

**Carson City Board of Supervisors
Agenda Report**

Date Submitted: February 22, 2011

Agenda Date Requested: March 3, 2011
Time Requested: Consent
Labor Commissioner PWP # CC-2010-396

To: Mayor and Supervisors
From: Purchasing and Contracts

Subject Title: Action to accept the Work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$56,936.00 for Contract No. 1011-073 titled Carson City Public Works Solar Photovoltaic System to Reliant Electric. (*Sandy Scott-Fisher*)

Staff Summary: The Solar Photovoltaic System project consisted of installing a complete and turnkey Solar Photovoltaic System at the Public Works Facility, including: furnishing the solar photovoltaic array including solar panels, conduit, and solar panel racking system on the Truck Shed roof; installing the inverter, bollards, and shaded enclosure adjacent to the Truck Shed; installing wiring in the existing conduits tracing back to the main switchgear; installing the electric net meter and other necessary appurtenances; installing a data acquisition system and displays at the Public Works and City Hall lobbies; and coordinating interconnection activities with the local utility company.

Type of Action Requested: (check one)

Resolution Ordinance
 Formal Action/Motion Other (Specify)

Recommended Board Action: I move to accept the Work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$56,936.00 for Contract No. 1011-073 titled Carson City Public Works Solar Photovoltaic System to Reliant Electric. (*Sandy Scott-Fisher*)

Explanation for Recommended Board Action: Project is complete and contractor is entitled to final payment.

Applicable Statute, Code, Policy, Rule or Policy: Final payment approval by the Carson City Board of Supervisors is an internal requirement. NRS 338 requires that payment be made within 30 days from the completion of work or interest must be paid to the contractor.

Fiscal Impact: No additional impact.

Explanation of Impact: Funding was approved in a prior Commission Action.

Engineers Estimate: \$600,000.00

Project Cost:

Bid Award	\$559,730.00
Change Orders	\$ 9,905.23
Total Project Cost	\$569,635.23




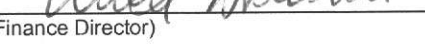
Funding Source: Funding was approved in a prior Commission Action.

Prior Board Funding: Bid was awarded on August 19, 2010 in the amount of \$559,730.00 with a contingency amount of \$40,270.00.

Alternatives: Provide other direction pursuant to Board Action

Supporting Material: Memo from Project Manager and Approved Change Orders

Prepared By: Sandy Scott-Fisher, Purchasing and Contracts Coordinator

Reviewed By:  Date: 2-18-11
(Public Works)
 Date: 2/24/11
(City Manager)
 Date: 2/18/11
(District Attorney)
 Date: 2/18/11
(Finance Director)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
2) _____ _____

(Vote Recorded By)



CARSON CITY, NEVADA

CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

M E M O R A N D U M

Date: February 10, 2011

To: Sandy Scott-Fisher, Contract Coordinator

From: Kim Belt, Capital Program Manager

Subject: Carson City Public Works Solar Photovoltaic System
Contract No. 1011-073 Project No. 2.0805
Completion of Contract Work

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were three (3) Change Orders on this project as summarized below:

C.O. #1 This Change Order was for the purchase and installation of (2) 60KW Solectria inverters.

Cost to the City = \$11,834.50

C.O. #2 This Change Order was for the installation of an inverter pad.

Cost to the City = \$5,105.79

C.O. #3 This Change Order was for the installation of properly sized feeder wire.

Cost to the City = -\$7,035.06

The net effect of the above Change Orders was an increase in the total contract amount of \$9,905.23.

**CARSON CITY CONTRACTS
CHANGE ORDER No. 1**

Contract No. 1011-073
Project Title: Carson City Public Works Solar Photovoltaic Project Project File No. 2.0805

The Contractor is hereby authorized to make the following changes to the Scope of Work for the referenced contract, subject to the provisions of the contract documents:

Item #1: This Change Order is initiated by the City to provide for modifications made to the plans to adjust for the purchase and installation of inverters all as described in Attachment No. 1.

Justification: Contract documents allow the City to make adjustments to the contract.

Requested By: City

Item #1: ~~Increases / Decreases / Does not change~~ the Contract Sum by: \$11,834.50

Item #1: ~~Increases / Decreases / Does not change~~ the Contract Term by: -0- Calendar days

SUMMARY

1	Original Contract Sum	\$	559,730.00	
2	Net change by previously approved Change Orders	\$	-0-	
3	Contract Sum prior to this Change Order	\$	559,730.00	
4	Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$	11,834.50	
5	Revised Contract Sum including this Change Order	\$	571,564.50	
6	Contract term prior to this Change Order		60	Calendar days
7	Contract Term will be (increased) (decreased) (unchanged) by:		-0-	Calendar days
8	Revised number of days to complete the contract		60	Calendar days
9	Revised date of Completion by this Change Order		November 30, 2010	

Not valid until signed by Contracts, Contractor, and Project Manager.

This change authorization constitutes full and complete compensation for all labor, equipment, materials, overhead, profit, any and all indirect costs, and time adjustment to perform the above described change. All other costs are non-compensable.

CONTRACTS
City of Carson City

By: [Signature]

Printed Name:

Title: Deven L White

Date: 1-12-11

CONTRACTOR

By: [Signature]

Printed Name:

Title: Kyle Gardella

Date: 1/10/11

PROJECT MANAGER

By: [Signature]

Printed Name:

Title: Kim Belt

Date: 1/12/11

Capital Program Manager

CARSON CITY CONTRACTS CHANGE ORDER No. 2

Contract No. 1011-073
Project Title: Carson City Public Works Solar Photovoltaic Project Project File No. 2.0805

The Contractor is hereby authorized to make the following changes to the Scope of Work for the referenced contract, subject to the provisions of the contract documents:

Item #1: This Change Order is initiated by the City to provide for modifications made to the plans to adjust for the installation of concrete inverter pad all as described in Attachment No. 1.

Justification: Contract documents allow the City to make adjustments to the contract.

Requested By: City

Item #1: ~~Increases /Decreases/ Does not change~~ the Contract Sum by: \$5,105.79

Item #1: ~~Increases /Decreases/ Does not change~~ the Contract Term by: -0- Calendar days

SUMMARY

1	Original Contract Sum	\$	559,730.00
2	Net change by previously approved Change Orders	\$	11,834.50
3	Contract Sum prior to this Change Order	\$	571,564.50
4	Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$	5,105.79
5	Revised Contract Sum including this Change Order	\$	576,670.29
6	Contract term prior to this Change Order	60	Calendar days
7	Contract Term will be (increased) (decreased) (unchanged) by:	-0-	Calendar days
8	Revised number of days to complete the contract	60	Calendar days
9	Revised date of Completion by this Change Order		November 30, 2010

Not valid until signed by Contracts, Contractor, and Project Manager.

This change authorization constitutes full and complete compensation for all labor, equipment, materials, overhead, profit, any and all indirect costs, and time adjustment to perform the above described change. All other costs are non-compensable.

CONTRACTS
City of Carson City
By: [Signature]
Printed Name: Sherry L White
Title: Management Assistant III
Date: 1-12-11

CONTRACTOR
By: [Signature]
Printed Name: Kyle Gardella
Title: President
Date: 1/10/11

PROJECT MANAGER
By: [Signature]
Printed Name: Kim Belt
Title: Capital Program Manager
Date: 1/12/11