



DATE: September 21, 2017
TO: Steve Lewis, City Manager
FROM: Jud Foster, Director of Parks and Recreation *Jud*
SUBJECT: Change Order Number Four to Contract Number K-1617-56
Westwood Family Aquatic Center

Attached is Change Order Number Four to Contract Number K-1617-56 for the Westwood Family Aquatic Center. This change order considers delay requests submitted by the general contractor that have occurred since the beginning of the project through July 1, 2017. Additional delay requests from after July 1, 2017 will be considered in a subsequent change order when we get closer to the end of the project. The delays in this change order total 59 days in lost work time. Contract K-1617-56 allows time extensions to be granted to the Contractor for delays that occur which are out of his control such as inclement weather conditions, unknown site conditions or delays caused by other parties such as utility companies.

Contract Number K-1617-56 provides for 270 calendar days to achieve substantial completion of the Westwood Family Aquatic Center. There was an incentive of \$5,000 per day (up to 20 days) for early completion and a disincentive of \$1,500 per day for late completion. The original completion date was July 1, 2017. Adding 59 days to the contract will move the completion date to August 29, 2017. We anticipate additional delay dates to be requested before substantial completion is achieved.

Our consultants from Waters Edge Aquatic Design have reviewed the requests and agree that they are legitimate and should be approved. Our project management consultants from ADG have also reviewed the requests and agree they should be approved.

As per City Council Resolution R-1112-55, the City Manager is authorized to approve change orders in an amount up to \$40,000, or up to 10% of the construction contract, and subsequently report the change order to the City Council. Since this action does not add to the cost of the project, and based upon the recommendations from our consultants, I am requesting your approval.

JF

office memorandum