

Introduced by: Assembly Member Arndt
Drafted by: Assembly Member Skinner/Clerk
Introduced on: 04/18/2019
Public Hearing Date: 05/02/2019
Adopted on: 05/02/2019

**KODIAK ISLAND BOROUGH
ORDINANCE NO. FY2019-19**

**AN ORDINANCE OF THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH AMENDING
TITLE 3 REVENUE AND FINANCE, CHAPTER 3.30 CONTRACT, PURCHASE, SALE, AND
TRANSFER PROCEDURE, SECTION 3.30.100 CHANGE ORDER-MANAGER AUTHORITY**

WHEREAS, in 2013, the Kodiak Island Borough changed Section 3.30.100 Change orders – Manager authority from \$10,000 to 5% in excess or the appropriated project amount, and not exceeding \$200,000 for a particular contract to provide an efficient process for processing change orders for multi-million school related projects; and

WHEREAS, all of the multi-million school related projects are now completed and it would be prudent for the Assembly to change the current limitation for change orders under the manager's authority from \$200,000 to \$50,000.

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH THAT:

Section 1: This ordinance is of a general and permanent nature and shall become a part of the Kodiak Island Borough Code of Ordinances.

Section 2: That section 3.30.100 Change orders – manager authority of the Kodiak Island Borough Code of Ordinances is amended to read as follows:

3.30.100 Change orders – Manager authority.

The manager, or designee, is authorized, without assembly approval, to enter into change orders with respect to borough projects where the amount of additional expenditure occasioned by the change order or orders does not, in the aggregate, exceed the total contract amounts approved appropriated for the project, plus including any designated project contingency equal to 10% of the approved contract amount. Additional contingency may be requested and approved by the Assembly. The manager, or designee, shall report monthly to the assembly the nature and amount of such change orders. Project approval should include a budget for the project that includes ~~an appropriation of~~ contingency line item of 10 percent (10%). funds. The manager may authorize change orders up to the appropriated amount for that project. Change orders above the manager's approval limit, but not exceeding ~~of up to~~ five percent (5%) of the original contract amount or in excess of the appropriated project amount, and not exceeding \$200,000 \$50,000, whichever is lower, ~~for a particular contract,~~ require approval by:

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- 46 A. The mayor and deputy presiding officer;
- 47 B. The mayor and one assembly member in the absence of the deputy presiding officer;
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- 49 C. The deputy presiding officer and one assembly member in the absence of the mayor; ~~or~~
- 50 D. ~~Any two assembly members in the absence of the mayor and deputy presiding officer.~~
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52 Such approval may be by signature or electronic signature. ~~A change order in excess of \$200,000~~
53 ~~for a contract or more than five percent in excess of the appropriated project amount requires~~
54 ~~assembly approval.~~ Change orders greater than 5% of approved contract amount or
55 \$50,000, whichever is lower, require assembly approval. The authority contained in
56 3.30.100 are independent and exclusive of the purchasing authority defined in 3.30.010.
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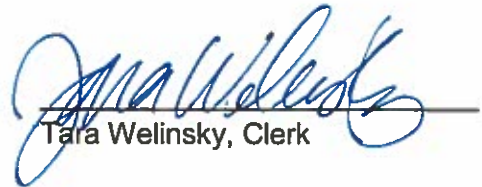
58 **Effective Date:** This ordinance takes effect upon adoption. (Note: KIBC 2.30.070 states an
59 ordinance takes effect upon adoption or at a later date specified in the ordinance.)
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61 **ADOPTED BY THE ASSEMBLY OF THE KODIAK ISLAND BOROUGH**
62 **THIS SECOND DAY OF MAY, 2019.**
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64 KODIAK ISLAND BOROUGH

ATTEST:

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66 _____
67 Daniel A. Rohrer, Mayor
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Tara Welinsky, Clerk
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70 **VOTES:**

71 Ayes: Arndt, Kavanaugh, Smiley, Symmons
72 Noes: Turner