



**ACTION SHEET  
CITY COUNCIL MEETING OF 11/10/10  
ITEM FROM FINANCE COMMITTEE MEETING OF 11/01/10**

**ISSUE:**

7. REQUEST FOR APPROVAL OF CHANGE ORDER NO. 1 – RAGLE PARK RENOVATION FOR PARKS DIVISION; HEADS UP LANDSCAPE CONTRACTORS (BEN GURULE)

**FINANCE COMMITTEE ACTION: APPROVED AS CONSENT ITEM**

Requested approval of change order no. 1 for Ragle Park Renovation for parks division with Heads Up Landscape Contractors in the amount of \$162,549.66. Budget is available in project fund.

**SPECIAL CONDITIONS OR AMENDMENTS:**

**STAFF FOLLOW UP:**

<b>VOTE:</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR WURZBURGER	absent		
COUNCILOR ROMERO	X		
COUNCILOR BUSHEE	X		
COUNCILOR DOMINGUEZ	X		
CHAIRPERSON ORTIZ			

DISK fc1/fcmissue

**ACTION SHEET  
ITEM FROM THE  
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING  
OF  
MONDAY, OCTOBER 25, 2010**

**ITEM 6**

CIP PROJECT #453A – RAGLE PARK RENOVATION

- REQUEST FOR APPROVAL OF CHANGE ORDER #1 TO HEADS UP LANDSCAPE CONTRACTORS IN THE AMOUNT OF \$162,549.66 (FABIAN CHAVEZ)

**PUBLIC WORKS COMMITTEE ACTION: Approved**

**SPECIAL CONDITIONS OR AMENDMENTS:**

**STAFF FOLLOW UP:**

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON DOMINGUEZ			
COUNCILOR CALVERT	X		
COUNCILOR CHAVEZ	Excused		
COUNCILOR ROMERO	X		
COUNCILOR TRUJILLO	Excused		

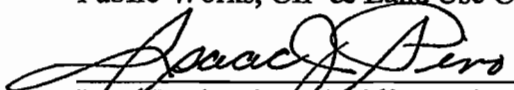
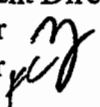
# City of Santa Fe, New Mexico


# memo

**DATE:** October 25, 2010

**TO:** Public Works, CIP & Land Use Committee

**VIA:**

  
Isaac J. Pino, P.E., Public Works Department Director  
Martin Valdez, Facilities Division Director  
Fabian Chavez III, Parks Division Director 

**FROM:** Ben Gurule, Project Administrator 

**ISSUE:**

CIP Project #453A – Ragle Park Renovation

- Request approval of Change Order #1 Heads Up Landscape Contractors (\$162,549.66)

**SUMMARY:**

On July 14, 2010, the City Council approved the Agreement between Owner and Contractor (Heads Up Landscape Contractors) in the amount of \$1,337,867.29 for Ragle Park Renovations.

The Contract Sum approved was based on bid negotiations with the contractor in order to establish a construction contingency. The contractor has performed the majority of the subsurface work, and we do not anticipate any concealed conditions that would increase costs. Based on this and contingency funds available, the Public Works Department is recommending approval of Change Order #1 for the following work:

1. Add sidewalk, stairs, hand rails, barrier rail and header curb \$14,175.00

The Bid Form describes this work as being a component of the splash pad or water feature deleted from the project. The work described is required to meet access requirements to the playground.

**OCTOBER 25, 2010  
CIP PROJECT NO. 453A - RAGLE PARK RENOVATION  
PW, CIP & LU COMMITTEE – MEMO  
CHANGE ORDER #1  
PAGE TWO**

2. Add irrigation to all 4 ball fields \$36,108.00

Staff requested pricing for the additional irrigation work including:

- Adding 2 additional electrical wires to each field. Additional wires will serve to back up the irrigation system should lines be severed during maintenance activities and reduce down time to perform repairs.
- Adding new zones (valves, pipe, fittings, sprinkler heads, etc) to area slated to receive crusher fines. Maintenance of crusher fines is intensive and no longer recommended.
- Extend quick coupler line to future BMX track location.

3. Add quick coupler valve to field 4 \$ 2,625.00

Staff requested the additional work for future use and park expansion.

4. Move location of new drinking fountain \$ 4,250.00

The plans specified the placement of a drinking fountain located near ball field 1. The change moves the location to more suitable and accessible location between field 1 and 2; and will extend and cap potable water to field for future expansion.

5. Replace outdated pedestal duplex receptacles (1 per field) \$ 3,100.00

The replacement of the receptacles was negotiated out of the bid / contract. Due to the deteriorated condition of the receptacles and per the recommendation of the electrical engineer, the receptacles will be replaced.

6. Add 350 cubic yards of fill dirt \$ 7,000.00

The shortage of fill dirt is attributed to the deletion of the NE parking lot where excess fill was expected and to compensate for the shrinkage factor on fill available on site.

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CIP PROJECT NO. 453A - RAGLE PARK RENOVATION  
PW, CIP & LU COMMITTEE – MEMO  
CHANGE ORDER #1  
PAGE THREE**

7. Add 553 square feet of concrete flat work \$ 2,759.47

Actual quantities constructed exceed the unit price identified in the Bid Form.

8. Add 692 square feet of concrete underlayment \$ 6,219.00

Actual quantities constructed exceed the unit price identified in the Bid Form.

9. Add 312 linear feet of concrete curb \$17,200.56

Actual quantities constructed exceed the unit price identified in the Bid Form.

10. Removal of one additional light pole and concrete base \$ 1,200.00

The electrical plans did not specify the removal of one existing sports light pole at Field 4.

11. Net value to substitute crushed gravel with base-course \$ 7,625.36

This cost is incidental to item #12.

12. Add asphalt paving on pathways \$90,644.30

During bid negotiations the Public Works Department elected to accept the bid alternate substituting the asphalt paved paths with compacted crusher fines. Although compacted crusher fines are an acceptable accessible (ADA) surface, it is not a durable surface and requires considerable maintenance. Staff recommends installing the asphalt paved pathways.

13. Add capping and installing heads adjacent to pathways \$ 1,500.00

This cost is incidental to item #12. Irrigation heads need to be removed temporarily to allow asphalt lay down equipment to construct pathways.

14. Additional irrigation lateral pipe \$ 2,560.00

The City of Santa Fe requested the additional piping to extend and separate the irrigation system to serve existing conifer and deciduous trees to meet the trees watering needs.

**OCTOBER 25, 2010  
CIP PROJECT NO. 453A - RAGLE PARK RENOVATION  
PW, CIP & LU COMMITTEE – MEMO  
CHANGE ORDER #1  
PAGE FOUR**

15. Credit to remove and salvage play equipment (\$ 8,925.00)

As a cost saving measure, the Parks (LOCALS) crew will remove and salvage existing play equipment at the park.

16. Credit for 47 trees (\$ 6,110.00)

The Bid Form identified 164 trees to be installed at the park. The landscape plans showed 117 trees.

17. Deduct soil preparation (\$ 36,000.00)

The Parks Division will be planting a native grass seed blend at the perimeter of park when weather allows (May-June 2011). The associated soil preparation will be deducted from the contract and performed by Parks crews prior to seeding.

18. Bond \$ 2,334.91

19. Gross Receipts Tax \$ 14,100.65

**Total Change Order #1 \$162,549.66**

**Schedule**

Change Order #1 adds 25 days to the Contract Time. The date established for substantial completion is December 31, 2010.

**Budget**

Funds for the project are appropriated from the Parks Bond, Business Unit #423044.572970.0108400.

**ACTION:**

Please recommend to the Finance Committee approval Change Order #1 to Heads Up Landscape Contractors in the amount of \$162,549.66 as recommended.

**Attachments:**

Exhibit "A" – Change Order #1  
Exhibit "B" – Summary of Contracts

**CHANGE ORDER**

Distribution to:  
 OWNER                   x                    
 ARCHITECT                   x                    
 CONTRACTOR                   x                    
 FIELD     
 OTHER   

**PROJECT:** Ragle Park Renovation

**CHANGE ORDER NUMBER:** 1

**TO (CONTRACTOR):**  
 Heads Up Landscape Contractor  
 7525 2<sup>nd</sup> Street NW  
 Albuquerque NM 87107

**ARCHITECT'S PROJECT NO.:** 07080.007  
**CONTRACT FOR:** Ragle Park  
**CONTRACT DATE:** 7.19.2010

You are directed to make the following changes in this Contract:

1. Add Item #65, Sidewalk ,stairs , hand rails , barrier rail and header	\$14,175.00
2. Add Irrigation to Fields 1,2,3 & 4 per revision from SSW	\$36,108.00
3. Add Quick Coupler valve to Field 4 & extend for future	\$2,625.00
4. Move Drinking fountain from Field 1 to between Fields 2 & 3, continue to Concession Building drinking fountain and extend for future	\$4,250.00
5. Add Bid Item #126, Replace pedestal duplex receptacle (1 per Field)	\$3,100.00
6. Add 350 CY fill at \$20.00/CY	\$7,000.00
7. Add 553 SF Concrete flat work @ \$4.99/SF	\$2,759.47
8. Add 692 SF Concrete underlayment @ \$9.00/SF	\$6,219.00
9. Add 312 LF of Concrete curb @ \$55.13/LF	\$17,200.56
10. Add Removal (1) Additional light /concrete base	\$1,200.00
11. Add difference to change Crushed gravel to base course	\$7,625.36
12. Add Asphalt paving at Pedestrian path 5561 SY @ 16.30/SY	\$90,644.30
13. Add Capping and reinstalling irrigation heads at path	\$1,500.00
14. Add Lateral piping for valves 3 & 4, 800LF @ \$3.20/LF	\$2,560.00
15. Deduct Item #64	(\$8,925.00)
16. Deduct 47 trees @ \$130.00/EA	(\$6,110.00)
17. Deduct Item #94, Soil prep	(\$36,000.00)
18. BOND at 1.6%	\$2,334.91
19. NMGRT at 8.1875%	<u>\$14,283.06</u>
	<u>\$162,549.66</u>

Not valid until signed by both the Owner and Architect  
 Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time

The original Contract Sum was **\$1,337,867.29**  
 Net change by previously authorized Change Orders **\$0.00**  
 The Contract Sum prior to this Change Order was **\$1,236,619.10**  
 The Contract Sum will be increased by this Change Order **\$162,549.66**  
 The new Contract Sum including this Change Order will be **\$1,500,416.95**  
 The Contract Time will be increased by 25 days  
 The Date of Substantial Completion as of the date of this Change Order therefore is December 31, 2010.

Sites Southwest, LLC.  
 ARCHITECT

Heads Up Landscape Contractors  
 CONTRACTOR

121 Tijeras NE, Suite 3100

7525 Second Street

Albuquerque, NM 87102  
 ADDRESS

Albuquerque, NM 87107  
 ADDRESS

BY: *Amy M. Weill*

BY: \_\_\_\_\_

DATE: 10.15.2010

DATE: \_\_\_\_\_

**APPROVED:**  
 City participation in the cost of this work is contingent upon additions. City funds made available by a modified project agreement if necessary.

\_\_\_\_\_  
 Mayor DATE

\_\_\_\_\_  
 Finance Committee DATE

\_\_\_\_\_  
 PW Committee DATE





## City of Santa Fe Summary of Contracts, Agreements, & Amendments

**Section to be completed by department for each contract or contract amendment**

- |                                 |                          |                             |                                     |
|---------------------------------|--------------------------|-----------------------------|-------------------------------------|
| 1 <b>FOR: ORIGINAL CONTRACT</b> | <input type="checkbox"/> | CONTRACT AGREEMENT          | <input type="checkbox"/>            |
| MAINTENANCE AGREEMENT           | <input type="checkbox"/> | LICENSE AGREEMENT           | <input type="checkbox"/>            |
| LEGAL SERVICES AGREEMENT        | <input type="checkbox"/> | MEMORANDUM OF UNDERSTANDING | <input type="checkbox"/>            |
| MEMORANDUM OF AGREEMENT         | <input type="checkbox"/> | JOINT POWERS AGREEMENTS     | <input type="checkbox"/>            |
| GRANT AGREEMENTS                | <input type="checkbox"/> | CHANGE ORDERS               | <input checked="" type="checkbox"/> |

2 Name of Contractor Heads Up Landscape Contractors

- 3 Complete information requested  Plus GRT
- Inclusive of GRT

Original Contract Amount: \$1,236,619.10

Termination Date: November 27, 2010

- Approved by Council Date: July 14, 2010
- or by City Manager Date: \_\_\_\_\_

Contract is for: Irrigation and Landscape Improvements at Ragle Park

Amendment # 1 to the Original Contract# 10-0613

Increase/(Decrease) Amount \$ 162,549.66

Extend Termination Date to: December 31, 2010

- Approved by Council Date: \_\_\_\_\_
- or by City Manager Date: \_\_\_\_\_

Amendment is for: Additional irrigation and landscape improvements

- 4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments)  Plus GRT
- Inclusive of GRT

Amount \$ 162,549.66 of original Contract# 10-0144 Termination Date: 07/03/2009

Reason: Prairie dog removal

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Total of Original Contract plus all amendments: \$ 1,500,416.95



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

5 Procurement Method of Original Contract: (complete one of the lines)

RFP  RFQ  Sole Source  Other

6 Procurement History: One time contract - Bid #1041B  
example: (First year of 4 year contract)

7 Funding Source: Parks Bond Funds BU/Line Item: 42038.572970.0108400

8 Any out-of-the ordinary or unusual issues or concerns:  
(Memo may be attached to explain detail.)

9 Staff Contact who completed this form: Frank M. Archuleta Phone # 955-5935

Division Contract Administrator: Martin Valdez

Division Director: Martin Valdez

Department Director: Isaac J. Pino *Isaac J. Pino 10-28-10*

10 Certificate of Insurance attached. (if original Contract)

11 Description of your efforts to reduce the cost of the contract including information on efforts to obtain other quotes for the contracted activity: Received formal sealed bids (10/41/B) received (2 bids received).  
Bid Alternates not accepted to meet budget.

12 Prior year's contract amount?: # #

13 Describe service impact from an ongoing commitment to the contractor: Reduced O & M costs

14 Why staff cannot perform the work?: Major park construction projects are let out to bid.

15 If extending contract, why?: Concealed conditions revealed outdated irrigation components, plus COSF requested changes

16 Was a Santa Fe company awarded contract? If not, why?: Santa Fe contractors did not submit a bid for the project.

17 Is this for City Manager or Council approval?: City Council

To be recorded by City Clerk:

Contract # \_\_\_\_\_

Date of contract Executed (i.e., signed by all parties): \_\_\_\_\_

Note: If further information needs to be included, attach a separate memo.