



CITY COMMISSION CHANGE ORDER EXPLANATION MEMO

DEPARTMENT: NMB Water

SUBJECT: Washington Park Community Lift Station and Forcemain Construction
(PARK1912)

BACKGROUND OF ITEM:

To provide excellent municipal services, in a financially responsible manner, and consistent with our Strategic Plan, The City of North Miami Beach issued ITB-24-033-SG Washington Park Pump Station and Force Main Project seeking bids from qualified, experienced, and licensed bidders to complete the Sewer Lift Station and Force Main Construction.

City of North Miami Beach issued a Notice of Contract Commencement dated November 21st, 2024, to Southern Underground Industries, Inc. (SUI). On November 5th, 2025, SUI was granted a 363-calendar-day contract extension, citing significant delays in long-lead item procurement as the primary reason.

WASHINGTON PARK PHASE 1 OVERVIEW:

The scope of work includes installing a new pump station at NE 152 Terrace and NE 14 Court, with precast wet well and valve vault structures, pumping units, discharge piping, electrical and instrumentation work, manholes, gravity mains, startup and testing, site restoration, and maintenance of traffic. Additionally, approximately 5,825 linear feet of 10-inch ductile iron pipe force main will be installed, including all necessary fittings, valves, and appurtenances. This new segment of force main will start at the pump station at NE 152 Terrace and run west on 152 Terrace, then north on NE 14 Avenue, east on NE 160 Street, north on NE 15 Avenue, east on NE 161 Street, north on NE 17 Street, and west on NE 162 Street.

ANALYSIS:

SUI submitted a formal change order request for \$57,384.00, citing that the original contract quantities were established based on preliminary design estimates and site assessments; however, upon commencement of work, actual field measurements indicated the need to revise these quantities to accurately reflect the work required to meet the design intent and maintain a safe and functional work area. Specifically, some items were overestimated in the contract documents, while others were underestimated and required increased quantities based on actual installation and field conditions. These revisions have been reviewed and discussed with the Project Engineer of Record (EOR) and are supported by detailed field documentation, including daily reports and updated drawings. The resulting cost increase is based on the original contract unit prices, with no changes to the unit rates, and does not affect the project schedule. To cover the additional costs, the project will utilize existing allowances and funds set aside for unforeseen conditions, with a Change Order to be prepared for the remaining balance.

RECOMMENDATION:

The City staff recommends approving the Change order request for a \$57,384.00 which will increase the PO to be \$5,511,749.00. This change order does not include any schedule change.

FISCAL IMPACT:

Following the revision of quantities, the contract amount for Items 1 through 10 has increased to \$5,511,749.00, reflecting a rise of \$147,384.00 from the original contract amount of \$5,364,365.00. The current Purchase Order (PO) includes two line items: "Dedicated Allowance for Services of Uniformed Police Officers" and "Unforeseen Conditions," listed as lines 11 and 12, respectively. This Change Order will utilize these two line items, which were not previously expended during construction, to reduce the total impact on the PO budget by \$90,000. As a result, the final PO amount will remain \$5,511,749.00, representing only a \$57,384.00 increase over the total available PO amount of \$5,454,365.00.

ALTERNATIVES:

One alternative has been considered:

1. **City Staff could contract any work associated with the coverages:** This would not work because it does would not be efficient, as the contractor is already mobilized and is able to do the work.

ATTACHMENTS:

1. NMB Change Order Form
2. EOR Correspondence
3. SUI Change Order letter
4. SUI New Bid Tab
5. Resolution R2024-123