

AGENDA ITEM SUMMARY SHEET

City of Rollingwood

Meeting Date: September 18, 2024

Submitted By:

Staff

Agenda Item:

Update, discussion and possible action regarding change orders associated with the Nixon/Pleasant Drainage Project, Hubbard/Hatley/Pickwick Drainage Project and Water CIP Bond Program packages 1-4

Description:

The attached Change Order has been submitted by AO Services, the contractor completing the Nixon/Pleasant Drainage Project, Hubbard/Hatley/Pickwick Drainage Project and Water CIP Bond Program packages 1-4. It has been reviewed by the City Engineer and quality assurance staff to confirm that the changes are necessary.

The items contained in this change order are:

	Item	Cost	Source of Funds	Council Approval Needed?
A	Nixon/Pleasant Drainage – Wastewater Line/Storm Conflict Resolution	\$111,912	<ul style="list-style-type: none">Wastewater Fund Unexpended Balance (\$98,980)Wastewater Fund Reserve (\$12,932)	Yes
B	Nixon/Pleasant Drainage – Miscellaneous Changes	\$9,231	<ul style="list-style-type: none">Drainage Fund (\$9,231)	Yes
C	Nixon/Pleasant Drainage – Asbestos Conflict	\$58,326	<ul style="list-style-type: none">Water Contingency Funds (\$58,326)	No
D	Hubbard/Hatley Drainage – Almarion Way Conflict Investigation	\$13,052	<ul style="list-style-type: none">Water Contingency Funds (\$13,052)	No
E	Rollingwood Water CIP – Miscellaneous Adjustments	\$42,306	<ul style="list-style-type: none">Water Contingency Funds (\$42,306)	No

Wastewater Project

Item (A) Nixon/Pleasant Drainage – Wastewater Line/Storm Conflict Resolution, includes the lowering of a wastewater line that conflicts with the designed location of the storm sewer box. Because this is a wastewater project, this project is eligible to be paid for out of the Wastewater Fund. The total amount of this item is \$111,912.

Based on the proposed Fiscal Year 2024-2025 budget, and the exceptional items that were approved out of the wastewater fund, there is \$98,980 remaining in the unexpended balance of the wastewater fund. This money can be used towards the cost of item A and the rest of this item will be paid out of the wastewater fund reserve, which currently sits at \$614,894, which represents 6 month of operating expenses.

Summary of Wastewater Project:

\$98,980	Paid out of Wastewater Fund Unexpended Balance
<u>\$12,932</u>	Paid out of Wastewater Fund Reserve
\$111,912	Total Cost of Item (A)

Change order item A requires City Council approval.

Memo from K. Friese and Associates:

K. Friese and Associates, the City's Engineer, has provided a memo regarding Change Order Item A, the Nixon/Pleasant Drainage – Wastewater Line/Storm Conflict Resolution. The memo explains the reason for the change order and that it is a necessary change to meet the objectives of the Nixon/Pleasant Drainage Project.

Drainage Projects

The drainage related item (B) Nixon/Pleasant Drainage – Miscellaneous Changes has a total cost of \$9,231. This change order is due to a previous request from a homeowner for redesign of boulder placement along the bottom of the channel near his property, as a condition of easement release to the city.

This item can be paid for out of the city's Drainage Fund.

Change order item B requires City Council approval.

Water Projects

The three Water related projects, (C) Nixon/Pleasant Drainage – Asbestos Conflict, (D) Hubbard/Hatley Drainage – Almarion Way Conflict Investigation, and (E) Rollingwood Water CIP – Miscellaneous Adjustments, will be paid for out of the contingency fund previously

approved by the City Council. This contingency fund can only be used on water related projects, and because the asbestos line conflict (Item C) was a water line, and the Almarion Way conflict investigation was of a conflicting water line, these two items are eligible to be paid for with the water contingency fund.

The total amount of these change order items is \$113,684.

Summary of Water Projects:

\$133,774	Total Water Contingency Approved
(\$58,326)	Cost of item C
(\$13,052)	Cost of Item D
<u>(\$42,306)</u>	Cost of Item E
\$20,090	Remaining in Water Contingency

Because this contingency fund was already approved by the City Council, change order items C, D and E do not require City Council Approval.

Action Requested:

To approve Change Order 1, item A in the amount of \$111,912 to be funded out of the Wastewater Fund unexpended balance and Wastewater Fund reserve, and item B in the amount of \$9,231 to be paid out of the Drainage Fund.

Fiscal Impacts:

Fiscal Impacts to the Wastewater and Drainage Funds as outlined above.

Attachments:

- Change Order #1
- Memo from K. Friese and Associates regarding item A Nixon/Pleasant Drainage – Wastewater Line/Storm Conflict Resolution