

**ACTION SHEET
CITY COUNCIL COMMITTEE MEETING OF 03/26/14
ITEM FROM FINANCE COMMITTEE MEETING OF 03/17/14**

ISSUE:

9. Request for Approval of Change Order No. 3 – City of Santa Fe Reservoirs Improvements Project; Weaver Construction Management, Inc. (Robert Jorgensen)

A. Request for Approval of Budget Increase – Project Fund

FINANCE COMMITTEE ACTION: APPROVED AS CONSENT ITEM

Requested approval of change order no. 3 for City of Santa Fe Reservoirs Improvements Project with Weaver Construction Management, Inc. in the amount of \$258,267.36 inclusive of gross receipts tax.

SPECIAL CONDITIONS OR AMENDMENTS

STAFF FOLLOW-UP:

VOTE	FOR	AGAINST	ABSTAIN
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	Excused		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

3-17/14/FCIssue

ACTION SHEET
PUBLIC UTILITES COMMITTEE MEETING OF 3/5/14

ISSUE NO. 10

Request for approval of Change Order No. 3 for Weaver Construction Management for the City of Santa Fe Reservoirs Improvements Project for the amount of \$258,267.36 inclusive of NMGRT. (Robert Jorgensen)

- Request for approval of a Budget Adjustment Request (BAR) in the amount of \$258,267.36.

Public Utilities Committee – 3/5/14
 Finance Committee – 3/17/14
 City Council – 3/26/14

**PUBLIC UTILITES COMMITTEE ACTION: 3/5/14 PUC meeting cancelled.
 Forward to 3/17/14 Finance Committee.**

SPECIAL CONDITIONS OR AMENDMENTS:

STAFF FOLLOW UP:

VOTE:	FOR	AGAINST	ABSTAIN
COUNCILOR CALVERT, CHAIR			
COUNCILOR TRUJILLO			
COUNCILOR DOMINGUEZ			
COUNCILOR DIMAS			
COUNCILOR RIVERA			

City of Santa Fe, New Mexico

memo

Date: February 20, 2014
To: Public Utilities Committee & Finance Committee
Via: Nick Schiavo, Interim Public Utilities and Water Division Director *USA*
From: Robert Jorgensen, Engineer *RJ*

Item and Issue

Approval of Change Order No. 3 to the professional services agreement Item #11-0439 with Weaver Construction Management, Inc. (WCM) in the amount of \$258,267.36 and approval of the Budget Adjustment Request (BAR) is requested.

Background and Summary

The original agreement in the amount of \$594,544.41 for construction management services for reservoir infrastructure improvements included: catwalk bridges and the repair/replacement of intake valves at both McClure and Nichols Reservoirs; and the rehabilitation of the raw water supply pipeline feeding the Canyon Road Water Treatment Plant from Nichols Reservoir. This work was originally anticipated to be done simultaneously during one year and completed by December 31, 2012.

During engineering design, it was determined that intake towers at both McClure and Nichols Reservoirs needed complete replacement and an alternate pipeline routing study was also needed. Intake structure replacement required an Office of State Engineer construction permit as well as federal and state permits which extended the project schedule. Intake structure replacement required draining of each dam and sequential construction was necessary so that only one dam would be taken off line at a time which doubled the construction time.

Amendment No. 1 Item 13-0045 in the amount of \$3,864.46 covered CRWTP pipeline video inspection services and extended the contract term to December 31, 2013. Amendment No. 2 Item 13-1191 extended the contract term to December 31, 2014.

Change Order No. 3 will extend the WCM Phase II – Construction Phase contract item by 43 weeks to cover McClure intake structure construction management services, extend the contract term to December 31, 2015, and cover miscellaneous work as listed in the CO-3 Schedule of Items.

Funding

Funding will be available from Business Unit / Line Item 52350.572970 upon approval of the Budget Adjustment Request.

Recommended Action

Staff requests:

- Approval of Change Order No. 3 in the amount of \$258,267.36 for added work and extend the contract term to December 31, 2015
- Approval of a BAR in the amount of \$258,267.36

cc: Maya Martinez, Public Utilities
Alex Puglisi, Public Utilities

CHANGE ORDER
for:
Professional Services Agreement, Item #110439

TO: Weaver Construction Management, Inc.
7911 Shaffer Parkway
Littleton, CO 80127

Contract: CM Services
Change Order No.: 03
Date: February 12, 2014

You are hereby directed to make the following changes in this Contract:

1. Perform the modifications and/or change of Scope as described in the attached Change Order Schedule of Items, page 2.	\$238,722.00
2. New Mexico Gross Receipts Tax @ 8.1875%	\$19,545.36
TOTAL CHANGE ORDER AMOUNT:	\$258,267.36
3. Extend the Contract Term from December 31, 2014 to December 31, 2015.	

The work covered by this order shall be performed under the same terms and conditions as that which is included in the original Contract.

ORIGINAL CONTRACT SUM	\$594,544.41
NET CHANGE BY PREVIOUS CHANGE ORDERS	\$3,864.46
CONTRACT SUM PRIOR TO THIS CHANGE ORDER	\$598,408.87
CONTRACT SUM WILL BE (INCREASED) (DECREASED) BY THIS CHANGE ORDER	\$258,267.36
NEW CONTRACT SUM INCLUDING THIS CHANGE ORDER	\$856,676.23

CHANGES APPROVED:

Construction Manager:
Weaver Construction Management, Inc.

By: _____
Title: _____
Date: _____

Owner:
City of Santa Fe

Water Division Project Manager
By: _____ Date: _____
Water Division Director / Public Utilities Director
By: _____ Date: _____
Finance Director
By: _____ Date: _____
City Attorney
By: Justin Amer Date: 2/19/14
City Manager / Mayor
By: _____ Date: _____
City Clerk
By: _____ Date: _____

**SANTA FE RESERVOIRS INFRASTRUCTURE IMPROVEMENTS PROJECT
WEAVER CONSTRUCTION MANAGEMENT, INC.
CHANGE ORDER NO. 03
SCHEDULE OF ITEMS**

1.	Procure printing services for the printing of the Contract Documents for the Project Team and Pre-Qualified Bidders on behalf of COSF.	\$2,235.00
2.	Furnish and install a temporary Pump System for the Acequia Del Llano irrigation system.	\$1,680.00
3.	Procure professional surveying services for the Nichols Reservoir on behalf of COSF.	\$8,605.00
4.	Procure professional archaeological services for the Nichols Reservoir on behalf of COSF.	\$ 452.00
5.	Provide forty-three (43) weeks of additional Project Management and Site Representative Services through to July 1, 2015.	\$225,750.00
6.	SCHEDULE OF ITEMS TOTAL:	\$238,722.00



**City of Santa Fe
Summary of Contracts, Agreements, & Amendments**

Section to be completed by department for each contract or contract amendment

1 **FOR: ORIGINAL CONTRACT** or **CONTRACT AMENDMENT**

2 Name of Contractor Weaver General Construction

3 Complete information requested

Plus GRT

Inclusive of GRT

Original Contract Amount: \$549,550.00

Termination Date: December 31, 2012

Approved by Council Date: May 25, 2011

or by City Manager Date: _____

Contract is for: Reservoir

Amendment # 3 to the Original Contract# 11-0439

Increase/(Decrease) Amount \$ 238,722

Extend Termination Date to: December 31, 2015

Approved by Council Date: Pending

or by City Manager Date: _____

Amendment is for: Extend Term and Increase Comp

4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments)

Plus GRT

Inclusive of GRT

Amount \$ 549,550.00 of original Contract# 110439 Termination Date: 12/31/2012

Reason: _____

Amount \$ 3,572.00 amendment # 1 Termination Date: 12/31/2013

Reason: increase comp and scope extended term

Amount \$ 0.00 amendment # 2 Termination Date: 12/31/2014

Reason: Extend Term

Amount \$ _____ amendment # _____ Termination Date: _____

Reason: _____

Total of Original Contract plus all amendments: \$ 792,136



**City of Santa Fe
Summary of Contracts, Agreements, & Amendments**

5 Procurement Method of Original Contract: (complete one of the lines)

RFP# 11/15/P Date: April 7, 2011

RFQ _____ Date: _____

Sole Source _____ Date: _____

Other _____

6 Procurement History: 1 year
example: (First year of 4 year contract)

7 Funding Source: Water Division BU/Line Item: 52350.57297

8 Any out-of-the ordinary or unusual issues or concerns:
none
(Memo may be attached to explain detail.)

9 Staff Contact who completed this form: Maya Martinez
Phone # _____ -4271

10 Certificate of Insurance attached. (if original Contract)

Submit to City Attorney for review/signature

Forward to Finance Director for review/signature

Return to originating Department for Committee(s) review or forward to City Manager for review and approval (depending on dollar level).

To be recorded by City Clerk:

Contract #: _____

Date of contract Executed (i.e., signed by all parties): _____

Note: If further information needs to be included, attach a separate memo.

Comments:

City of Santa Fe, New Mexico

BUDGET ADJUSTMENT REQUEST (BAR)

DEPARTMENT / DIVISION / SECTION / UNIT NAME PUD/Water/CIP				DATE 02/11/2014		
ITEM DESCRIPTION	BU / LINE ITEM	←(Finance Dept Use Only)→		INCREASE	DECREASE	
		SUBLEDGER / SUBSIDIARY	DR / (CR)			
CIP Source of Supply WIP Const.	52350.572970			258,267		
CIP Source of Supply	52300.700150	5313		258,267		
CIP Source of Supply	51313.600150	5300		(258,267)		
JUSTIFICATION: (use additional page if needed) --Attach supporting documentation/memo				TOTAL	\$ 258,267	\$ -

Funds needed to fund additional scope and comp for CO#3 McClure and Nichols Reservoir projects.

<p>Maya Martinez Prepared By Date</p> <p> 2/19/14 Division Director Date</p> <p> 2/19/14 Department Director Date</p>	<p>CITY COUNCIL APPROVAL</p> <p>City Council Approval Required <input type="checkbox"/></p> <p>City Council Approval Date <input type="text"/></p> <p>Agenda Item #: <input type="text"/></p>	<p> 3/7/14 Budget Officer Date</p> <p> 3/10/14 Finance Director Date</p> <p>_____ City Manager Date</p>
---	--	---