



Meeting: Village Board
Meeting Date: 11/25/2013
Agenda Item: 5d

Mission Statement
Delivering quality services in a courteous, cost-effective and efficient manner.

VILLAGE BOARD MEETING STAFF REPORT

REPORT TO: Burt R. McIntyre, President
Village Board of Trustees

REPORT FROM: Michael J Kaster, PE, Director of Engineering

AGENDA ITEM: Approve change order #2 for the Boat Launch & Dredging Project involving a \$24,500 decrease.

POLICY ISSUE

Should the Village Board approve a contract change order necessary to complete the project?

BACKGROUND INFORMATION

The project was designed, and awarded to Peters Construction, Inc. with an initial contract price of \$93,113.40. Included in the contract was a \$24,500 allowance for the purchase of the floating docks for the two boat launches. The Village purchased these materials directly to save the sales tax, therefore we need to remove the item from the contract.

Department Measurement: Remain within the established budget plus 10% contingency.

The original contract totaled \$93,113.40. With approval of the construction change order, the new contract total would be \$68,036.40 or 26.9% less than the original contract.

Change orders authorize adjustments to the original contract in order to reflect the actual quantities of work needed to complete a project. Adjustments typically include the additions to or the elimination of unused work items or quantities allocated to the project.

PRIOR ACTION/REVIEW

- The Village Board awarded the project on January 14th, 2013.
- The Village Board approved CCO# 1 on July 22nd, 2013

FISCAL IMPACT:

1. Is There A Fiscal Impact? Yes
2. Is it Currently Budgeted? Yes
3. If Budgeted, Which Line? Capital Project

RECOMMENDED ACTION

Village staff recommends that the Village Board approve the change order.

If the Village Board were in favor of this action, the following motion could be made:

“Motion to approve change order #2 for the Boat Launch & Dredging project, involving a \$24,500.00 decrease”.

POLICY ALTERNATIVE(S)

The Village Board could take the following actions:

- Approve the change order
- Not approve the construction change order.

ATTACHED INFORMATION

- I. Change Order

COPIES FORWARDED TO:

- I. None

SECTION 00820

Change Order

No. 2

CONTRACTOR (Name and Address):

Peters Concrete Company
1516 Atkinson Company
Green Bay, WI 54303

OWNER (Name and Address):

VILLAGE OF HOWARD
1336 CORNELL ROAD
GREEN BAY, WI 54313

CONTRACT (Name and Number):

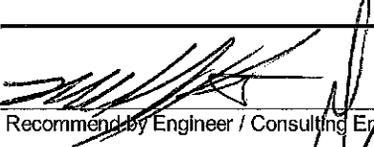
BOAT LAUNCH & DREDGING PROJECT
WEST DEERFIELD AND MEMORIAL PARK BOAT LAUNCHES

11023

The Contract Documents are modified as follows upon execution of this change order:

SEE THE ATTACHED EXPLANATION / JUSTIFICATION ON PAGE 2

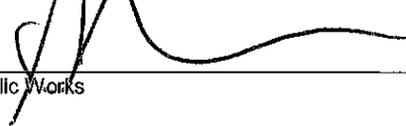
<u>CHANGE IN CONTRACT PRICE:</u>	<u>CHANGE IN CONTRACT TIMES (FOR ALL WORK):</u>
Original Contract Price:	Original Contract Time:
\$93,113.40	Substantial Completion (days or date): July 1, 2013
	Ready for final payment (days or date): July 1, 2013
Current Contract Price prior to this Change Order:	Current Contract Time prior to this Change Order:
\$92,536.40	Substantial Completion (days or date): July 1, 2013
	Ready for final payment (days or date): July 1, 2013
Cost of this Change Order:	Time allowed on this Change Order:
(\$24,500.00)	Substantial Completion (days or date): July 1, 2013
	Ready for final payment (days or date): July 1, 2013
New Contract Price incorporating this Change Order:	New Contract Time with all approved Change Orders:
\$68,036.40	Substantial Completion (days or date): July 1, 2013
	Ready for final payment (days or date): July 1, 2013



Recommended by Engineer / Consulting Engineer

11/19/13

Date



Accepted by Director of Public Works

11/19/13

Date

Accepted by Owner

Date

Accepted by Contractor

Date

EJCDC No. C-941 (2002 Edition)
Prepared by the Engineers Joint Contract Documents Committee and endorsed by the Associated General Contractors of America and the Construction Specifications Institute.

SECTION 00820

Attachment to Change Order

No. 2

ITEM No.	DESCRIPTION OF WORK	ADDITION QUANTITY	DELETION QUANTITY	UNIT PRICE	ADDITION	DELETION
	Allowances		1.00	\$24,500.00		\$24,500.00
	Net Contract Adjustment				\$0.00	(\$24,500.00)

JUSTIFICATIONS:

- 1 Allowance was added for budgetary purposes. The money was used to purchase 2 docks, and was paid for directly by the Village.