Request for Council Action
City of Needles, California

☒ CITY COUNCIL ☐ UTILITY BOARD ☐ NPUA ☒ Regular ☐ Special

Meeting Date: August 13, 2019

Title: Change Order #1 to TRINITY CONSTRUCTION in the amount of $20,503.02 for additional paint and floor improvements to the Administration Offices at 817 Third Street.

Background: In 1990 this building was partial renovated from a Store to a Utility Service Office. Over time this office has received very minimal facility maintenance including paint or new flooring. On 06/11/2019 City Council accept a bid from Trinity Construction for the security improvement to the Administration / Utility Office at 817 Third Street. Trinity Construction will be installing Security Glass and Drywall within out front lobby area.

The City has accepted the work from the contractor Trinity Construction to include above the current countertop and one foot below the current ceiling height. Level 2 drywall will be installed below the existing counter leaving no area unsecure. Both windows in the front office and the other small conference room will be replaced with drywall and both doors will be replaced with level 2 doors. The front lobby will be textured and painted.

Trinity Construction has offered to extend painting tasks to the back wall where the pictures hang and behind the counter to give the office a fresh new look at no extra charge to the contract. Trinity Construction offered a flooring that they had an abundant amount of stock available that they have offered to the City.

Presented for approval is the new flooring for the front lobby area, the corridor to the double doors and the conference room. In addition to the flooring, the painting of the front corridor hallway would freshen up the appearance of the office corridor, as no painting has taken place since it's remodel in 1990. This area is a very visible area as potential business owners and City Staff meet in the conference room.

Fiscal Impact: The project has a contingency amount is $11,341. The remaining balance of funds needed will be taken from the reserves of the Utility Business Office Internal Service Fund.

1.	Front Lobby Floor	$ 6,486.42
2.	Main Corridor Flooring & Conference Room through to double door excluding bathrooms	$ 8,816.60
3.	Paint Corridor & Bathrooms.	$ 5,200.00
	Total	**$ 20,503.02**

Approved: ☐ **Not Approved:** ☐ **Tabled:** ☐ **Other:** ☐

AGENDA ITEM: 22

Recommendation: Accept the change order #1 to TRINITY CONSTRUCTION in the amount of $20,503.02 to purchase, install new flooring and paint as presented in the Administration and Utility Billing office at 817 Third Street using the project contingency and the reserves of the Utility Business Office Internal Service Fund, authorize staff to issue an change order for execution.

Submitted By: Tammy Ellmore, Engineering Tech II

City Management Review: Rick **Date:** 8/8/19

16 – CHANGE ORDER

Project: FRONT OFFICE SECURITY IMPROVEMENTS Order No: 1

Owner: **City of Needles**

Contractor: **TRINITY CONSTRUCTION**

The Following Changes are made to the Contract:

FRONT LOBBY FLOOR, MAIN CORRIDOR FLOORING INCLUDING CONFERENCE ROOM & PAINTING

Justification:

Presented for approval is the new flooring for the front lobby area, the corridor to the double doors and the conference room. The extra painting and flooring would freshen up the appearance of the office corridor, as no painting has taken place since it's remodel in 1990. This area is a very visible area as potential business owners and City Staff meet in this room.

Original Contract Price *(Starting Bid Amount)*	$	104,269.50
Previous Change Order(s) Amount	$	0.00
Original Contract Price plus previous Change Order(s) *(sub-total lines 1 & 2)*	$	104,269.50
Contract Price due to this Change Order *(This Change Order being presented)*	$	20,503.02
New Contract Price including this Change Order	$	**124,772.52**

Change in Contract Time

Contract Time will be (Increased)	Adjusted Date for Completion of all Work	Calendar Days
-	-	-

APPROVALS REQUIRED

Requested by: Tammy Ellmore Date: 08/13/2019
Tammy Ellmore, Engineering Tech II

Contractor Acceptance _____ Date: _____
Signature

_____
Title

Approved by: _____ Date: 08/13/2019
CC meeting

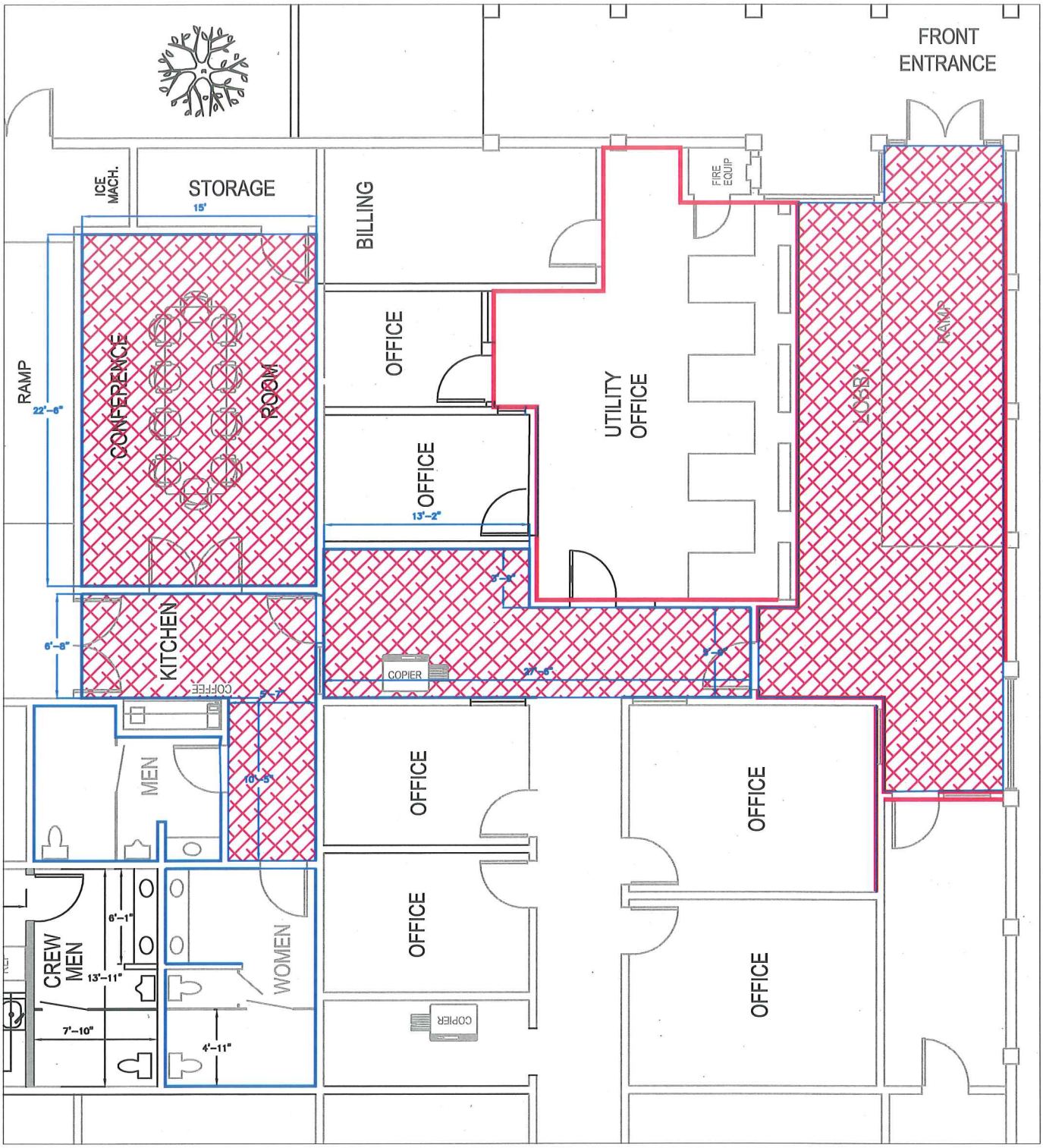
Title: Rick Daniels, City Manager
Title

CITY OF NEEDLES
ADMINISTRATION & UTILITY OFFICE PROJECT

PAINTING (CHANGE ORDER #1)

PAINT INCLUDED IN ORIGINAL BID

NEW FLOOR (CHANGE ORDER #1)



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