

CS-17-124

**CHANGE ORDER APPROVAL FORM**

PROJECT: NAU WWTF Headworks Rehab  
and Aeration Piping Replacement

CHANGE ORDER: 8

DATE: 12/18/17

CONTRACT NUMBER: CM2348

TO CONTRACTOR: SGS Contracting Services, Inc.

Reason for Change Order: Add 7 days due to weather conditions.

|   |    |                   |
|---|----|-------------------|
| Original Contract Sum.....                                  | \$ | <u>616,212.00</u> |
| Net Change by Previous Change Order/Supplemental Agreement. | \$ | <u>274,837.97</u> |
| Contract Sum Prior to This Change Order.....                | \$ | <u>891,049.97</u> |
| Amount of This Change Order (Add/Deduct).....               | \$ | <u>.00</u>        |
| New Contract Sum Including this Change Order.....           | \$ | <u>891,049.97</u> |

17 DEC 28 PM 12:14

The contract for Final completion will be **(increased)** (~~decreased~~) (**unchanged**) by 7 days;  
Substantial Completion: 11/15/17; Final Completion: 12/22/17

APPROVED BY: Rebecca Boy  
Project Manager (Department Head)

DATE: 12/19/17

APPROVED BY: Charlotte Young  
Contract Management

DATE: 12/27/17

APPROVED BY: John Shuman  
Director of Office of Management & Budget

DATE: 1/2/18

@ 12.29.17

APPROVED BY: [Signature]  
County Manager

DATE: 1-10-18

**SECTION 00 63 63  
CHANGE ORDER REQUEST FORM**

NAU WWTF Part A – Headworks Rehab and Part B – Aeration Piping Replacement

No. 08

PROJECT – NAU WWTF Headworks Rehab and Aeration Piping Replacement  
DATE OF ISSUANCE: 12/18/17

EFFECTIVE DATE 12/18/17

NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

COUNTY Contract / Purchase Order No.: CM2348

CONTRACTOR: SGS Contracting Services, Inc. ENGINEER / ARCHITECT: GAI Consultants, Inc.

You are directed to make the following changes in the Contract Documents.

Description: ADD 7 days due to weather conditions.

Reason for Change Order: Please see the attach GAI letter of recommendation.

Attachments: GAI Letter of recommendation.

**RECOMMENDED:**

By:   
Engineer/Architect (Authorized Signature)

Date: 12/19/17

**APPROVED:**

By:   
COUNTY (Authorized Signature)

Date: 1-10-18

**ACCEPTED:**

By:   
Contractor (Authorized Signature)

Date: 12/19/17

## CHANGE ORDER INSTRUCTIONS

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### A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating change order items to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed, any effect of a Change Order, thereon, should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract

Times, a Field Order may be used.

### B. COMPLETING THE CHANGE ORDER FORM

Engineer / Architect / Etc. initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from the County or both.

Once Engineer / Architect / Etc. has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to the County for approval. Engineer should make distribution of executed copies after approval by the County.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.

**END OF SECTION**



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December 15, 2017

GAI Project No. A120925.06/10

Ms. Becky Hiers-Bray, PE  
Nassau County  
96161 Nassau Place  
Yulee, Florida 32097

**Nassau Amelia Utilities WWTP Headworks Rehabilitation  
Time Extension Request**

Dear Ms. Hiers-Bray:

This letter provides GAI's recommendation for a 7-day time extension for the final completion of Headworks Rehabilitation Project.

The reason for the time extension is due to inclement weather (in the month of December, 2017) – The weather was not favorable for painting and final completion for 5 business days during the past 3 weeks. This will result in a total of 7 calendar days. Therefore, the final completion date will be extended from December 15, 2017 to December 22, 2017.

We are in agreement with the time extension for SGS to account for the delay in schedule.

We appreciate the opportunity to continue to provide construction management and inspection services to Nassau County. If you have any questions or would like to discuss the recommended change, please do not hesitate to contact us.

Sincerely,

**GAI Consultants, Inc.**



Jay Ameno, PE

Sr. Engineering Manager

561.465.8001 direct / 561.531.4115 cell