

Item # 10B

**City of Carson City
Agenda Report**

Date Submitted: September 5, 2008

Agenda Date Requested: September 18, 2008

Time Requested: 15 Minutes

Labor Commissioner PWP # CC-2006-251

To: Mayor and Supervisors

From: Purchasing & Contracts

Subject Title: Action to accept the Work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$632,282.34 for Contract No. 2005-176 titled Carson City Sheriff's Department Administration Building Project to 20 of the 31 Trade Contractors as listed in the staff summary.

Staff Summary: Carson City Sheriff's Department Administration Building Project

Work Scope Nos. 1, 2, 4, 5, 8, 9, 10, 11, 12, 14, 16, 17, 18, 19, 20, 25, 26, 27, 28, 30

On July 6, 2006, and July 20, 2006 the Board of Supervisors awarded a total of 31 trade contracts (Work Scopes 1 – 31) for Contract No. 2005-176 to various Trade Contractors for the construction of the new Sheriff's Department Administration Building Project. The project was constructed in two phases, Phase 1 being construction of the new building and a new off site parking lot at the southeast corner of Harbin and Musser Streets, and Phase 2 being the demolition of the old building and construction of a new parking lot. Phase 1 was substantially completed in December 2007 and the Sheriff's Department was moved into the new building. Phase 2 was completed in August 2008. All work has been completed, all claims settled and retention can be released for 20 of the Work Scopes.

Final paperwork is being processed and claims being settled for the remaining 11 Work Scopes and they will be brought to the Board of Supervisors for acceptance as soon as they are ready.

Type of Action Requested: (check one)

☐ Resolution

☐ Ordinance

☒ Formal Action/Motion

☐ Other (Specify)

Recommended Board Action: I move to accept the Work as completed, to accept the Contract Summary as presented, and to approve the Release of Final Payment in the amount of \$632,282.34 for Contract No. 2005-176 titled Carson City Sheriff's Department Administration Building Project to 20 of the 31 Trade Contractors as listed in the Staff Summary.

Explanation for Recommended Board Action: This project is complete and the Trade Contractor's are entitled to final payment.

Applicable Statue, Code, Policy, Rule or Policy: Not applicable. Final payment approval by the Board of Supervisor's is an internal requirement NRS does not require Board of Supervisor's

approval. The only final payment requirement is in NRS 338 and it requires that payment be made within 30 days from the completion of work or interest must be paid to the contractor.

Fiscal Impact: No additional impact.

Explanation of Impact: Funding was approved in prior Board Action.

Engineers Estimate: \$12,887,435.88

Project Cost:

Bid Award	\$10,069,690.00
Change Orders	\$ 83,993.72 for 20 of the 31 Work Scopes
Total Project Cost	\$10,153,683.72

Funding Source: Funding was approved in a prior Commission Action.

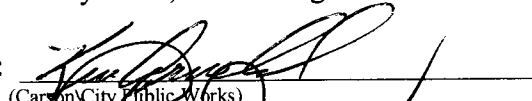
Prior Board Funding: Bid was awarded on July 6, 2006 in the amount of \$9,329,985.00 with a contingency amount of \$513,000.00 and on July 20, 2006 in the amount of \$739,795.00 for a total amount of 10,582,690.00.

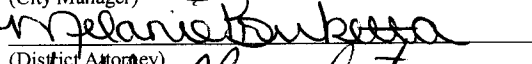
Alternatives: Provide other direction pursuant to Board Action

Supporting Material: Contract Summary Memo from Project Manager, and Approved Change Orders

Prepared By: Sandy Scott, Purchasing & Contracts Coordinator

Reviewed By:


(Carson City Public Works)

(City Manager)

(District Attorney)

(Finance Director)

Date: 9/9/08

Date: 9-8-08

Date: 9-9-08

Date: 9-9-08

Board Action Taken:

Motion: _____

1) _____

Aye/Nay

2) _____

(Vote Recorded By)

**PUBLIC WORKS
DEPARTMENT**

ADMINISTRATION

3505 Butti Way
Carson City, NV 89701-3498
Ph: 775-887-2355
Fx: 775-887-2112

CONTRACTS

3505 Butti Way
Carson City, NV 89701-3498
Ph: 775-887-2355
Fx: 775-887-2112

FLEET SERVICES

3303 Butti Way, Building 2
Carson City, NV 89701-3498
Ph: 775-887-2356
Fx: 775-887-2258

OPERATIONS

(Water, Sewer, Wastewater,
Streets, Landfill, Environmental)
3505 Butti Way
Carson City, NV 89701-3498
Ph: 775-887-2355
Fx: 775-887-2112

**TRANSPORTATION/
CAPITAL PROJECTS**

3505 Butti Way
Carson City, NV 89701-3498
Ph: 775-887-2355
Fx: 775-887-2112

**DEVELOPMENT
SERVICES**

**BUILDING and SAFETY
PERMIT CENTER**

2621 Northgate Lane, Suite 6
Carson City, NV 89706-1319
Ph: 775-887-2310
Fx: 775-887-2202

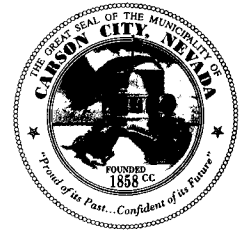
DEVELOPMENT ENGINEERING

2621 Northgate Lane, Suite 54
Carson City, NV 89706-1319
Ph: 775-887-2300
Fx: 775-887-2283

PLANNING

2621 Northgate Lane, Suite 62
Carson City, NV 89706-1319
Ph: 775-887-2180
Fx: 775-887-2278

CARSON CITY NEVADA
Consolidated Municipality and State Capital



MEMORANDUM

Date: September 4, 2008
To: Sandy Scott, Purchasing and Contracts Coordinator
From: John Benzing, Construction Manager
Subject: Carson City Sheriff's Department Administration Building Project
Contract No. 2005-176 Project No. 04-6023
Completion of Contract Work

This project was constructed under 31 separate Trade Contracts that were numbered as Work Scope No. 1 through 31 to the referenced contract. This to advise you that all work required for the subject contract has been satisfactorily completed. At this time we are prepared to close out 20 of the Work Scopes as listed below. Please prepare the necessary actions to release the final payments for these contract Work Scopes. These contracts were awarded by the Board of Supervisors at two meetings, on July 6, 2006 and July 20, 2006 and work was substantially completed on the overall project (Phase I plus Phase 2) on August 4, 2008. There were various Change Orders issued on these Work Scopes as detailed in the attached letters from Metcalf Builders, Inc., the City's consultant contract administrators. Work Scopes ready to be closed are:

<u>Number</u>	<u>Type of Work</u>
1	Demolition
2	Earthwork/Utilities
4	Fencing & Gates
5	Landscape & Irrigation
8	Structural Steel, Metals, etc.
9	Cabinetry & Casework
10	Waterproofing
11	Building Insulation
12	Roofing
14	Composite Building Panels & Cladding
16	Glass & Glazing
17	Roll up & Coiling Doors
18	Drywall, Metal Studs, & Acoustic Ceiling Tiles
19	Floor Covering
20	Ceramic Tile
25	Window Coverings
26	Elevators
27	Fire Sprinklers
28	Plumbing and HVAC
30	Rough Carpentry

The net change by Change Orders on the above Work Scopes was an increase of \$83,993.72.

Attachments: 20 letters from Metcalf Builders, Inc. summarizing Change Orders

MEMORANDUM

Date: July 11th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 1: Demolition

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There was 1 Change Order on this project as summarized below:

C.O. #1 Cost for the additional move-in and demo prior to asbestos removal, the hand digging, and the supplying of temporary fencing for the duration of the project.

The net effect of the above Change Orders was an increase in the total contract amount of \$14,414.76

MEMORANDUM

Date: August 4th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 2: Earthwork/Utilities

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were ten change orders on this project as summarized below:

- C.O. #1 Pothole unmarked on-site gas-line, extend water service tie-in 40 lf beyond what is shown in Contract Documents, demolish and remove subterranean footings not shown on drawings, repair de-watering well leak at existing building, and install shut-off valve in common waterline service allowing old building isolation.
- C.O. #2 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #3 Unforeseen organic debris, trash, and deep concrete encountered during excavation, breaking and boring concrete in order to relocate fire line not covered in CO #1
- C.O. #4 Back charge for damaged underground HVAC ducting.
- C.O. #5 Remove and Grade additional curb and sidewalk per Price Request 39.
- C.O. #6 City Improvements at Harbin and Musser Street per drawings dated 9/18/07. Work included demo and re-paving of street, prepping for new handicap ramps, and replacing storm drain.
- C.O. #7 Miscellaneous additional work arising from unforeseen conditions, trade repair, and value enhancements.
- C.O. #8 Supply and install 40 lf of storm trench drain per Price Request 35, demo and re-grade loading dock per PR 49.
- C.O. #9 Add security conduit to existing sally port, place drain rock at sally port entrance for patrol cars, remove existing concrete panel to meet new sloping requirements, and locate existing landscaping sleeve that was buried during demolition.
- C.O. #10 Re-surface part of Musser Street and Furnish new low profile storm drain manhole cover per CC Engineering requirements.

The net effect of the above Change Orders was an increase in the total contract amount of \$ 172,091.66

MEMORANDUM

Date: July 28th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 4: Fencing and Gates

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were five change orders on this project as summarized below:

- C.O. #1 Clarify and adjust Trade Contract base bid in accordance with phasing and alternate A requirements.
- C.O. #2 Supply and install metal fencing with slats and a gate at the south trash enclosure per Price Request 38R.
- C.O. #3 Delete two rolling style gates with wheels and replace with two cantilever type gates per Price Request 42.
- C.O. #4 Supply and install one mag-lock, one self-closure, and two control posts at each new man gate. Also included are two new mag-locks at the existing sally-port gate.
- C.O. #5 Supply and install expanded metal at Harbin man gate to enhance security, supply and install knox switches at vehicle gates for the Fire Department.

The net effect of the above Change Orders was an increase in the total contract amount of \$55,497.86. ✓

MEMORANDUM

Date: August 4th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 5: Landscaping and Irrigation

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were eight change orders on this project as summarized below:

- C.O. #1: Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #2: Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #3: Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #4: Remedy accounting errors for CO's 1 and 2.
- C.O. #5: Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #6: Remove 18"-24" of existing soil in PH 2 planting areas and replace with Nevada Organics topsoil per the request of Carson City, additional planting at southeast corner of new building per Price Request 45.
- C.O. #7: Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #8: Reimbursement for accounting errors in Change Order 7.

The net effect of the above Change Orders was an increase in the total contract amount of \$1,084.10.)

MEMORANDUM

Date: July 28th, 2008

To: John Benzing, Construction Manager

From: Nick Landis, Metcalf Builders

Subject: Carson City Sheriff's Administration Project

Project No. 04-6023

Contract No. 2005-176

Work Scope Number 8: Structural Steel, Metals, Handrails, & Misc. Iron

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were eighteen change orders on this project as summarized below:

- C.O. #1 Add for bollards, misc. angles, gates, safety cables, and performance bond. Contractor was sole bidder and qualified proposal with exclusions.
- C.O. #2 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #3 Add for the re-design 12 columns that were increased in size in Architect Clarification #7 and add for 200 lf of 18 gauge steel in Architect Clarification #4.
- C.O. #4 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #5 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #6 Add for additional crane move-in to erect columns.
- C.O. #7 Install an I-Beam on grid line 7 so that masonry may sit directly atop the bent plate.
- C.O. #8 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #9 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #10 Add for new bent plate and angles per revised details 8/S6.1, 10/S6.1, and 11/S6.1.
- C.O. #11 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #12 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #13 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #14 Misc. extra work including 8 pieces of tube steel per Clarification #14, 7 new steel tubes at lobby area per RFI #99, delete two beams per RFI #2, and allocate labor clean-up cost supplied by Carson City.
- C.O. #15 Misc. extra work including one new I-beam for rooftop AC units, remove and reinstall mechanical frame, furnish and install one 4-part guardrail at loading dock, back charge for metal strapping that was required at low roof.
- C.O. #16 Fasten Epic deck every 12" with screws per Clarification #27
- C.O. #17 Supply and install railing infill's every 4" for handrails at the south end of the building as required by CC Building Department.

C.O. #18 Additional detailing costs due to revised dimensions on radius roof and top of footing elevations. Steel had already been detailed and submitted before revisions were sent out by A/E, modify stair landing 115 due to wall being out of square, additional ledger along exterior evidence storage, and additional boding cost for increase in Contract amount.

The net effect of the above Change Orders was an increase in the total contract amount of \$ 44,661.42 ✓

MEMORANDUM

Date: July 14th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 9: Cabinetry & Casework

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were 4 Change Orders on this project as summarized below:

- C.O. #1 Added one P-Lam ADA compliant plumbing skirt, added three corbels under countertop, deducted countertop shown on detail 4/A9.3, deducted safety cabinet in room #243.
- C.O. #2 Added wood wall cap from stair landing 115 to top of stair well.
- C.O. #3 Allocate cost of clean-up labor for the month of July 2007.
- C.O. #4 Allocate cost of clean-up labor from 9-24-07 to 9-28-07.

The net effect of the above Change Orders was a decrease in the total contract amount of (\$4,867.48)

MEMORANDUM

Date: August 6th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 10: Waterproofing

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were three Change Orders on this project as summarized below:

- C.O. #1 Supply and install AWP Primer and Mira-Dri EZ Flash at exterior windows per Price Request #21 for enhanced waterproofing.
- C.O. #2 Supply and install epoxy waterproofing on patio walls in lieu of EIFS.
- C.O. #3 Cut out epoxy floor around patio drains and patch around replacement drains.

The net effect of the above Change Orders was an increase in the total contract amount of \$15,480.50 |

MEMORANDUM

Date: 7/11/08
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 11: Building Insulation

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There was 1 Change Order on this project as summarized below:

C.O. #1 Install R-30 Insulation at underside of metal deck below upper patios to increase insulation rating for building envelope

The net effect of the above Change Orders was an increase in the total contract amount of \$2,036.00 ✓

MEMORANDUM

Date: August 6th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 12: Roofing

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were four Change Orders on this project as summarized below:

- C.O. #1 Credit two metal scuppers and add two overflow drains at the low roof.
- C.O. #2 Supply and Install protection mat at low roof and allocate cost of clean-up labor supplied by Carson City.
- C.O. #3 Supply and install rigid insulation and 2X nailer over the metal deck at the exterior evidence storage building.
- C.O. #4 Supply and install metal flashing over the wood nailer along the outside wall of the exterior evidence storage building.

The net effect of the above Change Orders was an increase in the total contract amount of \$6,411.76 ✓

MEMORANDUM

Date: 7/11/08

To: John Benzing, Construction Manager

From: Nick Landis, Metcalf Builders

Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 14: Composite Building Panel & Cladding

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There was 1 Change Order on this project as summarized below:

C.O. #1 Deduct Contract amount in its entirety due to material costs exceeding Contract Amount. The amount was moved to Work Scope #23.

The net effect of the above Change Orders was a decrease in the total contract amount of (\$12,900.00) ✓

MEMORANDUM

Date: 7/11/08
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 16: Glass and Glazing

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were 6 Change Orders on this project as summarized below:

- C.O. #1 Added security hardware to doors 122A and 136B.
- C.O. #2 Added ADA rubber mats at doors 200B, 202B, and 241B, added door security to door 124B
- C.O. #3 Deducted window 30 in room #124.
- C.O. #4 Added break metal flashing at exterior windows.
- C.O. #5 Allocate cost of daily clean-up supplied by Carson City
- C.O. #6 Adjusted original Contract sum for reimbursement of bonding, allocate cost of daily clean-up supplied by Carson City.

The net effect of the above Change Orders was an increase in the total contract amount of \$16,893.52

MEMORANDUM

Date: 8/7/08
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 17: Roll-up and Coiling Doors

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were zero Change Orders on this project.

MEMORANDUM

Date: 8/7/08

To: John Benzing, Construction Manager

From: Nick Landis, Metcalf Builders

Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 18: Drywall, Metal Stud, Acoustic Ceiling Tile

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were 26 Change Orders on this project as summarized below:

- C.O. #1 Add metal studs, drywall, and ceiling angle for new wall per Price Request 5.
- C.O. #2 Add metal studs, drywall, and ceiling angle for new wall per Price Request 9.
- C.O. #3 Field weld 2X2 angle and box frame under doors 300 and 301 per Clarification 9.
- C.O. #4 Replace pony wall with full height 18 ga. Metal stud wall with metal sheets and drywall on both sides per Price Request #17.
- C.O. #5 Supply scaffolding along grid lines B, C, and 7 for shear wall paneling and Penthouse framing.
- C.O. #6 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #7 Revise the east wall in room 131 to a 6" stud wall from a 4" stud wall to cover 4" roof drain line.
- C.O. #8 Fur out wall in room 137, install new walls in room 159, and credit batt insulation deleted at top of parapet.
- C.O. #9 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #10 Credit 20 gauge wall in room 124 per Price Request 29, add new 16 gauge wall at stair landing 239 per Price Request 31.
- C.O. #11 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #12 Fur out around misc. columns, plumbing pipes, and exhaust ducting to meet architectural intent following job walk with Architect.
- C.O. #13 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #14 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #15 Add additional insulation at ceiling per RFI #195 response.
- C.O. #16 Fur soffits necessary to conceal embedded steel columns, ADA clearances, flushing clerestory walls, and alignment of walls to grid-line off-sets.
- C.O. #17 Build soffit around exposed steel beam in front lobby per Architect.
- C.O. #18 Deduction for materials paid for by Carson City to secure sales tax exemption.

- C.O. #19 Allocate clean-up labor costs supplied by Carson City.
- C.O. #20 Install metal strap backing at low roof, fire caulk elevator shafts and equipment room per the State Elevator Inspector.
- C.O. #21 Demolish and build new walls in downstairs bathrooms per Price Request 43.
- C.O. #22 Negate clean-up charge in Change Order 19.
- C.O. #23 Install framing and security mesh per Sheriff Furlong in room 127
- C.O. #24 Replace damaged ceiling tile that were removed by Electrical and Mechanical Contractors.
- C.O. #25 Refund for materials paid directly by Contractor in Change Order #14.
- C.O. #26 Provide stud splice along east elevation of exterior wall due to conflicting wall elevations given in plans and provide 12 gauge steel shear panels along east and west 2nd floor shear walls.

The net effect of the above Change Orders was a decrease in the total contract amount of (\$49,065.09) ✓

MEMORANDUM

Date: August 8th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 19: Floor Covering

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were four Change Orders on this project as summarized below:

- C.O. #1 Supply and install safety flooring at stair landing #135.
- C.O. #2 Deduction for the sales tax on materials purchased by Contractor.
- C.O. #3 Prep joints for safety flooring cove base in 2nd floor hallway, install rubber base in areas not shown on plans, and provide permit for flooring installation in elevators.
- C.O. #4 Float floor at 2nd floor patio doors for ADA compliance, remove and re-install carpet in Room 226 for high spot in concrete slab to be grinded down, patch slab in hall 134 due to misplaced CMU.

The net effect of the above Change Orders was a decrease in the total contract amount of (\$448.08). ✓

MEMORANDUM

Date: August 8th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 20: Ceramic Tile

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were two Change Orders on this project as summarized below:

C.O. #1 Allocate clean-up labor costs supplied by Carson City
C.O. #2 Add new tile to bathroom walls and floors per Price Request #43

The net effect of the above Change Orders was an increase in the total contract amount of \$1,651.76./

MEMORANDUM

Date: 8/7/08
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 25: Window Coverings

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There was one Change Order on this project as summarized below:

C.O. #1 Furnish and install replacement blind in room 256 that was damaged during Owner's move-in.

The net effect of the above Change Orders was an increase in the total contract amount of \$158.00./

MEMORANDUM

Date: August 6th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 26: Elevators

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were three Change Orders on this project as summarized below:

- C.O. #1 Exercise sales tax exemption on materials provided for elevator construction.
- C.O. #2 Allocate clean-up labor costs supplied by Carson City.
- C.O. #3 Reimburse Contractor for costs associated with modifying elevator equipment for a power supply of 480 Volts.

The net effect of the above Change Orders was an increase in the total contract amount of \$4,188.56 ✓

MEMORANDUM

Date: August 14th, 2008
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 27: Fire Sprinklers

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were three change orders on this project as summarized below:

- C.O. #1 Add new sprinkler lines and heads as required to enclose storage room 159 per Price Request 27.
- C.O. #2 Repair broken fire sprinkler head that was damaged by the Sheriff's Department while delivering furniture.
- C.O. #3 Repair broken sprinkler pipe at loading dock, supply and install two new semi-recessed sprinkler heads at loading dock.

The net effect of the above Change Orders was an increase in the total contract amount of \$ 5,701.44. ✓

MEMORANDUM

Date: July 18th, 2008

To: John Benzing, Construction Manager

From: Nick Landis, Metcalf Builders

Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 28: Plumbing and HVAC

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were 22 Change Orders on this project as summarized below:

- C.O. #1 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #2 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #3 Addition of eyewash sink in Room 141.
- C.O. #4 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #5 Addition of security bars in all duct penetrations at the Property Evidence Room.
- C.O. #6 Addition of two (2) overflow drains on the lower roof entry.
- C.O. #7 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #8 Addition of four (4) deck drains at the 2nd floor patios.
- C.O. #9 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #10 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #11 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #12 Reimbursement for damaged underground ducting.
- C.O. #13 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #14 Addition of one new return grill and one new sound boot for room 159.
- C.O. #15 Addition of one eyewash and one shower in room #243.
- C.O. #16 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #17 Addition for modifications in ducting due to revised ceiling heights, deduction for frame that needed to be moved, and allocation of clean-up labor costs supplied by Carson City.
- C.O. #18 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #19 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #20 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #21 Deduction for materials paid for by Carson City to secure sales tax exemption.
- C.O. #22 Allocation of clean-up labor costs supplied by Carson City

The net effect of the above Change Orders was a decrease in the total contract amount of (\$204,917.19) ✓

MEMORANDUM

Date: 8/7/08
To: John Benzing, Construction Manager
From: Nick Landis, Metcalf Builders
Subject: Carson City Sheriff's Administration Project
Project No. 04-6023
Contract No. 2005-176
Work Scope Number 30: Rough Carpentry

This is to advise you that all work required for the subject contract has been satisfactorily completed. Please prepare the necessary actions to release the final payment for this contract. There were 5 Change Orders on this project as summarized below:

- C.O. #1 Supply and install plywood on architectural concrete areas, to protect from weather and construction traffic.
- C.O. #2 Void Change Order since work was included in Change Order 3.
- C.O. #3 Provide fall protection at loading dock and safety blocking in stair treads as per OASHA requirements, provide labor for daily clean-up and snow removal
- C.O. #4 Frame at top of CMU below metal cap at Grid Lines C and D to create slope for snow run-off, build safety rails above front lobby, provide and install dens-glass below lockers, and allocate labor clean-up costs supplied by Carson City.
- C.O. #5 Remove safety rails at front stairs, install temporary hand-rails in lobby and stair 210 per CC Building Department, and provide credit for incorrect labor charge in Change Order 4.

The net effect of the above Change Orders was an increase in the total contract amount of \$ 15,920.22. ✓