



City of Fort Worth
Change Order Request

Project Name:	Emergency Response - Water Main Repair Underneath Union Pacific Railroad	City Sec No.:	61133
Project No.(s):	N/A	DOE No.:	N/A
		City Proj. No.:	N/A
Project Description:	Replacement of water main underneath Union Pacific Railroad Tracks		
Contractor:	William J. Schultz, Inc. dba Circle C Construction Co.	Change Order #	1
		Date:	4/10/2024
City Project Mgr.:	Tony Sholola	City Inspector:	John Robinson
Phone Number:	817-392-6055	Phone Number:	817-392-8452

Dept.	Water		Totals	Contract Time (Calendar days)
Original Contract Amount	\$600,000.00		\$600,000.00	N/A
Extras to Date				
Credits to Date				
Pending Change Orders (in M&C Process)				
Contract Cost to Date	\$600,000.00		\$600,000.00	
Amount of Proposed Change Order	\$100,107.00		\$100,107.00	
Revised Contract Amount	\$700,107.00		\$700,107.00	
Original Funds Available for Change Orders				
Remaining Funds Available for this CO				
Additional Funding (if necessary)	\$100,107.00		\$100,107.00	

CHANGE ORDERS to DATE (INCLUDING THIS ONE) AS % OF ORIGINAL CONTRACT
MAX ALLOWABLE CONTRACT AMOUNT (ORIGINAL CONTRACT COST + 25%)

JUSTIFICATION (REASONS) FOR CHANGE ORDER

This Change Order authorized by the attached memorandum of April 8, 2024 which supplements the February 21, 2024 emergency memorandum resulting in City Secretary Contract No. 61133 with William J. Schultz, Inc. dba Circle C Construction Co. for emergency services to replace the water main underneath Union Pacific Railroad Tracks.

The change order will provide additional funding for increased work scope as described in the attached supplement memorandum dated April 8, 2021.

It is understood and agreed that the acceptance of this Change Order by the contractor constitutes an accord and satisfaction and represents payment in full (both time and money) for all costs arising out of, or incidental to, the above Change Order.

Contractor's Company Name	Contractor Name	Contractor Signature	Date
William J. Schultz, Inc. dba Circle C Construction Co.	Teri Skelly		4-15-24

Inspector	Date	Project Manager	Date
	4-16-24	Tony Sholola	4-16-24
Director (Water Dept)	Date	Construction Supervisor (Water Dept)	Date
Christopher Harder	T.S. Apr 16, 2024		4-16-24
Assistant City Attorney	Date	Assistant City Manager	Date
	Apr 16, 2024		Apr 16, 2024

Council Action (If Required)

M&C Number	N/A	M&C Date Approved	N/A
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City Sec No.: 61133

DOE No. N/ACity Proj. No.:

N/A

Contractor	William J. Schultz, Inc. dba Circle C Construction Co.
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Change Order: 1 Date 4/10/2024

City Project Mgr. Tony Sholola

City Inspector: John Robinson

[illegible]

M/WBE Breakdown for this Change Order

MWBE Sub	Type of Service	Amount for this CO
Total		\$0.00

Previous Change Orders

CO #	DATE	AMOUNT
Total		\$0.00

Contract Compliance Manager

By signing I acknowledge that I am the person responsible
for the monitoring and administration of this contract, including
ensuring all performance and reporting requirements.

Tony Sholola

Signature

Tony Sholola

Name of Employee

Assistant Water Director

Title

ATTEST:

Jannette A. Goodall

Jannette Goodall

City Secretary

INTEROFFICE MEMO

Date: April 8, 2024

To: Fernando Costa, Assistant City Manager

From: Chris Harder, P.E., Water Director

Via: Doug Black, Senior Assistant City Attorney
Jo Ann Gunn, Chief Procurement Officer

Subject: SUPPLEMENT TO 02/21/2024 MEMORANDUM / CITY SECRETARY
CONTRACT NO. 61133

This memo is submitted to request authorization for additional funding for emergency services outlined below, at increased cost of \$100,107.00.

A water main leak was reported underneath the Union Pacific Railroad tracks at the intersection of Cold Springs Road and N. Hampton Street that required tunneling under the railroad tracks. Water Department Field Operation crews are not equipped to handle emergencies of this nature. Under the February 21, 2024 Emergency Authorization (copy attached), the Water Department engaged **William J Schultz, Inc. d/b/a Circle C Construction Company ("Circle C")** to conduct the necessary work to replace the water main.

The emergency work was estimated to be \$600,000.00.

As construction progressed, actual field conditions necessitated an increase in the quantities of some items in order to complete the work. This memorandum provides additional construction costs in the amount of \$100,107.00 due to actual field conditions that were encountered.

A confirming M&C will be circulated to ratify the contract after the work has been performed. With the supplement the revised contract amount is \$700,107.00.

APPROVED FOR EMERGENCY PROCUREMENT:

Recommended:


Christopher Harder (Apr 8, 2024 14:18 CDT)
Chris Harder, P.E., Director, Water Department

Approved as to form and Legality:


Douglas Black (Apr 8, 2024 15:45 CDT)
Douglas W. Black, Sr. Assistant City Attorney

Approve:


Jo Gunn (Apr 8, 2024 15:46 CDT)
Jo Ann Gunn, Chief Procurement Officer

Approve:



Fernando Costa, Assistant City Manager

INTEROFFICE MEMO

Date: February 21, 2024

To: Fernando Costa, Assistant City Manager

From: Chris Harder, P.E., Water Director

Via: Doug Black, Senior Assistant City Attorney
Jo Ann Gunn, Chief Procurement Officer

Subject: EMERGENCY WATER MAIN REPAIR UNDERNEATH UNION PACIFIC
RAILROAD TRACKS

A water main leak was reported underneath the Union Pacific Railroad tracks at the intersection of Cold Springs Road and N. Hampton Street that will require tunneling under the railroad tracks. Water Department Field Operation crews are not equipped to handle an emergency of this nature.

This memo is submitted to inform the CMO that, pursuant to the emergency authority found in City Code Chapter 2, Article I, Section 2-9 of the City's Code of Ordinances, the Water Department has engaged **William J Schultz, Inc. d/b/a Circle C Construction Company** to conduct the necessary work to replace the water main.

This contract will be in an amount up to \$600,000.00 and work will be billed against it on a task order basis.

Waiting to bid and award a contract to perform this work is not the best interest of the health and safety of the City of Fort Worth. In addition to the citations, above, Section 252.022 of the Local Government Code exempts from normal bidding requirements expenditures that are necessary to preserve or protect public health or safety of the municipality's residents and procurements necessary because of unforeseen damage to public machinery, equipment, or property.

A confirming M&C will be circulated to ratify the contract after the work has been performed.

APPROVED FOR EMERGENCY PROCUREMENT:

Recommended:

Christopher Harder
Christopher Harder (Feb 21, 2024 11:47 CST)

Chris Harder, P.E., Director, Water Department

Approved as to form and Legality:

DW Black
Douglas Black (Feb 22, 2024 16:20 CST)

Douglas W. Black, Sr. Assistant City Attorney

Approve:

Jo Gunn
Jo Gunn (Feb 22, 2024 16:25 CST)

Jo Ann Gunn, Chief Procurement Officer

Approve:

Fernando Costa

Fernando Costa, Assistant City Manager

