

**EXHIBIT A  
WORK ORDER FORM**

PURSUANT TO A MASTER AGREEMENT BETWEEN  
THE CITY OF FORT COLLINS  
AND  
KRISCHE CONSTRUCTION, INC.

**WORK ORDER NUMBER:** 1  
**PROJECT TITLE:** Linden Street CM/GC Pre-Construction Services  
**ORIGINAL BID/RFP NUMBER & NAME:** 9068 CM/GC Services for the Linden Street  
Renovation Project

**MASTER AGREEMENT EFFECTIVE DATE:** March 1, 2020

**WORK ORDER COMMENCEMENT DATE:** March 1, 2020

**WORK ORDER COMPLETION DATE:** May 31, 2020

**MAXIMUM FEE:** (lump sum): \$10,000

**PROJECT DESCRIPTION/SCOPE OF SERVICES:** Pre-construction Support Services for  
Linden Street Renovation Project.

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 four (4) 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.

DocuSigned by:  
**SERVICE PROVIDER:** Mark Teplitsky 034660C8BD0E417... Date: 3/30/2020  
Mark Teplitsky, Pre-construction Manager

DocuSigned by:  
**ACCEPTANCE:** Nicole Hahn 825BB43C57C5417... Date: 3/30/2020  
Nicole Hahn, Project Manager

DocuSigned by:  
**REVIEWED:** Elliot Dale 13C00507F4191423... Date: 3/30/2020  
Elliot Dale, Senior Buyer

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

## Preconstruction Support Services for Linden Street Renovation Project

The CM/GC team relies on the expertise of the CM/GC to deliver a better product in less time and at a cost competitive with traditional design-bid-build construction processes.

- a) Provide a designated representative to participate in the design effort, which will begin upon contract award. This may include: attending key design team meetings, regular communication and coordination with the design team throughout design, preparation of cost estimates at key times in the design process, and providing input / insight on the project design and collaboration between disciplines to reduce cost and avoid discrepancies between plan sets that could impact construction costs and/or schedule.
- b) The CM/GC is required to provide the following expertise during the Preconstruction Support Services Phase of the project:
  - The skills, knowledge and experience necessary to coordinate the project work with stakeholders.
  - The skills and knowledge to estimate the quantities of materials, labor, and equipment needed to construct the project.
  - The ability to communicate with, coordinate and schedule subcontractors and obtain accurate and detailed pricing and schedules to be incorporated into the overall project.
  - The skills and knowledge to determine the tasks (work breakdown structure) needed to complete the project and estimate the costs, duration, and sequence of these tasks.
  - An understanding of the availability, cost, and capacities of materials, labor, and equipment.
  - The skills and knowledge to identify potential risks (including cost risks) and methods to mitigate them during the design process.
  - The skills and knowledge to determine constructability of various designs and to develop construction phasing and maintenance of traffic schemes for various designs.
  - The skill, knowledge and commitment to provide protection of existing trees throughout construction.
  - The skills, knowledge and experience necessary to coordinate the project work with anticipated utilities conflicts and relocations. This includes relocation of stormwater inlets and pipelines, existing lighting, and existing irrigation systems with proposed new infrastructure improvements.
  - The ability to coordinate with adjacent development project
- c) Partnering: The City expects a strong partnering relationship with the selected CM/GC. A formal Partnering Session will be held with the selected CM/GC and primary subcontractors, City of Fort Collins team members, contract Architects and Engineers soon after the selection process is completed. A successful CM/GC project delivery requires an environment where trust and teamwork prevent disputes, fosters a cooperative bond to everyone's benefit, and facilitates the completion of a successful project. Adversarial relationships

between the CM/GC and Owner will not be acceptable on the project and could lead to the termination of the contract.

- d) Initial Risk Assessment Workshop: Participate in an initial project introduction and Risk Assessment workshop. The workshop will be conducted in Fort Collins and will include the following tasks:
- Project site walk thru
  - Introduction to the project and the project stakeholders
  - Project status, goals, objectives, funding, etc.
  - Presentation of project elements
  - Review phasing options for construction
  - Development of alternative phasing concepts
  - Assessment of primary project risks in terms of cost, quality and schedule
- e) Design Reviews and Construction Phasing (collaborative design development): Participate in formal design review and construction phasing development. For each review the CM/GC may be asked to perform any or all of the following tasks:
- Provide constructability reviews, design refinement, and optimization of project budget through design refinements to ensure project budget and design standards are maintained
  - Work with the designer to prepare draft construction phasing and maintenance of traffic/access schemes to ensure completion of the project in the most expeditious manner possible
  - Ensuring existing operations of local businesses
  - Develop construction schedules
  - Provide construction cost estimates
  - Provide a procurement and implementation strategy to leverage project funding, and ensure quality products
  - Perform a risk assessment in terms of cost, quality and schedule
  - Provide ongoing risk assessment to reduce risk, cost and schedule
  - Engage and coordinate with stakeholders, property owners, and design team

The CM/GC may be asked to perform any of the above tasks throughout the design phase, and not necessarily during formal design reviews. It is anticipated the CM/GC will be fully engaged throughout the design process and be willing to provide input when requested. The CM/GC shall be compensated for all of their time spent providing design assistance as identified above, in accordance with the Preconstruction Support Services Work Order.

For preconstruction services, the CM/GC shall assume the following:

- Meeting attendance at ten (10) design meetings.
- Attendance at special meetings focused on particular elements of the work – anticipate two, two-hour meetings.
- Design package review workshops shall occur at the 60% and 90% phases. This shall include review of design, constructability, value engineering opportunities, and project phasing. The CM/GC shall assume

two, four-hour work sessions for these meetings. CM/GC participation in these sessions is expected.

- The CM/GC is expected to provide cost estimating and Guaranteed Maximum Price (GMP) development services at the 60% and 90% levels of contract document completion. A final GMP for each work package is expected at the 90% completion level. The CM/GC is expected to provide cost estimates to accurate market conditions at the 60% and 90% stages.

The CM/GC may be required to engage and coordinate with stakeholders and property owners prior to construction.

f) Coordination with project critical trades:

The City is aware that several components of the work may be performed by subcontractors to the CM/GC depending on the selection of the CM/GC, particularly any detailed urban design work. Should this or other significant portions of the work be completed by a subcontractor, it is expected that those subcontractors be available throughout the Preconstruction Support Services Phase of the project and adhere to the City's "open book" negotiation policy as required.

The City shall be involved with the procurement of any subcontractors performing significant and critical work that weren't identified as part of the project team with the original proposal. The City shall determine, at its sole discretion, any items that may be considered significant and critical work. It is expected that the CM/GC involve the City in the subcontractor procurement process and work together with the City to procure acceptable contractors in terms of scope, schedule, budget and quality. Examples of trades the City would consider to be significant and critical may include, but not be limited to:

- Electrical
- Concrete/Hardscapes
- Masonry
- Traffic control
- Landscaping and irrigation
- Lighting/electrical and urban design elements



CITY OF FORT COLLINS

## Attachment 2 - Preconstruction Support Services Proposal Form

For Preconstruction Support Services provide a breakdown of the approximate hours, by individual, for staff anticipated to provide the services.

**CM/GC Support Services:**

Name	Title	Rate	Estimated Hours	Activities
Mark Teplitsky	Pre-Con Manager	\$80.00	240	Project development
Ken Humphrey	Project Manager	\$80.00	80	Early procurement
Brian Banister	Superintendent	\$75.00	80	Subcontractor coordination
Mark Powers	Chief Estimator	\$75.00	80	Estimating
<b>Total Amount for Preconstruction Support Services</b>			<b>Total Hours</b> 480	<b>Total Amount</b> Pre-construction fee is proposed at a lump sum of \$10,000

**Subcontractor Support services:**

Subcontractor	Title	Rate	Estimated Hours	Activities
<i>Subcontractors shall be prequalified and determined upon GC award. No cost for subcontractor pre-construction involvement is anticipated.</i>				
<b>Total Amount for Preconstruction Sub Contractor Support Services</b>			<b>Total Hours</b>	<b>Total Amount</b>