

<b>LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT CONTRACT CHANGE ORDER</b> Page 1 of 2	Date:	May 11, 2018	
	Project:	WWTP Safety Program	
Smith Management Group 1860 B Williamson Ct. Louisville, KY 40223 Attn: Kevin Chaplin Tel: 502-587-6482, Ext. 208 Fax: 502-587-6572 Email: KevinC@smithmanage.com	Location:	Town Branch/West Hickman	
	Contract No.	#194-2016	
	Original Contract Amt.	\$334,800.00	
	Cumulative Amount of Previous Change Orders	\$0.00	
	Percent Change - Previous Change Orders		0.00%
	Total Contract Amount Prior to this Change Order	\$334,800.00	
	Change Order No.	1	

You are hereby requested to comply with the following changes from the contract plans and specification;

Current Change Order			
Item No.	Description of changes-quantities, unit prices, change in completion date, etc.	Decrease in contract price	Increase in contract price
1	Electrical Safety Implementation Services		\$197,511.25
	<b>Total decrease</b>	\$0.00	
	<b>Total increase</b>		\$197,511.25
	<b>Net Amount of this Change Order</b>	\$197,511.25	
	<b>New Contract Amount Including this Change Order</b>	\$532,311.25	
	<b>Percent Change - This Change Order</b>		58.99%
	<b>Percent Change - All Change Orders</b>		58.99%

The time provided for the completion in the contract and all provisions of the contract will apply hereto.

Recommended by Robert Wright (Proj. Engr.) Date 5/14/18  
 Accepted by [Signature] SMA President (Design Engineer) Date 5/14/18  
 Approved by [Signature] (Director) Date 5-22-18  
 Approved by Dorothy Hester (Commissioner) Date 6-1-18  
 Approved by [Signature] (Mayor or CAO) Date JUN 21 2018

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Recommended by <u>Robin Wright</u>		(Proj. Engr.) Date <u>5/14/18</u>		
Accepted by <u>[Signature]</u> (Maylor Whitney, SNG Resident)		(Design Engineer) Date <u>5/14/18</u>		
Approved by _____		(Director) Date _____		
Approved by _____		(Commissioner) Date _____		
Approved by _____		(Mayor or CAO) Date _____		

**LEXINGTON-FAYETTE URBAN COUNTY  
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Louisville, KY 40223  
Attn: Kevin Chaplin  
Tel: 502-587-6482, Ext. 208  
Fax: 502-587-6572  
Email: Kevinc@smithmanage.com

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 Accepted by \_\_\_\_\_ (Design Engineer) Date \_\_\_\_\_  
 Approved by \_\_\_\_\_ (Director) Date \_\_\_\_\_  
 Approved by \_\_\_\_\_ (Commissioner) Date \_\_\_\_\_  
 Approved by \_\_\_\_\_ (Mayor or CAO) Date \_\_\_\_\_

**JUSTIFICATION FOR CHANGE**

PROJECT: WWTP Safety Program

CONTRACT NO. #194-2016

CHANGE ORDER: 1

1. Necessity for change: Audit results recommended expansion of the scope for electrical safety training and implementation services.
2. Is proposed change an alternate bid? \_\_\_ Yes \_\_\_  No
3. Will proposed change alter the physical size of the project? \_\_\_ Yes  No  
If "Yes", explain.
4. Effect of this change on other prime contractors: N/A
5. Has consent of surety been obtained? \_\_\_ Yes \_\_\_  Not Necessary
6. Will this change affect expiration or extent of insurance coverage? \_\_\_ Yes \_\_\_  No  
If "Yes", will the policies be extended? \_\_\_ Yes \_\_\_ No
7. Effect on operation and maintenance costs: N/A
8. Effect on contract completion date: N/A

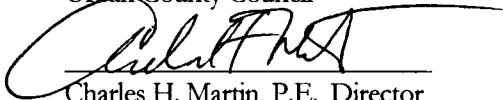
  
\_\_\_\_\_  
Mayor

JUN 27 2018

\_\_\_\_\_  
Date



TO: Mayor Jim Gray  
Urban County Council

FROM:   
Charles H. Martin, P.E., Director  
Division of Water Quality

DATE: May 11, 2018

SUBJECT: Change Order #1 to Resolution #194-2016 with Smith Management Group for Electrical Safety Implementation Services – Division of Water Quality

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**Request**

The purpose of this memorandum is to request approval of Change Order #1 to the Wastewater Treatment Plants Safety Program Audit and Post Audit Implementation Services. The cost of the additional work is \$197,511.25; which increases the contract amount to \$532,311.25. The additional contracted implementation services and training will be completed during FY 2018 and FY 2019.

**Purpose of Request**

The original agreement provided for an audit (\$34,800) and a three-year implementation phase at \$100,000 a year; however, the audit revealed the need for more extensive electrical safety programmatic changes than what was originally anticipated in the RFP. Additional services to be provided include:

- Complete Arc Flash studies at both plants and implement findings.
- Complete staff training on NFPA 70e low voltage.
- Implement site specific training and documentation processes to maintain a compliant safety environment.

**Project Cost in FY18 and in Future Budget Years**

Funds for this fiscal year are currently budgeted, and the balance of the funding was included in the division's Fund 4002 FY19 budget request.

**Are Funds Budgeted**

Funds for this work in FY 2018 are budgeted in 4002-303401-3402-71299.

**Director/Commissioner**

Martin/Hoskins-Squier



## LaDonna Roberts

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**From:** Michael Cravens  
**Sent:** Monday, May 21, 2018 10:40 AM  
**To:** Commisioner EQ PW Exec Asst; Dowell Hoskins-Squier  
**Cc:** LaDonna Roberts  
**Subject:** RE: Law Review: Smith Management Group Change Order #1 Electrical Safety Implementation Services

I have reviewed this request for approval of Change Order #1 to the agreement with Smith Management Group for electrical safety implementation services. There are no legal issues with this request.

**Michael Cravens**  
*Attorney Senior*  
Department of Law

859.258.3500  
[MCravens@lexingtonky.gov](mailto:MCravens@lexingtonky.gov)  
[lexingtonky.gov](http://lexingtonky.gov)



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**From:** Janet Graham  
**Sent:** Monday, May 14, 2018 11:27 AM  
**To:** Michael Cravens <mcravens@lexingtonky.gov>  
**Cc:** LaDonna Roberts <lroberts@lexingtonky.gov>; Dowell Hoskins-Squier <dhoskinssquier@lexingtonky.gov>; David Barberie <dbarberi@lexingtonky.gov>; Glenda George <glendah@lexingtonky.gov>; Keith Horn <mhorn@lexingtonky.gov>  
**Subject:** FW: Law Review: Smith Management Group Change Order #1 Electrical Safety Implementation Services

Michael, can you please review and thanks.

### NOTICE OF CONFIDENTIALITY

This message is intended only for the use of the individual or entity to which it is addressed and may contain confidential information that is legally privileged and exempt from disclosure under applicable law, including but not limited to, Kentucky Rule of Evidence 503. Any legal opinion provided in this electronic mail transmission is provided in the course of my legal representation of the Lexington-Fayette Urban County Government and should not be disseminated to the public. If the reader of this message is not the intended recipient, you are notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, delete it from your system without copying or forwarding it, and notify

the sender of the error by replying via e-mail or by calling the Department of Law at (859) 258-3500, so that our address record can be corrected. Thank you.

**Janet M. Graham**  
*Commissioner of Law*  
Department of Law  
200 East Main Street  
Lexington, KY 40507  
859.258.3500 office  
859.258.3538 fax  
[jgraham@lexingtonky.gov](mailto:jgraham@lexingtonky.gov)



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**From:** Commissioner EQ PW Exec Asst  
**Sent:** Monday, May 14, 2018 11:14 AM  
**To:** Janet Graham; Michael Cravens  
**Cc:** Dowell Hoskins-Squier; LaDonna Roberts  
**Subject:** FW: Law Review: Smith Management Group Change Order #1 Electrical Safety Implementation Services

Janet,

Can you please have the attached reviewed prior to input in Legistar?

Thanks,  
Sandy  
3401

**Sandra Sue Burke**  
*Executive Assistant to Dowell Hoskins-Squier*  
Commissioner, Department of Environmental Quality & Public Works

859.258.3400 office  
859.684.3493 cell  
[lexingtonky.gov](http://lexingtonky.gov)



**From:** LaDonna Roberts  
**Sent:** Friday, May 11, 2018 1:53 PM  
**To:** Commissioner EQ PW Exec Asst <[commeqpw@lexingtonky.gov](mailto:commeqpw@lexingtonky.gov)>  
**Subject:** Law Review: Smith Management Group Change Order #1 Electrical Safety Implementation Services

Sandy,

Please send the attached to law for review, so we can begin the Legistar process.

Thank you,

**LaDonna Roberts**  
*Administrative Specialist*  
Division of Water Quality

859.258.3362 office  
[lexingtonky.gov](http://lexingtonky.gov)