

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: PURCHASING DEPARTMENT

AGENDA DATE: AUGUST 28, 2012

CONTACT PERSON/PHONE:
BRUCE D. COLLINS, PURCHASING MANAGER, 541-4313

DISTRICT (S) AFFECTED: ALL

SUBJECT:

That the City Manager, or her designee, is delegated the general authority to approve change order to contracts for good and services as follows: A) For contracts before June 17, 2011, which, after performance under the contract has begun, a decrease or increase of \$25,000.00 per instance due to a change in quantity of work to be performed or of materials, equipment or supplies to be furnished, provided that the funds necessary to make the changes are properly budgeted and funded; and B) For contracts awarded after June 17, 2011, which, after performance under the contract has begun, a decrease, or increase of \$50,000 per instance due to a change in quantity of work to be performed or of materials, equipment or supplies to be furnished, provided that the funds necessary to make the changes are properly budgeted and funded.

That any change order authority granted by this Resolution may not exceed the original contract price by more than twenty-five percent (25%).

BACKGROUND / DISCUSSION:

The resolution is to establish written parameters and general authority to approve contract change orders for goods and services allowed by Section 252.048 of the Local Government Code. For contracts awarded prior to June 17, 2011, delegate the City Manager, or designee can approve a decrease or increase of twenty-five thousand (\$25,000) per instance provided the change order does not exceed 25% of the original contract price. For contracts awarded after June 17, 2011, delegate the City Manager or designee to approve a decrease or increase of fifty thousand (\$50,000) per instance not to exceed twenty-five percent (25%) of the original contract.

SELECTION SUMMARY:

N/A

PRIOR COUNCIL ACTION:

Not previously considered by City Council.

AMOUNT AND SOURCE OF FUNDING:

N/A

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: Caumen Arrieta Candelaia 8-21-12
Name Signature Date

RESOLUTION

WHEREAS, Section 252.048 of the Texas Local Government Code specifies that if changes in plans or specifications are necessary after the performance of a contract has begun, or if it is necessary to decrease or increase the quantity of work to be performed or of materials, equipment or supplies to be furnished, the governing body of a municipality may approve change orders;

WHEREAS, prior to June 17, 2011 State law allowed the governing body of a municipality to approve contract change orders involving a decrease or increase of \$25,000.00 provided the change order did not exceed 25% of the original contract price;

WHEREAS, Section 252.048(c) was amended on June 17, 2011, to allow the governing body of a municipality to grant general authority to an administrative official of the municipality to approve contract change orders involving a decrease or increase of \$50,000.00, provided the change order does not exceed 25% of the original contract price as specified in Section 252.048(d); and

WHEREAS, the City desires to delegate to the City Manager, or her designee, the general authority to approve change orders as allowed by Section 252.048 of the Local Government Code.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That the City Manager, or her designee, is delegated the general authority to approve change orders to contracts for goods and services as follows:
 - (a) For contracts awarded before June 17, 2011, which, after performance under the contract has begun, a decrease or increase of \$25,000.00 per instance due to a change in the quantity of work to be performed or of materials, equipment or supplies to be furnished, provided that the funds necessary to make the changes are properly budgeted and funded; and
 - (b) For contracts awarded after June 17, 2011, which, after performance under the contract has begun, a decrease or increase of \$50,000.00 per instance due to a change in the quantity of work to be performed or of materials, equipment or supplies to be furnished, provided that the funds necessary to make the changes are properly budgeted and funded.
2. That any change order authority granted by this Resolution may not exceed the original contract price by more than twenty-five percent (25%)

Adopted this _____ day of _____, 2012.

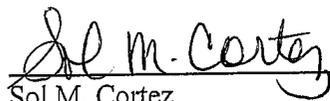
THE CITY OF EL PASO

John F. Cook
Mayor

ATTEST:

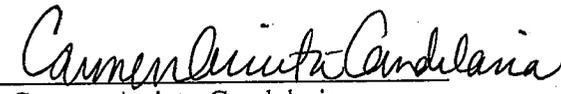
Richarda Duffy Momsen
City Clerk

APPROVED AS TO FORM:



Sol M. Cortez
Assistant City Attorney

APPROVED AS TO CONTENT:



Carmen Arrieta-Candelaria
Chief Financial Officer