IN THE BOARD OF SUPERVISORS

County of San Luis Obispo, State of California

_____day _____, 20___

PRESENT: Supervisors

ABSENT:

RESOLUTION NO. _____

RESOLUTION APPROVING THE LOS OSOS WASTEWATER COLLECTION SYSTEM 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 Los Osos Wastewater Collection System Project (Contract Nos. 300448.08.01 – AD, - BC, - PS) (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 *Los Osos Wastewater Collection System 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 _____, seconded by Supervisor _____, and on the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAINING:

the foregoing Resolution is hereby adopted.

_____
Chairperson of the Board of Supervisors

ATTEST:

_____
Clerk of the Board of Supervisors

(SEAL)

APPROVED AS TO FORM AND LEGAL EFFECT:

WARREN R. JENSEN
County Counsel

By: _____
Deputy County Counsel

Dated: 3/22/12

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STATE OF CALIFORNIA,
County of San Luis Obispo, } ss.

I, _____, County Clerk and ex-officio Clerk of the Board of Supervisors, in and for the County of San Luis Obispo, State of California, do hereby certify the foregoing to be a full, true and correct copy of an order made by the Board of Supervisors, as the same appears spread upon their minute book.

WITNESS my hand and the seal of said Board of Supervisors, affixed this _____ day of _____, 20 _____.

_____
County Clerk and Ex-Officio Clerk of the Board of Supervisors

(SEAL)

By _____
Deputy Clerk.

Exhibit A

LOS OSOS WASTEWATER COLLECTION SYSTEM PROJECT
CONSTRUCTION CHANGE ORDER POLICY

The purpose of this policy is to identify change order authorization procedures required for the Los Osos Wastewater Collection System Project (Contract Nos. 300448.08.01 – AD, - BC, - PS) (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 change the contract price or the contract times 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.
- All authorizations for use of Contingency Allowances provided in the contract price shall be processed by change order and subject to this policy.

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 Project Construction Manager 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 Project Construction Manager, a written recommendation from the Public Works Director or his designee, and specific authorization from the Board of Supervisors.