



Meeting: Village Board
Meeting Date: 08/27/2012
Agenda Item: 6d

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: Review and Take Action on change order #2 for the Spencer's Crossing Phase 2 Roadway Construction, involving a \$2,246.89 increase.

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 McKeefry & Sons, Inc. with a contract price of \$153,483.90.

This change order reflects the reduction of unused quantities and the addition of items required to maintain proper drainage in lots beyond the Right of Way, and restore additional graded areas.

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

The original contract totaled \$153,483.90. With approval of construction change order #1, the new contract total was adjusted to \$146,637.05 or 4.5% less than the original contract. With approval of construction change order #2, the new contract total will be \$148,883.93 which is still 3.0% 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 April 23, 2012.
- The Village Board approved CCO #1 on June 11, 2012.

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 Spencer’s Crossing Phase 2 Roadway Construction, involving a \$2,246.89 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):

MCKEEFRY AND SONS, INC.
1051 S STATE HWY 32
PULASKI, WI, 54162

OWNER (Name and Address):

VILLAGE OF HOWARD
1336 CORNELL ROAD
GREEN BAY, WI 54313

CONTRACT (Name and Number):

SPENCER'S CROSSING PHASE 2
ROADWAY CONSTRUCTION

10018R

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

SEE THE ATTACHED EXPLANATION / JUSTIFICATION ON PAGE 2

Recommend by Engineer / Consulting Engineer

Accepted by Director of Public Works

Accepted by Owner

Accepted by Contractor

Date

Date

Date

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

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SECTION 00820

Attachment to Change Order

No. 2

ITEM No.	DESCRIPTION OF WORK	ADDITION QUANTITY	DELETION QUANTITY	UNIT PRICE	ADDITION	DELETION
1-A -3	Crushed Aggregate Base Course	137.10		\$8.00	\$1,096.80	
1-A -4	24" Curb and Gutter	10.00		\$7.55	\$75.50	
1-A -6	Asphalt Surface 1-1/4"		12.90	\$55.35		\$714.02
1-A -8	Manhole Adjustment	2.00		\$150.00	\$300.00	
1-A -10	6" Concrete Sidewalk	35.00		\$3.25	\$113.75	
1-A -11	Detectable Warning Field	8.00		\$32.00	\$256.00	
1-A -12	Stone Tracking Pad (as ordered)		11.95	\$8.00		\$95.60
1-A -13	Silt Fence (as ordered)		40.00	\$3.00		\$120.00
1-A -14	Inlet Protection Type Catch-All (as ordered)		6.00	\$75.00		\$450.00
1-A -15	Tracking Pad Maintenance (as ordered)		4.00	\$75.00		\$300.00
1-A -16	Erosion Control Maintenance Personnel (as ordered)		2.00	\$60.00		\$120.00
1-A -17	Erosion Control Maintenance Equipment (as ordered)		2.00	\$50.00		\$100.00
1-A -18	Seeding, Fertilizing & Mulch	190.00		\$0.60	\$114.00	
1-A	Seed & Fertilize disturbed areas beyond easements	12129.00		\$0.40	\$4,851.60	
1-A -20	Erosion Mat (as ordered)		40.00	\$3.00		\$120.00
1-A -9	5" Concrete sidewalk		3.50	\$2.94		\$10.29
1-A	Concrete Strength Penalty		1.00	\$2,530.86		\$2,530.86
					\$6,807.65	\$4,560.77
	Net Contract Adjustment					\$2,246.89

JUSTIFICATIONS:

- 1 Delete unused bid items, add used bid items.
- 2 Additional seeding was required to restore disturbed areas located beyond the terrace and utility easment (Item 1-A)
- 3 Concrete strength pay reduction levied, per contract, for low strength results

PROJECT: **SPENCER'S CROSSING PHASE 2 ROADWAY CONSTRUCTION**

CONTRACT NO.: 10018R

TO (OWNER): **ENGINEERING DEPARTMENT
VILLAGE OF HOWARD
1336 CORNELL ROAD
GREEN BAY, WI 54313**

ENGINEER: **VILLAGE OF HOWARD ENGINEERING DEPARTMENT
1336 CORNELL ROAD
GREEN BAY, WI 54313**

CONTRACTOR: **MCKEEFRY AND SONS, INC.
1051 S STATE HWY 32
PULASKI, WI, 54162**

REQUEST DATE: August 27, 2012 TO: July 27, 2012
 PERIOD FROM: June 23, 2012
 REQUEST NO: **THREE (3)**

CHANGE ORDER SUMMARY

CHANGE ORDERS Number	Approved (date)	ADDITIONS	DEDUCTIONS
CCO#1	6/11/2012		\$6,846.85
CCO#2	8/27/2012	\$2,246.89	
Net change by Change Orders			(\$4,599.96)

State of: _____ County of: _____

The undersigned CONTRACTOR certifies that: (1) all previous progress payments received from OWNER on account of Work done under the Contract have been applied to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at the time of payment free and clear of all liens, security interests and encumbrances (except such as are covered by a bond acceptable to OWNER indemnifying OWNER against any such liens, security interests and encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

By: _____ Date: _____

In accordance with the Contract and this Application for Payment the Contractor is entitled to payment in the amount shown above.

RECOMMENDED by ENGINEER/CONSULTING ENGINEER: _____

APPROVED by DIRECTOR OF PUBLIC WORKS: _____

APPROVED by OWNER: _____

This Certificate is not negotiable. It is payable only to the payee named herein and its issuance, payment and acceptance are without prejudice to any rights of the Owner or Contractor under that Contract.

CONTINUATION SHEET

DIVISION 0 - BIDDING AND CONTRACT DOCUMENTS

REQUEST AND CERTIFICATE FOR PAYMENT
CONTRACTOR'S signed Certification is attached.

SPENCER'S CROSSING PHASE 2
ROADWAY CONSTRUCTION

REQUEST NO.: THREE (3)
ENGINEER'S PROJECT NO.: 10018R

Item No. (A)	Description of Work (B)	Scheduled Quantity (C)	Unit Price (D)	Work Completed		Stored Materials (G)		Total Completed and Stored to Date (E + F + G)	% Compl.	
				Quantity	Amount	Quantity	Amount			Quantity
1-A -1	Excavation and Grading 4537 C.Y.	1 L.S.	\$13,600.00	1.0	\$0.00	0.00	\$0.00	1.00	100%	
1-A -2	Borrow, Soil Class D-3	4,370 C.Y.	\$5.95	4,370	\$26,001.50	0.00	\$0.00	4,370.00	100%	
1-A -3	Crushed Aggregate Base Course	3,260 Ton	\$8.00	3,167	\$25,336.00	0.00	\$0.00	3,260.00	100%	
1-A -4	24" Curb and Gutter	2,020.0 L.F.	\$7.55	2,020	\$15,251.00	0.00	\$0.00	2,020.00	100%	
1-A -5	Asphalt Surface 1-1/4"	230.0 Ton	\$75.00	0	\$0.00	0.00	\$0.00	0.00	0%	
1-A -6	Bituminous Pavement Binder Course	357.0 Ton	\$55.35	0	\$0.00	0.00	\$0.00	0.00	0%	
1-A -7	Geotextile Fabric (as ordered)	538.0 S.Y.	\$1.75	538	\$941.50	0.00	\$0.00	344.10	96%	
1-A -8	Manhole Adjustment	6.0 EA.	\$150.00	1	\$150.00	5.00	\$750.00	6.00	100%	
1-A -9	5" Concrete Sidewalk	8,555.0 S.F.	\$2.94	6,500	\$19,110.00	2051.50	\$6,031.41	8551.50	100%	
1-A -10	6" Concrete Sidewalk	325.0 S.F.	\$3.25	325	\$1,056.25	0.00	\$0.00	325.00	100%	
1-A -11	Detectable Warning Field	8.0 S.F.	\$32.00	8	\$256.00	0.00	\$0.00	8.00	100%	
1-A -12	Slope Tracking Pad (as ordered)	82 Ton	\$8.00	0	\$0.00	70.05	\$560.40	70.05	85%	
1-A -13	Silt Fence (as ordered)	40 L.F.	\$3.00	0	\$0.00	0.00	\$0.00	0.00	0%	
1-A -14	Inlet Protection Type Catch-All (as ordered)	6 EA.	\$75.00	0	\$0.00	0.00	\$0.00	0.00	0%	
1-A -15	Tracking Pad Maintenance (as ordered)	4 EA.	\$75.00	0	\$0.00	0.00	\$0.00	0.00	0%	
1-A -16	Erosion Control Maintenance Personnel (as ordered)	2 HR.	\$60.00	0	\$0.00	0.00	\$0.00	0.00	0%	
1-A -17	Erosion Control Maintenance Equipment (as ordered)	2 HR.	\$50.00	0	\$0.00	0.00	\$0.00	0.00	0%	
1-A -18	Seeding, Fertilizing & Mulch	4,000 S.Y.	\$0.60	3500.00	\$2,100.00	500.00	\$300.00	4,000.00	100%	
1-A -19	Cedar Split Rail Fencing	270 L.F.	\$11.00	0	\$0.00	270.00	\$2,970.00	270.00	100%	
1-A -20	Erosion Mat (as ordered)	40 S.Y.	\$3.00	0	\$0.00	0.00	\$0.00	0.00	0%	
TOTAL SCHEDULE "1-A"					\$103,802.25		\$30,401.75		\$134,204.00	
SUBTOTAL OR TOTAL					\$103,802.25		\$30,401.75		\$134,204.00	

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CONTINUATION SHEET

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REQUEST AND CERTIFICATE FOR PAYMENT
 CONTRACTOR'S signed Certification is attached.

SPENCER'S CROSSING PHASE 2
 ROADWAY CONSTRUCTION

REQUEST NO.: THREE (3)
 ENGINEER'S PROJECT NO.: 10018R

Item No. (A)	Description of Work (B)	Scheduled Quantity (C)	Unit Price (D)	Work Completed		Stored Materials (G)		Total Completed and Stored to Date (E + F + G)		% Compl.	
				Quantity	Amount	Quantity	Amount	Quantity	Amount		Quantity
CHANGE ORDER #1											
1-A	Borrow, Soil Class D-3	1,002.00 Ton	\$5.95	1002.00	\$5,961.90	0.00	\$0.00	1002.00	\$5,961.90	100%	
1-A	Asphalt Surface 1-1/4"	-230.00 Ton	\$75.00	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Geotextile Fabric (as ordered)	2099.00 Ea.	\$1.75	2099.00	\$3,673.25	0.00	\$0.00	2099.00	\$3,673.25	100%	
1-A	Excavation Below Subgrade	256.00 C.Y.	\$3.00	256.00	\$768.00	0.00	\$0.00	256.00	\$768.00	100%	
TOTAL CHANGE ORDER #1					\$10,403.15		\$0.00		\$10,403.15		
CHANGE ORDER #2											
1-A	Crushed Aggregate Base Course	137.10 Ton	\$8.00	0.00	\$0.00	137.10	\$1,096.80	0.00	\$0.00	137.10	100%
1-A	24" Curb and Gutter	10.0 L.F.	\$7.55	0	\$0.00	10.00	\$75.50	0.00	\$0.00	10.00	100%
1-A	Asphalt Surface 1-1/4"	-12.90 Ton	\$55.35	0.00	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Manhole Adjustment	2.00 Ea.	\$150.00	0.00	\$0.00	2.00	\$300.00	0.00	\$0.00	100%	
1-A	6" Concrete Sidewalk	35.0 S.F.	\$3.25	0	\$0.00	35.00	\$113.75	0.00	\$0.00	100%	
1-A	Detectable Warning Field	8.0 S.F.	\$32.00	0	\$0.00	8.00	\$256.00	0.00	\$0.00	100%	
1-A	Stone Tracking Pad (as ordered)	-11.95 Ton	\$8.00	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Silt Fence (as ordered)	-40 L.F.	\$3.00	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Inlet Protection Type Catch-All (as ordered)	-6 EA.	\$75.00	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Tracking Pad Maintenance (as ordered)	-4 EA.	\$75.00	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Erosion Control Maintenance Personnel (as ordered)	-2 HR.	\$60.00	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Erosion Control Maintenance Equipment (as ordered)	-2 HR.	\$60.00	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Seeding, Fertilizing & Mulch	190 S.Y.	\$0.60	0.00	\$0.00	190.00	\$114.00	0.00	\$0.00	100%	
1-A	Seed & Fertilize disturbed areas beyond easements	12,129 S.Y.	\$0.40	0.00	\$0.00	12129.00	\$4,851.60	0.00	\$0.00	100%	
1-A	Erosion Mat (as ordered)	-40 S.Y.	\$3.00	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	5" Concrete Sidewalk	-3.5 S.F.	\$2.94	0	\$0.00	0.00	\$0.00	0.00	\$0.00	0%	
1-A	Concrete Strength Penalty	-1 L.S.	\$2,530.86	0.00	\$0.00	-1.00	(\$2,530.86)	0.00	\$0.00	0%	
TOTAL CHANGE ORDER #2					\$0.00		\$4,276.79		\$0.00	\$4,276.79	
SUBTOTAL OR TOTAL					\$114,205.40		\$34,678.54		\$0.00	\$148,883.94	

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