

**FORT BEND COUNTY FY 2009  
COMMISSIONERS COURT AGENDA REQUEST FORM**

Return Completed Form by E-Mail to: Agenda Coordinator, County Judge's Office

Date Submitted: September 08, 2010

Submitted By: Laura Dougherty

Court Agenda Date: September 14, 2010

Department: Facilities Management & Planning

Phone Number: 281-633-7017

**SUMMARY OF ITEM:**

Approve Change Order No. 006 with Crain Group, LLC., for Construction Services for the Missouri City Annex, for an additional amount of \$6,879.73, for a total not to exceed amount of \$3,441,151.29

RENEWAL AGREEMENT/APPOINTMENT

YES

☐

NO

☐

REVIEWED BY COUNTY ATTORNEY'S OFFICE:

YES

☐

NO

☐

List Supporting Documents Attached: Change Order

**FINANCIAL SUMMARY:**

BUDGETED ITEM: YES ☒

NO ☐

FUNDING SOURCE: Accounting Unit: 732418888 Account Number: 64600  
Activity (If Applicable): P418B-06PCT2

DESCRIPTION OF LAWSON ACCOUNT: Missouri City Annex

**Instructions to submit Agenda Request Form:**

- Completely fill out agenda form: incomplete forms will not be processed.
- Agenda Request Forms should be submitted by e-mail, fax, or inter-office mail, and all back-up information must be provided by Wednesday at 2:00 p.m. to all those listed below.
- All original back-up must be received in the County Judge's Office by 2:00 p.m. on Wednesday.

**DISTRIBUTION:**

Original Form Submitted with back up to County Judge's Office ☐ (✓ when completed)

If by E-Mail to [ospindon@co.fort-bend.tx.us](mailto:ospindon@co.fort-bend.tx.us)

If by Fax to (281) 341-8609

Distribute copies with back-up to all listed below. If by fax, send to numbers below:

<input checked="" type="checkbox"/> Auditor (281-341-3774)	<input checked="" type="checkbox"/> Comm. Pct. 1 (281-342-0587)
<input checked="" type="checkbox"/> Budget Officer (281-344-3954)	<input checked="" type="checkbox"/> Comm. Pct. 2 (281-403-8009)
<input checked="" type="checkbox"/> Facilities/Planning (281-633-7022)	<input checked="" type="checkbox"/> Comm. Pct. 3 (281-242-9060)
<input checked="" type="checkbox"/> Purchasing Agent (281-341-8642)	<input checked="" type="checkbox"/> Comm. Pct. 4 (281-980-9077)
<input checked="" type="checkbox"/> Information Technology (281-341-4526)	<input checked="" type="checkbox"/> County Clerk (281-341-8697)
<input type="checkbox"/> Other:	<input checked="" type="checkbox"/> County Atty (281-341-4557)

**RECOMMENDATION / ACTION REQUESTED:**

COUNTY JUDGE  
RECEIVED

SEP 08 2010

Special Handling Requested (specify): Please Approve

9-17-10 copy received

# AIA® Document G701™ - 2001

## Change Order

PROJECT (Name and address): Fort Bend County - Missouri City Annex 307 Texas Parkway Missouri City, Texas 77489	CHANGE ORDER NUMBER: 006 DATE: 08/31/2010	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input checked="" type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Crain Group, L.L.C. 2635 Miller Ranch Road Pearland, Texas 77584	ARCHITECT'S PROJECT NUMBER: 07004 CONTRACT DATE: 03/25/2009 CONTRACT FOR: General Construction	

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)  
Repair Damaged Asphalt Driveway On Orchard Drive. Cost To Be An Additional \$ 4,613.07. Repair Damaged Drywall Behind Desk In Reception 212. Cost To Be An Additional \$ 159.46. Add Backflow Preventer To Existing 2" Water Main Per FBWC&ID # 2. Cost To Be An Additional \$ 1,708.54. Relocate Dedicated Circuit # 1LB61 And Add Receptacle In 2<sup>nd</sup> Level Lobby. Cost To Be An Additional \$ 398.66.

The original Contract Sum was	\$ 3,255,000.00
The net change by previously authorized Change Orders	\$ 179,271.56
The Contract Sum prior to this Change Order was	\$ 3,434,271.56
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,879.73
The new Contract Sum including this Change Order will be	\$ 3,441,151.29

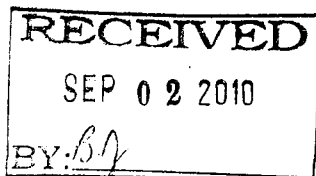
The Contract Time will be unchanged by Zero ( 0 ) days.

The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Autoarch Architects, Inc.. ARCHITECT (Firm name)  6200 Savoy, Suite 100, Houston, Texas 77036 ADDRESS  BY (Signature)  MICHAEL SABOUNI (Typed name)  09/02/10 DATE	Crain Group, L.L.C.. CONTRACTOR (Firm name)  2635 Miller Ranch Road, Pearland, Texas 77584 ADDRESS  BY (Signature)  Aaron McGuire (Typed name)  9/1/10 DATE	Fort Bend County OWNER (Firm name)  4520 Reading Road, Suite A, Rosenberg, Texas 77471 ADDRESS  BY (Signature)  Robert Hebert, County Judge (Typed name)  9-14-10 DATE
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August 30, 2010

Mr. Don Brady, Director  
Fort Bend County Facilities and Planning  
1517 Eugene Heimann Circle #500  
Richmond, TX 77469

Re: Fort Bend County Missouri City Annex – Additional Items

Dear Mr. Brady:

As requested, please find attached the price quote for the following:

\$ 4,050.00 - Repair Damaged Asphalt Driveway On Orchard Drive  
\$ 140.00 - Repair Damaged Drywall Behind Desk In Reception 212  
\$ 1,500.00 - Add Backflow Preventer To Existing 2" Water Main Per FBWC&ID#2  
\$ 350.00 – Relocated Dedicated Circuit # 1LB61 & Add Outlet To 2<sup>nd</sup> Level Lobby  
\$ 839.73 - Crain Group, L.L.C. OH&P (including Insurance & Supervision)  
\$ 6,879.73 - Total

If you should have any questions concerning this quote, please feel free to contact me at 713-436-8727.

Sincerely,

Aaron McGuire  
Project Manager

Approved:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Aaron McGuire

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From: Kennen Byler [kennen@tex-starservices.com]  
Sent: Wednesday, July 28, 2010 11:20 AM  
To: Aaron McGuire  
Subject: FBC Precinct 3 Annex - Drive Approach

Tex- Star Services Inc.  
14027 Chrisman  
Houston, Texas 77039  
Office (281) 590-4577 Fax (281) 590-8869

Crain Group 7/28/10  
2635 Miller Ranch Road  
Pearland, Texas 77584  
ATTN: Aaron McGuire

RE: Fort Bend County Precinct 3 Annex Drive Approach

Aaron,

Here is the price you requested to re- pave the Annex asphalt drive approach. Please let me know if you have any questions or comments.

Asphalt Drive Approach \$3,600.00

Excavate and remove approx. 3-inches of existing asphalt and gravel material.  
Furnish and install 3-inches of Type D hot mix asphalt. Approx. 700 sq. ft.

Sawcutting \$450.00

Sawcut existing asphalt road to make a good edge to tie the new drive into. (If required)

Thanks,

Kennen Byler

Total : \$4,050.00

563.07 O+P

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\$4,613.07

CHANGE ORDER 13  
MISSOURI CITY ANNEX  
407 TEXAS PARKWAY  
MISSOURI CITY, TEXAS

ELECTRICAL CONTRACTOR

DIAMOND POWER SERVICES  
DAVID RODRIGUEZ  
17639 ARCADIA POINT LANE  
HUMBLE, TEXAS 77346

GENERAL CONTRACTOR

CRAINZ GROUP  
AARON McGUIRE  
2645 MILLER RANCH RD.  
PEARLAND, TEXAS 77584

This change order is based on a conversation with Aaron McGuire to relocated a dedicated circuit #1LB61 to a designated location and add an outlet on the second floor waiting area.

TOTAL

\$350.00 DOLLARS + \$ 48.66 o+p

If you have any questions regarding this proposal, please feel free to contact me at 713-256-0521. Thank You

Total: \$398.66

CHANGE ORDER  
PROPOSAL

VICMAR PLUMBING, L.L.C.  
7703 SAWMILL TRAIL  
HOUSTON, TX 77040  
TEL. 713/856-8164  
FAX. 713/856-9004

DATE: 08/25/2010

CHANGE ORDER SUBMITTED TO:

PROJECT:

CRAIN GROUP, L.L.C.  
2635 MILLER RANCH ROAD  
PEARLAND, TX 77584  
TEL. 713/436-8727  
FAX. 713/436-8730

MISSOURI CITY ANNEX  
407 TEXAS PARKWAY  
MISSOURI CITY, TX 77471

**DESCRIPTION OF CHANGE:**

**INCREASED IN PRICE:**

Install 1 of 2" Reduce Pressure Backflow Preventer outside the Building at the Water Meter location.

We will dig-up the 2" Main and install the Backflow on the Weekend, so that we do not disturb the normal operation of the Building and the employees.

We will give you a certification on the Backflow.

\$1,500.00

Respectfully Submitted:

Bobby Martin  
Project Manager  
Vicmar Plumbing, L.L.C.

208.54 O+P  
\_\_\_\_\_  
\$ 1,708.54 Total

## Aaron McGuire

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**From:** knj\_construction@yahoo.com  
**Sent:** Friday, August 27, 2010 11:08 AM  
**To:** Aaron McGuire  
**Subject:** Re: Missouri City Annex

Will be \$140.00 for everything.

plus \$ 19.46 O+P

Sent from my BlackBerry® smartphone with Nextel Direct Connect

$$= \$159.46$$

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**From:** "Aaron McGuire" <amcguire@craingroup.com>  
**Date:** Fri, 27 Aug 2010 11:03:42 -0500  
**To:** <knj\_construction@yahoo.com>  
**Subject:** RE: Missouri City Annex

27 sq. ft (3' wide by 9' tall)

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**From:** knj\_construction@yahoo.com [mailto:knj\_construction@yahoo.com]  
**Sent:** Friday, August 27, 2010 11:01 AM  
**To:** Aaron McGuire  
**Subject:** Re: Missouri City Annex

Do you know how many sq ft are for paint.

Sent from my BlackBerry® smartphone with Nextel Direct Connect

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**From:** "Aaron McGuire" <amcguire@craingroup.com>  
**Date:** Fri, 27 Aug 2010 10:53:48 -0500  
**To:** <knj\_construction@yahoo.com>  
**Subject:** FW: Missouri City Annex

Pablo,

Do you have a price for me yet (See below)?

Sincerely,

**Aaron McGuire**

Project Manager

Crain Group

2635 Miller Ranch Road

Pearland, Texas 77584

(713) 436-8727 (713) 436-8730 Fax

[www.crainzamora.com](http://www.crainzamora.com) [www.craingroup.com](http://www.craingroup.com)