



**Meeting:** Village Board  
**Meeting Date:** 03/25/2013  
**Agenda Item:** 5f

**Mission Statement**

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

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## VILLAGE BOARD MEETING STAFF REPORT

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**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 Beaver Dam Creek Sewer Relocation project, involving a \$966.00 increase.

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### **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 Kruczek Construction, Inc. with an initial contract price of \$360,000.

This change order reflects the deletion of unused temporary pavement patching not needed due to change in project schedule, and addition of items required to construct a manhole and piping that were originally in the Green Bay Metropolitan Sewerage District (GBMSD) plans. After our construction plans were bid and awarded, GBMSD removed the line and manhole from their contract because it was a branch and not part of their interceptor. Also included in the change order is replacement of aging sewer service laterals in the right of way that are in need of repair.

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

The original contract totaled \$360,000. With approval of the construction change order, the new contract total would be \$364,692.00 or 1.3% more than the original contract. This project has been approved by WisDOT for 90% funding of the relocation costs.

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 July 9, 2012.
- The Village Board approved CCO #1 on November 26, 2012.

**FISCAL IMPACT:**

- |                              |                        |
|------------------------------|------------------------|
| 1. Is There A Fiscal Impact? | <u>Yes</u>             |
| 2. Is it Currently Budgeted? | <u>Yes</u>             |
| 3. If Budgeted, Which Line?  | <u>Capital Project</u> |

**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 #1 for the Beaver Dam Creek Sewer Relocation project, involving a \$966.00 increase”.***

**POLICY ALTERNATIVE(S)**

The Village Board could take the following actions:

- Approve the change order
- Not approve the construction change order but would need to decide how to pay for the installed work.

**ATTACHED INFORMATION**

- I. Change Order

**COPIES FORWARDED TO:**

- I. None

SECTION 00820

**Change Order**

No. 2

**CONTRACTOR (Name and Address):**

Kruczek Construction Inc.  
3636 Kewaunee Road  
Green Bay, WI 54311

**OWNER (Name and Address):**

VILLAGE OF HOWARD  
1336 CORNELL ROAD  
GREEN BAY, WI 54313

**CONTRACT (Name and Number):**

Beaver Dam Creek Sewer Relocation

09013 B

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

SEE THE ATTACHED EXPLANATION / JUSTIFICATION ON PAGE 2

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES (FOR ALL WORK):
Original Contract Price: <u>\$360,000.00</u>	Original Contract Time: Substantial Completion (days or date): _____ Ready for final payment (days or date): <u>March 1, 2013</u>
Current Contract Price prior to this Change Order: <u>\$363,726.00</u>	Current Contract Time prior to this Change Order: Substantial Completion (days or date): _____ Ready for final payment (days or date): <u>March 1, 2013</u>
Cost of this Change Order: <u>\$966.00</u>	Time allowed on this Change Order: Substantial Completion (days or date): _____ Ready for final payment (days or date): <u>March 1, 2013</u>
New Contract Price incorporating this Change Order: <u>\$364,692.00</u>	New Contract Time with all approved Change Orders: Substantial Completion (days or date): _____ Ready for final payment (days or date): <u>March 1, 2013</u>

  
\_\_\_\_\_  
Recommended by Engineer / Consulting Engineer

3/21/13  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Accepted by Director of Public Works

\_\_\_\_\_  
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.

VILLAGE OF HOWARD

SECTION 00820

Attachment to Change Order

No. 2

ITEM No.	DESCRIPTION OF WORK	ADDITION QUANTITY	DELETION QUANTITY	UNIT PRICE	ADDITION	DELETION
1-A	Additional crew labor/equipment time	5		\$713.20	\$3,566.00	
1-A	Engineered trench box system	2		\$1,500.00	\$3,000.00	
1-A	6" Sewer service Rosewood (as-ordered)	240		\$60.00	\$14,400.00	
1-A -20	HMA Asphaltic Cold Patch		250	\$80.00		\$20,000.00
					\$20,966.00	\$20,000.00
	Net Contract Adjustment					\$966.00

JUSTIFICATIONS:

- 1 The above costs are associated with a manhole and piping, that were to be installed by the GBMSD project, and are now going to be installed under our project. The increased labor/equipment time is due to an increase in depth. The average bid depth of the sewer is 14.5' vs. the 24' depth of the added work. The average bid depth of manholes are 13.8' vs. the 23.6' manhole added. The original work was on center and the new work is offset in the roadway. Centerline work allowed for trench wall sloping. Offset work requires an engineered trench box system, to be OSHA compliant, and to avoid the loss of curbing & storm sewer associated w/ trench wall sloping. This work is 90% funded by WISDOT (additional crew time & engineered trench box).
- 2 Sewer service has been added on Rosewood because some of the service piping is in need of repair/replacement. Cost is based on depth and existing utilities present in the work area. The original bid item was for a single relocation, 5' deep, with no utilities in the work area.
- 3 Deletion of unused items