

## Proposed Change Orders (PCO) - Vienna Community Center

Date: 19 January 2016

PCO No.	PCO Date	Description Of Change	Reference	Issue	Responsibility for Change	Change Requirement	Option	Budget Impact	Status	Approval	Not To Exceed Cost Estimate	Credit	Final Cost: Note 3	Comments
<b>Presented to Town Council on 01 February 2016</b>														
PCO 21	16-Jan-16	Change type and quantity of bollards and guard rails between bollards along W&OD trail.	RFI#12 & RFI #80	Change concrete filled, painted, galvanized steel bollards with concrete foundations and chain guard rails to 8x8 treated wood bollards and stainless steel cable guard rails.	<b>TOV:</b> TOV staff failed to review design on contract documents with NOVA Parks and obtain design approval prior to bidding.	Bollards and guard rails are required on portions of the trail to prevent persons from maneuvering off the trail.	(1) Retain original design. Original design will not match the design bollard /guard rail design at other locations along the W&OD trail.	<b>Cost Increase:</b> Will increase cost of the project due to poor coordination of documented work. NOVA Parks has agreed to fund the additional cost.	Approved by DPW; Pending Town Council Approval	Yes/No	<b>\$11,321</b>	0		Note 1. The Town will have approximately 87 steel bollards that have been paid for and fabricated.
		<b>TOTAL</b>									<b>\$11,321</b>	<b>\$0</b>		

**Notes:**

- Note #1: New work usually costs 10 - 25 % more than if it had been included in the original bid.
- Note #2: Credits usually yield 60-70 percent of the value indicated in the original bid.
- Note #3: Final agreed upon cost will be determined after the change order has been approved.

**Legend**

- PR - Proposed Request
- RFI - Request for Information
- TLP - The Lukmire Partnership
- TOV - Town of Vienna
- VE - Value Engineering
- UFC - Unforeseen Condition

**Decision Legend:**

- Yes     A "YES" vote or "APPROVAL" will generate a requested to the A/E to issue change order after review of the costs.
- No     A "NO" vote or "DISAPPROVAL" will generate a directive to the contractor not to perform the work.