



Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Geoff Reed
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Sally Hamilton
Urban County Council

FROM: Geoff Reed, Commissioner of General Services


DATE: September 29, 2014

RE: Change Orders for Marrillia Design & Construction's Contract to Build a New Senior Citizen Center

On September 25, 2014, the Urban County Council passed Resolution Number 548-2014, accepting the bid amount of \$8,882,900.00 to Marrillia Design & Construction for the Senior Citizen Center Construction for the Department of Social Services. Pursuant to Resolution 548-2014, a contract will be executed with Marrillia Design & Construction for this work.

Construction will begin shortly with a substantial completion date of December 14, 2015. In order to maintain the progressive construction schedule necessary, the Administration requests that the Council authorize the Mayor to execute change orders to the contract subject to the following conditions:

- No individual change order increase exceeds Twenty Two Thousand Two Hundred Dollars (\$22,200) (.25% of the original bid amount),
- No change order materially changes the scope of the project or contract,
- The cumulative total increase for all change orders executed pursuant to this resolution does not exceed Two Hundred Twenty Two Thousand Dollars (\$222,000) (2.5% of the original bid amount),
- Budgeted funds are available to cover change order increase,
- Any and all change order decreases are authorized,
- A summary of all change orders executed by this arrangement will be furnished to the Urban County Council quarterly, unless more frequent reporting is requested.

All change orders that fall within these conditions will be reviewed and recommended by the consulting architect (EOP Architects) and their sub-consultants, by the Urban County Government's Project Manager, and by the Commissioner of General Services to assure need, appropriateness and accuracy. The reviews will be conducted prior to submittal of such change orders to the Mayor for signature. Any change orders that do not comply with these conditions will be submitted to the Council for authorization by the normal blue-sheet process.

Council authorization of this conditional change order process will help to prevent costly time delays in a project that is of high importance to the community.

Cc: Beth Mills, Commissioner, Social Services
Jamshid Baradaran, Director, Fleet and Facilities Maintenance
Todd Slatin, Director, Central Purchasing
Janet Graham, Commissioner, Law Department