42:51 -07'00'  
Date

**Finance** 06/10/2025 **Approved Signature** 

**Purchasing (Chair)**          **Approved Signature** Patrick Brown Digitally signed by Patrick Brown  
Date: 2025.06.10 15:12:00 -07'00'  
Date

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

**Council Meeting Date (if required)** \_\_\_\_\_ **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 **Signature:** Melita, Joy (Melita) Digitally signed by Melita, Joy (Melita)  
DN: cn=Melita, Joy (Melita), ou=Active, email=Joy.Melita@wsp.com  
Date: 2025.03.18 13:45:07 -07'00'

**Date:** 06/04/2025 **Print Name and Title:** Joy Melita, Senior Vice President