

THE STATE OF TEXAS

COUNTY OF COLLIN

Subject: Amend Court Order 2005- 048-01-25, Change Orders - Purchasing

On February 27, 2007, the Commissioners Court of Collin County, Texas, met in regular session with the following members present and participating, to wit:

Keith Self NOT PRESENT
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request for approval to amend Court Order 2005-048-01-25.

Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval to amend Court Order 2005-048-01-25 to increase the County Administrator's authority to approve change orders for County construction projects up to \$50,000 per Local Government Code 262.031. Same is hereby approved in accordance with the attached documentation.

NOT PRESENT

Keith Self, County Judge

~ No Vote ~

Phyllis Cole, Commissioner, Pct. 1

Jerry Hoagland
Jerry Hoagland, Commissioner, Pct. 2

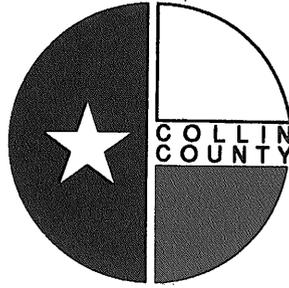
Joe Jaynes
Joe Jaynes, Commissioner, Pct. 3

Jack Hatchell
Jack Hatchell, Commissioner, Pct. 4



ATTEST:

Stacey Kemp, Ex-Officio Clerk
Commissioners' Court
Collin County, TEXAS



Office of the County Purchasing Agent

Date: February 14, 2007

To: Honorable Commissioners Court

From: Frank Ybarbo

Local Government Code 262.031 **Changes in Plans and specifications** authorizes a commissioners court to grant general authority to an employee to approve change orders if the change order involves an increase or decrease of \$50,000 or less.

Accordingly, at a regularly scheduled session on July 23, 2001, the commissioners court, by court order 2001-408-07-23, authorized the **county purchasing agent** the authority to approve change orders not to exceed **\$5,000**. In addition to this order, at a regularly scheduled session on January 25, 2005, by court order 2005-048-01-25, the commissioners court authorized the **county administrator** authority to approve change orders not to exceed **\$10,000** for construction projects.

During the course of recent Collin County construction projects, several requests for prior approval of change orders have been submitted to the county judge in efforts to eliminate any project work stoppage or delay. Because the majority of these change orders are over the \$5,000 and \$10,000 limits previously authorized, it is hereby requested that the commissioners court consider amending court order 2005-048-01-25 granting the **county administrator** change order approval up to the statutory limit of **\$50,000** specifically for the county's on-going construction projects.

It is anticipated that the requested amendment will eliminate further requirements for prior approvals associated with construction project stoppages and/or project delays.

All change orders approved will continue to be submitted on a monthly basis under the FYI section of the commissioners court agenda.

This change, if approved, will not affect court order 2001-408-07-23 which grants general change order authority to the county purchasing agent up to \$5,000.

Thank you for your consideration.

THE STATE OF TEXAS

MISCELLANEOUS ORDER
COUNTY ADMINISTRATOR
AUTHORIZATION TO APPROVE
CHANGE ORDERS
ADMINISTRATIVE SERVICES

COUNTY OF COLLIN

On January 25, 2005, the Commissioners Court of Collin County, Texas, met in regular session with the following members present and participating, to wit:

Ron Harris
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request for approval to authorize the County Administrator to approve change orders of \$10,000 or less for the following construction projects: Animal Shelter, New Courthouse, Collin County Adventure Camp, additions to Justice Center and the Juvenile Detention Facility.

Thereupon, a motion was made, seconded and carried with a majority vote of the court for approval to authorize the County Administrator to approve change orders of \$10,000 or less for the following construction projects: Animal Shelter, New Courthouse, Collin County Adventure Camp, additions to Justice Center and the Juvenile Detention Facility. Same is hereby approved in accordance with the attached documentation.



Ron Harris, County Judge



Phyllis Cole, Commissioner, Pct. 1



Jerry Hoagland, Commissioner, Pct. 2



Joe Jaynes, Commissioner, Pct. 3



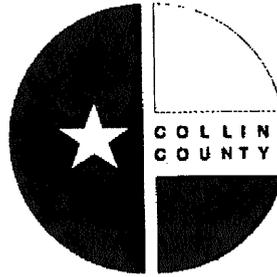
Jack Hatchell, Commissioner, Pct. 4

ATTEST:



Brenda Taylor, Ex-Officio Clerk
Commissioners' Court
Collin County, TEXAS





Administrative Services

Date: January 18, 2005
To: Commissioners Court
From: Bill Bilyeu
Subject: Change Orders

I am requesting that the Commissioners Court grant me authority to approve change orders of \$50,000 and less for the following construction projects:

Animal Shelter
New Courthouse (2003 Bond Election)
Addition to the Justice Center (2003 Bond Election)
Addition to the Juvenile Detention Facility (2003 Bond Election)

This authority will allow for contractors to proceed without delay on these projects. In addition, the County will not incur possible delay charges while awaiting the Court's approval. All change orders approved by me will be submitted on a monthly basis under the FYI section of your agenda and packet.

THE STATE OF TEXAS

MISCELLANEOUS ORDERS
AMENDMENT TO COURT ORDER 98-193-04-13
PURCHASING

COUNTY OF COLLIN

On July 23, 2001, the Commissioners Court of Collin County, Texas, met in regular session with the following members present and participating, to wit:

Ron Harris NOT PRESENT
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered a request to amend Court Order 98-193-04-13 designating Franklin Ybarbo, Purchasing Agent as Representative to authorize change orders.

Thereupon, a motion was made, seconded and carried with a majority vote of the court to approval the amendment of Court Order 98-193-04-13 designating Franklin Ybarbo, Purchasing Agent as Representative to authorize change orders not to exceed 25% of the total contract amount providing that the amount does not exceed \$5,000.00, further continue notification procedures to the court. Same is hereby approved in accordance with the attached documentation, and the Purchasing Manual, Chapter VI, Paragraph J, Page 13..

NOT PRESENT

Ron Harris, County Judge
Ron Harris
Phyllis Cole, Commissioner, Pct. 1
Phyllis Cole
Jerry Hoagland, Commissioner, Pct. 2
Jerry Hoagland
Joe Jaynes, Commissioner, Pct. 3
Joe Jaynes
Jack Hatchell, Commissioner, Pct. 4
Jack Hatchell

ATTEST:

Helen Starnes
Helen Starnes, Ex-Officio Clerk
Commissioners' Court
Collin County, T E X A S
Court2001\personnel\Purchasing

THE STATE OF TEXAS
COUNTY OF COLLIN

MISCELLANEOUS ORDERS: DESIGNATION OF
PURCHASING AGENT AS REPRESENTATIVE TO
AUTHORIZE CHANGE ORDERS
PURCHASING ...

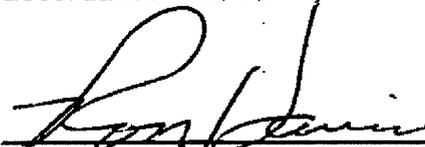
On April 13, 1998, the Commissioners' Court of Collin County, Texas, met in regular session with the following members present and participating, to wit:

Ron Harris
Phyllis Cole
Jerry Hoagland
Joe Jaynes
Jack Hatchell

County Judge, Presiding
Commissioner, Precinct 1
Commissioner, Precinct 2
Commissioner, Precinct 3
Commissioner, Precinct 4

During such session the court considered designating the Purchasing Agent as a representative to authorize Change Orders not to exceed 25% of the total contract amount providing that the amount does not exceed \$5,000.00.

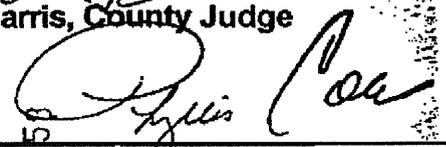
Thereupon, a motion was made, seconded and carried with a majority vote of the court designating Ms. Stephen, Purchasing Agent, as a representative to authorize Change Orders not exceeding 25% of the total contract amount providing that the amount does not exceed \$5,000.00, further continue notification procedure to the court. Same is hereby approved in accordance with the Purchasing Manual, Chapter VI, Paragraph J, Page 13.



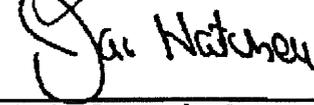
Ron Harris, County Judge



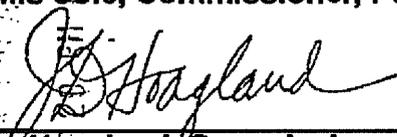
Joe Jaynes, Commissioner, Pct. 3



Phyllis Cole, Commissioner, Pct. 1



Jack Hatchell, Commissioner, Pct. 4



Jerry Hoagland, Commissioner, Pct. 2

ATTEST:


Helen Starnes, Ex-Officio Clerk
Commissioners' Court
Collin County, T E X A S



J. Change Orders

A change order may be required when it becomes necessary to make changes after performance of the contract has commenced. A representative, designated by the Commissioners' Court, may authorize a change order not to exceed 25% of the total contract amount, providing that the amount does not exceed \$5,000. Each change order and amount are to be posted as notification to the Commissioner Court members. Emergency change orders, exceeding the above amount, may be approved by the County Judge and ratified by Commissioners' Court. Change order requirements for specific contract items will be included in the contract documents.

K. Addendums

Commissioners' Court may extend bid and proposal opening dates by addendum to the original specifications. (LGC 262.026)

An addendum may be issued by the Purchasing Agent to correct, clarify or modify a bid or proposal request prior to receipt / opening date. Purchasing will insure that all prospective bidders receive all addenda. Purchasing shall inform the Commissioners' Court at the next court date of all addenda issued.