



WASHOE COUNTY

COMMUNITY SERVICES DEPARTMENT

CHANGE ORDER JUSTIFICATION

This form must accompany any Board of County Commissioner change order request.

Project: Lemmon Valley Estates Drainage Channel Improvements Project

Requested Change Order Amount: \$136,147.20

Requestor: Megan Sizelove

Phone: 328-2316

Purchase Order #: 6500002762

Original PO Date: 5/31/2019

Original Board Approval Date & Agenda Item #: April 23, 2019, Item No. 16

Contractor: RaPiD Construction, Inc.

Brief Description of the Change Order Requested:

RaPiD is currently under contract to reestablish proper alignment and stabilization of a 30-foot wide stormwater drainage channel located within in Lemmon Valley. This Change Order is for the unanticipated cost increase to properly dispose of materials removed from the site as required by the Federal Emergency Management Agency.

Please provide sufficient detail to clearly identify the reason(s) for this change order request. Attach additional information if necessary.

1. Why is this change required?

This drainage channel was severely damaged during the February 2017 presidentially declared flood disaster. As a result, this project was identified by the Federal Emergency Management Agency (FEMA) for submission and possible reimbursement. FEMA requires that all materials removed from the project will either be taken to the County yard, Pit or Lockwood landfill. Staff determined that the best option was to haul and dispose of material removed from the project site to the Lockwood landfill.

2. Why was the work required under this change order request not included in the original scope of work?

At the time of execution of the agreement with RaPiD Construction Inc., this FEMA requirement was not realized by staff.

3. How was the cost to perform the change order determined to be reasonable and/or consistent with overall contract pricing?

The costs associated with this change order include invoices from Waste Management to dispose of the material at the landfill as well as the labor and equipment to haul said material to the landfill. Labor and equipment hours were tracked and hourly rates were verified to be consistent within the industry.



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4. **Why is the County liable for the expense associated with this change order request?**

Washoe County requested RaPiD Construction to haul and dispose of the projects' material to the Lockwood landfill to ensure compliance with FEMA requirements.

5. **Contractors/Subcontractors:**

The contractor recommended is the most suitable to perform the change order requested and the selection process is based on the following:

Check all that apply.

- There is evidence that the change order assistance to be provided is essential and cannot be provided by persons receiving salary support within Washoe County.
- The individual/company recommended is most suitable to perform the change order.
- A selection process was utilized to select the most qualified person.
- The charges are appropriate considering the qualifications of the consultant or company based on past experience and the nature of the work to be performed.

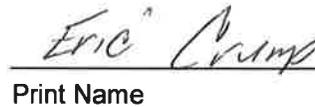
I understand that I may be required to justify this change order request before the appropriate authority, including the Board of County Commissioners, and that by signing this document knowing any of it to be false may subject me to administrative action.



Signature of Requestor



Department Head Approval



Print Name



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