

**SUBJECT:** APPROVAL OF CONTRACT AMENDMENT NO. 2 TO CONTRACT NO. 25-095P, DESIGN BIRCHTREE CHARTER SCHOOL, WITH NVISION ARCHITECTURE, TO ADD \$147,453.60 FOR ADDITIONAL DESIGN-RELATED SERVICES AND TO AUTHORIZE AN ADDITIONAL \$150,000 IN CHANGE ORDER AUTHORITY FOR UNFORESEEN DESIGN CONTINGENCIES

**AGENDA OF:** January 6, 2026

**ASSEMBLY ACTION:**

**AGENDA ACTION REQUESTED:** Present to the Assembly for consideration.

Route To:	Signature
Originator	<div>12/18/2025</div> <div>X Donald Jourdian</div> <div>Signed by: Donald R. Jourdian</div>
Division Manager	<div>12/18/2025</div> <div>X Cole Branham</div> <div>Signed by: Cole Branham</div>
Department Director	<div>RECOVERABLE SIGNATURE</div> <div>X Tom Adams, P.E.</div> <div>Signed by: Tom Adams</div>
Purchasing Director	<div>12/19/2025</div> <div>X R Krafft</div> <div>Signed by: Russ Krafft</div>
Finance Director	<div>12/19/2025</div> <div>X Liesel Zanto for C H</div> <div>Signed by: Liesel Zanto</div>
Borough Attorney	<div>12/19/2025</div> <div>X Shannon Boddolay for N S</div> <div>Signed by: Shannon Boddolay</div>
Borough Manager	<div>12/19/2025</div> <div>X Michael Brown</div> <div>Signed by: Mike Brown</div>
Borough Clerk	<div>12/19/2025</div> <div>X Estelle Wiese for L M</div> <div>Signed by: Estelle Wiese</div>

**ATTACHMENT (S) :**

**SUMMARY STATEMENT:** The Mat-Su Borough (MSB) awarded a Professional Design Services Agreement (25-095P) to Nvision Architecture in the amount of \$2,453,338.00 on April 17, 2025, with a final completion date of Aug 16, 2027.

Change Order No. 1 authorized Nvision to provide additional design

services for onsite traffic improvements at Shaw Elementary School, including development of bid-ready documents, in the amount of \$87,768.60. This work was added as a change order because the full scope of traffic and safety improvements was not known at the time of contract award and required completion of preliminary analysis to define the necessary onsite traffic and safety improvements for Shaw Elementary School, which is adjacent to the Birchtree Charter School site.

A second change order, in the amount of \$59,685.00, is pending to support early well drilling and water quality testing at the Birchtree Charter School site. The purpose of this work is to determine water availability and quality during the design phase so that appropriate water storage and treatment systems can be incorporated into the building design. Completing this work during design reduces the risk of more costly changes during construction.

The Birchtree Charter School site is known to have challenges related to both water quantity and water quality. Preliminary information indicates there is a potential need for two wells and additional water storage to meet the facility's required flow rate of 100 gallons per minute. The pending change order includes design of an access route for the drilling rig, well drilling, and water testing. If a second well is required, an additional change order would be necessary to cover those costs.

The pending Change Order No. 2 exceeds the current change order authority approved by the Assembly at the time of contract award. Approval of additional authority is therefore required.

In accordance with MSB 3.08.170 (B) (3), the Administration requests approval of this contract amendment for Contact No. 22-095P, with Nvison Architecture to add \$147,453.60 for additional design services, access, well drilling, and water testing, and to authorize an additional \$150,000 in change order authority. The total requested authorization is \$297,453.60.

Funding for this request is available within existing project budgets. Design services for the Birchtree Charter School are funded through project accounts 4006-1200-1201 and 40006-1000-1001. Design services for the Shaw Elementary onsite traffic improvements are funded through project account 35474-1000-1209.

**RECOMMENDATION OF ADMINISTRATION:** Approve legislation as presented.

## MATANUSKA-SUSITNA BOROUGH

## FISCAL NOTE

Agenda Date: January 6, 2026

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FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <b>YES</b> NO
AMOUNT REQUESTED \$297,453.60	FUNDING SOURCE School Capital Project Fund
FROM ACCOUNT # 400.000.000 4XX.XXX	PROJECT # 40006
TO ACCOUNT:	PROJECT #
VERIFIED BY:  X M e r i s s a C a r r e l l  S i g n e d b y : M e r i s s a C a r r e l l	

## EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL	297.5					
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REVENUE						
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## FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other	297.5					
TOTAL	297.5					

## POSITIONS:

Full-Time						
Part-Time						
Temporary						

## ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	X L i e s e l Z a n t o  S i g n e d b y : L i e s e l Z a n t o
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