

**WORK ORDER FORM**

PURSUANT TO A MASTER AGREEMENT BETWEEN  
THE CITY OF FORT COLLINS  
AND  
ELDER CONSTRUCTION

**WORK ORDER NUMBER:** PR-600018

**PROJECT TITLE:** NIX Farm CM/GC Work – Garage & Expansion Outstanding items

**ORIGINAL BID/RFP NUMBER & NAME:** 8516

**MASTER AGREEMENT EFFECTIVE DATE:** 9/15/2017

**WORK ORDER COMMENCEMENT DATE:** 5/17/2019

**WORK ORDER COMPLETION DATE:** 7/15/2019

**MAXIMUM FEE:** (time and reimbursable direct costs): \$12,501.38

**PROJECT DESCRIPTION/SCOPE OF SERVICES:** Work associated with the New Garage and Maintenance shop expansion. This includes the addition of Snow Guards at the new Garage, Repairs to the Gutters on the expansion, Electrical work to relocate the expansion condensing unit(HVAC costs included in WA # 4), and the repair of the sewer line in the expansion(does not include Floor Polishing). Per Attached COR #'S 003, 008, 010, 013.

Service Provider agrees to perform the services identified above and on the attached forms in accordance with the terms and conditions contained herein and in the Master Agreement between the parties. In the event of a conflict between or ambiguity in the terms of the Master Agreement and this Work Order (including the attached forms) the Master Agreement shall control.

The attached forms consisting of Seven (7) page(s) are hereby accepted and incorporated herein, by this reference, and Notice to Proceed is hereby given after all parties have signed this document.

**SERVICE PROVIDER:** Santosh Prakash Digitally signed by Santosh Prakash  
DN: c=US,  
e=santosh.prakash@elderconstructioninc.com,  
o=Elder Construction Inc, CN=Santosh Prakash  
Date: 2019.05.29 10:19:29-0600' **Date:** \_\_\_\_\_  
Santosh Prakash, Elder Construction

**ACCEPTANCE:** *Mark McLean* **Date:** 5/31/2019  
Mark McLean, Project Manager

**REVIEWED:** *Elliot Dale* **Date:** 6/17/19  
Elliot Dale, Senior Buyer

**ACCEPTANCE:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
Gerry Paul, Purchasing Director  
(if greater than \$60,000)



# Change Order Request



**COR Number:** 003  
**Date:** 3/25/2019  
**Project Number:** 03667

To:	Project:
City of Fort Collins Purchasing Accounts Payable Department PO Box 2047 Fort Collins CO 80522	Nix Farm Modular Remodel 1745 Hoffman Mill Road Fort Collins CO 80524

**COR # Description of Change**

COR 003 - Snow Guards for New Garage

Item	Description	Quantity	UOM	Unit Price	Extended Price
<b>01.01.000 - General Conditions</b>					
	Supervision	0.00		0.00	300.00
	Project manager	0.00		0.00	150.00
	Project Assistant	0.00		0.00	96.00
<b>General Conditions Total:</b>					<b>546.00</b>
<b>01.13.120 - Pre-engineered Structures</b>					
	Snow Guards	0.00		0.00	4,325.00
<b>Pre-engineered Structures Total:</b>					<b>4,325.00</b>
<b>01.20.000 - Contractors Fee</b>					
	Snow Guards	0.00		0.00	259.50
<b>Contractors Fee Total:</b>					<b>259.50</b>
<b>Change Order Request Total:</b>					<b>5,130.50</b>

Accepted By:	
<u>Elder Construction, Inc.</u> Contractor (Company Name)	<u>City of Fort Collins Purchasing</u> Owner (Company Name)
_____ By (Signature)	_____ By (Signature)
_____ Printed Name	_____ Printed Name
_____ Date	_____ Date



**Dave Boss**

429 N. Overland Trail  
Fort Collins, CO 80521

Tel: 970-396-0687

[dboss@lefeverbuilding.com](mailto:dboss@lefeverbuilding.com)

[www.lefeverbuilding.com](http://www.lefeverbuilding.com)

Elder Construction  
7380 Greendale Rd  
Windsor, CO. 80550  
Attn: Santosh Prakash  
March 25, 2019  
Re: Nix Farm Garage Building

**Building Scope:**

- Provide material, equipment, and labor to install 100' of SnoGem, 2" iClad System-S with 3.5" Barricade iPlate mill finish. This the same SnoGem model as was used on the Maintenance Addition.

**Exclusions:**

- Demolition
- Field painting
- Sales tax

**Notes:**

- Pricing expires in 30 days and is based on material prices as of the date of this proposal. Any market changes in prices for materials beyond this time frame will be passed as an increase to proposal cost.
- Proposal is based on a single mobilization. If LBS must return to the jobsite for any reason that is outside of LBS control, then Owner agrees to pay mobilization fee.
- LBS provide standard insurance coverage, details can be provided. Incremental insurance requirements will be charged to owner at cost. LBS does not carry or provide Professional Liability insurance or Builders Risk.
- Owner/GC/Customer agrees to pay any storage charges that would be incurred due to project delays caused by items outside the control of LBS.
- LBS is not responsible for damages due to the acts of God, (wind, hail, flooding, etc.) or theft and vandalism.
- Owner/GC will insure a work site that provides reasonable access and an efficient work space. This includes a nearby laydown area and reasonable access to the building perimeter including snow removal. Snow piles are to be pushed back as required to maintain 20' of clearance around building.
- All field change orders will be \$80.00/per man/per hour plus materials. Authorization to proceed and agreement to pay for changes must be signed in the field prior and provided to LBS in writing before any work will be started.
- All work to be done in daylight hours.
- Field paint of any kind, excluding touch-up is excluded.
- Cost or charges for using any payment system that is mandated by the contractor will be added to the proposal and contract amount. LBS is not responsible for any ongoing or application costs for any payment management system whether electronic or manual.
- This proposal, if accepted, shall be part of the contract.
- Please sign and return this proposal to order the building.

**Base Bid:**

- **Base Bid:**.....**\$4,325**

Regards,

Dave Boss, LEED AP  
Lefever Building Systems  
970-396-0687  
[dboss@lefeverbuilding.com](mailto:dboss@lefeverbuilding.com)

Accepted by Elder Construction

\_\_\_\_\_  
Signature of Elder Construction

Date: \_\_\_\_\_

# Change Order Request



**COR Number:** 008  
**Date:** 4/17/2019  
**Project Number:** 03667

To:	Project:
City of Fort Collins Purchasing Accounts Payable Department PO Box 2047 Fort Collins CO 80522	Nix Farm Modular Remodel 1745 Hoffman Mill Road Fort Collins CO 80524

**COR # Description of Change**

COR 008 - Repair the Expansion Gutters .

Item	Description	Quantity	UOM	Unit Price	Extended Price
<b>01.07.300 - Shingles And Roofing Tiles</b>					
	Expansion Gutters	0.00		0.00	616.00
<b>Shingles And Roofing Tiles Total:</b>					<b>616.00</b>
<b>01.20.000 - Contractors Fee</b>					
	Gutters	Fee		0.00	37.00
<b>Contractors Fee Total:</b>					<b>37.00</b>
<b>Change Order Request Total:</b>					<b>653.00</b>

**Accepted By:**

<u>Elder Construction, Inc.</u> Contractor (Company Name)	<u>City of Fort Collins Purchasing</u> Owner (Company Name)
_____ By (Signature)	_____ By (Signature)
_____ Printed Name	_____ Printed Name
_____ Date	_____ Date



Advanced Roofing Technologies  
4555 Highland Meadows Pkwy, Unit A  
Windsor, CO 80550  
Phone 970.663.0203  
Fax 970.663.0292  
www.advancedroofingtech.com

April 10, 2019

Attn: Santosh Prakash

RE: 1745 Hoffman Mill Road  
Fort Collins, CO

**Install Gutters & Downspouts:**

- Install prefinished 6" K-style 26-gauge gutter on front and back of modular.
- Install 2 corrugated 3"X 4" downspouts with adjacent elbows, 1 per side.
- Color to be chosen from provided color charts.

**Total: \$1,473.00**

**Shingle Patches:**

- Patch 5 penetrations in modular roof. With new shingle tied into existing shingles.
- Match shingles as close as possible.

**Total: \$899.00**

**Expansion Gutters:**

- Remove one downspout from each side, patch hole, and connect the two gutters.

**Total: \$616.00**

**U-Channel:**

- Fabricate and provide 180' LF. of 24-gauge galvanized U-channel for skirting.

**Total: \$513.00**

We propose hereby to furnish materials, labor, equipment, and tax for completion in accordance with the above specifications. Liability insurance and workers compensation insurance for our employees shall be the responsibility of Advanced Roofing Technologies, Ltd. Payment is due upon completion of work described above. Any balance not paid when due shall incur interest at the rate of 1.5% monthly. If payments are not timely made, the undersigned agrees to pay Advanced Roofing Technologies, Ltd.'s reasonable attorney's fees, collection costs and costs of suit, incurred in collecting the amounts owing. Any returned checks shall be accessed the maximum amount allowed by law.

**Acceptance of Proposal**

By signing below, it is agreed that the above specifications, conditions, and pricing are approved and are hereby accepted. Advanced Roofing Technologies, Ltd. is authorized to do the work as outlined above. Payment is due and will be paid upon completion of work.

Customer: \_\_\_\_\_ Print: \_\_\_\_\_ Date \_\_\_\_\_

Advanced Roofing Technologies, Ltd, by \_\_\_\_\_, Authorized Representative Date \_\_\_\_\_

# Change Order Request



**COR Number:** 013  
**Date:** 5/14/2019  
**Project Number:** 03667

To:	Project:
City of Fort Collins Purchasing Accounts Payable Department PO Box 2047 Fort Collins CO 80522	Nix Farm Modular Remodel 1745 Hoffman Mill Road Fort Collins CO 80524

**COR # Description of Change**

COR 013 - Fix the Plumbing issue in the Remodel hallway - Scope includes, sawcut concrete, Aggie to fix the Sewer line and Pour back concrete with self level. Polish floor after the concrete has cured. Wall protection.

Item	Description	Quantity	UOM	Unit Price	Extended Price
<b>01.01.000 - General Conditions</b>					
GC's	PM	4.00	HR	75.00	300.00
GC's	Superintendent	16.00	HR	75.00	1,200.00
<b>General Conditions Total:</b>					<b>1,500.00</b>
<b>01.03.300 - Building Concrete</b>					
Sawcut & Concrete	Subcontractor	0.00		0.00	2,225.00
Floor Polish	Excluded	0.00		0.00	0.00
<b>Building Concrete Total:</b>					<b>2,225.00</b>
<b>01.15.400 - Plumbing</b>					
Plumbing	Subcontractor	0.00		0.00	460.00
<b>Plumbing Total:</b>					<b>460.00</b>
<b>01.17.000 - Contingency</b>					
Protect walls &	Temp protection	0.00		0.00	500.00
<b>Contingency Total:</b>					<b>500.00</b>
<b>01.20.000 - Contractors Fee</b>					
Fee	fee	0.00		0.00	191.10
<b>Contractors Fee Total:</b>					<b>191.10</b>
<b>Change Order Request Total:</b>					<b>4,876.10</b>

**Accepted By:**

# Change Order Request



**COR Number:** 013  
**Date:** 5/14/2019  
**Project Number:** 03667

<u>Elder Construction, Inc.</u> <i>Contractor (Company Name)</i>	<u>City of Fort Collins Purchasing</u> <i>Owner (Company Name)</i>
_____ <i>By (Signature)</i>	_____ <i>By (Signature)</i>
_____ Printed Name	_____ Printed Name
_____ Date	_____ Date



# Change Order Request



**COR Number:** 010  
**Date:** 4/24/2019  
**Project Number:** 03667

To:	Project:
City of Fort Collins Purchasing Accounts Payable Department PO Box 2047 Fort Collins CO 80522	Nix Farm Modular Remodel 1745 Hoffman Mill Road Fort Collins CO 80524

**COR # Description of Change**

COR 010 - Below is the cost for the relocation of the existing circuit for the HVAC mini-split condenser from the south side of the building to the southeast side of the building. Revised pricing includes heat tape on the condensate drain line.

Item	Description	Quantity	UOM	Unit Price	Extended Price
<b>01.01.000 - General Conditions</b>					
Electrical -	Project Manager	0.00		0.00	75.00
Electrical -	Project Engineer	0.00		0.00	110.00
<b>General Conditions Total:</b>					<b>185.00</b>
<b>01.16.010 - Electrical</b>					
Electrical -	Subcontractor cost	0.00		0.00	1,563.00
<b>Electrical Total:</b>					<b>1,563.00</b>
<b>01.20.000 - Contractors Fee</b>					
Electrical -	Fee	0.00		0.00	93.78
<b>Contractors Fee Total:</b>					<b>93.78</b>
<b>Change Order Request Total:</b>					<b>1,841.78</b>

Accepted By:	
<u>Elder Construction, Inc.</u> Contractor (Company Name)	<u>City of Fort Collins Purchasing</u> Owner (Company Name)
_____ By (Signature)	_____ By (Signature)
_____ Printed Name	_____ Printed Name
_____ Date	_____ Date

3317 North Lincoln Avenue  
Loveland, CO 80538  
www.gregoryelectricinc.com



Loveland (970) 669-7609  
Ft. Collins (970) 224-3242  
Fax (970) 663-7132

May 8, 2019

Elder Construction  
7380 Greendale Road  
Windsor, CO 80550

Attention: Santosh Prakash

RE: Nix Farm Shop Building  
Split System Condenser Relocation  
GEI 4027-003.1

Santosh:

Below is the cost for the relocation of the existing circuit for the HVAC mini-split condenser from the south side of the building to the southeast side of the building. Provide and install 13 feet +/- of 120v heat tape on the condensate drain line. The 120v power is to be derived from the closest available circuit capable of handling the electrical load.

The relocation will require accessing the electrical above the Women's Locker room and fishing the electrical wiring down and within the east exterior wall.

Materials:	\$512.12
Labor:	\$1,050.88
	<hr/>
	\$1,563.00

**Total ADD: 1,563.00**

This proposal may be withdrawn if change order is not received within 10 days from the date of the proposal.

If you have any questions or require further information please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Todd Reeves".

Todd Reeves  
Project Manager