

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

Special City Council Meeting
Tuesday, May 07, 2024 at 7:00 PM

Agenda

WORK SESSION

CALL TO ORDER

1. Flag Salute

AGENDA APPROVAL

2. Agenda for the Regular Meeting of the 5/07/24.

Recommended Action: Motion to approve the agenda as presented.

APPROVAL OF MINUTES

CONSENT CALENDAR

EXECUTIVE SESSION

PRESENTATIONS

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

NEW BUSINESS

3. Change Order for Ag Park N. Bldg HVAC

Recommended Action: Motion to approve or deny change order for the Ag Park N Bldg HVAC.

RESOLUTIONS

ORDINANCES

REPORTS

PUBLIC COMMENTS 2

ANNOUNCEMENTS

ADJOURNMENT

File Attachments for Item:

3. Change Order for Ag Park N. Bldg HVAC

Recommended Action: Motion to approve or deny change order for the Ag Park N Bldg HVAC.



2625 Reinhardt Lane NE Ste F
Lacey, WA 98516
Tel: (360) 489-0717
www.elitemechsvcs.com
License # ELITEMS796R2

City of Tenino
149 Hodgden Street South
Tenino, WA 98589

QUOTE NO. 1604

Quote Name: Kitchen Equipment
Site Contact: Josh Taylor
Site: Tenino AG Park North
Site Address: 16402 Old Hwy 99 SE
Tenino, WA 98589
Quote Expiration:

SCOPE:

Furnish & Install:

- DOAS 2
- SF-1 & DH-1
- HP 5,6,7
- Rout line sets from BC to fan coils
- Pressure test line sets
- Evacuate and charge per DSB HP-5,6,7

Exclusion:

- Any work not listed above
- Washington State Sales Tax
- Any additional repairs found during the above work
- Any off hours work (OT or DT)
- BMS integration
- Fire alarm system integration
- Design/Engineering

Equipment			\$59,454.85
Materials			\$10,850.00
HVAC Standard Labor			\$18,500.00

Kitchen Equipment \$88,804.85
Total ex Tax \$88,804.85

Please contact us if you have any questions regarding this quote.



Elite Mechanical Services, LLC
2625 Reinhardt Lane NE Ste F
Lacey, WA 98516
360-489-0717

Reference: CO-Quote 1604,

The change order represents the cost of the equipment that will need to be strategically set in the mezzanine while the space is available. Once the construction is further along the equipment will be extremely difficult and very costly to remove existing equipment to install the kitchen equipment. Once construction is complete the service access to the mezzanine is through a hatch door that is not sufficient to get large equipment through, therefore sheetrock, wood framing, and other mechanical items would need to be removed to get the large equipment into place. Having the same contractor perform the work would be most beneficial for the City of Tenino so that there is consistency in the workmanship, quality, and reduction of installation errors. The change order includes the cost of the equipment, labor to set equipment and necessary materials needed to complete the refrigeration system for start-up and warranty.

With the delay in getting the catch all GC we are requesting an extension to our contract days as we were not able to start after the NTP was issued. The GC JA Morris was not mobilized until 03/22/2024 and not prepared for us to be on site to perform work until 04/08/2024. We would like to propose that the contract days start when the GC was prepared for us to perform the work on site.

Cassie Stayton
04/16/2024

CHANGE ORDER

(Instructions on reverse side)

No. 1

PROJECT: Tenino Ag Park North Building HVAC and Plumbing

DATE OF ISSUANCE: April 24, 2024

EFFECTIVE DATE: April 25, 2024

OWNER: City of Tenino

OWNER's Contract No.: N/A

CONTRACTOR: Elite Mechanical Services, LLC

ENGINEER: Gibbs & Olson, Inc.

You are directed to make the following changes in the Contract Documents.

Description: **Furnish and install extra HVAC equipment.**

Reason for Change Order: Required to make the building HVAC system functional before the kitchen is finished.

This change order includes all direct and indirect costs for labor, equipment, materials and the time required for completion of the work described delivered to the Owner ready for use.

Attachments: (List documents supporting change): Elite Mechanical Quote 1604.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$ <u>387,049.67 including sales tax</u>	Original Contract Times Substantial Completion: <u>150 Calendar Days</u> Ready for final payment: <u>180 Calendar Days</u> <small>days or dates</small>
Net changes from previous Change Order No. <u> </u> to No. <u> </u> \$ <u>N/A</u>	Net changes from previous Change Order No. <u> </u> to No. <u> </u> <u>N/A</u> <small>days</small>
Contract Price prior to this Change Order \$ <u>387,049.67</u>	Contract Times prior to this Change Order Substantial Completion: <u>150 calendar days</u> Ready for final payment: <u>180 Calendar days</u> <small>days or dates</small>
Net Increase of this Change Order \$ <u>96,175.65 including sales tax</u>	Net Increase (decrease) of this Change Order <u>60 Calendar days</u> <small>days</small>
Contract Price with all approved Change Orders \$ <u>483,225.32 including sales tax</u>	Contract Times with all approved Change Orders Substantial Completion: <u>210 calendar days</u> Ready for final payment: <u>240 calendar days</u> <small>days or dates</small>

RECOMMENDED:

By: *Mark E. Howell*
Engineer (Authorized Signature)

Date: April 18, 2024

APPROVED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: *Cassie Stayton*
Contractor (Authorized Signature)

Date: April 18, 2024

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating change order items to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order may be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to Owner for approval. Engineer should make distribution of executed copies after approval by Owner.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.