



Rebecca Morgan  
 Administrative Assistant  
 2008 Bicentennial Celebration

## HAYWOOD COUNTY BOARD OF COMMISSIONERS

### AGENDA REQUEST

***Must be presented to the County Manager's Office  
 NO LATER THAN MONDAY, 5:00 PM THE WEEK BEFORE THE MEETING***

DATE OF REQUEST: 11-29-11

REQUESTED BY: Rose Johnson

MEETING DATE REQUESTED: December 5, 2011  
*Regular meetings: First (1<sup>st</sup>) Monday of the month at 9:00 am  
 Third (3<sup>rd</sup>) Monday of the month at 5:00 pm*

SUBJECT: Change Order #2 Administrative Services Building

SUMMARY OF REQUEST: HCC is requesting that the Haywood County Commissioners approve the attached change order and to use contingency funds, professional services and professional services architect funds to fund the change order.

PERSON(S) MAKING PRESENTATION AT MEETING: Bill Dechant

TITLE: Director Campus Development  
 PHONE NUMBER: 565-4027  
 E-MAIL: tstarrs@haywood.edu

ATTACHMENTS: YES  NO  PowerPoint: YES  NO

***If yes, one ORIGINAL ATTACHMENT, fourteen copies, copied front and back side of pages, stapled and three-hole punched must accompany the agenda request***

THIS SECTION FOR OFFICE USE ONLY

Received (Date/Time): \_\_\_\_\_

County Manager / Clerk to the Board Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

In an effort to save paper, attachments should be copied on both front and back sides of paper.



**HAYWOOD**  
COMMUNITY COLLEGE

TO: Haywood County Board of Commissioners  
FROM: Rose Johnson, President HCC  
Date: November 29, 2011  
Subject: Change Order #2 Administrative Services Building

Attached you will find change order #2 for the Administrative Services Building (renamed Campus Services Building). This change order was approved by our Board of Trustees on August 17, 2011. The total change order is \$19,283.60. Contingency remaining in the construction account totals \$14,086. I am requesting that the total contingency remaining in the project be used for this change order, that \$1,797.05 be paid from the professional services line item, and that the remaining \$3,401.00 will be paid from the professional services architect line item.



# North Carolina Department of Administration

Beverly Eaves Perdue, Governor  
Moses Carey, Jr., Secretary

State Construction Office  
Gregory A. Driver, PE, Director

## OC-24 CHANGE ORDER

<b>DEPARTMENT:</b>	Community Colleges	<b>PROJECT:</b>	Administrative Services Building
<b>AGENCY:</b>	Haywood Community College	<b>PACKAGE:</b>	Administrative Services Building
<b>CODE &amp; ITEM:</b>	-1683	<b>SCO FILE#:</b>	07-07224-01A-01-2
<b>DESIGNER:</b>	Pearce, Brinkley, Cease & Lee, PA	<b>CONTRACTOR:</b>	Blue Ridge Enterprises
<b>CO #:</b>	2		

### CONTRACT COST SUMMARY

Under the terms of the Contract and without invalidating the original provisions thereof, the following change(s) in work is(are) authorized for the change in contract amount herein set forth:

The time of completion including previous orders is **322** calendar days and shall be (unchanged) by **0** calendar days by this change order for a revised contract date of completion of **08/17/11**. (Detailed analysis supporting the requirements for a change in duration is attached)

1. Original Contract Amount:			<b>\$1,539,900.00</b>
2. Amt. of Previous Orders:	<b>ADD:</b>	<b>\$20,168.33</b>	
3. Amt. of This Order:	<b>ADD:</b>	<b>\$19,283.60</b>	
<hr/>			
4. Total additions lines 2 & 3	<b>ADD:</b>	<b>\$39,451.93</b>	
5. Revised Contract Amount:			<b>\$1,579,351.93</b>
6. The Owner certifies that the contingency fund balance after this change is:			<b>\$0.00</b>

I certify that my Bonding Company will be notified forthwith that my contract has been (increased) (decreased) by the amount of this change order, and that a copy of the approved change order will be mailed upon receipt by me to my surety.

Blue Ridge Enterprises (CONTRACTOR)	By:	Blue Ridge Enterprises, Inc. (blueridge1)	2011-11-08 15:37 (Date)
Pearce, Brinkley, Cease & Lee, PA (DESIGNER)	By:	Mary H. Brehler (mbrehler)	2011-11-08 15:47 (Date)
Haywood Community College (OWNER)	By:	Steve Painter (spainter)	2011-11-09 12:00 (Date)
St. Construction	By:	Kernel Green (kgreen)	2011-11-14 08:21

**Mailing Address:**  
1307 Mail Service Center  
Raleigh, N.C. 27699-1307

**Telephone (919) 807-4100**  
Fax (919) 807-4110  
State Courier #56-02-01

**Location:**  
301 N. Wilmington St., Suite 450  
Raleigh, North Carolina 27601

	(SCO)		(Date)
<b>DEPARTMENT:</b>	Community Colleges	<b>PROJECT:</b>	Administrative Services Building
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<b>CO #:</b>	2		

**DETAILED BREAKDOWNS**

	<b>DESCRIPTION</b>	<b>REASON</b>	<b>COST</b>	<b>DAYS</b>
1.	Unforeseen Condition: New Water Tap at Armory	Unforeseen Condition: A new water tap was required to tie in to the new water line on Vocational Drive. The existing pipe had deteriorated.	\$7,651.83	0
	Attachments: COP 009 Ar1	<a href="#">File: COP 009Ar1 APPROVED.pdf</a>		
2.	Unforeseen condition: Add 2 taps for Tie-in of existing water lines on Vocational Drive	Unforeseen Condition: New tap for tie in of existing waterlines at Vocational Drive. HCC was not aware of the location of these lines and they did not exist on any drawings. They were discovered during excavation for the new main water line on Vocational	\$6,443.88	0
	Attachments: COP 009 Br1	<a href="#">File: COP009 Br1 APPROVED.pdf</a>		
3.	Unforeseen condition: Add 1 additional tap for Tie-in of existing water line on Vocational Drive	Unforeseen Condition: New tap for tie in of existing waterlines at Vocational Drive. HCC was not aware of the location of these lines and they did not exist on any drawings. They were discovered during excavation for the new main water line on Vocational	\$5,864.24	0
	Attachments: COP 009 Cr1	<a href="#">File: COP 009Cr1 APPROVED.pdf</a>		
4.	Owner Requested Change: Additional items needed to accommodate the New Campus Cardreader System	Owner Requested Change: Conduit, quad plugs, and plywood backboard needed to accomodate the New Campus Cardreader System	\$1,102.93	0
	Attachments: COP 019	<a href="#">File: COP 019 - Req. Elect for Card Readers APPROVED.pdf</a>		
5.	Unforeseen: Additional retaining wall height needed	Unforeseen: During excavation for the new retaining wall, 3 phase power was uncovered in the area to be retained (this was not located by the utility company) . Due to the location of the power the final grades were not aboe to be achieved and additional retaining wall had to be added.	\$9,998.26	0
	Attachments: COP 020r	<a href="#">File: COP 020R1 - Retaining Wall APPROVED.pdf</a>		
6.	Owner Requested Change: Delete canopy at loading dock	Owner Requested Change: Delete canopy at loading dock	(\$2,000.00)	0
	Attachments: COP 021	<a href="#">File: COP 021 Credit for canopy APPROVED.pdf</a>		
7.	Owner Requested Change: Delete handrail at retaining wall.	Owner Requested Change: Delete handrail at retaining wall and replace with chainlink fence	(\$2,176.11)	0
	Attachments: COP 022	<a href="#">File: COP 022 Handrail Credit APPROVED.pdf</a>		
8.	Owner Requested Change: Aditonal blocking in the IT Department to support future shelving.	Owner Requested Change: Aditonal blocking in the IT Department to support future shelving.	\$413.40	0

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Attachments: COP 023		<a href="#">File: COP 023 - Additional blocking APPROVED.pdf</a>	
9.	Owner Requested Change: Add chain link fence at retaining wall in lieu of handrail	Owner Requested Change: Add chain link fence at retaining wall in lieu of handrail ( retaining wall needed to be raised - see COP 020R and the owner felt the handrail would not be sufficient to protect students from the steep change in grade)	\$2,787.90 0
Attachments: COP 24		<a href="#">File: COP 024 Chainlink Fence APPROVED.pdf</a>	
10	Owner Requested Change: Add guardrail extension at loading dock.	Owner Requested Change: Add guardrail extension at loading dock to allow HCC to chain off loading dock to protect students/staff when not in use.	\$223.30 0
Attachments: COP 025		<a href="#">File: COP 025 Handrail extension APPROVED.pdf</a>	
11	Owner Requested Change - Items supplied by owner in Contract Documents:- owner requested to be supplied/installed by contractor	Owner Requested Change - Items supplied by owner in Contract Documents:- owner requested to be supplied/installed by contractor	\$2,914.62 0
Attachments: COP 027		<a href="#">File: COP 027 - UPS APPROVED.pdf</a>	
12	Owner Requested Change: Credit taken to delete sod at sediment basins - not necessary.	Owner Requested Change: Credit taken to delete sod at sediment basins - not necessary.	(\$1,100.65) 0
Attachments: COP 030		<a href="#">File: COP 030 credit APPROVED.pdf</a>	
13	Unforeseen: Additional unsuitable soils above bid allowance	Unforeseen: Additional unsuitable soils above bid allowance of 1000 cubic yards. 344 cubic yards over the base bid @ \$15.00 cu/yd = \$5,160.00	\$5,160.00 0
Attachments: Unsuitable Soil totals		<a href="#">File: Testing Agency Totals.pdf</a>	
14	Credit for allowance not used	Credit for 150 cubic yards of Rock Excavation (TRENCH) @ \$75/cu.yd = \$11,250.00	(\$11,250.00) 0
Attachments: Specs/Form of Proposal - Allowances		<a href="#">File: Back up for SCO - Credit for Mass-Trench Rock.pdf</a>	
15	Credit for allowance not used	Credit for 150 cubic yards of Rock Excavation (MASS) @ \$45/cu.yd = \$6,750.00	(\$6,750.00) 0
Attachments: Specs/Form of Proposal - Allowances		<a href="#">File: Back up for SCO - Credit for Mass-Trench Rock.pdf</a>	
<b>CHANGE ORDER #2 TOTAL:</b>			<b>\$19,283.60 0</b>

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<b>DESIGNER:</b>	Pearce, Brinkley, Cease & Lee, PA	<b>CONTRACTOR:</b>	Blue Ridge Enterprises
<b>CO #:</b>	2		

**DESIGNER SUMMARY**

- |   |      |
|---|------|
| 1. Schedule items affected by this change:  | None |
| 2. Can Contractor mitigate the change without requiring a contract time extension:                      | Y    |
| 3. Select the contractors that will need a contract time extension due to this change:                  | None |
| 4. Are additional costs incurred by reason of the time extension ? (if so, include in items 5&6 below): | N    |

	<u>CONTRACTOR</u>	<u>DESIGNER</u>
5. Estimated Cost of Change:	\$19,283.60	\$19,283.60
6. Estimated time extension field cost, if any:	0	0

**DESIGNER RECOMMENDATION AND CERTIFICATION**

I certify that I have reviewed all aspects of this change order and have determined that it is in the best interest of the owner to have the work accomplished. I have also determined that the cost and time allotment are fair and equitable and I recommend acceptance by the owner.

Approved by: Mary H. Brehler Date: 2011-11-08 15:47

**AUDIT SUMMARY**

Date	Author	Comment
2011-11-14 08:21:23	Kernel Green (kgreen)	Approve
2011-11-14 08:21:02	Kernel Green (kgreen)	Save
2011-11-14 08:11:49	Kernel Green (kgreen)	Save
2011-11-14 08:10:43	Kernel Green (kgreen)	Save
2011-11-09 11:59:50	Steve Painter (spainter)	Approve
2011-11-08 15:47:00	Mary H. Brehler (mbrehler)	Approve
2011-11-08 15:36:34	Blue Ridge Enterprises, Inc. (blueridge1)	Approve
2011-11-08 14:01:20	Mary H. Brehler (mbrehler)	Submit
2011-11-08 09:53:08	Kernel Green (kgreen)	KGREEN reviewed the 15PCO's. All good but requested additional breakdown of M&L on PCO#4. Can submit CO and provide in parallel with signatures. Sorry I missed this in my prior requests for detail.
2011-11-08 09:44:18	Kernel Green (kgreen)	Save
2011-11-08 09:42:29	Kernel Green (kgreen)	Save
2011-11-08 09:40:31	Kernel Green (kgreen)	Save
2011-11-08 09:38:33	Kernel Green (kgreen)	Save
2011-11-08 09:37:39	Kernel Green (kgreen)	Save
2011-11-07 10:39:52	Mary H. Brehler (mbrehler)	Save
2011-11-07 10:15:48	Mary H. Brehler (mbrehler)	Save

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2011-11-03 15:55:59	Mary H. Brehler (mbrehler)	Save
2011-11-03 15:37:51	Mary H. Brehler (mbrehler)	Save
2011-11-03 15:10:02	Mary H. Brehler (mbrehler)	Save
2011-09-11 17:27:00	Kernel Green (kgreen)	Save
2011-09-11 17:26:33	Kernel Green (kgreen)	KGREEN reviewed all 15PCO's. Provided comments to designer on clarifications/details/additions needed on PCO's 3, 11, 13-15. All other OK.
2011-09-11 17:10:27	Kernel Green (kgreen)	Save
2011-09-11 17:08:12	Kernel Green (kgreen)	Save
2011-09-11 17:07:32	Kernel Green (kgreen)	Save
2011-09-11 16:59:19	Kernel Green (kgreen)	Save
2011-09-11 16:57:55	Kernel Green (kgreen)	Save
2011-09-11 16:50:11	Kernel Green (kgreen)	Save
2011-09-11 16:47:44	Kernel Green (kgreen)	Save
2011-09-11 16:42:26	Kernel Green (kgreen)	Save
2011-09-09 13:55:28	Mary H. Brehler (mbrehler)	Save
2011-09-08 12:26:33	Mary H. Brehler (mbrehler)	Save
2011-09-08 08:32:46	Kernel Green (kgreen)	KGREEN began PCO review. Several issues identified on first 2 PCOs. Contacted designer. Request their review of all PCOs prior to proceeding.
2011-09-08 08:17:33	Kernel Green (kgreen)	Save
2011-08-30 12:45:58	Mary H. Brehler (mbrehler)	Save
2011-08-30 12:36:41	Mary H. Brehler (mbrehler)	Save
2011-08-30 12:31:33	Mary H. Brehler (mbrehler)	Save
2011-08-30 11:56:51	Mary H. Brehler (mbrehler)	Save
2011-08-30 10:21:47	Mary H. Brehler (mbrehler)	Save
2011-08-30 09:51:28	Mary H. Brehler (mbrehler)	Save
2011-08-30 09:46:11	Mary H. Brehler (mbrehler)	Save
2011-08-30 09:34:29	Mary H. Brehler (mbrehler)	Save
2011-08-30 09:32:54	Mary H. Brehler (mbrehler)	Save
2011-08-30 09:27:16	Mary H. Brehler (mbrehler)	Save
2011-08-29 17:01:28	Mary H. Brehler (mbrehler)	Save
2011-08-29 15:40:11	Mary H. Brehler (mbrehler)	Save
2011-08-29 14:15:38	Mary H. Brehler (mbrehler)	Save
2011-08-29 14:09:29	Mary H. Brehler (mbrehler)	Save
2011-08-18 13:24:11	Mary H. Brehler (mbrehler)	Save
2011-08-18 12:31:11	Mary H. Brehler (mbrehler)	Create

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