



TO: Jim Gray, Mayor  
Urban County Council

FROM:  (for S. H.)  
Sally Hamilton, Commissioner of General Services (Acting)

CC: Jamshid Baradaran, Director, Facilities & Fleet Management

DATE: October 17, 2018

SUBJECT: Change Order Authorization for Phoenix Cooling Tower Project

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Request authorization to: The Administration requests that Council authorize the Mayor or his designee (i.e., the CAO) to execute change orders to the contracts based on criteria stated in the attached memo. Any changes that do not comply will be submitted to Council for authorization by the normal blue sheet process.

Why are you requesting? To prevent costly time delays in replacing the cooling tower for the Phoenix Building prior to warmer weather.

Department needs this action completed because: To maintain the construction schedule necessary for the completion of the cooling tower replacement.

What is the cost in this budget year and future budget years?

The cost for this FY is: No individual change order increase exceeds \$10,000 (2.28% of the combined original bid amounts); the cumulative total increase for all change orders executed pursuant to this resolution does not exceed \$22,000 (5% of the combined original bid amounts).

The cost for future FY is: N/A

Advance Document Review: Law Dept.: No

Risk Management: No

Are the funds budgeted? Yes

The funds are budgeted or a budget amendment is in process:

Account number: 2607-707201-0001-76101

Project/Grant ID: FACILITY\_2017      Activity: BUILD\_IMPR

Budget Reference: 2017      Current Balance: \$160,578

File Number:

Director/Commissioner: Jamshid Baradaran, Director, Facilities & Fleet Management

