



DATE: February 23, 2011
TO: Honorable Mayor and City Councilmembers
FROM: Neighborhood Services and Development Services Departments
SUBJECT: **CHANGE ORDERS 6, 7 AND 8 FOR THE COUNTRY CLUB SENIOR CENTER ROOM ADDITION PROJECT AND BUDGET TRANSFER OF \$15,326 FROM CDBG RECOVERY ACT FUNDS FOR THE PROJECT**

SYNOPSIS

Staff recommends that the City Council approve Change Orders 6, 7 and 8 in amounts totaling \$14,383.31 to Coastal Air, Inc. for the Country Club Senior Center Room Addition project, for additional work requested by the City and authorize the City Engineer to execute the change orders; and approve a budget transfer in the amount of \$15,326 from CDBG Recovery Act funds, to complete the funding for the project.

BACKGROUND

On May 26, 2010, the City Council approved the plans and specifications for the Country Club Senior Center Room Addition Project to construct a room addition measuring 13 feet by 32 feet to the Country Club Senior Center located at 455 Country Club Lane. On August 18, 2010 the project was awarded to Coastal Air, Inc., in the amount of \$62,400.

ANALYSIS

The base contract provided for the construction of a 13 x 32 foot room addition for the Country Club Senior Center in the amount of \$62,400.

Change Orders 1 and 2 were approved by the Council on December 8, 2010.

Change Order 1 in the amount of \$14,074 provides for a new air conditioner, electrical supply and changes in rafter support for the room addition.

Change Order 2 in the amount of \$12,401 provides for the installation of additional laminate floor covering in the lobby and hallway.

Change Orders 3 through 5 were approved administratively by the City Engineer.

Change Order 3 in the amount of \$437 provides for the installation of a new 220-amp electric service line and receptacle to power a soft drink machine.

Change Order 4 in the amount of \$552 provides for installing a ceiling access door in front of the men's restroom.

Change Order 5 in the amount of \$1,842.30 provides for the demolition of stucco along parapet walls.

Change Orders 6, 7 and 8 require approval by the City Council;

Change Order 6 in the amount of \$5,459.31 provides for flashing the exterior door and windows, providing power and installing two exterior lights and adding stucco to tie in the roof to the existing parapets.

Change Order 7 in the amount of \$2,070 to provide for welding angle braces to the existing metal I-beam to tie the beam to the new rafter system.

Change Order 8 in the amount of \$6,854 provides for the demolition of the existing walkway and the pouring of new walkways to meet the requirements of the American with Disabilities Act.

The final construction contract amount, including Change Orders 6, 7 and 8 is \$106,090.65.

FISCAL IMPACT

The final project cost, including plans, fees, professional services and project management is approximately \$135,000.

The funding source for the project is CDBG Recovery Act funds. The City Council has approved \$120,000 in CDBG Recovery Act funds for the project (999114400274). The three change orders will require a transfer of \$15,326 from the Energy Efficiency and Water Conservation project (999114800274) which will increase the Country Club Senior Center Room Addition project to \$135,326. The Energy Efficiency and Water Conservation project has \$15,326 available with no new projects pending. The transfer will provide sufficient funding to complete the room addition project while only using CDBG Recovery Act funds for the project as required under Recovery Act regulations.

INSURANCE REQUIREMENTS

The City's standard insurance requirements have been met.

CITY ATTORNEY'S ANALYSIS

The referenced documents have been reviewed by the City Attorney and approved as to form.

RECOMMENDATION

Staff recommends that the City Council approve change orders 6, 7 and 8 in amounts totaling \$14,383.31 to Coastal Air, Inc. for the Country Club Senior Center Room Addition project; for additional work requested by the City, and authorize the City Engineer to execute the change orders; and approve a budget transfer of \$15,326 from CDBG Recovery Act funds for the project.

PREPARED BY:



Steve Jackson
Housing Program Manager

SUBMITTED BY:



Peter A. Weiss
City Manager

REVIEWED BY:

Michelle Skaggs Lawrence, Deputy City Manager



mt.

Margery M. Pierce, Director of Neighborhood Services

George Buell, Development Services Director



GB

Scott O. Smith, City Engineer



SOS

Teri Ferro, Financial Services Director

Attachments:
Change Orders 1 through 8

**CITY OF OCEANSIDE
CONTRACT CHANGE ORDER**

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 001
PROJECT No. 999114400274
DATE 11/1/2010
PURCHASE ORDER # _____

This change order provides for: The installation of a 2 1/2 ton air conditioning unit, thermostat and electric power to provide ventilation to the new room addition in lieu of attaching to an existing air conditioning unit. Plans specify that contractor will attach ducting to one of the existing air conditioning units servicing the Country Club Senior Center. Subsequent examination by City Staff determined that units available would not adequately supply the additional load.

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agree Amount of \$14,074.40 L.S.

Cost: Increase x Decrease _____ No Change _____

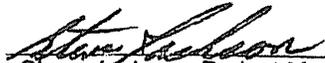
Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

Contract Time Adjustment:

By reason of this order the time of completion will be adjusted as follows 10 days.

Contract Summary:

Recommended
by:


Steve Jackson, Project Manager
CITY OF OCEANSIDE

Initial Contract Amount	\$ <u>62,400.00</u>	(100%)	Accepted:
Previous CCOs (0):	\$ <u>0</u>	(+0%)	Printed name:
This Change Order No. 1	\$ <u>14,074.40</u>	(+23%)	
Total to Date:	\$ <u>76,474.40</u>	(+123%)	Approved By:


Coastal Air, Inc.
CONTRACTOR
Deborah Savage
Vice President

Scott O. Smith, City Engineer
CITY OF OCEANSIDE

Additional Appropriation Required

 X
Yes No

Original to: City Clerk
Contractor
Copies to: Accounts Payable
Contractor
Inspector
File

CITY OF OCEANSIDE
CONTRACT CHANGE ORDER

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 002
PROJECT No. 999114400274
DATE 11/2/2010
PURCHASE ORDER # _____

This change order provides for: The installation of additional Konecto "Prestige" collection floor covering (Pattern No. 80010), in Lobby and hallway and 4" cove base per estimate, demolition and disposal of existing floor covering in entrance area and hallway.

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agreed Amount of \$12,401.00.

Cost: Increase x Decrease _____ No Change _____

Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

Contract Time Adjustment:

By reason of this order the time of completion will be adjusted as follows 10 days.

Contract Summary:

Recommended by:


Steve Jackson, Project Manager
CITY OF OCEANSIDE

Initial Contract Amount \$ 62,400.00 (100%)
Previous CCOs 1: \$ 14,074.40 (+23%)
This Change Order No. 2 \$ 12,401.00 (+16%)
Total to Date: \$ 88,875.40 (+139%)

Accepted:
Printed name:


Coastal Air, Inc.
CONTRACTOR
Deborah Savage
Vice President

Approved By:


Scott O. Smith, City Engineer
CITY OF OCEANSIDE

Additional Appropriation Required

X
Yes No

Original to: City Clerk
Contractor
Copies to: Accounts Payable
Contractor
Inspector
File

CITY OF OCEANSIDE
CONTRACT CHANGE ORDER

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 003
PROJECT No. 999114400274
DATE 12/16/2010
PURCHASE ORDER # 1000847

This change order provides for: To install a new 220 amp electric service line and plug to power the soft drink machine.

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agreed Amount of \$437.64.

Cost: Increase x Decrease No Change

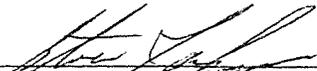
Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

Contract Time Adjustment:

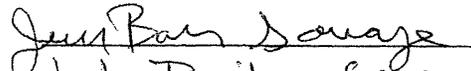
By reason of this order the time of completion will be adjusted as follows 1 day.

Contract Summary:

Recommended by:


Steve Jackson, Project Manager
CITY OF OCEANSIDE

Initial Contract Amount	\$ <u>62,400.00</u>	(100%)	Accepted:
Previous CCOs 1-2:	\$ <u>26,475.40</u>	(+39%) <u>42.4%</u>	Printed name:
This Change Order No. 3	\$ <u>437.64</u>	(+0.5%) <u>.7%</u>	
Total to Date:	\$ <u>89,313.04</u>	(+130.5%) <u>143.1%</u>	Approved By:


Judy Bailey-Savage
CONTRACTOR
Coastal Air Inc.


Scott O. Smith, City Engineer
CITY OF OCEANSIDE

Additional Appropriation Required

 X
Yes No

Original to: City Clerk
Contractor
Copies to: Accounts Payable
Contractor
Inspector
File

**CITY OF OCEANSIDE
CONTRACT CHANGE ORDER**

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 004
 PROJECT No. 999114400274
 DATE 12/16/10
 PURCHASE ORDER # 1000847

This change order provides for: Install ceiling access door in front of men's restroom.

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agreed Amount of \$552.00.

Cost: Increase x Decrease _____ No Change _____

Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

Contract Time Adjustment:

By reason of this order the time of completion will be adjusted as follows 1 days.

Contract Summary:

Recommended by: *Steve Jackson*
 Steve Jackson, Project Manager
 CITY OF OCEANSIDE

Initial Contract Amount	\$ <u>62,400.00</u>	(100%)	Accepted:
Previous CCOs 1-3:	\$ <u>26,913.04</u>	(+39.5%)	Printed name: <u><i>Judy Bailey-Savage</i></u>
This Change Order No. 4	\$ <u>552.00</u>	(+1.0%)	<u><i>Judy Bailey-Savage</i></u>
Total to Date:	\$ <u>89,865.04</u>	(+144.5%)	Approved By: <u><i>Scott O. Smith</i></u>

Judy Bailey-Savage
CONTRACTOR
 Coastal Air Inc.
Scott O. Smith
 Scott O. Smith, City Engineer
 CITY OF OCEANSIDE

Additional Appropriation Required

Yes X No

- Original to: City Clerk
 Contractor
 Copies to: Accounts Payable
 Contractor
 Inspector
 File

**CITY OF OCEANSIDE
CONTRACT CHANGE ORDER**

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 005
 PROJECT No. 999114400274
 DATE 12/16/10
 PURCHASE ORDER # 1000847

This change order provides for: T & M for demolition of stucco on parapets for new roofing minus a credit for the original bid cost of roofing of \$3,860.

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agreed Amount of \$1,842.30.

Cost: Increase x Decrease _____ No Change _____

Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

Contract Time Adjustment:

By reason of this order the time of completion will be adjusted as follows 10 days.

Contract Summary:

Recommended by: [Signature]
 Steve Jackson, Project Manager
 CITY OF OCEANSIDE

Initial Contract Amount	\$ <u>62,400.00</u>	(100 %)	Accepted:
Previous CCOs 1-4:	\$ <u>27,465.04</u>	(+ 40.5%)	Printed name:
This Change Order No. 5	\$ <u>1,842.30</u>	(+ 2.0%)	
Total to Date:	\$ <u>91,707.34</u>	(+142.5%)	Approved By:

Judy Bailey-Savage
 Judy Bailey-Savage
 CONTRACTOR
 Coastal Air Inc.
[Signature]
 Scott O. Smith, City Engineer
 CITY OF OCEANSIDE

Additional Appropriation Required

	<u>X</u>
Yes	No

Original to: City Clerk
 Contractor
 Copies to: Accounts Payable
 Contractor
 Inspector
 File

**CITY OF OCEANSIDE
CONTRACT CHANGE ORDER**

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 006
PROJECT No. 999114400274
DATE 1/18/11
PURCHASE ORDER # 1000847

This change order provides for: T & M for flashing windows and doors per architect's clarification, adding additional stucco to tie in the roof to parapets, the addition of electrical supply and two exterior security lights .

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agreed Amount of \$5459.31..

Cost: Increase x Decrease _____ No Change _____

Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

Contract Time Adjustment:

By reason of this order the time of completion will be adjusted as follows 4 days.

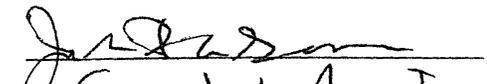
Contract Summary:

Recommended
by:


Steve Jackson, Project Manager
CITY OF OCEANSIDE

Initial Contract Amount \$ 62,400.00 (100 %)
Previous CCOs 1-5: \$ 29,307.34 (+ 47%)
This Change Order No. 6 \$ 5,459.31 (+ 8.7%)

Total to Date: \$ 97,166.65 (+155.7%)

Accepted: 
Printed name: Coastal Air Inc.
CONTRACTOR

Approved By: Scott O. Smith, City Engineer
CITY OF OCEANSIDE

Additional Appropriation Required

X
Yes No

Original to: City Clerk
Contractor
Copies to: Accounts Payable
Contractor
Inspector
File

**CITY OF OCEANSIDE
CONTRACT CHANGE ORDER**

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 007
PROJECT No. 999114400274
DATE 1/20/11
PURCHASE ORDER # 1000847

This change order provides for: T & M to weld angle braces per Structural Engineer's direction.

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agreed Amount of \$2,070.00..

Cost: Increase x Decrease _____ No Change _____

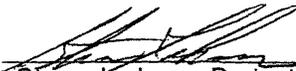
Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

Contract Time Adjustment:

By reason of this order the time of completion will be adjusted as follows 2 days.

Contract Summary:

Recommended
by:


Steve Jackson, Project Manager
CITY OF OCEANSIDE

Initial Contract Amount	\$ <u>62,400.00</u>	(100 %)
Previous CCOs 1-6:	\$ <u>34,766.65</u>	(+ 55.7%)
This Change Order No. 7	\$ <u>2,070.00</u>	(+ 3.3%)
Total to Date:	\$ <u>99,236.65</u>	(+159%)

Accepted:


Printed name: Coastal Air Inc
CONTRACTOR

Approved By:

Scott O. Smith, City Engineer
CITY OF OCEANSIDE

Additional Appropriation Required

X
Yes No

Original to: City Clerk
Contractor
Copies to: Accounts Payable
Contractor
Inspector
File

**CITY OF OCEANSIDE
CONTRACT CHANGE ORDER**

COUNTRY CLUB SENIOR CENTER ROOM ADDITION

CHANGE ORDER No. 008
 PROJECT No. 999114400274
 DATE 1/20/11
 PURCHASE ORDER # 1000847

This change order provides for: Grading, forming and pouring of an additional 360 square feet of 4" 2500 psi pe. gravel concrete and saw cut and removal of existing sidewalk..

Cost of Change: In accordance with Section 7.21.4 (b) CHANGE IN CONTRACT PRICE of the General Provisions, this Change Order compensates (contractor) as follows: For this extra work negotiated as a Lump Sum price, the contractor shall receive and accept the Agreed Amount of \$6,854.00.

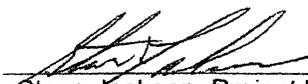
Cost: Increase x Decrease No Change

Upon careful consideration of the work specified by this change order, the contractor agrees to provide all equipment and labor, to furnish the materials except as otherwise noted above, and will accept the prices shown above as full payment to perform the services necessary to complete the work in place.

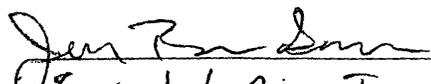
Contract Time Adjustment:

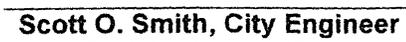
By reason of this order the time of completion will be adjusted as follows 2 days.

Contract Summary:

Recommended by: 
 Steve Jackson, Project Manager
 CITY OF OCEANSIDE

Initial Contract Amount	\$ <u>62,400.00</u>	(100 %)
Previous CCOs 1-7:	\$ <u>36,836.65</u>	(+ 59.0%)
This Change Order No. 8	\$ <u>6,854.00</u>	(+ 11.0%)
 Total to Date:	 \$ <u>106,090.65</u>	 (+170.0%)

Accepted: 
 Printed name: Coastal Aie Inc
 CONTRACTOR

Approved By: 
 Scott O. Smith, City Engineer
 CITY OF OCEANSIDE

Additional Appropriation Required X
 Yes No

Original to: City Clerk
 Contractor
 Copies to: Accounts Payable
 Contractor
 Inspector
 File