



# WASHOE COUNTY

## COMMUNITY SERVICES DEPARTMENT

### CHANGE ORDER JUSTIFICATION

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

Project: Washoe County Jail – Slider Door Actuator Replacement Project

Requested Change Order Amount: \$41,269.50

Requestor: Brett Steinhardt Phone: 328-2049

Purchase Order #: 6500002692 Original PO Date: 02/25/2019

Original Board Approval Date & Agenda Item #: December 11, 2018, Item No. 14

Contractor: Southern Folger

#### **Brief Description of the Change Order Requested:**

Southern Folger Detention Equipment Co., LLC. is currently under contract to replace 25 sliding door actuators, rebuild identified components and replace air compressor. This Change Order is for the unforeseen original construction of the steel pilasters, detention hollow metal (DHM) was anticipated and after investigating structural steel was found in its place.

*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?**

Change order #2 has been issued in response to RFI #1 dated May 9, 2019, after site inspections it was determined that a mixture of structural steel members filling out the pilaster area were present instead of the expected detention hollow metal (DHM) typical in this application. After review and discussion, a negotiated price was established. This work includes all general conditions, project management, engineering, materials, additional labor cost, and Bondo and caulking to provide a prepped surface for paint

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

At the time of design and bidding the steel pilasters construction could not be seen without destructive demolition.

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

The cost was analyzed and a fair price negotiated with Southern Folger.



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

Extra work is necessary due to the unexpected discovery of the mixture of structural steel members filling out the pilaster area. If this had been known at the time of the bid both the engineer's estimate and the bid amount would have been higher to include the extra work involved.

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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