

**IN THE BOARD OF SUPERVISORS
COUNTY OF SAN LUIS OBISPO, STATE OF CALIFORNIA**

EXHIBIT A

Tuesday, December 14, 2010

PRESENT: Supervisors Bruce Gibson, Adam Hill, James R. Patterson, Chairperson Frank Mecham

ABSENT: Supervisor K.H. 'Katcho' Achadjian

RESOLUTION NO. 2010-382

**RESOLUTION APPROVING THE WILLOW ROAD EXTENSION PHASE II
& US HIGHWAY 101 INTERCHANGE PROJECT
CONSTRUCTION CHANGE ORDER POLICY**

The following Resolution is hereby offered and read:

WHEREAS, the Board of Supervisors ("Board") in accordance with the California State Public Contract Code (Public Contracts Code) will consider award of the construction contract for the Willow Road Extension Phase II & US Highway 101 Interchange Project, (Contract No. 300129/300142, Federal No. FHWA Q101(189) (hereafter, the "Project"); and

WHEREAS, pursuant to Section 20142 of the Public Contracts Code, the Board may authorize a County Officer to order changes or additions in the work; and

WHEREAS, Exhibit "A," attached hereto and incorporated herein as though fully set forth, has been prepared to express said authorization; and

WHEREAS, the size of the construction contract for this Project requires the need for these policies; and

WHEREAS, it is in the public interest that the attached Exhibit "A" be adopted as the Construction Change Order Policy for the Project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors hereby finds and resolves:

1. Each and every "WHEREAS" statement, above is incorporated herein and made an express finding hereof; and
2. Exhibit "A," attached hereto and incorporated herein as though fully set forth, entitled the *Willow Road Extension Phase II & US Highway 101 Interchange Project Construction Change Order Policy* (Policy) is approved; and
3. The Director of Public Works or his designee is hereby authorized to undertake all actions necessary to implement the attached Policy; and
4. The Director of Public Works or his designee is hereby authorized to approve Construction Contract Change Orders up to \$150,000, so long as any change or addition is deemed consistent with the proper completion of the Project under the sound discretion of the Director of Public Works or his designee, and so long as the change or addition does not exceed the maximum dollar amount allowed under Public Contracts Code Section 20142.

Upon motion of Supervisor Hill, seconded by Supervisor Gibson, and on the following roll call vote, to wit:

- AYES: Supervisors Hill, Gibson, Patterson, Chairperson Mecham
- NOES: None
- ABSENT: Supervisor Achadjian
- ABSTAINING: None

the foregoing Resolution is hereby adopted.

Frank Mecham
Chairperson of the Board of Supervisors

ATTEST:

JULIE L. RODEWALD
Clerk of the Board of Supervisors

By: Annette Ramirez
Deputy Clerk



By: /s/ Patrick J. Foran
Deputy County Counsel

Dated: 12/01/2010

STATE OF CALIFORNIA) ss.
COUNTY OF SAN LUIS OBISPO)

I, JULIE L. RODEWALD, County Clerk of the above entitled County, and Ex-Officio Clerk of the Board of Supervisors thereof, do hereby certify the foregoing to be a full, true and correct copy of an order entered in the minutes of said Board of Supervisors, and now remaining of record in my office.

Witness, my hand and seal of said Board of Supervisors this 28th day of December, 2010.

JULIE L. RODEWALD
County Clerk and Ex-Officio Clerk of the Board of Supervisors

By: *Annette Ramirez*
Deputy Clerk

Exhibit A

WILLOW ROAD EXTENSION PHASE II & US HIGHWAY 101 INTERCHANGE PROJECT CONSTRUCTION CHANGE ORDER POLICY

The purpose of this policy is to identify change order authorization procedures required for the Willow Road Extension Phase II & US Highway 101 Interchange Project, (Contract No. 300129/300142, Federal No. FHWA Q101(189) (hereafter, the "Project"). These procedures have been developed in conformance with applicable laws and regulations. The size of the construction contract for this Project requires the need for these policies.

Change Order Requirements

Requirements for change orders that apply to the Project include the following:

- All changes that deviate from what is stated in the original contract documents must be supported by a written change order.
- Change orders which affect the schedule or cost of the project can only be authorized in writing by the Director of Public Works or his designee.
- Change orders must comply with all applicable laws and regulations.
- All change orders must address the effect of the change on project schedule and cost.

Non-Emergency Change Orders:

Single Item Change Order Maximum Amount = \$150,000.00;

The following procedures shall be followed prior to the approval of additional work for the Project.

- A. \$0 to \$150,000.00 - Individual change orders of up to \$150,000.00 require the written recommendation of the Public Works Department's Resident Engineer and written approval of the Director of Public Works or his designee.
- B. Greater than \$150,000.00 - Individual change orders of over \$150,000.00 require a written recommendation from the Public Works Department's Resident Engineer, a written recommendation from the Public Works Director or his designee, and specific authorization from the Board of Supervisors.