



Meeting Date: January 30, 2025 **Agenda Type:** Consent Items for Action

From: Jesse Luna **Reviewed by:** David Hubbard
Purchasing Manager Chief Administrative Officer

Submitted by: David Hubbard **Approved by:** Ryan Kelso
Chief Administrative Officer Chief Executive Officer

RECOMMENDED ACTION: Approve the Change Order Log from November 15, 2024, through December 15, 2024

BACKGROUND

The Board of Trustees approved the NBU Purchasing Policy on October 31, 2019. The Purchasing Policy defines the process for obtaining approval of change orders. In addition to the individual approval by the Board of Trustees for change orders greater than \$50,000, the policy further states, “Each department manager will keep a log of all change orders and forward that log on a monthly basis to the Purchasing Manager before each Board of Trustees’ meeting. The Purchasing Manager will prepare a consent agenda item to request approval of those change orders at the next Board of Trustees’ meeting.”

Listed below are the change orders submitted to the Purchasing Manager for the period of November 15, 2024, through December 15, 2024.

FINANCIAL IMPACT

Change orders less than \$50,000:

- NKI Odor Control Facility, Relocate a service line, MGC Contractors, Inc., Change order No. 1, Cost increase of \$6,454.38.
- Infrastructure Replacement Package 1 (HMT), Service Overrun (Spur, Plum, and Grape), Spiess Construction Co., Inc., Change order No. 2, Cost increase of \$13,200.00.

Change orders more than \$50,000:

- None reported during this period.

LINK TO STRATEGIC PLAN

Customers and Community

People and Culture

Stewardship

EXHIBITS

None