

Jefferson County  
Board of Commissioners  
Agenda Request

**To:** Board of Commissioners  
Philip Morley, County Administrator

**From:** Frank Gifford, Public Works Director

**Agenda Date:** July 11, 2011 *FG*

**Subject:** Change Order # 1 - Recycling Services Contract - Skookum Educational Services

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**Statement of Issue:** The current contract with Skookum includes mowing and weedeating of specific County Property as outlined in the Recycle Services Agreement. The County wishes to add an annual mowing of the Closed Landfill, Septage Lagoon, and new fence line area as a fire safety measure. The County has contracted for this service in the past.

**Analysis/Strategic Goals/Pro's & Con's:** The mowing/weedeating areas are required to be maintained under condition of our operating permit from Public Health.

Pros:

- The area can be maintained by contractor for a lower cost than by doing it in-house.
- Satisfies permit requirements.

Cons:

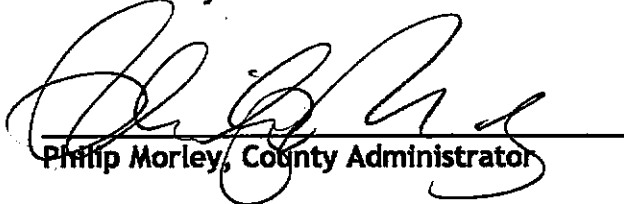
None

**Fiscal Impact/Cost Benefit Analysis:** Total cost of this Change Order for the 5-year period is \$7,081.29. This money is already budgeted in Solid Waste site maintenance so there is no additional impact.

**Recommendation:** Staff recommends the approval of this Change Order and the return of 2 originals to Public Works for further processing,

**Department Contact:** Jack Reid, Solid Waste Manager, 385-9213

**Reviewed By:**

  
Philip Morley, County Administrator

  
Date

Change proposed by Agency  
 Change proposed by Contractor

Endorsed by: Skookum Educational Services  
Contractor Firm Name

[Signature] 29 June 2011  
Signature Date

Operations Manager  
Title

Consent given by Surety: (when required)

By: \_\_\_\_\_  
Attorney-in-fact Date

**Contract Title:** Recycling Services Contract

To:  
 Skookum Educational Services  
 2600 Burwell St  
 Bremerton, WA 98312

**Project Title:** Solid Waste Disposal Facility Post Closure Maintenance.

You are ordered to perform the following described work upon receipt of an approved copy of this change order:

This Change Order is for annual mowing and weedeating of the Post Closure Landfill and Septage Lagoon area as well as the fence line surrounding the Solid Waste Disposal Facility. See attached Minimum Specifications and Scope of Work.

**Approved as to form only:**  
[Signature] 6/27/11  
 Jefferson Co. Prosecutor's Office

ORIGINAL 5-YR CONTRACT AMOUNT	CURRENT 5-YR CONTRACT AMOUNT	ESTIMATED 5-YR NET CHANGE THIS ORDER	ESTIMATED 5-YR CONTRACT TOTAL AFTER CHANGE	
\$ 1,031,316.00	\$ 1,031,316.00	\$ 7,081.29	\$ 1,038,397.29	
ORIGINAL CONTRACT TIME	CURRENT CONTRACT TIME	CONTRACT TIME CHANGE (Add/Del)	NEW CONTRACT TIME	
5-year	5-year	N/A	5-year	

APPROVAL RECOMMENDED <input checked="" type="checkbox"/> <u>[Signature]</u> <u>6-17-11</u> <small>Project Manager Date</small>	APPROVAL RECOMMENDED <input checked="" type="checkbox"/> <u>[Signature]</u> <u>6-17-11</u> <small>Solid Waste Manager Date</small>
APPROVAL RECOMMENDED <input checked="" type="checkbox"/> <u>[Signature]</u> <u>6/29/11</u> <small>Director of Public Works Date</small>	APPROVED <input type="checkbox"/> _____ <small>Chair, Jefferson County Commissioners Date</small>

Sheet 2 of 2		JEFFERSON COUNTY		Contract Name:		RECYCLING SERVICES CONTRACT	
		DEPARTMENT OF PUBLIC WORKS		Change Order No.		1	
Date:		CHANGE ORDER ESTIMATE					
ITEM NO.	YEAR	DESCRIPTION	CONTRACT BID AMOUNT PER MONTH	ANNUAL AMOUNT	ESTIMATED ANNUAL QUANTITY CHANGE	NEW ANNUAL AMOUNT	NEW MONTHLY AMOUNT
1	2011	Mowing & Weedeating Per attached Specifications	\$ 16,107.00	\$ 193,284.00	\$ 1,320.40	\$ 194,604.40	\$ 16,217.03
							\$ 16,217.03
2	2012	Mowing & Weedeating Per attached Specifications	\$ 16,501.00	\$ 198,012.00	\$ 1,366.72	\$ 199,378.72	\$ 16,614.89
							\$ 16,614.89
3	2013	Mowing & Weedeating Per attached Specifications	\$ 17,245.00	\$ 206,940.00	\$ 1,414.65	\$ 208,354.65	\$ 17,362.89
							\$ 17,362.89
4	2014	Mowing & Weedeating Per attached Specifications	\$ 17,650.00	\$ 211,800.00	\$ 1,464.16	\$ 213,264.16	\$ 17,772.01
							\$ 17,772.01
5	2015	Mowing & Weedeating Per attached Specifications	\$ 18,440.00	\$ 221,280.00	\$ 1,515.36	\$ 222,795.36	\$ 18,566.28
							\$ 18,566.28
Current 5-Year Contract Valu			\$ 1,031,316.00	New 5-Year Contract Value	\$ 7,081.29	\$ 1,038,397.29	\$ 18,566.28
			\$ 1,031,316.00		\$ 1,038,397.29		\$ 18,566.28

**Minimum Specifications for changes outlined in Change Order 1 to the Recycle Services Contract, Mowing and Weedeating, Jefferson County and Skookum Educational Services.**

**Mowing and Weedeating Location**

Jefferson County Solid Waste Disposal Facility described as the lands commonly known as Jefferson County Solid Waste Disposal Facility located at 325 Landfill Road, Port Townsend, WA. 98368 or County Parcel # 001083012.

The County property identified in Figures 1 and 2, (collectively the “Area”) shall be considered the Post Closure Maintenance Area.

**Task 1-Mowing Specifications**

Field mowing equipment shall cut vegetation to a maximum height of four (4) inches. All “Red” areas detailed on site map (See Figure 1) shall be cut to the satisfaction of Jefferson County.

(Note: Areas in which a field mower cannot be used would be considered to be a weedeating area).

**Task 2-Weedeating Specifications**

All ground vegetation shall be cut manually by a weedeater to a maximum height of two (2) inches and other vegetation shall be cut back off the boundary lines. All “Green” areas detailed on site map (See Figure 2) shall be cut to the satisfaction of Jefferson County.

**Time and Hours of Operation**

Work shall be accomplished one time annually after the vegetation growing season. The schedule shall be approved by the County. Project work shall be between the hours of 8:30 a.m. – 4:30 p.m. Monday through Friday with the exception of holidays.

FIGURE 1



FIGURE 2

