

**EXHIBIT B
CHANGE ORDER
NO. 1**

PROJECT TITLE: 2020 Enhanced medians annual flower planting

SERVICE PROVIDER: Korby Landscape

WORK ORDER NUMBER:

PO NUMBER: 9200700

DESCRIPTION:

- Project Manager and Supervisor of the Medians and Horticulture District is Mike Brunkhardt, Sr. Supervisor
- Parks Project Coordinator is Becky Tomlin, Parks Technician
- This project requires 4 contracted employees (1 Foreman and 3 general laborers) each day annual flowers are to be planted.
- Contractor's Foreman is expected to be fluent in English and able to effectively translate to the language of the general laborers, if needed.
- It is the expectation of the City of Fort Collins the same four contracted individuals (1 foreman, 3 general laborers) who start on the first day of this operation continue in their roles throughout the entirety of the project through completion. This is a necessity of this project due to our need to have consistency in the quality of the product that is delivered by the contractor throughout the entirety of the project. This will also reduce the need for City employees to retrain new contracted employees throughout the project.
- Contractors will take direction from the Parks Project Coordinator, Becky Tomlin.
- Contractors are to supply their own flower planting tools and cleanup tools, i.e. hand trowels, brooms, scoop shovels etc.
- Contracted employees will be responsible for the planting of annual flowers in designated flower beds and pots/planters throughout the enhanced medians and parkways of Fort Collins.
- Contracted employees will be responsible for the cleanup of associated planting materials and debris from the work area.
- The City enhanced medians crew generally works Monday through Thursday 6am to 4pm.
- This project will begin at 6am each day of the project and conclude at 4pm.
 - Expected work dates: June 4th, 5th, 6th and June 10th if necessary.
- Expected labor rate for contracted employees are:
 - Foreman: \$50.00/hour
 - General Laborer: \$45.00/hour

1. Reason for Change: An immediate budget reduction of contracted labor in response to City sales tax revenue shortfall.

2. Description of Change: Complete cancellation of work order.
3. Change in Work Order Price: \$7,400
4. Change in Work Order Time:

ORIGINAL WORK ORDER PRICE	\$ 7,400.00
TOTAL APPROVED CHANGE ORDER	7,400.00
TOTAL PENDING CHANGE ORDER	.00
TOTAL THIS CHANGE ORDER	7,400.00
TOTAL % OF THIS CHANGE ORDER	100%
TOTAL C.O.% OF ORIGINAL WORK ORDER	100%
ADJUSTED WORK ORDER COST	\$ 0.00

SERVICE PROVIDER: Stur's fully member
Name, Title

Date: 5/22/2020

ACCEPTANCE: Michael D. Brunkhardt
Name, Project Manager
MICHAEL D. BRUNKHARDT

Date: 5/22/2020

REVIEWED: Elle Dahn
Name, Buyer or Senior Buyer

Date: 5/26/2020

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

Date: _____