



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 the procurement process:

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

B. Contract No.: #2014-009_____

Contract Title and PO No: Canal Street Ferry Terminal Project Infinity Engineering_____ PO-911980_____

C. Contract History:

Original Award Value	\$	<u>447,000.00</u>
Previously Executed Change Orders Value	\$	<u>2,739,812.53</u>
Adjusted Contract Value (Prior to Requested Change Order)	\$	<u>3,186,812.53</u>
Current Change Order Value	\$	<u>205,820.00</u>
Revised Contract Value (w/current change order)	\$	<u>3,770,172.60</u>

D. Justification of Change Order: Additional Services Redesign Landscape and Hardscape Tricentennial Park

The change order is in response to the CEA between Audubon Nature Institute and the RTA, where the Audubon Nature Institute (ANI) has agreed to pay for all expenses 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. Infinity and its Landscape Architecture and sub-consultants is working with RTA, ANI, Royal, and Contractor to revise the designs of the hardscape and landscape to align with the scheme of the Tricentennial Park project.

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	\$ 3,564,352.60
Revised Projected Cost	\$ 3,770,172.60
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