

AGENDA ITEM 26

Discuss and take appropriate action on road bond program.

Road Bond Manager Mike Weaver is in the process of conducting an annual review of engineers working on road projects. He stated that he would have a report for the court within a week to ten days.

He also presented the court with change order forms that will help document changes in the field. It includes change order codes to assist in tracking reasons for change orders on road projects.

No action was taken on this agenda item.

< Attachment >

WILLIAMSON COUNTY, TEXAS

CHANGE ORDER NUMBER: _____

1. CONTRACTOR: _____

2. Change Order Work Limits: Sta. _____ to Sta. _____

3. Type of Change(on federal-aid non-exempt projects): _____ (Major/Minor)

4. Reasons: _____ (3 Max. - In order of importance - Primary first)

5. Describe the work being revised: _____

Project:	_____
Roadway:	_____
Contract	_____
Number:	_____

6. New or revised plan sheet(s) & sketch(es) are attached and numbered:

Each signatory hereby warrants that each has the authority to execute this Change Order (CO).

<i>The contractor must sign the Change Order and, by doing so, agrees to waive any and all claims for additional compensation due to any and all other expenses; additional changes for time, overhead and profit; or loss of compensation as a result of this change.</i>	<i>The following information must be provided</i>
THE CONTRACTOR _____ Date _____	Time Ext. #: _____ Days added on this CO: _____
By _____	Amount added by this change order: _____
Typed/Printed Name _____	
Typed/Printed Title _____	

RECOMMENDED FOR EXECUTION:_____
Project Manager _____ Date _____
Construction Observer_____
County Commissioner Precinct 1 _____ Date _____
☐ APPROVED ☐ REQUEST APPROVAL_____
Design Engineer _____ Date __________
County Commissioner Precinct 2 _____ Date _____
☐ APPROVED ☐ REQUEST APPROVAL_____
Program Manager _____ Date __________
County Commissioner Precinct 3 _____ Date _____
☐ APPROVED ☐ REQUEST APPROVAL

Design Engineer's Seal:

County Commissioner Precinct 4 _____ Date _____
☐ APPROVED ☐ REQUEST APPROVAL_____
County Judge _____ Date _____
APPROVED

CHANGE ORDER NUMBER: _____

Estimated Cost:

[illegible][illegible]

WILLIAMSON COUNTY, TEXAS**CHANGE ORDER NUMBER:** _____**Advance Funding Agreement (Third Party Funding) Information*****This form is used when the subject change order involves funding by a source other than Williamson County***

1. Outside funding provided by:

(Outside Entity's Legal Name)

2. Type of outside funding agreement for this change: [Check one]

☐ Existing ☐ Amended ☐ New**Project:** _____**Roadway:** _____**Contract
Number:** _____

3. Indicate the type and amount of funding:

☐ Fixed Price (Lump Sum) (Estimated Amount: _____)☐ Actual Cost

(a) Contract Items (Bid Items): _____

(b) E&C*: (a) x _____ [enter %] = \$0.00(c) Indirect Cost: (a+b) x _____ [enter %] = \$0.00**TOTAL** \$0.00**Use as needed:**

I hereby approve the modifications covered by Form CO for this Change Order and agree to finance the additional costs, if any, as reflected by this form.

Advance Funding _____ Date _____

By _____

Type/Printed Name _____

Typed/Printed Title _____

- * The percentage (%) for E&C (Engineering and Contingencies) charges varies from project to project from approximately 6% to 11% depending on the contract amount of the project. Projects with higher contract amount will have the lower rate of E&C charge. For a specific project, E&C rate (%) can be derived from the cost of "Engineering and Contingencies" in the "Estimated Cost" of the project.

Advance Funding for this Change Order has been arranged:

County Judge_____
Date

Typed/Printed Name: _____

INSTRUCTIONS FOR PREPARING THE CHANGE ORDER

The following information is provided to assist you in preparing the Change Order:

- 1 Insert the Contractor's name as it appears in the contract.
- 2 Insert the work limits for the Change Order.
- 3 Indicate if a change is major or minor. Definitions of Major and Minor changes are included in Section 4 of Chapter 4 of the **Contract Administration Handbook**
- 4 Indicate the reason(s) for the Change Order listing first the primary reason followed by secondary reason(s) if needed. Refer to the Reason Code Chart for Change Orders. Your entry will be a number followed by a letter for the associated reasons (i.e. - 1A, 3D, etc.).
- 5 Give a narrative of the revised work being authorized in the Change Order.
- 6 Attach any new/revised plan sheet(s).
- 7 The signature block for the third party on the Form CO-AFA is optional. The contractor is not responsible for any delays the district may have in obtaining a third party's signature.
- 8 Have the contractor sign in the contractor's signature block. All change orders must be signed by the contractor.
- 10 Affix the seal in the space located at the left corner of the bottom of the CO Form. All COs should be signed and dated in accordance with the rules and regulations of the Texas Board of Professional Engineers

Signature authority for COs

- \$0 - \$25,000: County Judge
- \$25,001 & Greater: Commissioner's Court

CHANGE ORDER REASON(S) CODE CHART

1. Design Error or Omission	1A. Incorrect PS&E 1B. Other
2. Differing Site Conditions (unforeseeable)	2A. Dispute resolution (expense caused by conditions and/or resulting delay) 2B. Unavailable material 2C. New development (conditions changing after PS&E completed) 2D. Environmental remediation 2E. Miscellaneous difference in site conditions (unforeseeable)(Item 9) 2F. Site conditions altered by an act of nature 2G. Unadjusted utility (unforeseeable) 2H. Unacquired Right-of-Way (unforeseeable) 2I. Additional safety needs (unforeseeable) 2J. Other
3. County Convenience	3A. Dispute resolution (not resulting from error in plans or differing site conditions) 3B. Public relations improvement 3C. Implementation of a Value Engineering finding 3D. Achievement of an early project completion 3E. Reduction of future maintenance 3F. Additional work desired by the County 3G. Compliance requirements of new laws and/or policies 3H. Cost savings opportunity discovered during construction 3I. Implementation of improved technology or better process 3J. Price adjustment on finished work (price reduced in exchange for acceptance) 3K. Addition of stock account or material supplied by state provision 3L. Revising safety work/measures desired by the County 3M. Other
4. Third Party Accommodation	4A. Failure of a third party to meet commitment 4B. Third party requested work 4C. Compliance requirements of new laws and/or policies (impacting third party) 4D. Other
5. Contractor Convenience	5A. Contractor exercises option to change the traffic control plan 5B. Contractor requested change in the sequence and/or method of work 5C. Payment for Partnering workshop 5D. Additional safety work/measures desired by the contractor 5E. Other
6. Untimely ROW/Utilities	6A. Right-of-Way not clear (third party responsibility for ROW) 6B. Right-of-Way not clear (County responsibility for ROW) 6C. Utilities not clear 6D. Other

WILLIAMSON COUNTY ROAD & BRIDGE
CONSTRUCTION ESTIMATE SUMMARY INVOICE

VENDOR NAME:	_____	PROJECT NO.	_____
VENDOR NO.	_____	PROJECT NAME:	_____
ADDRESS:	_____	CONTRACT AWARD DATE:	_____
	_____	CONTRACT NUMBER:	_____
CONTACT PERSON:	_____	ESTIMATE/INVOICE NO.	_____
BILLING PERIOD:	FROM: _____ TO: _____	REQUISITION NO.	_____
TELEPHONE #	_____	PURCHASE ORDER NO.	_____

CONTRACT FEE SUMMARY

ORIGINAL TOTAL CONTRACT AMOUNT:	_____	\$0.00	
APPROVED CHANGE ORDERS:	(+)	_____	\$0.00 _____ OF CHANGE IN ORIGINAL CONTRACT
ADJUSTED TOTAL CONTRACT AMOUNT:	(=)	_____	\$0.00
WORK COMPLETED TO DATE:		_____	\$0.00 _____ OF TIME USED TO DATE
MATERIALS ON HAND:	(+)	_____	\$0.00
TOTAL EARNED TO DATE:	(=)	_____	\$0.00 _____ OF CONTRACT EARNED TO DATE
TOTAL RETAINAGE HELD: (10%)	(-)	_____	\$0.00
PREVIOUS PAYMENTS:	(-)	_____	\$0.00 _____ CONTRACT WORKING DAYS
MISC. CREDITS:	(-)	_____	\$0.00 _____ ADDITIONAL DAYS GRANTED
LIQUIDATED DAMAGES:	(-)	_____	\$0.00 _____ 0 TOTAL CONTRACT WORKING DAYS
CURRENT BILLING:	(=)	_____	\$0.00 _____ WORKING DAYS CHARGED TO DATE

I CERTIFY THAT THE WORK HAS BEEN PERFORMED IN ACCORDANCE WITH THE CONTRACT AND ALL DEDUCTIONS IN FAVOR OF THE COUNTY HAVE BEEN MADE.

CONTRACTOR:	_____	DATE:	_____
	<Person - Contractor>		
CONSTRUCTION OBSERVER:	_____	DATE:	_____
	<Person - Construction Observer Company>		
ROAD BOND MANAGER:	_____	DATE:	_____
	<Person - Road Bond Manager>		

WILLIAMSON COUNTY ROAD & BRIDGE - 710 MAIN STREET, SUITE 303 - GEORGETOWN, TEXAS 78726

«CONTRACTOR TELEPHONE & FAX NUMBERS»

ESTIMATE NO.

[illegible]

CONSTRUCTION ESTIMATE
WILLIAMSON COUNTY ROAD & BRIDGE - 710 MAIN STREET, SUITE 303 - GEORGETOWN, TEXAS 75126

PROJECT NO. 2

<<CONTRACTOR NAME>

CONTRACTOR ADDRESS

CONTRACTOR TELEPHONE & FAX NUMBERS

ESTIMATE NO.**PERIOD:**

PAGE 2 OF 3

CONSTRUCTION ESTIMATE

WILLIAMSON COUNTY ROAD & BRIDGE - 710 MAIN STREET, SUITE 303 - GEORGETOWN, TEXAS 78728

<PROJECT NAME>

PROJECT NO.

<CONTRACTOR NAME>

CONTRACTOR ADDRESS**CONTRACTOR TELEPHONE & FAX NUMBERS**

ESTIMATE PERIOD:

ESTIMATE NO.

[illegible]

JOB TO DATE AMOUNT	\$0.00	PERIOD AMOUNT	\$0.00
---------------------------	---------------	----------------------	---------------

JOB TO DATE 10% RETAINAGE	\$0.00	10% RETAINAGE	\$0.00
---------------------------	--------	---------------	--------

JOB TO DATE TOTAL	\$0.00	PERIOD TOTAL	\$0.00
-------------------	--------	--------------	--------

ORIGINAL CONTRACT AMOUNT	\$0.00
--------------------------	--------

APPROVED CHANGE ORDERS **\$0.00**

ADJUSTED TOTAL CONTRACT AMOUNT \$0.00

AGENDA ITEM 27

Discuss and take appropriate action on jail/courthouse annex expansion.

Jim Broaddus of Broaddus & Associates gave a brief report to the court on progress at the expansion site.

No action was taken on this agenda item.

AGENDA ITEM 28

Consider approving Keystone Construction change proposal for additional work and change in materials on the Brushy Creek Regional Trail - Phase 1A (Proj. #02WC401).

Moved: **Commissioner Heiligenstein**

Seconded: **Commissioner Hays**

Motion: To approve Item A of the Keystone Construction change proposal in the amount of \$15,312.50 for furnishing and installing a game fence per coordinates from January 28, 2002 request for the Brushy Creek Regional Trail project, Phase 1A.

Vote: 4 - 0. **Commissioner Boatright** was absent from the dais.

< Attachment >

TO: ARCHITECT / ENGINEER
REF: YOUR REQUEST DATED 01/28

02/04/02
Date

**CONTRACTOR'S
CHANGE PROPOSAL**

4

GENTLEMEN:

The following is a detailed cost breakdown, including both materials and labor for all additions or deductions from the contract sum if the change described in your request for proposal dated 01/28/02 is accepted: (Additional data necessary to support itemized figures is attached and

WILLIAMSON COUNTY TRAILS PROJECT
BRUSHY CREEK REGIONAL TRAIL

CHANGE REQUEST NO.: FOUR (4)

ITEM	DESCRIPTION
------	-------------

A. FURNISH AND INSTALL THE GAME FENCE PER THE COORDINATES ITEMIZED IN YOUR JANUARY 28, 2002 REQUEST FOR PROPOSAL

LUMP SUM: \$ 15,312.50

B. TO FURNISH AND INSTALL A GATE OPENER

LUMP SUM: \$ 2,800.00

C. FURNISH AND INSTALL ADDITIONAL LIVESTOCK FENCE @ \$ 3.50 PER LINEAR FOOT

LUMP SUM: \$ 1,837.50

TOTAL THIS CHANGE REQUEST: \$ ~~19,950.00~~ 15,312.50

The Original Contract Sum was	\$ 1,426,820.00
Net Change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,426,820.00
The Contract Sum will be (INCREASED) (DECREASED) (UNCHANGED)	\$ 19,950.00
The new Contract Sum including this Change Order will be	\$ 1,446,770.00
The Contract Time will be (INCREASED) (Decreased) (Unchanged)	15.00

The above proposal is submitted for your consideration. The undersigned Contractor understands and agrees that this proposal is validated only by the written acceptance of this proposal for change.

Authorized Signature

Joe D. Haralson, C.E.O.

KEYSTONE CONSTRUCTION INC.

Name of Contracting Firm

ACCEPTED BY: *Williamson County*

John C. Doerfler 2-26-02
Authorized Signature

John C. Doerfler - County Judge
Printed Name & Title