



MEMORANDUM

To: Mayor and City Council

From: John Elias, Park Projects Manager

Via: Brad Reid, Director of Parks and Recreation

Date: August 25, 2020

Reference: Consider approval of a Change Order with Terracon, for materials testing on the Rolling Oaks Memorial Center expansion project, in the amount of \$15,826, which will be funded by the General Fund and reimbursed by future Cemetery revenues; and authorizing the City Manager to sign and execute any necessary documents.

2030: Sustainable City Government Strategy: Excellent and Well-Maintained City Infrastructure and Facilities.

General Information:

- Terracon was contracted in February 2020 to perform materials testing on the ROMC expansion project.
- The original contract was for \$43,599.
- This change order is for an additional \$15,826.
- The increase will cause the contract to exceed \$50,000, which requires Council approval.

Introduction:

At the December 10, 2019 City Council meeting, staff presented a project budget that included an estimate of \$50,000 for materials testing for the Rolling Oaks Memorial Center expansion project. A contract was signed with Terracon for \$43,599 to perform the materials testing in January 2020. The contract with Terracon is a professional services contract based on hourly rates and trip charges. The general contractor for the project has had to pour more smaller concrete pours than expected and Terracon has had to make more testing trips than anticipated. The ROMC expansion project is approximately 65% completed at this time, the additional \$15,826 will be enough to complete the materials testing for the balance of the project. The additional \$9,425 needed over and above the \$50,000 project budget for materials testing will be made up through savings in FF&E or the General Fund will loan the Cemetery the money to cover the overage. Future Phase II cemetery property sales will provide the funding to reimburse the General Fund.

Legal Review:

Agenda item does not require legal review.

Fiscal Impact:

The fiscal impact of this agenda item is \$15,826.00, as provided for in the General Fund.

Recommendation:

The Parks and Recreation Department recommends approval of this change order.