



Meeting: Village Board
Meeting Date: 08/22/2011
Agenda Item: 5f

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: Geoffrey S. Farr, PE, Director of Public Works

AGENDA ITEM: Review and take action on Change Order #4 for the Off Street Trail and Sidewalk Project involving a \$15,920.50 deduction.

POLICY ISSUE

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

BACKGROUND INFORMATION

Change orders authorize adjustments to the original contract in order to reflect the actual quantities of work needed to complete a project. This change order reflects the reduction of unused quantities and additional items needed to complete the project related to erosion control, restoration and borrowed fill material.

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

The original contract totaled \$495,328.25. With approval of the construction change order, the new contract total would be \$485,079.62 or 2.1% less than the original contract.

The change order will not change the substantial completion date of this project.

PRIOR ACTION/REVIEW

The Village Board awarded the trail and sidewalk project on June 26, 2010.

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</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 #4 for the Off Street Trail and Sidewalk Project reducing the contract total by \$15,920.50”.

POLICY ALTERNATIVE(S)

The Village Board could take the following actions:

- The Village Board could make a motion not to approve the construction change order but would need to decide how to pay for the installed work.

ATTACHED INFORMATION

- I. Change Order #4

COPIES FORWARDED TO:

- I. None

SECTION 00820

Change Order

No. 4

CONTRACTOR (Name and Address):

RC EXCAVATING
2633 QUAIL LANE
SUAMICO, WI 54173

OWNER (Name and Address):

VILLAGE OF HOWARD
1336 CORNELL ROAD
GREEN BAY, WI 54313

CONTRACT (Name and Number):

VILLAGE OF HOWARD & VILLAGE OF SUAMICO
OFF STREET TRAIL &

08010

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:	Original Contract Time:
\$495,328.25	Substantial Completion (days or date): December 6, 2010
	Ready for final payment (days or date): December 6, 2010
Current Contract Price prior to this Change Order:	Current Contract Time prior to this Change Order:
\$501,000.12	Substantial Completion (days or date): December 6, 2010
	Ready for final payment (days or date): December 6, 2010
Cost of this Change Order:	Time allowed on this Change Order:
(\$15,920.50)	Substantial Completion (days or date): 0 days
	Ready for final payment (days or date): 0 days
New Contract Price incorporating this Change Order:	New Contract Time with all approved Change Orders:
\$485,079.62	Substantial Completion (days or date): December 6, 2010
	Ready for final payment (days or date): December 6, 2010


 Recommend by Engineer / Consulting Engineer

B-17-11
 Date

Accepted by Director of Public Works

8/17/11
 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 00120

Attachment to Change Order

No. 4

ITEM No.	DESCRIPTION OF WORK	ADDITION QUANTITY	DELETION QUANTITY	UNIT PRICE	ADDITION	DELETION
1-D -16	Inlet Protection Maintenance (as ordered)		10.00	\$50.00		\$500.00
1-D -17	Erosion Control Maintenance Personnel (as ordered)	16.50		\$60.00	\$990.00	
1-D -18	Erosion Control Maintenance Equipment (as ordered)	2.00		\$50.00	\$100.00	
1-D -19	Silt Fence (as ordered)		200.00	\$3.00		\$600.00
1-D -20	Erosion Mat Class I Urban, Type A (4:1 max, no channels as ordered)		200.00	\$1.50		\$300.00
2-D -3	Borrow, Soil Class D-1 or D-2 Sand by the truck yard (as ordered)		1773.00	\$7.00		\$12,411.00
2-D -4	Borrow Topsoil, Soil Class F-1 topsoil by the truck yard (as -ordered)	56.00		\$9.00	\$504.00	
2-D -10	6" Concrete Sidewalk, ramps		65.00	\$4.20		\$273.00
2-D -33	Seed, Fertilize & Mulch	950.00		\$0.75	\$712.50	
2-D -34	Erosion Control Maintenance Personnel (as ordered)		1.00	\$60.00		\$60.00
2-D -36	Erosion Control Maintenance Equipment (as ordered)	1.00		\$50.00	\$50.00	
2-D -37	Silt Fence (as ordered)		975.00	\$3.00		\$2,925.00
2-D -38	Erosion Mat Class 1 Urban, Type A (4:1 max, no channels, as ordered)		142.00	\$1.50		\$213.00
2-D -39	Erosion Mat Class I, Type B (2:1 max, for channels, as ordered)		398.00	\$2.50		\$995.00
					\$2,356.50	\$18,277.00
	Net Contract Adjustment					(\$15,920.50)

JUSTIFICATIONS:

Delete unused bid item quantities; add used bid item quantities from schedules 1-D and 2-D