

**COUNCIL ACTION FORM**

**SUBJECT: CYRIDE OFFICE BUILDING CHANGE ORDER #008**

**BACKGROUND:**

CyRide is nearing completion of its office building construction project. There have been seven change orders approved to the contract with HPC, Inc.

Original contract amount	\$2,578,000.00
Change Order #001	9,775.00
Change Order #002	1,750.00
Change Order #003	1,820.00
Change Order #004	( 18,481.00)
Change Order #005	7,224.00
Change Order #006	5,379.00
Change Order #007	<u>4,394.18</u>
Total of prior change orders	\$ <u>11,861.18</u>
Current contract amount	\$2,589,861.18

The cumulative amount of these change orders including additions and deductions is \$48,823.18. As they totaled less than \$50,000, these change orders were reviewed and approved by the City Manager's Office or Transit Director per procurement guidelines.

Proposed Change Order #008 requires City Council approval because the cumulative changes including Change Order #008 would total more than \$50,000. Change Order #008 includes the following building modifications:

• Add Steel Reinforcing to Partition Panels	\$ 1,841.00
• Add to move Base Cabinet/Add Countertop	250.00
• Add Electrical Box For Audio-Visual Equipment in Conference Room	303.00
• Delete Wall Covering	( 3,950.00)
• Add Power Receptacle At Time Clock	288.00
• Add to revise Landscaping Plan to Gain LEED Points	1,176.00
• Add Carpet to Two Rooms	1,154.00
• Add Breaker Panel, Wiring, Etc. for Phone System and Revise Lighting Controls in Training Room	<u>2,341.00</u>
Total Change Order #008	\$ <u>3,403.00</u>
Total contract amount including Change Order #008	\$ 2, 593,264.18

With approval of Change Order #008, \$120,586 will be remaining in the project's contingency line item for the balance of the project.

**ALTERNATIVES:**

1. The City Council may approve CyRide Change Order #008 with HPC, Inc., for a net contract increase of \$3,403. This will increase the total contract amount for the office building project to \$2,593,264.18.
2. The City Council may not approve the change order and ask the staff for further information.

**MANAGER'S RECOMMENDED ACTION:**

Change Order #008 includes eight changes with a total net addition of \$3,403 to the construction contract.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving Change Order #008 to the CyRide office construction contract. The office project is nearing completion, and the approval of this change order will facilitate the CyRide staff occupying the space in a timely manner.