



**Meeting Date:** June 27, 2024      **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 April 15, 2024, through May 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 April 15, 2024, through May 15, 2024.

---

## **FINANCIAL IMPACT**

Change orders less than \$50,000:

- Trinity Expansion Well Field, Owners contingency (\$100,000) + \$8,435.68 Board approved contingency used: Additional barrels of acid - hauling - \$50/barrel, and breather vents., Kutscher Drilling, LTD, Change order No. 1, Cost increase of \$8,453.68.

Change orders more than \$50,000:

- Trinity Expansion Treatment Plant, Well Tie-In pipe supports, well field contamination PLW support, lightning protection on the new GST, 8" raw water feed line leak, lift station elevation conflict, PLW Waterworks, LLC., Change order No. 7, Cost increase of \$57,614.75.
- NBU Annex Design Build, design changes including additional demolition, drywall, and electrical work, Spaw Glass, Change order No. 1, Cost increase of \$223,072.00.

**LINK TO STRATEGIC PLAN**

---

**Customers and Community**

**People and Culture**

**Stewardship**

**EXHIBITS**

---

None