Item # 4-3

City of Carson City
Agenda Report

Date Submitted: May 27, 2008

Agenda Date Requested: June 5, 2008

Time Requested: Consent
Labor Commissioner PWP # CC-2007-343

To: Mayor and Supervisors

From: Purchasing & 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 $22,726.34 for Contract No. 2007-001 titled Building D Phase II Expansion to Maxim Construction, Inc.

Staff Summary: The Carson City Public Works Building "D" Phase II Expansion Project consisted of providing all tools, materials, labor and equipment necessary to construct a 60 foot wide by 90 foot deep metal building structure to be constructed adjacent to an existing metal building. The purpose of the building is to house cold sensitive equipment such as water trucks, vactor trucks, etc. which are used in all aspects of Public Works, including dust control at the Landfill, which is required by our State Air Quality Permit. This project is now complete and Contractor is entitled to final payment.

Type of Action Requested: (check one)

(____) Resolution (____) Ordinance
(_X_) 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 $22,726.34 for Contract No. 2007-001 titled Building D Phase II Expansion to Maxim Construction, Inc.

Explanation for Recommended Board Action: This project is complete and the contractor is entitled to final payment.

Applicable Statue, Code, Policy, Rule or Policy: Not applicable. Final payment approval by the Board of Supervisors is an internal requirement. NRS does not require Board of Supervisors approval. The only final payment requirement is in NRS 338 and it 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 Board Action.

Engineers Estimate: $540,000.00

Project Cost:

Bid Award	$402,916.00
Change Orders	$14,560.88
Total Project Cost	$417,476.88
Contractor paid to date	$394,750.54
Final Payment	$22,726.34

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

Prior Board Funding: Bid was awarded on September 6, 2007 in the amount of $402,916.00 with a contingency amount of $40,000.00.

Alternatives: Provide other direction pursuant to Board Action

Supporting Material: Contract Summary Memo from Project Manager, and Approved Change Orders

Prepared By: Sandy Scott, Purchasing & Contracts Management Assistant

Reviewed By: _____ Date: 5/27/08
(Public Works)

_____ Date: 5/27/08
(City Manager)

_____ Date: 5/27/08
(District Attorney)

Nancy Hulsa _____ Date: 5/27/08
(Finance Director)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay

2) _____ _____

_____

_____

_____

_____

(Vote Recorded By)

Memorandum

TO: Sandy Scott, Contract Administrator

FROM: Mark Brethauer, P.E., Senior Project Manager

DATE: April 30, 2008

SUBJECT: Building D Phase II Expansion. CIP# 06-6007, Contract No. 2007-001.

As of 4/29/08, this project has been completed to 100% by the contractor, Maxim Construction, to the satisfaction of the Public Works Department. Our original contract amount was $402,916.00. We required 8 additive change orders and 3 deductive change orders. The final project contract total is $417,476.88.

Please refer to attached list for a summary of the approved change orders.

Thank you again for all your help.

CHANGE ORDER SUMMARY SHEET

	AMOUNT
1. Change order #1 is an add to the contract. Public Works requested that the contractor install the 6" fire service line, which was originally going to be installed by Carson City Crews.	$6,980.50
2. Change order #2 is a deduct to the contract. The Structural Engineer recommended removal of the foundation insulation.	<$1,327.00>
3. Change order #3 is a deduct to the contract for the amount of foundation stabilizing rock that was not required on the project.	<$57.50>
4. Change order #4 is an add to the contract for additional weather proofing material that was required for the end of the existing building.	$1,178.75
5. Change order #5 is an add to the contract for the installation of a concrete vault and sump pump assembly that was required in order to make the floor drain system operate correctly.	$5,069.23
6. Change order #6 is an add to the contract for additional materials required for change order #5.	
7. Change order #7 is an deduct to the contract for a design change of the new roll up doors.	$575.00
8. Change order #8 is an add to the contract for the installation of additional anchor bolts that were left out of the Phase I construction of Building D.	<$2,000.00>
9. Change order #9 is an add to the contract for the installation of additional fire system equipment that was required, but not included on the plans.	$1,121.25
10. Change order #10 is an add to the contract for safety adjustments that were required to the existing over head door operators.	$702.65
11. Change order #11 is an add to the contract for programming adjustments that were required to the existing fire system controller in order to operate correctly.	$368.00
Balance:	$1,950.00
	$14,560.88

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

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: November 20, 2007**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #1 is an ADD to the contract for the installation of the 6" fire line that was originally planned to be constructed by Public Works Crews.	$6,980.50
	CHANGE ORDER TOTAL	$6,980.50

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 0	**$ 0.00**
Contract Amount Prior to this Change Order	**$ 402,916.00**
Amount of this Change Order	**$ 6,980.50**
New Contract Amount (Including this Change Order)	**$ 409,896.50**

Revised Date of Completion as of this Change Order: Add 5 working days

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.

----------CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL----------

Contractor: _____ Date: 11/29/07
Robert Schmitt, President

Project Manager: _____ Date: 12/3/07
Mark Brethauer, P.E.

Contracts: _____ Date: 12-3-07
Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 2**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: November 20, 2007**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #2 is an DEDUCT to the contract for the deletion of the perimeter foundation insulation.	($1,327.00)
	CHANGE ORDER TOTAL	($1,327.00)

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 1	**$ 6,980.50**
Contract Amount Prior to this Change Order	**$ 409,896.50**
Amount of this Change Order	**$ (1,327.00)**
New Contract Amount (Including this Change Order)	**$ 408,569.50**

Revised Date of Completion as of this Change Order: **Add 0 Days**

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.

----------CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL----------

Contractor: _____ Date: 11/29/07
Robert Schmitt, President

Project Manager: Mark Brethauer Date: 12/3/07
Mark Brethauer, P.E.

Contracts: Karen White Date: 12-3-07
Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 3**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: November 20, 2007**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.5	Change order #3 is an DEDUCT to the contract for the amount of stabilizing Rock that was not required under the new concrete slab.	($57.50)
	CHANGE ORDER TOTAL	($57.50)

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 2	**$ 5,653.50**
Contract Amount Prior to this Change Order	**$ 408,569.50**
Amount of this Change Order	**$ (57.50)**
New Contract Amount (Including this Change Order)	**$ 408,512.00**

Revised Date of Completion as of this Change Order: **Add 0 days**

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.

----------CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL----------

Contractor: _____ Date: 11/29/07

Robert Schmitt, President

Project Manager: _____ Date: 12/3/07

Mark Brethauer, P.E.

Contracts: _____ Date: 12-3-07

Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 4**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: November 20, 2007**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #4 is an ADD to the contract for weather proofing material that was required for the end of the existing building.	$1,178.75
	CHANGE ORDER TOTAL	$1,178.75

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 3	**$ 5,596.00**
Contract Amount Prior to this Change Order	**$ 408,512.00**
Amount of this Change Order	**$ 1,178.75**
New Contract Amount (Including this Change Order)	**$ 409,690.75**

Revised Date of Completion as of this Change Order: **Add 5 days**

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.

CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL

Contractor: _____ Date: 11/29/07
Robert Schmitt, President

Project Manager: Mark Brethauer Date: 12/3/07
Mark Brethauer, P.E.

Contracts: Karen White Date: 12-3-07
Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 5**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: November 20, 2007**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #5 is an ADD to the contract for the installation of a sump pump that was required from the phase I design, but accidently left off the plans during the design of phase II.	$5,069.23
	CHANGE ORDER TOTAL	$5,069.23

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 4	**$ 6,774.75**
Contract Amount Prior to this Change Order	**$ 409,690.75**
Amount of this Change Order	**$ 5,069.23**
New Contract Amount (Including this Change Order)	**$ 414,759.98**

Revised Date of Completion as of this Change Order: **Add 5 days**

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.

CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL

Contractor: _____ Date: 11/29/07
Robert Schmitt, President

Project Manager: _____ Date: 12/3/07
Mark Brethauer, P.E.

Contracts: _____ Date: 12-3-07
Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 6**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: March 13, 2008**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #6 is an ADD to the contract to provide a gravel foundation for the new sump pump vault that was approved by CO #5. The gravel was required due to saturated soils.	$575.00
	CHANGE ORDER TOTAL	$575.00

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 5	**$ 11,843.98**
Contract Amount Prior to this Change Order	**$ 414,759.98**
Amount of this Change Order	**$ 575.00**
New Contract Amount (Including this Change Order)	**$ 415,334.98**

Revised Date of Completion as of this Change Order: Add 5 days

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.

----------CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL----------

Contractor: _____ Date: 3/18/08
Robert Schmitt, President

Project Manager: Mark Brethauer Date: 3/19/08
Mark Brethauer, P.E.

Contracts: Karen D White Date: 3-19-08
Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 7**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: March 13, 2008**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #7 is a DEDUCT to the contract for the substitution of an 8 Panel Over Head Door for the 7 panel door that was specified.	($2,000.00)
	CHANGE ORDER TOTAL	($2,000.00)

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 6	**$ 12,418.98**
Contract Amount Prior to this Change Order	**$ 415,334.98**
Amount of this Change Order	**$ (2,000.00)**
New Contract Amount (Including this Change Order)	**$ 413,334.98**

Revised Date of Completion as of this Change Order: Add 5 days

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.

----------**CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL**----------

Contractor: _____ Date: 3/18/08

Robert Schmitt, President

Project Manager: _____ Date: 3/19/08

Mark Brethauer, P.E.

Contracts: _____ Date: 3-19-08

Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 8**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: March 13, 2008**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #8 is a ADD to the contract for the installation of additional anchor bolts that were originally required during the construction of phase I, but were never installed.	$1,121.25
	CHANGE ORDER TOTAL	$1,121.25

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 7	**$ 10,418.98**
Contract Amount Prior to this Change Order	**$ 413,334.98**
Amount of this Change Order	**$ 1,121.25**
New Contract Amount (Including this Change Order)	**$ 414,456.23**

Revised Date of Completion as of this Change Order: **Add 2 days**

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.

----------CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL----------

Contractor: _____ Date: 3/18/08
Robert Schmitt, President

Project Manager: _____ Date: 3/19/08
Mark Brethauer, P.E.

Contracts: _____ Date: 3-19-08
Karen White, Management Assistant

CARSON CITY CONTRACTS **CHANGE ORDER NO. 9**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: March 13, 2008**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.3	Change order #9 is a ADD to the contract for fire sprinkler electrical equipment that was required, but not included in the plans.	$702.65
	CHANGE ORDER TOTAL	$702.65

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 8	**$ 11,540.23**
Contract Amount Prior to this Change Order	**$ 414,456.23**
Amount of this Change Order	**$ 702.65**
New Contract Amount (Including this Change Order)	**$ 415,158.88**

Revised Date of Completion as of this Change Order: Add 5 days

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.

----------**CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL**----------

Contractor: _____ Date: 3/18/08
Robert Schmitt, President

Project Manager: _____ Date: 3/19/08
Mark Brethauer, P.E.

Contracts: _____ Date: 3-19-08
Karen White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 10**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: March 13, 2008**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #10 is a ADD to the contract for safety adjustments that were required on the existing over head door openers.	$368.00
	CHANGE ORDER TOTAL	$368.00

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 9	**$ 12,242.88**
Contract Amount Prior to this Change Order	**$ 415,158.88**
Amount of this Change Order	**$ 368.00**
New Contract Amount (Including this Change Order)	**$ 415,526.88**

Revised Date of Completion as of this Change Order: **Add 1 day**

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.

----------CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL----------

Contractor: _____ Date: 3/18/08
Robert Schmitt, President

Project Manager: _____ Date: 3/19/08
Mark Brethauer, P.E.

Contracts: _____ Date: 3-19-08
Karen L. White, Management Assistant III

CARSON CITY CONTRACTS **CHANGE ORDER NO. 11**

PROJECT: Building D Phase II Expansion **CONTRACT NO.: 2007-001**

CONTRACTOR: Maxim Construction **DATE: April 3, 2008**

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 document:

Account Number for paying of Charge Order: _____

Do **not** list deductions and additions on the same change order.

BID ITEM #	DESCRIPTION	AMOUNT
BP.2	Change order #11 is a ADD to the contract to have Nelson Electronics provide the connection to, and programming of, the existing Fire System Control Panel located in Building A in order for it to monitor the new fire sprinkler system in Building D.	$1,950.00
	CHANGE ORDER TOTAL	$1,950.00

Original Contract Amount	**$ 402,916.00**
Previous Change Orders 10	**$ 12,610.88**
Contract Amount Prior to this Change Order	**$ 415,526.88**
Amount of this Change Order	**$ 1,950.00**
New Contract Amount (Including this Change Order)	**$ 417,476.88**

Revised Date of Completion as of this Change Order: Add 1 day

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.

----------**CHANGE ORDER NOT VALID UNTIL SIGNED BY ALL**----------

Contractor: _____ Date: 4/3/08
Bob Schmitt, President

Project Manager: _____ Date: 4/3/08
Mark Brethauer, P.E.

Contracts: _____ Date: 4/3/08
Karen L. White, Management Assistant III