



Agenda Date: 12/6/2017

Agenda Placement: 7E

Napa Sanitation District Board Agenda Letter

TO: Honorable Board of Directors

FROM: Timothy Healy - General Manager
NS-Technical Services/Engineer

REPORT BY: Andrew Damron, Technical Services Director - 707-258-6000

SUBJECT: Authorize Increase of Change Order Signing Authority and Accept Completion of the Earthquake Repairs Project (CIP 18727)

RECOMMENDATION

Authorize increase of change order signing authority and adopt Resolution accepting completion and directing the General Manager to file the Notice of Completion at the Office of the Recorder, Napa County, California for the Earthquake Repairs Project (CIP 18727).

EXECUTIVE SUMMARY

On September 15, 2017, NapaSan entered into a contract with Ashron Construction and Restoration, Inc. to furnish all labor, materials, equipment and services required for the construction of the Earthquake Repairs Project (CIP 18727). On December 1, 2017, the General Manager submitted his Certificate of Completion to the Board Secretary certifying that the Project was completed to his satisfaction.

The original contract was awarded for \$364,945. One change order is needed for this project in the amount of \$77,480 (21.2%). On November 11, 2017, the Board increased the change order signing authority to \$72,989 (20% of original contract). The increase in project costs considered in November was due to: 1) an increase in crack sealing necessary to maintain the structural integrity of the tower; and 2) an increase in reinforced concrete needed to repair the pipe support for the 36-inch filter influent pipe. On November 14, the contractor and construction manager discovered that the concrete ledge (to be repaired as part of the project) that supports the south end of the digester bridge was not constructed according to the record drawings. Additional steel reinforcing work was needed to repair the concrete ledge. The additional cost of the ledge repair caused the total change order amount to exceed the signing authority of the General Manager approved on November 11.

After approval of the change order, the total approved contract amount for this project will be \$442,425. The District will hold \$22,121.25 as retention on this project. The full retention amount will be released to the Contractor

35-days after filing of the Notice of Completion with the Recorder and the District receives confirmation that all vendors and subcontractors have been paid in full.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The Federal Government (FEMA) and the State (California Office of Emergency Services - Cal OES) will reimburse NapaSan for 93.75% of qualifying project costs. The remaining 6.25% of costs will come from NapaSan funds. The project is budgeted in the 2017/18 Capital Improvement Program.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The current potential contract change order exceeds the General Manager's current approval authority. The General Manager cannot approve change orders above the signing authority without Board authorization.
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	The General Manager would be unable to approve change orders in excess of 20% of the original contract amount that are required for the construction of the project.
Additional Information:	

ENVIRONMENTAL IMPACT

None.

BACKGROUND AND DISCUSSION

None.

SUPPORTING DOCUMENTS

- A . Certificate of Completion
- B . Completion Resolution

Napa Sanitation District: Approve

Reviewed By: Timothy Healy