**ACTION SHEET**
**CITY COUNCIL MEETING OF 07/14/10**
**ITEM FROM FINANCE COMMITTEE MEETING OF 07/06/10**

**ISSUE:**

7. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 2 AND AGREEMENT BETWEEN OWNER AND CONTRACTOR – FRENCHY'S AND LARRAGOITE PARKS PHASE 2 RENOVATIONS; HEADS UP LANDSCAPE CONTRACTORS (BEN GURULE)

**FINANCE COMMITTEE ACTION:** APPROVED AS CONSENT ITEM

Requested approval of change order no. 2 and agreement between owner and contractors for Frenchy's and Larragoite Parks Phase 2 Renovations with Heads Up Landscape Contractors in the amount of $59,545.17. Budget is available in parks bond fund.

**SPECIAL CONDITIONS OR AMENDMENTS:**

**STAFF FOLLOW UP:**

| VOTE: | FOR | AGAINST | ABSTAIN |
|---|---|---|---|
| COUNCILOR WURZBURGER | X | | |
| COUNCILOR BUSHEE | excused | | |
| COUNCILOR ROMERO | X | | |
| COUNCILOR DOMINGUEZ | excused | | |
| CHAIRPERSON ORTIZ | X | | |

**DISK fc1/fcmissue**

**ACTION SHEET**
**ITEM FROM THE**
**PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING**
**OF**
**MONDAY, JUNE 28, 2010**

**ITEM 9**

CIP PROJECT #429C/470B – FRENCHY'S & LARRAGOITE PARKS – PHASE 2 RENOVATIONS

- REQUEST FOR APPROVAL OF CHANGE ORDER NO. 2 WITH HEADS UP LANDSCAPE CONTRACTORS IN THE AMOUNT OF $59,545.17 **(BEN GURULE)**

**Committee Review:**

| | |
|---|---|
| Finance Committee (Scheduled) | 7/06/10 |
| Council (Scheduled) | 7/14/10 |

**PUBLIC WORKS COMMITTEE ACTION: No meeting/lack of quorum – Forward to Finance**

**SPECIAL CONDITIONS OR AMENDMENTS:**

**STAFF FOLLOW UP:**

| VOTE | FOR | AGAINST | ABSTAIN |
|---|---|---|---|
| CHAIRPERSON DOMINGUEZ | | | |
| COUNCILOR CALVERT | | | |
| COUNCILOR CHAVEZ | | | |
| COUNCILOR ROMERO | | | |
| COUNCILOR TRUJILLO | | | |

# City of Santa Fe, New Mexico

# memo

**DATE:** June 28, 2010

**TO:** Public Works, CIP & Land Use Committee

**VIA:** Chris A. Ortega, Acting Public Works Department Director CO
Fabian Chavez III, Parks Division Director FC
Martin A. Valdez, Facilities Division Director MV

**FROM:** Ben Gurule, Project Administrator BG

**ISSUE:**
CIP Projects #429C / 470B – Frenchy's & Larragoite Parks – Phase 2 Renovations

- Request approval of Change Order #2 ($59,545.17) to the Agreement between Owner and Contractor (Heads Up Landscape Contractors).

**SUMMARY:**
On February 24, 2010 the City Council approved the Agreement between Owner and Contractor with Heads Up Landscape Contractors in the amount of $434,241.41 to construct Phase 2 improvements at Frenchy's and Larragoite Parks.

On March 26, 2010, the City Manger approved Change Order #1 in the amount of $2,995.49 to capture and relocate prairie dogs from Larragoite Park to avoid delays by performing these services in April prior to the "non-disturbance" period of May 1 – June 15 as outlined in Ordinance 2001-35.

The Public Works Department is recommending approval of Change Order #2 in the amount of $59,545.17, directing the contractor to proceed with the following:

- Provide and install 50 cubic yards of fill dirt at Larragoite Park to increase grades at new grass area. Existing grades were too low for a workable transition from the new mow curbs onto the grass. (Grades not clearly defined in specification. No civil engineering grading plan)
- Provide and install electrical junction boxes at old lighting bases. The Parks Division installed new solar light fixtures at Frenchy's Park. The former lighting fixtures and bases along the trail from the parking lot the SF River pedestrian bridge were demolished. Existing lighting at the parking lot and park entry will remain in working order. The lights to remain are on the same circuit as those removed. The j-boxes will provide a permanent, safe and code complying reconnection of the affected electrical service. (It was assumed that all the wiring for lights were on separate circuits. Field work verified that all lighting is one circuit requiring the additional work)

- Perform irrigation upgrades to existing system per unit pricing provided in the bid form. The bid form included estimated quantities for this work. The contract documents required the contractor to perform an inventory of the work and submit a proposal based on findings.
- Provide and install temporary construction fencing at Frenchy's Park. The Contract Documents did not specify temporary fencing; however, fencing is required to safeguard the public and the work.
- Remove and replace broken sidewalk at Larragoite Park. (was not considered due to budget constraints and cost estimates)
- Remove concrete to relocate flag stone table and replace with compacted crusher fines. (Design omission. Specifications called for relocation only. Omitted all other related work)
- Lower electrical line serving the barn and park lighting. The existing condition does not meet code. (Exiting conditions not known prior to excavations)
- Add irrigation bubblers to nine trees at Larragoite Park. (Owner requested, not in plans)
- Remove 48 square feet of deteriorated sidewalk at Larragoite Park and replace with new.
- Add color to new exposed aggregate concrete at Frenchy's Park to match existing.
- Provide and install 2 metal pipe bollards and concrete walk to protect gas meter at Frenchy's barn. (Field work determined that gas service line is too shallow. Budget cannot afford lowing gas service. Work will protect gas meter and line from being damaged or exposed)
- Install concrete wings to ADA ramp at Larragoite playground to provide safer access. (Based on same work performed at Miles Park, a better spec was developed for ADA access to play grounds. Specifications changed for same installation at Larragoite)
- Credit for partial removal of pond liner.

Scope of Work
The scope of work includes new and upgraded irrigation systems, landscaping, ADA improvements, concrete and asphalt work; and new and or upgraded play and park equipment.

Schedule
Change Order #2 adds 35 days to the Contract Time for a Substantial Completion Date of August 25, 2010.

Budget
Funds are available from the Parks Bond approved for the project (Business Unit No. 423019.572970.0108400 and Business Unit No. 423026.572970.0108400.

**ACTION:**
Please recommend to the Finance Committee approval of Change Order #2 in the amount of $59,545.17 with Heads Up Landscape Contractors as requested.

Attachments: Change Order #2
Summary of Contracts

**CHANGE ORDER**

Distribution to:

| | |
|---|---|
| OWNER | x |
| ARCHITECT | x |
| CONTRACTOR | x |
| FIELD | |
| OTHER | |

PROJECT: Frenchy's & Larragoite

CHANGE ORDER NUMBER: 2

INITIATION DATE:

TO (CONTRACTOR):

Heads Up Landscape Contractor
7525 2nd Street NW
Albuquerque NM 87107

ARCHITECT'S PROJECT NO.: 09040 & 09041
CONTRACT FOR: Frenchy's & Larragoite
CONTRACT DATE: 2.24.2010

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

| | | |
|---|---|---|
| 1. | Fill dirt at Larragoite - $17.25/cy at 50cy | $862.50 |
| 2. | Junction Boxes - $428.50/ea at 8 total | $3,428.00 |
| 3. | On-call irrigation repairs | $37,893.35 |
| 4. | Temporary fence at Frenchy's 1008LF @ $1.75/lf | $1,764.00 |
| 5. | Additional concrete removal at Larragoite 48sf at $4.99/sf | $239.52 |
| 6. | Additional concrete sidewalk @ Larragoite 48sf@ $4.75/sf | $228.00 |
| 7. | Additional concrete removal Frenchy's for table 54sf@$4.99/sf | $269.46 |
| 8. | Santa Fe Brown crusher fines under relocated concrete table | $169.85 |
| 9. | Lowering of the Electrical Line | $6,460.00 |
| 10. | Add (9) Bubblers to existing trees (1 bubbler per tree) | $315.00 |
| 11. | Remove and replace 48 sf of existing sidewalk | $850.00 |
| 12. | Added color to concrete exposed aggregate | $1028.00 |
| 13. | Add 2 pipe bollards at gas meter at barn | $1056.00 |
| 14. | Add concrete side walk at barn | $1321.00 |
| 15. | Added concrete to wings ADA concrete ramps @ Larragoite | $1217.85 |
| 16. | Credit for removing partial pond liner | ($2,000.00) |
| 17. | NMGRT at 8.0625% | $4,442.64 |
| | | $59,545.17 |

Not valid until signed by both the Owner and Architect
Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time

| | |
|---|---|
| The original Contract Sum was | $434,241.41 |
| Net change by previously authorized Change Orders | $2,995.49 |
| The Contract Sum prior to this Change Order was | $437,236.90 |
| The Contract Sum will be increased by this Change Order | $59,545.17 |
| The new Contract Sum including this Change Order will be | $496,782.07 |

The Contract Time will be increased by 35 days
The Date of Substantial Completion as of the date of this Change Order therefore is August 25, 2010.

Sites Southwest, LLC.
ARCHITECT

121 Tijeras NE, Suite 3100

Albuquerque, NM 87102
ADDRESS

BY: [signature]

DATE: 6.11.2010

Heads Up Landscape
CONTRACTOR

PO Box 10597

ABQ NM 87107
ADDRESS

BY: [signature]

DATE: 6/11/10

APPROVED:

City participation in the cost of this work is contingent upon additions. City funds made available by a modified project agreement if necessary.

Mayor DATE

Finance Committee DATE

PW Committee DATE

# 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 ☐ CONTRACT AGREEMENT ☐
MAINTENANCE AGREEMENT ☐ LICENSE AGREEMENT ☐
LEGAL SERVICES AGREEMENT ☐ MEMORANDUM OF UNDERSTANDING ☐
MEMORANDUM OF AGREEMENT ☐ JOINT POWERS AGREEMENTS ☐
GRANT AGREEMENTS ☐ CHANGE ORDERS ☐

2 Name of Contractor Heads Up Landscape Contractors

3 Complete information requested ☐ Plus GRT ☐ Inclusive of GRT

Original Contract Amount: $434,241.41

Termination Date: July 3, 2010

☐ Approved by Council Date: February 24, 2010

☐ or by City Manager Date:

**Contract is for:** Irrigation and Landscape Improvements at Frenchy's & Larragoite Parks

Amendment # 2 to the Original Contract# 10-0144

Increase/(Decrease) Amount $ 59,545.17

Extend Termination Date to: August 25, 2010

☐ Approved by Council Date: Pending

☐ or by City Manager Date:

**Amendment is for:** Prairie dog removal

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

Amount $ 434,241.41 of original Contract# 10-0144 Termination Date: 07/03/2010
Reason: Irrigation and landscape improvements

Amount $ 2,995.49 amendment # 1 Termination Date: 07/03/2010
Reason: Prairie dog capture and removal

Amount $ 59,545.17 amendment # 2 Termination Date: 08/25/2010
Reason:

Amount $ amendment # Termination Date:
Reason:

Total of Original Contract plus all amendments: $ 496,782.07

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

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

RFP ☐ RFQ ☐ Sole Source ☐ Other ☐

6 **Procurement History:** One time contract - Bid #1009B
example: (First year of 4 year contract)

7 **Funding Source:** Parks Bond Funds **BU/Line Item:** 42038.572970.0108400

8 **Any out-of-the ordinary or unusual issues or concerns:**
No
(Memo may be attached to explain detail.)

9 **Staff Contact who completed this form:** Frank M. Archuleta Phone # 955-6766

**Division Contract Administrator:** Martin Valdez

**Division Director:** Martin Valdez

**Department Director:** Chris Ortega Co

10 **Certificate of Insurance attached.** (if original Contract) ☐

11 **Description of your efforts to reduce the cost of the contract including information on efforts to obtain other quotes for the contracted activity:** Project bids (#09/19/B) received on December 11 (2 bids received). Bid Alternates not accepted to meet budget.

12 **Prior year's contract amount?:** # #

13 **Describe service impact from an ongoing commitment to the contractor:** Reduced O & M costs

14 **Why staff cannot perform the work?:** Major park construction projects are let out to bid.

15 **If extending contract, why?:** Concealed conditions revealed outdated / faulty irrigation conponents

16 **Was a Santa Fe company awarded contract? If not, why?:** Local Preference submitted

17 **Is this for City Manager or Council approval?:** City Manager

**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.