



Contract Change Order

City of Palo Alto

Department: Public Works WQCP

Contract Number: C23186274

Contract Change Order #01

Project Title:	On-Call Emergency Construction Services	Project No.:	WQ - 19002
Contract Number:	C23186274	Date:	3/24/2025
Contractor:	Monterey Mechanical Company	Change Order:	01

Description of Change Order	
Background Information:	The 5-year contract runs from March 21, 2023 to March 15, 2028 for \$1,500,000 (\$300,000 / year) to cover the cost of immediate mobilization and construction costs by the on-call contractor for handling emergency and urgent construction services at the Palo Alto Regional Water Quality Control Plant.
Change Order Justification:	<p>Work Order -2301 expenses of \$634,535 have been disbursed for emergency and urgent construction services. Work Order -2302, underway with budgeted expenses of \$847,000, will nearly deplete the contract budget. Work Order -2304 budgeted expenses is \$650,000, and there are insufficient funds to execute this work order.</p> <p>Another \$1,500,000 is requested to replenish the contract with funds to execute Work Order -2304 and to cover future unforeseen urgent and emergency work over the next three years. This C/O will be subject to approval by the Palo Alto City Council.</p>
Description of Work to be Performed:	Unexpected breakdowns or failures of equipment, piping, electrical, concrete, etc., requiring use of the funds in this contract for urgent, critical repair work.
Incorporates Field Order Number(s):	N / A

Cost	Time
<p>This change order will:</p> <p><input type="checkbox"/> No cost change: N/A</p> <p><input checked="" type="checkbox"/> Increase cost by \$ 1,500,000</p> <p><input type="checkbox"/> Decrease cost by \$ N/A</p>	<p>This change order will:</p> <p><input checked="" type="checkbox"/> No change in time</p> <p><input type="checkbox"/> Increase time by ___ days</p> <p><input type="checkbox"/> Decrease time by ___ days</p> <p>The date of completion as of this change order remains as:</p> <p style="text-align: center;">March 15, 2028</p>
G/L account number (s): 31651 _____	

Basis for change in cost: <input type="checkbox"/> Unit price(s) <input checked="" type="checkbox"/> Lump sum <input type="checkbox"/> Cost plus <input type="checkbox"/> Other: _____	
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Contract Change Order – continued

CONTRACTOR CERTIFICATION: The undersigned Contractor approves this Change Order as to the changes, if any, in the contract price specified for each Line Item and as to the extension of time allowed, if any, for completion of the entire work on account of each Line Item, and agrees to furnish all labor and materials and perform all work necessary to complete any additional work specified therein, for the consideration stated therein. It is understood that the time and cost adjustments set forth in this Change Order include full compensation for any impacts or delays associated with the Line Items addressed in this Change Order.

CLAIM PROCEDURE: Any items in Contractor's Change Order Request that are not included in this Change Order are hereby deemed rejected as of the date of this letter. If Contractor wishes to dispute this rejection, it may submit a Claim pursuant to Section 4.2 of the Contract General Conditions within thirty (30) days of the date of this Change Order.

Accepted for Contractor:	Accepted for City of Palo Alto:
By:	By:
Title: Monterey Mechanical Co. Project Manager	Title: Public Works Department - Project Manager
Date:	Date:

Scope of Work

PCO No.	ASI	EWA	COR	CO	Description	Amount	Reason for Change
				-01	Unexpected emergency repairs	\$1,500,000	Replenishment of contract funds for unforeseen work.
					Total for this change order	\$1,500,000	



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Summary of Amounts Payable Under Contract (For Internal Purposes Only)

Original Contract Amount:	\$	1,500,000.00
Previous Change Orders	\$	0.00
This Change Order	\$	1,500,000.00
Revised Contract Amount:	\$	3,000,000.00

Compare to:				
Original Contract Authorization:	\$	1,500,000.00	Contingency:	0.00
Contract Amendment Authorizations	\$	0.00	Contingency added:	0.00
Contingency Authorizations:	\$	0.00	Used to date	0.00
Total Authorized Funding:	\$	3,000,000.00	Balance remaining	0.00

Change orders shall not be initiated for Council-approved contracts if the revised contract total exceeds the total authorized funding amount.

Document Preparation		City Approval – WQCP Head	
By:	Tom Kapushinski	By:	
Title:	Sr. Project Engineer	Title:	Aaron Gilbert Plant Manager, Water Quality Control Plant
Date:		Date:	

City Approval – Division Head Signature required on all change orders	
By:	
Title:	Karin North Asistant Director, Public Works, ESD
Date:	

City Approval – Department Head Signature required when any individual Change Order exceeds \$10,000.	
By:	
Title:	Brad Eggleston Director of Public Works
Date:	