

## MEMORANDUM

**TO:** Board of Trustees

**THROUGH:** Indra Winquest  
General Manager

**FROM:** Brad Underwood, P.E.  
Director of Public Works

**SUBJECT:** Review, discuss, and possibly authorize or approve Change Orders #4 and #5 for the Mountain Golf Course Cart Path Replacement Phase I Project - 3241LI2001 - Fund: Community Services; Division: Mountain Golf; Vendor: F.W. Carson; total amount \$65,745.12;

**DATE:** December 8, 2021

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### **I. RECOMMENDATION**

That the Board of Trustees moves to:

1. Approve Change Order #4 and Change Order #5 for the Mountain Golf Course Cart Path Replacement Phase I Project – 3241LI2001 – Fund Community Services; Division: Mountain Golf; Vendor: F.W. Carson; in the amount of \$65,745.12.

### **II. BACKGROUND**

This project is a FY 2021-22 Capital Improvement Project consisting of replacement of the Mountain Golf Course Cart Paths. The Mountain Golf Course Cart Paths are part of a multi-year capital improvement project with the construction of Phase I completed fall of 2021. A detailed project update was provided to the Board of Trustees on November 10, 2021. Change Order #1, #2 and #2A have been approved and included in the contractor's pay application #1, as they were within the Board approved construction contingency of \$35,700.

Change Order #1 represents additional work required due to over-watering in two (2) areas and creating saturated soils that were unsuitable for construction. The additional cost of Change Order #1 was \$10,659.67.

Change Order #2 represents additional work requested by PW and Golf Staff. Work included removal and replacement of an additional 352 sf of cart path adjacent to the restrooms located near Golfers Pass Road, removing six (6) potentially hazardous tree stumps, and slope stabilization. The additional cost of Change Order #2 was \$13,120.70.

Change Order #2A was an increase to Bid Item #6, curb to be removed. The actual amount of curb removed was 303 linear feet. The original bid item was for a total of 192 linear feet. The additional curb removed per the unit price resulted in an additional cost to the project of \$3,333.00.

Change Order #3 is a no cost change order to modify the means and method of pavement removal. The original method was to remove and replace asphalt and aggregate base materials. The revised method was to pulverize in place and utilize recycled type I base available as a result of the pulverization process. PW Staff will include executed Change Order #3 as part of the contractor's pay application #2.

In order to close out the project, Change Order #4 and #5 are being presented to the Board of Trustees for approval since the total cost of these change orders exceeds the previously authorized construction contract and contingencies.

Change Order #4 represents the actual amount of pavement placed by the contractor. PW Staff field verified the actual amount of pavement installed to be 18,078 sf. The original bid item was for a total of 15,320 sf of asphalt which resulted in an additional 2,758 sf of pavement installed throughout the project. The unit price for Bid Item #5 is \$5.90/sf and results in an increase of \$28,127.52.

Change Order #5 is work associated with the complete removal and replacement of 3,688 sf of existing asphalt and base. The original design noted that within this area sufficient base material would be encountered and the only work required would be just the replacement of 3" of asphalt pavement. However once the base was exposed, the material was inadequate and required complete removal and replacement with base material that met the required specifications. This change results in Bid Alternate Items #8 and #10 changing to 0 sf (credit \$24,340.80) and Bid Alternate Items #7 and #9 increasing by 3,688 sf (add \$36,880.00). The net cost of Change Order #5 is an additional \$13,276.80.

Upon the Board's approval of Change Order #4 and #5, PW Staff will execute the change orders and process the final pay application #2 for F.W. Carson Co. in the amount of \$193,004.94 to close Phase I of the Mountain Golf Cart Path Replacement project.

### **III. BID RESULTS**

The District publicly advertised this project for bidding on July 29, 2021 with a bid submittal due date of August 26, 2021, a 4-week bid period. The District advertised the work as required by NRS 338, and posted all construction documents on PlanetBids. At the September 2, 2021 Board of Trustees meeting the project was awarded to the lowest responsive bidder, F.W. Carson Co. for a total project amount of \$357,138.80.

#### IV. FINANCIAL IMPACT AND BUDGET

The Mountain Golf Cart Path Replacement Phase I Project (CIP #3241LI2001) is included in the FY 2021-22 CIP Budget, with a total project budget of \$550,000 (Attachment B). The budget details a total for Construction and Construction Reserves of \$445,000 and the total amount of the Construction Contract with F.W. Carson Co. including all change orders will be \$425,656.49.

The table below presents the approved construction budget, construction costs to date, staff costs to date, and remaining budget:

<b>Task</b>	<b>Cost to Date</b>
Design/Permit Fees/Internal Staff	\$44,500.00
Construction by F. W. Carson Co. (original contract)	\$357,138.80
Change Order #1	\$10,659.67
Change Order #2	\$13,120.70
Change Order #2A	\$3,333.00
Change Order #3	\$0.00
Change Order #4	\$28,127.52
Change Order #5	\$13,276.80
Construction Management	
Reno Tahoe Geo Associates	\$5,599.55
<b>Total</b>	<b>\$475,756.04</b>

\*\*PW Staff billings total \$27,703:

July \$613, August \$1,477, September \$5,157, October \$20,456

*(Staff costs have been charged to funding carried-forward from Mountain Golf Cart Path Replacement CIP #3241LI1903).*

#### V. ALTERNATIVES

Not authorize the approval of the change orders, and defer to legal counsel.

#### VI. BUSINESS IMPACT

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.

Attachments:

A – Change Orders #1, #2, #2A, #3, #4, and \$5.

B – CIP #3241LI2001 Data Sheet

C – Informational Memorandum only from the November 10, 2021 BOT Mtg

**CHANGE ORDER 01**

**Mountain Golf Course Cart Path Restoration, Phase 1**

Date of Issuance: September 24, 2021

Contract Date: September 3, 2021

**OWNER:**

Incline Village General Improvement District  
1220 Sweetwater Road  
Incline Village, Nevada 89451

**CONTRACTOR:**

F. W. Carson Co.  
1064 Tahoe Blvd.  
Incline Village, Nevada 89451

CONTRACT NO.: 3241LI2001; PO 22-0089

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

Description:

Over-excavate approximately 2 feet of subgrade materials, furnish and install crushed rock and filter fabric. Dispose of unsuitable materials off-site.

Reason for Change Order:

See photos included in RFI #2. Conditions found on site are due to irrigation flooding at golf course.

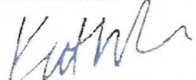
Attachments (List of documents supporting this change):

Contractor's RFI #2, with photos of site, and Change Order Request #1.


Change in Contract Price:	Change in Contract Times:
Original Contract Price: \$357,138.80	Original Contract Times: Substantial Completion: 10/15/2021
Net Changes from Previous Change Orders: \$0.00	Net Changes from Previous Change Orders: 0
Contract Price prior to this Change Order: \$357,138.80	Contract Times prior to this Change Order: Substantial Completion: 10/15/2021
Net Increase/Decrease of this Change Order: \$10,659.67	Net Increase/Decrease of this Change Order: 2
Contract Price with All Approved Change Orders: \$367,798.47	Contract Times with All Approved Change Orders: Substantial Completion: 10/18/2021

**APPROVALS:**

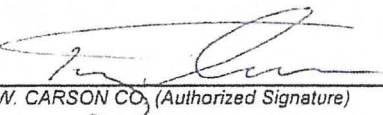
**RECOMMENDED:**

By:   
\_\_\_\_\_  
PROJECT MANAGER (Authorized Signature)      Date 9/24/2021

**APPROVED:**

By:   
\_\_\_\_\_  
OWNER (Authorized Signature)      Date 9/27/21

**ACCEPTED:**

By:   
\_\_\_\_\_  
F. W. CARSON CO. (Authorized Signature)      Date 9/27/21



GENERAL ENGINEERING CONTRACTORS

9/23/2021

**IVGID Engineering**

Phone #

Fax #

Attn: Kate Nelson

## REQUEST FOR INFORMATION

**PROJECT NAME:** *IGVID Golf Cart Path Reconstruction Project Phase 1*

**FROM:** *TROY CARSON*

*F.W. Carson Co.*

*1064 Tahoe Blvd.*

*Incline Village 89451*

**JOB #** 21.41

**RFI #** 2

**SUBJECT:** *Unsuitable Material*

**SPEC SECTION**

**PARAGRAPH #**

**DRAWING #**

**DETAIL #**

**DESCRIPTION:**

*Unsuitable subgrade material due to irrigation water flooding. Sta. 32+25- 32+75 and 22+60- 22+80.*

**CONTRACTOR'S PROPOSED RESOLUTION:**

*Over excavate to approx 2' depth, bridge with crushed rock and filter fabric, recompact.*

**ATTACHMENTS:** 2 photos

**ESTIMATED COST IMPACT:** *yes. See COR#1 FWC 99.01*

**ESTIMATED TIME IMPACT:** *3 days (1.5 access delay, 1.5 repair)*

**CONTRACTOR SIGNATURE:** *Tray Carson*

**DATE:** *9/23/21*

**RESPONSE:**







9/23/2021

EW # 99.01

### Change Order Request

**IVGID Engineering**

Ph: (775) 832-1274 Fax: -

Attn: **Kate Nelson**

**RE:** *IVGID Mountain Golf Course Path Phase 1*

F.W. Carson Co. is pleased to submit you with a price for the extra work on the above referenced project.

Our scope of work includes:

**Unsuitable subgrade materials pre RFI #2. Over excavate approx. 2'. Furnish and install crushed rock and filter fabric. Dispose of unsuitable materials off site.**

Exclusions:

**Engineering, soils testing, excavation exceeding 2' depth or length per RFI 2.**

Our price for the extra work is: **\$10,659.67**

Our additional time for the extra work is **1.5 days**

Sign: \_\_\_\_\_  
IVGID Engineering Representative - acting agent for Ivgid

Date: \_\_\_\_\_

If you have any questions call me at (530) 214-6273

Sincerely,

Troy Carson  
Project Manager



# F.W. Carson Co.

1064 Tahoe Blvd.

Incline Village, NV 89451

Phone: (775) 831-5008

Fax: (775) 831-5068

99.01

## Labor

Date	Description	Hours	Rate	Total
	<i>Superintendent</i>	2.0	\$90.00	\$180.00
	<i>Foreman</i>	8.0	\$81.00	\$648.00
	<i>Operator</i>	16.0	\$78.00	\$1,248.00
	<i>Truck Driver</i>	5.0	\$59.00	\$295.00
	<i>Labor</i>	16.0	\$59.00	\$944.00
	<i>Flaggers</i>		\$59.00	
<b>Labor Total</b>				<b>\$3,315.00</b>

## Equipment

Description	Hrs/Qty	Rate	Total
<i>Foreman Truck / Utility Truck</i>	8.0	\$45.00	\$360.00
<i>Mini Excavator</i>	7.0	\$65.00	\$455.00
<i>Skid Steer</i>	4.5	\$65.00	\$292.50
<i>Skip Loader</i>	2.5	\$75.00	\$187.50
<i>Sheeps foot compactor</i>	2.0	\$75.00	\$150.00
<b>Equipment Total</b>			<b>\$1,445.00</b>

## Trucking

Description	Hrs/Qty	Rate	Total
<i>Transport Truck</i>		\$ 125.00	
<i>End Dump</i>	16.0	\$ 115.00	\$1,840.00
<i>5 cy Dump Truck</i>	5.0	\$ 65.00	\$325.00
			\$0.00
<i>Fuel Surcharge</i>	0%		\$0.00
<b>Trucking Total</b>			<b>\$2,165.00</b>

## Materials

Description	Qty	Price	Total
<i>Spoils (disposal)</i>	49 <i>CY</i>	\$20.00	\$980.00
<i>Drain Rock 1-1/2"</i>	73 <i>ton</i>	\$10.75	\$784.75
<i>Filter Fabric 160N</i>	840 <i>SF</i>	\$0.18	\$151.20
<b>Subtotal</b>			<b>\$1,915.95</b>
<b>Tax 8.265 %</b>			<b>\$158.35</b>
<b>Material Total</b>			<b>\$2,074.30</b>

Misc. Description	Qty	Price	Total
<b>Misc Items Total</b>			<i>\$0.00</i>

Subcontractor Description	Qty	Price	Total
<b>Subcontractor Total</b>			<i>\$0.00</i>

		<b>Subtotal</b>	<i>\$8,999.30</i>
	15%	<b>OH &amp; P</b>	<i>\$1,349.90</i>
<b>Subcontractor Work</b>	5%	<b>OH &amp; P</b>	<i>\$0</i>
	3.00%	<b>Bond Premium</b>	<i>\$310.48</i>
		<b>Total</b>	<i>\$10,659.67</i>
		<b>Change Order Total</b>	<i>\$10,659.67</i>

**CHANGE ORDER 02**

**Mountain Golf Course Cart Path Restoration, Phase 1**

Date of Issuance: October 4, 2021

Contract Date: September 3, 2021

**OWNER:**

Incline Village General Improvement District  
1220 Sweetwater Road  
Incline Village, Nevada 89451

**CONTRACTOR:**

F. W. Carson Co.  
1064 Tahoe Blvd.  
Incline Village, Nevada 89451

**CONTRACT NO.: 3241LI2001; PO 22-0089**

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

Description:

1. Remove and replace additional section of cart path at Sta 25+12 to approx. Sta. 25+56), 352 sf. \$3,590.40 + 1 working day.
2. Stump removal, disposal and backfill, Sta. 6+25, 24+70 and 36+10. \$5,700.11 + 1 working day.
3. Rip-rap slope at Sta. 10+25, and rock border at Sta. 11+75. \$3,830.19 + 1 working day.

Reason for Change Order:

1. Additional section of deteriorating cart path, previously unmarked, located within current project area.
2. Removing six (6) potentially hazardous tree stumps in proximity of cart path. Trees removed previously by Golf staff.
3. Additional slope stabilization required as identified by the PW Engineer in collaboration with Golf Staff.

Attachments (List of documents supporting this change):

- Contractor's Change Order Requests 2, 3 and 4.
- Board of Trustee September 2, 2021 Board of Trustees Meeting, Approving 10% Contingency (\$35, 700)
- Project Budget Tracker

Change in Contract Price:	Change in Contract Times:
Original Contract Price: <b>\$357,138.80</b>	Original Contract Times: Substantial Completion: 10/15/2021
Net Changes from Previous Change Orders: <b>\$10,659.67</b>	Net Changes from Previous Change Orders: 2
Contract Price prior to this Change Order: <b>\$367,798.47</b>	Contract Times prior to this Change Order: Substantial Completion: <sup>19 KSN</sup> 10/17/2021
Net Increase/Decrease of this Change Order: <b>\$13,120.70</b>	Net Increase/Decrease of this Change Order: 3
Contract Price with All Approved Change Orders: <b>\$380,919.17</b>	Contract Times with All Approved Change Orders: Substantial Completion: <sup>22 KSN</sup> 10/28/2021

**APPROVALS:**

**RECOMMENDED:**

Kate S.  
Nelson, PE

Digitally signed by  
Kate S. Nelson, PE  
Date: 2021.10.25  
11:44:00 -07'00'

Brad B.  
Underwood  
Digitally signed by  
Brad B. Underwood  
Date: 2021.11.02  
15:28:34 -07'00'

**APPROVED:**

By:

By:

PROJECT MANAGER (Authorized Signature)

Date

OWNER (Authorized Signature)

Date

**ACCEPTED:**

By:

F. W. CARSON CO. (Authorized Signature)

Date

11/3/21



9/28/2021

EW # 99.02

### Change Order Request

**IVGID Engineering**

Ph: (775) 832-1274 Fax: -

Attn: **Kate Nelson**

**RE:** *IVGID Mountain Golf Course Path Phase 1*

F.W. Carson Co. is pleased to submit you with a price for the extra work on the above referenced project.

Our scope of work includes:

**Full section R&R sta. 25+12-25+56 = 352 SF @ 8' width**

Exclusions:

**Stump or root removal beyond reconstruction sections**

Our price for the extra work is: **\$3,590.40**

Our additional time for the extra work is **0.75 days**

Price is good for (30) days from the date of this proposal. Sign below to accept the extra work proposal.

Sign: \_\_\_\_\_  
IVGID Engineering Representative

Date: \_\_\_\_\_

If you have any questions call me at (775) 722-9471

Sincerely,  
Troy Carson  
Project Manager



GENERAL ENGINEERING CONTRACTORS

9/28/2021

EW # 99.03

### Change Order Request

**IVGID Engineering**

Ph: (775) 832-1274 Fax: -

Attn: **Kate Nelson**

**RE:** *IVGID Mountain Golf Course Path Phase 1*

F.W. Carson Co. is pleased to submit you with a price for the extra work on the above referenced project.

Our scope of work includes:

**Stump removal, disposal and Backfill (4ea). Sta 6+25, 24+70 (2ea), 36+10**

Exclusions:

Our price for the extra work is: **\$5,700.11**

Our additional time for the extra work is **1.5 days**

Price is good for (30) days from the date of this proposal. Sign below to accept the extra work proposal.

Sign: \_\_\_\_\_  
IVGID Engineering Representative

Date: \_\_\_\_\_

If you have any questions call me at (775) 722-9471

Sincerely,  
Troy Carson  
Project Manager

# F.W. Carson Co.

1064 Tahoe Blvd.

Incline Village, NV 89451

Phone: (775) 831-5008      Fax: (775) 831-5068

## Labor

Date	Description	Hours	Rate	Total
	<i>Superintendent</i>	2.0	\$90.00	\$180.00
	<i>Foreman</i>	6.0	\$81.00	\$486.00
	<i>Operator</i>	12.0	\$78.00	\$936.00
	<i>Truck Driver</i>	2.0	\$59.00	\$118.00
	<i>Labor</i>	12.0	\$59.00	\$708.00
	<i>Flaggers</i>		\$59.00	
<b>Labor Total</b>				<b>\$2,428.00</b>

## Equipment

Description	Hrs/Qty	Rate	Total
<i>Foreman Truck / Utility Truck</i>		\$45.00	
<i>Mini Excavator</i>		\$65.00	
<i>Excavator (65,000#)</i>		\$145.00	
<i>Skid Steer</i>		\$65.00	
<i>Skip Loader</i>		\$75.00	
<i>Sheeps foot compactor</i>		\$75.00	
<i>Loader (45,000#)</i>		\$138.00	
<i>Jumping Jack / Wacker (Daily Rental)</i>	1.0	\$50.00	\$50.00
<i>Viberplate Compactor (Daily Rental)</i>		\$50.00	
<i>Wacker (Daily Rental)</i>		\$50.00	
<i>Backhoe</i>	12.0	\$75.00	\$900.00
<i>Power Broom</i>		\$0.00	
<i>Excavator w/ Rock Breaker</i>		\$0.00	
<b>Equipment Total</b>			<b>\$950.00</b>

## Trucking

Description	Hrs/Qty	Rate	Total
<i>Transport Truck</i>		\$ 125.00	
<i>End Dump</i>	3.5	\$ 115.00	\$402.50
<i>5 cy Dump Truck</i>	1.5	\$ 65.00	\$97.50
<i>Fuel Surcharge</i>	0%		\$0.00
<b>Trucking Total</b>			<b>\$500.00</b>

**Materials**

Description	Qty	Price	Total
<i>Structural Fill</i>	8 <i>CY</i>	\$15.50	\$124.00
		<b>Subtotal</b>	\$124.00
		<b>Tax 8.265 %</b>	\$10.25
		<b>Material Total</b>	<u>\$134.25</u>

**Misc.**

Description	Qty	Price	Total
<i>Stump Disposal</i>	4 <i>ea</i>	\$200.00	\$800.00
		<b>Misc Items Total</b>	\$800.00

**Subcontractor**

Description	Qty	Price	Total
		<b>Subcontractor Total</b>	\$0.00

	<b>Extra Work Subtotal</b>	\$4,812.25
	<b>15% OH &amp; P</b>	\$721.84
<b>Subcontractor Work</b>	<b>15% OH &amp; P</b>	\$0.00
	<b>3.00% Bond Premium</b>	\$166.02
	<b>Extra Work Total</b>	<u>\$5,700.11</u>



9/28/2021

EW # 99.04 REV 1

### Change Order Request

**IVGID Engineering**

Ph: (775) 832-1274 Fax: -

Attn: **Kate Nelson**

**RE: *IVGID Mountain Golf Course Path Phase 1***

F.W. Carson Co. is pleased to submit you with a price for the extra work on the above referenced project.

Our scope of work includes:

**Rip Rap Slope Sta. 10+25 and Rock border at Sta. 11+75**

Exclusions:

Our price for the extra work is: **\$3,830.19**

Our additional time for the extra work is **1 Day**

Price is good for (30) days from the date of this proposal. Sign below to accept the extra work proposal.

Sign: \_\_\_\_\_  
IVGID Engineering Representative

Date: \_\_\_\_\_

If you have any questions call me at (775) 722-9471

Sincerely,  
Troy Carson  
Project Manager



# F.W. Carson Co.

1064 Tahoe Blvd.

Incline Village, NV 89451

Phone: (775) 831-5008

Fax: (775) 831-5068

## Labor

Date	Description	Hours	Rate	Total
	<i>Superintendent</i>	1.0	\$90.00	\$90.00
	<i>Foreman</i>	5.0	\$81.00	\$405.00
	<i>Operator</i>	8.0	\$78.00	\$624.00
	<i>Truck Driver</i>	2.0	\$59.00	\$118.00
	<i>Labor</i>	8.0	\$59.00	\$472.00
	<i>Flaggers</i>		\$59.00	
<b>Labor Total</b>				<b>\$1,709.00</b>

## Equipment

Description	Hrs/Qty	Rate	Total
<i>Foreman Truck / Utility Truck</i>	5.0	\$45.00	\$225.00
<i>Mini Excavator</i>	8.0	\$65.00	\$520.00
<i>Excavator (65,000#)</i>		\$145.00	
<i>Skid Steer</i>		\$65.00	
<i>Skip Loader</i>		\$75.00	
<i>Sheeps foot compactor</i>		\$75.00	
<i>Loader (45,000#)</i>		\$138.00	
<i>Jumping Jack / Wacker (Daily Rental)</i>		\$50.00	
<i>Viberplate Compactor (Daily Rental)</i>		\$50.00	
<i>Wacker (Daily Rental)</i>		\$50.00	
<i>Backhoe</i>		\$75.00	
<i>Power Broom</i>		\$0.00	
<i>Excavator w/ Rock Breaker</i>		\$0.00	
<b>Equipment Total</b>			<b>\$745.00</b>

## Trucking

Description	Hrs/Qty	Rate	Total
<i>Transport Truck</i>		\$ 125.00	
<i>End Dump</i>		\$ 115.00	
<i>5 cy Dump Truck</i>	2.0	\$ 65.00	\$130.00
<i>Fuel Surcharge</i>	0%		\$0.00
<b>Trucking Total</b>			<b>\$130.00</b>

## Materials

Description	Qty	Price	Total
Class 150-250 Rip Rap	10 ton	\$60.00	\$600.00
<b>Subtotal</b>			\$600.00
<b>Tax 8.265 %</b>			\$49.59
<b>Material Total</b>			<u>\$649.59</u>

Misc. Description	Qty	Price	Total
<b>Misc Items Total</b>			\$0.00

Subcontractor Description	Qty	Price	Total
<b>Subcontractor Total</b>			\$0.00

<b>Extra Work Subtotal</b>	\$3,233.59
<b>15% OH &amp; P</b>	\$485.04
<b>Subcontractor Work 15% OH &amp; P</b>	\$0.00
<b>3.00% Bond Premium</b>	\$111.56
<b>Extra Work Total</b>	<u>\$3,830.19</u>

**CHANGE ORDER 02 A**

**Mountain Golf Course Cart Path Restoration, Phase 1**

Date of Issuance: November 8, 2021

Contract Date: September 3, 2021

**OWNER:**

Incline Village General Improvement District  
1220 Sweetwater Road  
Incline Village, Nevada 89451

**CONTRACTOR:**

F. W. Carson Co.  
1064 Tahoe Blvd.  
Incline Village, Nevada 89451

CONTRACT NO.: 2299DI1702; PO 22-0089

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

Description:

Bid Item #6 states 192 LF of curb was to be removed.. There was and additional 303 LF of curb removed durning construction for a total of 495 LF. 303 LF\*\$11.00 SF - \$3,333.00 additional. Amount added to Bid Item #6

Reason for Change Order:

The Bid Item quantity was incorrect.

Attachments (List of documents supporting this change):

Change in Contract Price:	Change in Contract Times:
Original Contract Price: \$357,138.80	Original Contract Times: Substantial Completion: 10/15/2021
Net Changes from Previous Change Orders: \$23,780.37	Net Changes from Previous Change Orders: 7
Contract Price prior to this Change Order: \$380,919.17	Contract Times prior to this Change Order: Substantial Completion: 10/22/2021
Net Increase/Decrease of this Change Order: \$3,333.00	Net Increase/Decrease of this Change Order: 0.5
Contract Price with All Approved Change Orders: \$384,252.17	Contract Times with All Approved Change Orders: Substantial Completion: 10/22/2021

**APPROVALS:**

**RECOMMENDED:**

Kate S. Nelson, Digitally signed by Kate S. Nelson, PE  
Date: 2021.11.19 15:11:38 -08'00'

By: PE

PROJECT MANAGER (Authorized Signature)

Date

**APPROVED:**

Brad B. Underwood, Digitally signed by Brad B. Underwood  
Date: 2021.11.19 15:19:30 -08'00'

By:

OWNER (Authorized Signature)

Date

**ACCEPTED:**

By:  11/22/21  
F. W. CARSON CO. (Authorized Signature) Date



GENERAL ENGINEERING CONTRACTORS

11/3/2021

EW # 99.09

## Change Order Request

### IVGID Engineering

Ph: (775) 832-1274 Fax: -

Attn: **Kate Nelson**

**RE:** *IVGID Mountain Golf Course Path Phase 1*

F.W. Carson Co. is pleased to submit you with a price for the extra work on the above referenced project.

Our scope of work includes:

**Additional AC curb removal 303.36 LF per RFI #5**

Exclusions:

Our price for the extra work is: **\$3,333.00**

Our additional time for the extra work is: **0.5 days**

Price is good for (30) days from the date of this proposal. Sign below to accept the extra work proposal.

Sign: \_\_\_\_\_  
IVGID Engineering Representative

Date: \_\_\_\_\_

If you have any questions call me at (530)214-6273

Sincerely,

Troy Carson  
Project Manager

**CHANGE ORDER 03**

**Mountain Golf Course Cart Path Restoration, Phase 1**

Date of Issuance: Nov. 8, 2021

Contract Date: Sept. 3, 2021

**OWNER:**

Incline Village General Improvement District  
1220 Sweetwater Road  
Incline Village, Nevada 89451

**CONTRACTOR:**

F. W. Carson Co.  
1064 Tahoe Blvd.  
Incline Village, Nevada 89451

**CONTRACT NO.: 3241LI2001; PO 22-0089**

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

Description:

Per Section 3 - Bid Form: the following means and method of work changed to include sections of pulverizing the cart path in place. Please provide updated cost changes for the following:

1. Bid Item #4
2. Bid Item #7 (Alt)

Reason for Change Order:

The cart path was constructed per Section 3 of the Specifications, Bid Form with the addition of pulverizing in place.

Attachments (List of documents supporting this change):

Change in Contract Price:	Change in Contract Times:
Original Contract Price: <b>\$357,138.80</b>	Original Contract Times: Substantial Completion: 10/15/2021
Net Changes from Previous Change Orders: <b>\$27,113.37</b>	Net Changes from Previous Change Orders: 5
Contract Price prior to this Change Order: <b>\$384,252.17</b>	Contract Times prior to this Change Order: Substantial Completion: 10/22/2021
Net Increase/Decrease of this Change Order: <b>\$0.00</b>	Net Increase/Decrease of this Change Order: 0
Contract Price with All Approved Change Orders: <b>\$384,252.17</b>	Contract Times with All Approved Change Orders: Substantial Completion: 10/22/2021

**APPROVALS:**

**RECOMMENDED:**

**APPROVED:**

By: \_\_\_\_\_  
PROJECT MANAGER (Authorized Signature) Date

By: \_\_\_\_\_  
OWNER (Authorized Signature) Date

**ACCEPTED:**

By: \_\_\_\_\_  
F. W. CARSON CO. (Authorized Signature) Date

Nov. 8, 2021

**Change Order #3**

**Credit for:**

Bid Item #4	Full Depth AC Pavement & Base Removal (Existing AC Pavement Removal, Subgrade Excavation, Off-Haul)	-\$65,876.00
Bid Item #7 (Alt.)	Full Depth AC Pavement & Base Removal (Existing AC Pavement Removal, Subgrade Excavation, Off-Haul)	-\$55,418.40
	Total	<u>-\$121,294.40</u>

**New Pricing for:**

Bid Item #4	Pulverizing In Place 15,320 SF of Path	\$65,876.00
Bid Item #7 (Alt.)	Pulverizing In Place 12,888 SF of Path	\$55,418.40
	Total	<u>\$121,294.40</u>

**CHANGE ORDER 04**

**Mountain Golf Course Cart Path Restoration, Phase 1**

Date of Issuance: Nov. 8, 2021

Contract Date: Sept. 3, 2021

**OWNER:**

Incline Village General Improvement District  
1220 Sweetwater Road  
Incline Village, Nevada 89451

**CONTRACTOR:**

F. W. Carson Co.  
1064 Tahoe Blvd.  
Incline Village, Nevada 89451

**CONTRACT NO.: 3241LI2001; PO 22-0089**

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

Description:

2,757.60 SF of additional paving was done from Sta. 0+00 to 19+56 per Bid Item #5.

Reason for Change Order:

The Bid Item quantity did not reflect the paving that was needed in the field as directed by DPW Staff. DPW Staff verified the addition square footage calculation in the field.

Attachments (List of documents supporting this change):

Change in Contract Price:	Change in Contract Times:
Original Contract Price: <b>\$357,138.80</b>	Original Contract Times: Substantial Completion: 10/15/2021
Net Changes from Previous Change Orders: <b>\$27,113.37</b>	Net Changes from Previous Change Orders: 5
Contract Price prior to this Change Order: <b>\$384,252.17</b>	Contract Times prior to this Change Order: Substantial Completion: 10/22/2021
Net Increase/Decrease of this Change Order: <b>\$28,127.52</b>	Net Increase/Decrease of this Change Order: 2
Contract Price with All Approved Change Orders: <b>\$412,379.69</b>	Contract Times with All Approved Change Orders: Substantial Completion: 10/26/2021

**APPROVALS:**

**RECOMMENDED:**

**APPROVED:**

By: \_\_\_\_\_  
PROJECT MANAGER (Authorized Signature) Date

By: \_\_\_\_\_  
OWNER (Authorized Signature) Date

**ACCEPTED:**

By: \_\_\_\_\_  
F. W. CARSON CO. (Authorized Signature) Date

**CHANGE ORDER 05**

**Mountain Golf Course Cart Path Restoration, Phase 1**

Date of Issuance: Nov. 8, 2021

Contract Date: Sept. 3, 2021

**OWNER:**

Incline Village General Improvement District  
1220 Sweetwater Road  
Incline Village, Nevada 89451

**CONTRACTOR:**

F. W. Carson Co.  
1064 Tahoe Blvd.  
Incline Village, Nevada 89451

**CONTRACT NO.: 3241LI2001; PO 22-0089**

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

Description:

Sta. 35+97-40+58= 461 LF x 8 FT = 3,688 SF. Remove full section. Bid items 8 & 10 will no longer apply to this area of work. Work to be payable by Bid Alt. Item 7 & 9.

Reason for Change Order:

The plans and specifications included Bid Items #8 and #10, which was to only remove the existing A/C and replace with new A/C. However, when the AC was removed, there was no existing base to build on as intended. Therefore Bid Items #8 and #10 went to \$0 and Bid Items #7 and #9 were increased by 3,688 SF.

Attachments (List of documents supporting this change):

Contractor's Change Order Request dated November 9, 2021.

Change in Contract Price:	Change in Contract Times:
Original Contract Price: <b>\$357,138.80</b>	Original Contract Times: Substantial Completion: 10/15/2021
Net Changes from Previous Change Orders: <b>\$55,240.89</b>	Net Changes from Previous Change Orders: 7
Contract Price prior to this Change Order: <b>\$412,379.69</b>	Contract Times prior to this Change Order: Substantial Completion: 10/22/2021
Net Increase/Decrease of this Change Order: <b>\$13,276.80</b>	Net Increase/Decrease of this Change Order: 2
Contract Price with All Approved Change Orders: <b>\$425,656.49</b>	Contract Times with All Approved Change Orders: Substantial Completion: 10/28/2021

**APPROVALS:**

**RECOMMENDED:**

**APPROVED:**

By: \_\_\_\_\_  
PROJECT MANAGER (Authorized Signature) Date

By: \_\_\_\_\_  
OWNER (Authorized Signature) Date

**ACCEPTED:**

By: \_\_\_\_\_  
F. W. CARSON CO. (Authorized Signature) Date





## Project Summary

<b>Project Number:</b>	3241LI2001
<b>Title:</b>	Mountain Golf Cart Path Replacement
<b>Project Type:</b>	D - Capital Improvement - Existing Facilities
<b>Division:</b>	41 - Mountain Operations
<b>Budget Year:</b>	2022
<b>Finance Options:</b>	
<b>Asset Type:</b>	LI - Land Improvements
<b>Active:</b>	Yes

**Project Description**

The Mountain Golf Course has approximately 14,440 linear feet of cart pathways which equates to 110,000 square feet of pavement. In addition, there are approximately 5,000 linear feet of asphalt curb. The last major path project was over 15 years ago. The District has performed replacements at various points each year based on areas of greatest need and within the allotted budget. Due to issues of the base material, overgrowth of sod, and intrusion by tree roots and other material, the current assessment of the condition of the paths suggests substantial remediation and reconstruction is needed. A design consultant has completed a review of the cart paths and provided recommendations for replacement. In accordance with the recommendation, the cart paths will be reconstructed in a multi-phase, multi-year manner to minimize impacts to users of the facility.

**Project Internal Staff**

Engineering staff will contract with outside civil and geotechnical engineering firms to provide support as necessary throughout the design. The project will be publically bid and constructed by a licensed contractor.

**Project Justification**

Cart paths are to the point where yearly replacement of faulty areas no longer makes financial sense. Condition of paths has become a nuisance for golfers and not within District standards. The District will practice perpetual asset renewal, replacement, and improvement to provide safe and superior long-term utility services and recreation activities. Maintain, renew, expand, and enhance District infrastructure to meet the capacity needs and desires of the community for future generations.

**Forecast**

Budget Year	Total Expense	Total Revenue	Difference
<b>2022</b>			
Construction	405,000	0	405,000
Construction Management	40,000	0	40,000
Construction Reserves	40,000	0	40,000
Design, Permit Fees, and Internal Services	65,000	0	65,000
Year Total	550,000	0	550,000
<b>2023</b>			
Construction	405,000	0	405,000
Construction Management	40,000	0	40,000
Construction Reserves	40,000	0	40,000
Design, Permit Fees, and Internal Services	65,000	0	65,000
Year Total	550,000	0	550,000
<b>2024</b>			
Construction	405,000	0	405,000
Construction Management	40,000	0	40,000
Construction Reserves	40,000	0	40,000
Design, Permit Fees, and Internal Services	65,000	0	65,000
Year Total	550,000	0	550,000
	<b>1,650,000</b>	<b>0</b>	<b>1,650,000</b>

Year Identified	Start Date	Est. Completion Date	Manager	Project Partner
2020	Jul 1, 2020	Jun 30, 2023	Director of Golf/Community Services	

## MEMORANDUM

**TO:** Board of Trustees

**THROUGH:** Indra Winqest  
District General Manager

**FROM:** Brad Underwood, P.E.  
Director of Public Works

**SUBJECT:** Mountain Cart Path Informational Memo

**DATE:** November 10, 2021

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The following information is provided to the Board in addressing a contract change approved by the Engineer/Owner.

### Timeline

- *Specifications and Drawings titled "Mountain Golf Course Path" for bidding were received from Design Engineer (Lumos) on July 21, 2021.*
- The bid was setup for the Contractors to bid on two segments:
  - Base Bid to reconstruct the pathway along holes #3, #4, and most of #5 (Sta. 0+00 to Sta. 19+58 per Drawings).
  - Alternate Bid to reconstruct the pathway along the remainder of hole #5, holes #6, #7, and most of #8. (Sta. 19+58 to Sta. 41+40 per Drawings).

The bidding was set up this way to ensure that some of the intended work could be awarded for construction as the Engineer's estimate totaled \$684,916.54 (see attached - Lumos), which exceeded the construction budget for the project of \$405,000.

- Public Works (PW) Staff Advertised for Bid on July 23, 2021.
- PW Staff held a Non-Mandatory Pre-Bid meeting on August 3, 2021, but no contractors attended. PW Staff was notified that a representative of MKD Construction was looking at the site later that afternoon.
- PW Staff received 5 questions during the bidding phase and an Addendum (prepared by Lumos) was issued on August 24, 2021 (no questions regarding the use Recycled Type I Base or request for additional subsurface reports).

- Bid opening was held on August 26, 2021 and two (2) bids were received. The Bids were opened and read aloud in front of PW Staff, representative of Cruz Construction and a representative of FW Carson. Both contractors submitted bids on both the Base Bid and Alternate Bid as set forth in the bid documents. PW Staff asked if FW Carson felt comfortable with their bid and they were. No protests were received within the 5 business days (as allowed for by NRS 338.142). FW Carson did not request to pull their bid within the 24 hours as allowed in the contract documents.
- The bids were reviewed and all documents and calculations were verified by PW Staff. The Board memo was finalized by inserting the bid results late in the afternoon on August 26, 2021 (to meet posting requirements for the Board Meeting on September 2, 2021).
- *August 31, 2021, Lumos added a note on the plans that provided earthwork quantities for both the Base and Alternate Bids. And also added the following:*
  1. *The Contractor anticipates pulverizing AC pavement and re-using as base material. Therefore, the anticipated haul-off volume is less than 50 cubic yards.*
  2. *Quantities listed on this sheet include all quantities for the entire project.*
  3. *All material that is not reused is to be hauled to 1064 Tahoe Blvd., Incline Village, NV 89451.*
- *August 31, 2021 to September 1, 2021, email exchange (attached) between FW Carson and Lumos on which IVGID PW staff was not included. Lumos was requested to initiate contact with the Contractor by IVGID PW staff to finalize the SWPPP document necessary for construction to begin.*
- A Construction Contract was awarded to the low bid, FW Carson (Contractor), by the Board of Trustees at the meeting of September 2, 2021. Both the Base Bid and Alternate Bid were awarded as the total of the two (\$357,138.80) was lower than the project construction budget of \$405,000.
- On September 7, 2021, a Purchase Order (PO) was created and fully approved on September 9, 2021 based upon the Board of Trustees approvals.
- A preconstruction meeting was held on September 8, 2021 with PW Staff, the Contractor, and Golf Staff). A request was made by the Contractor to get a copy of the geotechnical report. The geotechnical report was emailed to the Contractor on the afternoon of September 8, 2021 (see attached email correspondence).

- On September 9/10, 2021, FW Carson verbally requested to use Recycled Type I Base per the geotechnical report (attached), bring in a pulverizing machine recycle material on-site. PW Staff spoke with Lumos, who concurred that Recycled Type I Base material was an acceptable alternative. PW Staff contacted Reno Tahoe Geo (Geotechnical Firm performing material testing) September 13, 2021 to advise them that Recycled Base was approved and they will need to obtain material samples to facilitate field testing.
- September 16, 2021, a Notice to Proceed was issued to the Contractor to begin the work.
- September 17, 2021, the Contractor mobilized to the site and began placing BMPs, and potholing.
- September 20, 2021, the Contractor mobilized the pulverizing machine.
- *October 7, 2021, meeting between PW staff and the Contractor to discuss the construction process:*
  - *The Contractor indicated that after the bid date but before the award of contract there was an email exchange between himself and Lumos (see above August 31, 2021 to September 1, 2021).*
  - *The Contractor said his bid was based upon the design as advertised in the plans and specifications.*
  - *The Contractor said from this email exchange, he assumed that he was being directed to do the work via pulverizing in place.*
  - *The Contractor indicated that there was no cost savings in performing the work by this means and method.*
- *October 12, 2021, meeting with Lumos to discuss the construction process:*
  - *Lumos was requested by PW staff to contact the Contractor directly to complete the efforts in obtaining the SWPPP for the project.*
  - *Lumos confirmed the email exchange after the bid date but before the award of contract between himself and the Contractor (see above August 31, 2021 to September 1, 2021).*
  - *Lumos stated from this email exchange that he thought the Contractor was requesting to perform the work with an alternate means and methods of pulverizing in place.*
  - *Lumos stated that the result of pulverizing in place yielded an equivalent end product as long as the specifications were met, i.e. materials testing.*
- *October 26, 2021, meeting with Lumos (Design Engineer and Engineering Manager) to discuss project:*

- *The Engineering Manager confirmed that IVGID should have been included on the email correspondence prior to awarding the Contract.*
- *The Engineering Manager stated that since they were not contracted to provide construction services they did not know what transpired after this email exchange.*
- *The Engineering Manager stated that Lumos would provide a summary of the project construction with information on the construction method (attached).*

### **Changes to Work/Amending the Contract**

The Engineer and/or Owner have the right to authorize changes of work per the contract documents. Which changes are to be documented as amending the contract. This is supported per the following contract document excerpts:

#### **Section 9**

- *Article 10.04 Engineer's Authority – Article 10.04.D – Engineer's authority as to changes in the Work is set forth in Article 11.*
- *Article 10.06.A – Engineer will render decisions regarding the requirements of the Contract Documents, and judge the acceptability of the Work, pursuant to the specific procedures set forth herein for initial interpretations, Change Proposals, and acceptance of the Work.*
- *Article 11.01 Amending and Supplementing the Contract – Article 11.01.A – The Contract may be amended or supplemented by Change Order, a Work Change Directive, or a Field Order.*
- *Article 11.03 Work Change Directives – Article 11.03.A – Work Change Directive will not change the Contract Price or the Contract Times but is evidence that the parties expect that the modification ordered or documented by a Work Change Directive will be incorporated in a subsequently issued Change Order, following negotiations by the parties as to the Work Change Directive's effect, if any, on the Contract Price and Contract Times; or ....*
- *Article 11.04 Field Orders – Article 11.04.A – Engineer may authorize minor changes in the Work if the changes do not involve an adjustment in the Contract Price or the Contract Times and are compatible with the design concept of the completed Project as a functioning whole as indicated by the Contract Documents. Such changes will be accomplished by a Field Order*

*and will be binding on Owner and also on Contractor, which shall perform the Work involved promptly.*

- *Article 11.05 Owner-Authorized Changes in the Work – Article 11.05.A – Without invalidating the Contract and without notice to any surety, Owner may, at any time or from time to time, order additions, deletions, or revisions in the Work. Changes involving the design (as set forth in the Drawings, Specifications, or otherwise) or other engineering or technical matters will be supported by Engineer’s recommendation.*
- *Article 11.05.B – Such changes in the Work may be accomplished by a Change Order, if Owner and Contractor have agreed as to the effect, if any, of the changes on Contract Times or Contract Price; or by a Work Change Directive. Upon ....*

As detailed in the timeline above, the PW Staff met the requirements that are outlined specifically in these referenced sections of the contract documents. The PW Staff is currently working to finalize the appropriate change order to reflect the approval of using recycled base as agreed to with the contractor.

### **Revised Work**

- From conversations with previous engineering staff as well as golf staff, a major concern with golf cart path replacement projects is the damage to the existing turf and irrigation system components that occur during construction. In observing the contractor’s method of utilizing a pulverizing machine, very little damage to the adjacent turf and irrigation system components was observed. In fact, to date only one (1) un-marked irrigation box was damaged as part of the installation of rip rap.
- The pulverization method reduced the amount of heavy equipment (loader, dump truck, backhoe) trips that were required in a one-way-in/one-way-out travel path; which in turn reduced the amount of damage to adjacent turf and irrigation system components as stated above.
- Recycled Type I Base is used throughout the construction industry in roadway construction and is a sustainable product. The sustainability aspects are the re-use of existing on-site materials and less trucking activity resulting in less traffic impacts, less resources used and less impacts to greenhouse gas.
- The recycled materials were tested by Reno Tahoe Geo to ensure specifications of the Standards of Public Works Construction (Orange Book) were met as required by the contract documents, and any identified

unsuitable material was removed and replaced per the project plans and specifications.

- Material testing frequency recommendations are included in the Standards of Public Works Construction. The testing frequency was met or exceeded by Reno Tahoe Geo.
- Based on the end product, PW Staff will be evaluating whether this method should be preferred over removal and replacement for future phases of the work.

### **Opportunities for Improvement**

- Include within the Contract Documents, any report associated with the project that is pertinent in developing the project documents (i.e. geotechnical, environmental, historical, etc.).
- Review timeframes for execution of the contract and make improvements to contract processing.
- Develop a process to ensure contract documents are fully executed prior to issuing a notice to proceed to the contractor.
- Follow up verbal changes/directives with written documentation in a timely manner.
- Initiate internal design review meetings at critical points (i.e. 60% and 90%) in the project design process.