
Sec. 2-845. Change orders.

- (a) Upon the award of any contract for the construction of any public service building or capital improvement project, the city manager shall have the authority to approve change orders without prior city commission action in an amount not to exceed five cumulative percent (5%) of the contract price or \$50,000.00, whichever is less. A change order in excess of such limitations shall be approved by the city commission. The cumulative total of all change orders of a project shall be considered in determining approval procedures. In an emergency in a construction contract where life, property or city funds are at risk, the city manager may approve a change order in excess of five cumulative percent of the contract price or \$50,000.00. The city manager's approval shall be in writing. The finance department shall issue an amended purchase order. At its next scheduled meeting, the city commission shall ratify by resolution the emergency change order.
- (b) Whenever the city commission shall consider the awarding of a bid for a construction project, the city manager shall provide to the city commission the change order history of the bidder with the city, and the city commission may take into consideration such history in determining whether to award or deny the bid.

(Code 1986, § 1.269; Ord. No. 19-28, § 3, 9-17-2019)