



FIELD ORDER

CITY OF PALO ALTO
DEPARTMENT OF _____ Project

This Field Order, issued pursuant to Article 7 of the Contract General Conditions directs and authorizes Contractor to proceed with the Work described below. Upon receipt of this Field Order, Contractor shall execute the Field Order to acknowledge receipt and, within a reasonable time, proceed with the Work described in the Field Order. Contractor's acknowledgment of the Field Order will not operate to impair its rights to dispute the Field Order as specified in the General Conditions. Unless otherwise stated below, this Field Order shall not be construed as an acknowledgment by City that the Work described constitutes a Change or Extra Work. If Contractor disputes the proposed basis or amount of adjustment to the Contract Sum or Contract Time, it may request to change the disputed portions of this Field Order by submitting a Change Order Request within ten (10) Days following issuance of this Field Order. Failure by Contractor to submit a timely Change Order Request seeking modification of the terms of this Field Order shall be deemed full acceptance of and agreement to all of the terms herein, and a release and waiver of any right to subsequently dispute any or all of the terms of this Field Order.

Project Number: PL-05030-080	Field Order Number: XXX
Contract Number: C20177344	Issuance Date: <u> 09 </u> / <u> 01 </u> / <u> 2023 </u>
Contractor's Name: Bear Electric, Inc.	Prepared by: Rafael Rius, Sr. Engineer, City of Palo Alto
<u>Description of Work:</u> Title: <u> On-Call Traffic Signal and Electrical Services </u> 2. <div style="border: 1px solid black; padding: 10px; min-height: 150px;"> <p>City has determined that the above Work: <u> </u> is Extra Work <u> X </u> is not Extra Work</p> <p>City has determined that Contractor is: <u> not </u> entitled to an extension of time</p> </div>	
Ref:	

Currently, multiple tasks began prior to Sept 1st, 2023 and are still in progress. This extension will allow for completion of tasks currently underway as well as emergency repair services through the duration of this extension of contract time. No additional costs/budget will be added to the contract as part of this Field Order. Bear Electric provides on-call support for minor traffic signal and electrical modification projects. Bear Electric assists the City with miscellaneous improvements identified as part of operations improvements or as part of infrastructure upgrades.

 requesting an additional extension of 182 days*

*Include all information and documentation required by Section 8.5 of the Contract General Conditions. Unless Section 6.3 of the Construction Contract specifies that the Project is to be completed based on working days, any time adjustment will be based on calendar days.

<p>Basis of Extra Work Cost:</p> <p>___ Unit Cost*</p> <p>___ Lump Sum: \$ _____</p> <p>___ Time and Materials*</p> <p>___ Other*</p> <p>*The Contract Sum will be [increased][decreased] by an amount not to exceed: \$ ____ 0.00 _____</p>	<p>1. Consultant shall sign prior to Contractor and return to City. Indicate N/A if no Consultant assigned on Project.</p> <p>Consultant Approval: <u>N/A</u></p> <p>Title: <u>Senior Engineer (Project Manager), Office of Transportation</u></p> <p>Date: _____</p>
<p>2. Project Manager signature required for Field Orders.</p> <p>City Approval: <u>Rafael Rius</u></p> <p>Title: <u>Senior Engineer (Project Manager)</u></p> <p>Date: <u>10/5/2023</u></p>	<p>3. Division Manager signature required for Field Orders exceeding \$5,000. Indicate N/A if not applicable.</p> <p>City Approval: _____</p> <p>Title: <u>Engineering Manager of Department/Division</u></p> <p>Date: _____</p>
<p>4. Division Head signature required for Field Orders exceeding \$15,000.</p> <p>City Approval: _____</p> <p>Title: <u>Assistant Director of Department/Division</u></p> <p>Date: _____</p> <p>6. Contractor acknowledges receipt of FO.</p> <p>Contractor Signature: <u>Brent Paulson</u></p> <p>Title: <u>Project Manager</u></p> <p>Date: <u>10/5/2023</u></p>	<p>5. Department Head signature required for Field Orders exceeding \$25,000.</p> <p>DocuSigned by: <u>Philip Kamhi</u></p> <p>City Approval: _____</p> <p>Title: <u>Chief Transportation Officer</u></p> <p>Date: <u>10/5/2023</u></p>



CHANGE ORDER REQUEST

CITY OF PALO ALTO

DEPARTMENT OF

On-Call Traffic Signal and Electrical Services Project

Contract Change Order Request

Project Title:	On-Call Traffic Signal and Electrical	Project No.:	
Contract Number:	C20177344	Date:	9/01/23
Contractor:	Bear Electric, Inc.	Change Order Request No.:	2

Description of Change Order Request (Attach additional sheets as needed)	
Reason for Change Order Request:	Extension of contract expiration
Description of Work to be Performed:	Continuation of on-going task orders and services

Requested Change to Contract Sum: <input checked="" type="checkbox"/> No cost change: N/A <input type="checkbox"/> Increase cost by \$ _____ <input type="checkbox"/> Decrease cost by \$ _____	Request for Extension of Contract Time (check one): <input type="checkbox"/> No Change to Contract Time <input type="checkbox"/> Time Extension Requested for <u>182</u> days* <input type="radio"/> <u>180</u> days Excusable Delay <input type="radio"/> _____ days Compensable Delay <input type="checkbox"/> Decrease time by _____ days <small>* Include all information and documentation required by Section 8.5 of the Contract General Conditions. Unless Section 6.3 of the Construction Contract specifies that the Project is to be completed based on working days, any time adjustment will be based on calendar days.</small>
Basis for requested change in cost: <input type="checkbox"/> Unit pricing <input type="checkbox"/> Lump sum: \$ _____ <input type="checkbox"/> Time and Materials not to exceed: * \$ _____ <input type="checkbox"/> Compensable Delay Costs: \$ _____ <input type="checkbox"/> Other: _____ <small>* Final value shall not exceed amount shown without additional written CO authorization. Complete Time and Materials Breakdown on following page.</small>	Reference Documents:* RFI: ASI: Field Order: Specifications: Plans: Other: (specify): <small>* Provide specific number/section/sheet references as applicable</small>

Contract Change Order Request – continued			
Line	Time and Materials Breakdown (Reference General Conditions, e.g. Sections 1 and 7.2, for Allowable Costs and markup)	Added	Credit
	All lines shall be filled in (zero values acceptable)		
	CONTRACTOR'S WORK		
1.	Material (attach itemized quantity and unit cost)		
2.	Labor (attach itemized hours and rates)		
3.	Equipment (attach invoices)		
4.	Royalties and Permits		
5.	Additional insurance and bond costs, not to exceed two percent (2%) of lines 1-4		
6.	Subtotal (sum of lines 1 through 5)		
7.	Contractor Markup (Section 1.1.31 of the General Conditions) by Contractor on Extra Work performed by Contractor's forces, not to exceed ten percent (10%) of line 6		
8.	Subtotal for Contractor's Work (sum of lines 6 and 7)		
	SUBCONTRACTED WORK (Provide separate breakdown for each subcontract) ¹		
9.	Material (attach itemized quantity and unit cost)		
10.	Labor (attach itemized hours and rates)		
11.	Equipment (attach invoices)		
12.	Royalties and Permits		
13.	Additional insurance and bond costs, not to exceed two percent (2%) of lines 9-12		
14.	Subtotal (sum of lines 9 through 13)		
15.	Contractor Markup (Section 1.1.31 of the General Conditions) by Subcontractor on Extra Work performed by Subcontractor's forces, not to exceed ten percent (10%) of line 14		
16.	Subcontractor Markup (Section 1.1.65 of General Conditions) by Contractor on Subcontractor's Allowable Costs, not to exceed fifteen percent (15%) of line 14		
17.	Subtotal for Subcontracted Work (sum of lines 14, 15 and 16)		
18.	TOTAL (sum of lines 8 and 17)	\$0.00	\$0.00

¹ Attach additional copies of this page as required to summarize additional subcontracts.

Contract Change Order Request – continued

CONTRACTOR CERTIFICATION: By signing below, the undersigned Contractor certifies under penalty of perjury that its statements and representations in this Change Order Request are true and correct. Contractor warrants that this Change Order Request is comprehensive and complete with respect to the Change in the Work described herein, and agrees that any costs, expenses, or time extension request, including, but not limited to, compensation for delay, lost productivity, inefficiency, or disruption, which is not included with this Change Order Request, shall be deemed waived. Contractor understands that submission of claims which have no basis in fact or which Contractor knows to be false may violate the False Claims Act, as set forth in Government Code Sections 12650 et seq.

Submitted by Contractor:

Signature: 

A67D8D10CBA44AF...

By: Brent Paulson

Title: VP of Operations

Date: 10/5/2023

Design Consultant Recommendation (If Project has a Design Consultant)

By:

Title:

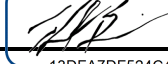
Date:

Recommendation:

Construction Manager Recommendation

By:

DocuSigned by:



Title:

13DFA7DF524C4DA...
Senior Engineer (Project Manager)

Date:

10/5/2023

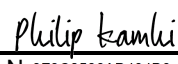
Recommendation:

Approve time extension

City Approval – Division Head – Signature required on all Change Order Requests

By:

DocuSigned by:



Title:

Name2586AD494B6...
Chief Transportation Official, Department/Division Office of Transportation

Date:

10/5/2023

City Approval – Department Head – Signature required when any individual Change Order Request exceeds \$10,000.

By:

Title:

Name
Director of Department

Date:



CONTRACT CHANGE ORDER

CITY OF PALO ALTO
DEPARTMENT OF

_____ Project

Contract Change Order

Project Title:	On-Call Traffic Signal and Electrical	Project No.:	
Contract Number:	C20177344	Date:	9/01/23
Contractor:	Bear Electrical, Inc.	Change Order No.:	2

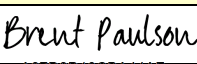

Description of Change Order	
Background Information:	Time Extension only
Change Order Justification:	Need to complete tasks currently in progress and emergency work
Description of Work to be Performed:	Traffic signal and electrical repair services
Incorporates Field Order Number(s):	

Cost	Time
This Change Order will: <ul style="list-style-type: none"> <input type="checkbox"/> No cost change: N/A <input type="checkbox"/> Increase cost by \$ 0.00 <input type="checkbox"/> Decrease cost by \$ N/A 	This Change Order will: <ul style="list-style-type: none"> <input type="checkbox"/> <u>Not change time</u> <input type="checkbox"/> Increase time by <u>182</u> days <ul style="list-style-type: none"> <input type="radio"/> ___ days Excusable Delay <input type="radio"/> ___ days Compensable Delay <input type="checkbox"/> Decrease time by ___ days
G/L account number (s): _____	<p>Note: Unless Section 6.3 of the Construction Contract specifies that the Project is to be completed based on working days, any time adjustment will be based on calendar days.</p> <p>The date of completion as of this Change Order is:</p> <p>_____</p>
Basis for change in cost: <ul style="list-style-type: none"> <input type="checkbox"/> Unit price(s) <input type="checkbox"/> Lump sum <input type="checkbox"/> Time and Materials <input type="checkbox"/> Compensation for Compensable Delay <input type="checkbox"/> Other: _____ 	

Contract Change Order – continued

CONTRACTOR CERTIFICATION: By signing below, Contractor agrees that this Change Order constitutes full resolution, settlement, accord and satisfaction with respect to any and all pending or future Claims for cost and extensions of time that were asserted, or that could have been asserted, in connection with the Work covered by this Change Order, as more fully set forth in Article 7 of the Contract General Conditions.


FAILURE TO EXECUTE: If Contractor fails to execute this Change Order within ten (10) days after it has been submitted for Contractor's signature or refuses, in writing, to execute the Change Order, the City may unilaterally approve this Change Order as set forth in Article 7 of the Contract General Conditions. Contractor may dispute the terms of a unilaterally-approved Change Order, in whole or in part, by submitting a Claim in accordance with the Dispute Resolution Procedures set forth herein within fourteen (14) days after the Change Order is approved by the City. If Contractor fails to submit a Claim within that 14-day period, with respect to all or part of the unilaterally-approved Change Order, those portions of the Change Order which have not been disputed by timely submission of a Claim shall be deemed to have the same effect as if the Change Order was fully executed by both parties as set forth above.


Accepted for Contractor: <small>DocuSigned by:</small>		Accepted for City of Palo Alto (pending City signature(s) on next page): <small>DocuSigned by:</small>	
By: 		By: 	
<small>A67D8D10CBA44AF...</small>		<small>13DFA7DF524C4DA...</small>	
Title: VP of Operations		Title: Department/Division – Senior Engineer (Project Manager), Office of Transportation	
Date: 10/5/2023		Date: 10/5/2023	

Scope of Work

PCO No.	ASI	FO	COR	CO	Description	Amount	Reason for Change
					Total for this Change Order	\$ 0.00	

Contract Change Order – continued			
Summary of Amounts Payable Under Contract (For Internal Purposes Only)			
Original Contract Sum:	\$	375,000.00	
Previous Change Orders	\$	0.00	
This Change Order	\$	0.00	
Revised Contract Sum:	\$	0.00	
Compare to:			
Original Contract Authorization:	\$	375,000.00	Contingency: 0.00
Contract Amendment Authorizations	\$	0.00	Contingency added: 0.00
Contingency Authorizations:	\$	0.00	Used to date (272,000.00)
Total Authorized Funding:	\$	375,000.00	Balance remaining 103,000.00
Change Orders shall not be initiated for Council-approved contracts if the revised Contract Sum exceeds the total authorized funding amount.			

Document Preparation	
By:	
Title:	13DFA7DF524C4DA Senior Engineer (Project Manager), Office of Transportation
Date:	10/5/2023

City Approval – Division Head	
Signature required on all Change Orders	
By :	
Title :	2F2C2586AD494B6... Name Chief Transportation Official, Department Office of Transportation
Date:	10/5/2023

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

Certificate Of Completion

Envelope Id: 774C9D3A24DF4D90AAE0A3F9679059E8
Subject: Complete with DocuSign: Attachment A Change Order No (1) to Bear Electric Revised.pdf
Source Envelope:
Document Pages: 9
Certificate Pages: 2
AutoNav: Enabled
Envelope Stamping: Enabled
Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed

Envelope Originator:
Joseph Shin
250 Hamilton Ave
Palo Alto , CA 94301
Joseph.Shin@CityOfPaloAlto.org
IP Address: 104.57.69.102

Record Tracking

Status: Original
10/4/2023 12:40:36 PM
Security Appliance Status: Connected
Storage Appliance Status: Connected

Holder: Joseph Shin
Joseph.Shin@CityOfPaloAlto.org
Pool: StateLocal
Pool: City of Palo Alto

Location: DocuSign

Location: DocuSign

Signer Events

Brent Paulson
Brent@bear-electrical.com
VP of Operations
Security Level: Email, Account Authentication (None)

Signature
DocuSigned by:

A67D8D10CBA44AF...
Signature Adoption: Pre-selected Style
Using IP Address: 104.33.22.20

Timestamp
Sent: 10/4/2023 12:46:11 PM
Resent: 10/4/2023 2:42:00 PM
Viewed: 10/5/2023 10:51:10 AM
Signed: 10/5/2023 10:51:51 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events

Editor Delivery Events

Agent Delivery Events

Intermediary Delivery Events

Certified Delivery Events

Carbon Copy Events

Andria Sumpter
andria.sumpter@cityofpaloalto.org
Security Level: Email, Account Authentication (None)

COPIED

Timestamp
Sent: 10/4/2023 12:46:11 PM
Viewed: 10/5/2023 9:33:18 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Rafeal Ruis
rafael.rius@cityofpaloalto.org
Int. Sr. Engineer
City of Palo Alto
Security Level: Email, Account Authentication (None)

COPIED

Timestamp
Sent: 10/4/2023 12:46:12 PM
Viewed: 10/4/2023 2:19:15 PM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events

Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/4/2023 12:46:12 PM
Envelope Updated	Security Checked	10/4/2023 2:41:49 PM
Envelope Updated	Security Checked	10/4/2023 2:41:49 PM
Certified Delivered	Security Checked	10/5/2023 10:51:10 AM
Signing Complete	Security Checked	10/5/2023 10:51:51 AM
Completed	Security Checked	10/5/2023 10:51:51 AM
Payment Events	Status	Timestamps

Certificate Of Completion

Envelope Id: 8B18933BBB3E403FB99AF77657618E8A

Status: Completed

Subject: Complete with DocuSign: Bear Change Order_Sept 23.pdf

Source Envelope:

Document Pages: 11

Signatures: 7

Envelope Originator:

Certificate Pages: 2

Initials: 0

Sumpter, Andria

AutoNav: Enabled

250 Hamilton Ave

Envelope Stamping: Enabled

Palo Alto , CA 94301

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

andria.sumpter@cityofpaloalto.org

IP Address: 199.33.32.254

Record Tracking

Status: Original

Holder: Sumpter, Andria

Location: DocuSign

10/5/2023 11:05:01 AM

andria.sumpter@cityofpaloalto.org

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: City of Palo Alto

Location: DocuSign

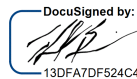
Signer Events

Rafael Rius

Rafael.Rius@CityofPaloAlto.org

Int. Sr. Engineer

City of Palo Alto

Security Level: Email, Account Authentication
(None)**Signature**DocuSigned by:

13DFA7DF524C4DA...

Signature Adoption: Drawn on Device

Using IP Address: 199.33.32.254

Timestamp

Sent: 10/5/2023 11:14:17 AM

Viewed: 10/5/2023 11:15:09 AM

Signed: 10/5/2023 11:16:37 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Philip Kamhi

Philip.Kamhi@CityofPaloAlto.org

Chief Transportation Official

City of Palo Alto

Security Level: Email, Account Authentication
(None)DocuSigned by:

3F3C2586AD494B6...

Signature Adoption: Pre-selected Style

Using IP Address: 76.126.88.48

Signed using mobile

Sent: 10/5/2023 11:16:39 AM

Viewed: 10/5/2023 11:16:54 AM

Signed: 10/5/2023 11:17:25 AM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

10/5/2023 11:14:17 AM

Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	10/5/2023 11:17:25 AM
Completed	Security Checked	10/5/2023 11:17:25 AM
Payment Events	Status	Timestamps