



Regional Transit Authority

Change Order Routing Sheet

INSTRUCTION: The user department is responsible for providing the information requested below (all parts), securing the requisite signatures, attaching a justification for the change order, and providing a responsibility determination, with pertinent contact information.

A. Department Representative to participate in procurement process:

<u>Darrell LaFrance</u>	<u>Project Manager</u>	<u>8310</u>
Name	Title	Ext.

B. Contract No.: RFQ #2019-006 Change Order #` Additional Services at Tricentennial Park

Contract Title and PO No: Canal Street Ferry Terminal Project – Po No 912770

C. Contract History:

Original Award Value	\$ <u>22,928,685.00</u>
Previously Executed Change Orders Value	\$ <u>3,186,247.78</u>
Adjusted Contract Value (Prior to Requested Change Order)	\$ <u>26,114,932.78</u>
Current Change Order Value	\$ <u>1,000,000.00</u>
Revised Contract Value (w/current change order)	\$ <u>26,909,657.41</u>

D. Justification of Change Order: Additional Services at Tricentennial Park

This change order is in response to the CEA between Audubon Institute and the RTA, where the Audubon Nature Institute (ANI) has agreed to pay for all expense related to redesigning and constructing a seamless Riverfront area between the terminal building and the landing dock, that connects the Audubon Aquarium to Spanish Plaza. Woodward-APC will provide additional construction services for the Canal Street Ferry Terminal Project for the additional changes to the scope of work requested by the ANI to provide additional green space and various other aesthetic changes. The construction includes the wet and dry side of the redesign which ANI requested, and approved Woodward-APC will continue to coordinate closely with RTA to ensure no delay in the construction schedule associated with these design changes. Woodward-APC will invoice monthly with detailed Time & Material breakdown per the hourly rates Not to Exceed \$1,000,000.00 The RTA will submit invoices to ANI once received and ANI will pay the cost of the invoice to the agency (RTA) which will be a zero-dollar impact.

E. Type of Change Requested: Administrative Supplemental Termination

F. Responsibility Determination: Price determined fair and reasonable based on

G. Prime firm's DBE/SLDBE Commitment (NOTE: The Prime Firm must be notified by the Project Manager that the DBE Commitment percentage applies to the Total Contract Value after all amendments and change orders.):

 % DBE % SLDBE % Small Business



Additional Information _____

DBE/EEO Compliance Manager

Date

H. Certification of Authorized Grant:

Is this item/specification consistent with the Authorized Grant? Yes No

Are there any amendments pending? Yes No

If Yes, please attach the amendment to this Routing Sheet and explain.

Director of Grants/ Federal Compliance

Date

I. Funding Source: Federal State Local Other: _____

Funds are specifically allocated in the Department's current fiscal year budget or in a grant to cover this expenditure as follows:

Total Funding Available \$ _____

Previous Cost \$ 25,909,657.41

Revised Projected Cost \$ 26,909,657.41

FTA Grant No.(s) 1 Ferry.1047____

Line Item(s) _____

Operations/Department Code _____

Budget Code(s) _____

Other _____

Budget Analyst

Date

J. _____

Safety _____
Date

K. Authorizations:

Department Head

Date

Division Manager

Date

Director of Procurement

Date



Chief Financial Officer

Date

Chief Executive Officer

Date