

**WORK ORDER FORM**

PURSUANT TO A MASTER AGREEMENT BETWEEN  
THE CITY OF FORT COLLINS  
AND  
INTERSTATES CONSTRUCTION SERVICES, INC

**WORK ORDER NUMBER:** PR-600286  
**PROJECT TITLE:** PROSECUTOR'S OFFICE RENOVATION  
**ORIGINAL BID/RFP NUMBER & NAME:** 8192  
**MASTER AGREEMENT EFFECTIVE DATE:** 11-01-2018  
**WORK ORDER COMMENCEMENT DATE:** 07-30-2019  
**WORK ORDER COMPLETION DATE:** 09-06-2019  
**MAXIMUM FEE:** (time and reimbursable direct costs): \$4,850

**PROJECT DESCRIPTION/SCOPE OF SERVICES:** Electrical demolition; install outlets, data drops, switch; light fixture modification.

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 two (2) 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: [Signature] Date: 8-1-2019  
AUTHORIZED REPRESENTATIVE

ACCEPTANCE: [Signature] Date: 8-1-2019  
Matthew Schaefer, Project Manager

REVIEWED: \_\_\_\_\_ Date: \_\_\_\_\_  
Doug Clapp, Senior Buyer

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





**Attn:** Matt Schaefer  
City of Fort Collins

**Re:** Electrical remodel of new prosecutor's office on the 1<sup>st</sup> floor at 215 N Mason.

Interstates Construction Services, Inc. is pleased to present pricing for the above referenced project.

## Proposal Documentation

Our proposal is based on the following:

1. Job walk on July 12, 2019
2. 1<sup>st</sup> floor prosecutor's office drawings dated 7/1/2019

## Scope of Work

1. Demo the existing outlets and wireway, light switch, and undercabinet lights on the North wall.
2. Provide and install four outlets, one data drop, and one light switch in the new office, NW corner. May need to replace the 2X4 fixture with a 2X2 fixture depending on the new wall location.
3. Provide and install three outlets and two data drops (two outlets and one data above the counter) in the new work room, NE corner.
4. Provide and install one outlet and one data drop in the new wall for the open office area.

## Clarifications

1. Our proposal is valid for 30 days from today's date.
2. **Price does not include purchase, installation, terminating, or testing of data cables.**
3. A one-year warranty applies for all installation and materials except where manufacturer warranties apply.
4. The cost associated with payment and performance bonding is not included in our proposal, but can be added upon request at approximately 1% of the contract total.
5. We anticipate that all work will be performed during standard business hours, Monday through Friday 7:00 am to 3:30 pm. If any work needs to happen outside these hours, it may be at an additional cost.
6. Price does not include permit or engineering fees.

## Pricing & Payment Terms

**Our Total T&M Not to Exceed Price for this Project is: \_\_\_\_\_ \$4,850.00**

We anticipate that the standard terms and conditions of our agreement will apply to this project.

## Closing

If you have any questions or if I can be of further service, please feel free to contact me at your convenience.

Sincerely,

**Wade Hull**  
Service Supervisor

**Interstates Construction Services, Inc.**

1409 Duff Drive

Fort Collins, CO 80524

Phone: 970.221.1776 x7502

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