



## ***Kalama City Council - Council Agenda Item Information Form***

***Business***

**Agenda Item Number: - 6A – Unfinished**

**Meeting Date: July 6, 2016**

**Prepared by: Coni McMaster, Clerk/Treasurer**

**Subject: Change Order Authorization – China Garden Road**

**Summary:** The project on China Garden Road has begun. As with all projects there is the possibility of unforeseen conditions and issues which will result in change orders. Projects can move along smoothly when these issues can be addressed sooner, rather than later. This project is particularly time sensitive so that completion by the time school starts is accomplished. As the person with the most knowledge of the project and available to be on site to discuss the issues with the contractor, inspector and engineers on a daily basis, Superintendent of Public Works Kelly Rasmussen needs to have the authority to authorize those changes as they come up. This would be limited to those changes \$15,000 or under. As part of the project updates, he would inform the Council of these changes and bring any larger requests for change orders to the Council for approval.

**Recommendation:** The Council authorize the Superintendent of Public Works to approve change orders in the amount of \$15,000 or less on the China Garden Road Project.

**Included in the Current Year's Budget **YES** NO If No – Fiscal Impact:  
Funding Source if not included in the current Budget**

**Alternatives:** Give authorization to the City Administrator or have all change orders brought before the Council. (Note: bringing all changes before the Council could delay the project.)

**► Draft/Suggested Motion: The Council authorize the Superintendent of Public Works to approve change orders in the amount of \$15,000 or less on the China Garden Road Project.**