



MEMORANDUM

Date: January 7, 2025

To: Honorable Mayor and Commissioners

Via: Todd C. Stoughton
Interim City Manager

From: David Allen, P.E.
Director of Engineering

Subject: **Ratification of Emergency Change Order per section 2-845(a) of the Code of Ordinances for Change Order #4 for the John Jones Navigation Center**

Introduction

Staff recommends ratification of the approval of a Change Order #4 in the amount of \$419,617.30. This resolution will approve change order #4 (PCCO #004) to Keystar Inc. to add a new wastewater force main, lift Station, and roof insulation to the contract for the John Jones Navigation Center (JJNC) facility and authorize the City Manager to execute the contract and provide any necessary budget transfers/amendments.

Background

The original JJNC project did not include a new wastewater lift station and force main to connect the wastewater line on College Road.

At the time the project was awarded as part of the original contract, it was the contractors responsibility determine if the new building could be tied into the existing wastewater system. After working with City Engineering, Perez Engineering & Development, Inc, and KW Resort Utilities Corp. it was determined that a new lift station and a new force main would be required for the JJNC facility.

Due to the materials lead time of 16 weeks from date of approval, it is imperative that that this change order is approved and materials are ordered to minimize the potential impact to the completion of the JJNC project.

Procurement

Current funding for the John Jones Navigation Center project is budgeted in account 101-1900-519-6200, Project IS19002101, in the amount of \$10,020,726.00, and has a total remaining available budget of \$341,014.27.

The current Purchase Order to Keystar Inc. for the construction of the JJNC is \$8,605,863.73. Upon the completion of all change orders and funding allocations being appropriated, the additional contract amount of \$169,715.30 will be funded.

		Contract Total:	
1. Base bid	\$8,573,874.89	\$8,573,874.89	Initial funding
2. Change Order #001	\$31,988.84	\$8,605,863.73	Current funding
3. Change Order #002	(\$231,934.00)	\$8,373,929.73	
4. Change Order #003	(\$17,968.00)	\$8,355,961.73	
5. Change Order #004	\$419,617.30	\$8,775,579.03	Required funding

Total funding required for Change Order 4 is \$169,715.30

Recommendation

The City Manager's Office recommends the Mayor and Commission ratify the approval of Change Order #4 in the amount of \$419,617.30, from KEYSTAR Inc. for the John Jones Navigation Center facility and authorize the City Manager to execute the contract and provide any necessary budget transfers/amendments.