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Before the Board of Supervisors in and for the County of Monterey, State of California

PUBLIC WORKS - ADMIN

Approve the Revised Contract Change Order Procedure for Construction Contracts Administered by the Public Works Department.)

Upon motion of Supervisor Potter seconded by Supervisor Armenta, and carried by those members present, the Board hereby approves the revised Contract Change Order Procedure for construction contracts administered by the Public Works Department as follows:

The authority to approve change orders to County contracts for construction of capital improvements, or to the engineering design of subdivision infrastructure improvements under the administration or purview of the Public Works Department, is delegated by the Board of Supervisors to the Public Works Director when the contractor or developer has signed the change order for the following types of changes:

- 1. For engineering plans for subdivision infrastructure improvements that are under the administration or purview of the Public Works Department, any changes in the design of the improvements wherein the improvements remain in conformance with the previously adopted subdivision conditions and agreements and that result in no additional costs to the County.
2. For County contracts administered by the Public Works Department for construction of capital improvement projects:
a) Work to be done by force account or agreed price.
b) A settlement for a contractor's claim approved before the contract project is accepted.
c) The contract specifications state that work is to be done by extra work or agreed price.
d) Changes in field conditions.
e) Balancing change orders by which the contract items are adjusted to the actual work completed.
f) The amounts of such change orders for which the Director is granted authority to approve shall not exceed the following amounts:
(1) Up to five thousand dollars (\$5,000) for projects where the total amount of the original contract is less than fifty thousand dollars (\$50,000)
(2) Up to 10 percent of the amount of the original contract amount for projects where the original contract amount exceeds fifty thousand dollars (\$50,000), but does not exceed two hundred fifty thousand dollars (\$250,000).

- (3) Up to twenty-five thousand dollars (\$25,000) plus 5 percent of the amount of the original contract cost in excess of two hundred fifty thousand dollars (\$250,000) for projects where the original contract amount exceeds two hundred fifty thousand dollars (\$250,000). In no event shall any such change or alteration exceed one hundred fifty thousand dollars (\$150,000).
3. The Public Works Director is further authorized to give prior approval to change order work which would otherwise require approval by the Board of Supervisors when in the judgment of the Public Works Director a delay for Board approval would adversely affect the County's interest in the progress of the work. In such a case, the Public Works Director shall submit a memorandum to the Board of Supervisors explaining the need for immediate approval of the change order, and the item will be placed on the next available Board of Supervisors agenda.

The Board of Supervisors reserves the authority to approve contract change orders for construction of capital improvement projects administered by the Public Works Department which do not meet the above criteria.

PASSED AND ADOPTED on this 28th day of August 2001, by the following vote, to-wit:

AYES: Supervisors Armenta, Pennycook, Calcagno, Johnsen, and Potter

NOES: None

ABSENT: None

I, Sally R. Reed, Clerk of the Board of Supervisors of the County of Monterey, State of California, hereby certify that the foregoing is a true copy of an original order of said Board of Supervisors duly made and entered in the minutes thereof at page -- of Minute Book 70, on August 28, 2001.
Dated:

August 29, 2001

Sally R. Reed, Clerk of the Board of Supervisors, County of Monterey,
State of California.

By Cynthia Juarez
Cynthia Juarez, Deputy