



Meeting: Village Board
Meeting Date: 6/13/11
Agenda Item: 6e

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

REVIEWED BY:

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

AGENDA ITEM: Review and take action on Change Order #5 for the Velp Avenue Utility Reconstruction Project involving a \$14,348.57 addition.

POLICY ISSUE

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

BACKGROUND INFORMATION

The Village evaluates the condition of the existing storm sewer system prior to resurfacing streets. The storm sewer on Glendale Avenue, between Cardinal and Velp avenues, is an old system constructed of block manholes. Several structures had failing rings, cones, or deteriorating blocks, and were repaired with new precast components. This work was added to the existing Velp Avenue Utility Reconstruction Project contract.

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

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

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>Enterprise</u>

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

The 2011 Village budget includes provisions for replacement, repair and maintenance of storm sewer facilities. The cost was \$14,348.57.

RECOMMENDED ACTION

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

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

“Motion to approve change order #5 for the Velp Avenue Utility Reconstruction Project increasing the contract total by \$14,348.57”.

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

COPIES FORWARDED TO:

- I. None

SECTION 00820

Change Order

No. 5

CONTRACTOR (Name and Address):

DEGROOT, INC
4201 CHAMPION RD
GREEN BAY, WI 54311

OWNER (Name and Address):

VILLAGE OF HOWARD
1336 CORNELL ROAD
GREEN BAY, WI 54313

CONTRACT (Name and Number):

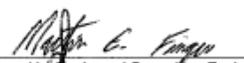
VELP AVENUE UTILITY RECONSTRUCTION

06022

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:
<u>\$1,011,123.26</u>	Substantial Completion (days or date): <u>November 10, 2010</u>
	Ready for final payment (days or date): <u>November 10, 2010</u>
Current Contract Price prior to this Change Order:	Current Contract Time prior to this Change Order:
<u>\$1,019,523.87</u>	Substantial Completion (days or date): <u>November 10, 2010</u>
	Ready for final payment (days or date): <u>November 10, 2010</u>
Cost of this Change Order:	Time allowed on this Change Order:
<u>\$14,348.57</u>	Substantial Completion (days or date): <u>0 days</u>
	Ready for final payment (days or date): <u>0 days</u>
New Contract Price incorporating this Change Order:	New Contract Time with all approved Change Orders:
<u>\$1,033,872.44</u>	Substantial Completion (days or date): <u>November 10, 2010</u>
	Ready for final payment (days or date): <u>November 10, 2010</u>

 _____ Recommended by Engineer / Consulting Engineer	<u>6-6-11</u> _____ Date
 _____ Accepted by Director of Public Works	<u>6/6/11</u> _____ 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. 5

ITEM No.	DESCRIPTION OF WORK	ADDITION QUANTITY	DELETION QUANTITY	UNIT PRICE	ADDITION	DELETION
1A	Glendale Ave Storm Sewer Manhole Repairs	1.00		\$14,348.57	\$14,348.57	
					\$14,348.57	
	Net Contract Adjustment					\$14,348.57

JUSTIFICATIONS:

- 1 Repair storm manholes on Glendale Ave

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

F:\USERS\ENGINEER\06\Project\06022 - Velp Reconstruction\Pay Request\Pay Request 06022.xlsx

De Groot, Inc.
 4201 Champion Rd.
 Green Bay, WI 54311
 USA



Invoice

Invoice Number:
6135

Invoice Date:
May 9, 2011

Page:
1

Voice: 920-866-2348
 Fax: 920-866-2361

De Groot, Inc.
 4201 Champion Rd., Green Bay, WI 54311
 Phone: 920-866-2348 / Fax: 920-866-2361
 degrootincorporated@yahoo.com

Sold To:
 HOWARD WATER DEPARTMENT
 2456 GLENDALE AVE
 PO BOX 12207
 GREEN BAY, WI 54307-2207
 USA

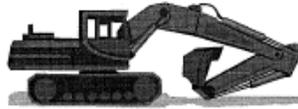
Ship to:
 GLENDALE AVE - SPOT REPAIRS
 USA *MH Repairs*

Customer ID	Customer PO	Payment Terms		
HOW0010		Net 30 Days		
Sales Rep ID	Shipping Method	Ship Date	Due Date	
	Courier		6/8/11	
Quantity	Item	Description	Unit Price	Extension
		3/25/11		
9.75	FO0001	FOREMAN	67.55	658.61
9.75	OP0001	OPERATOR	64.40	627.90
9.00	OP0001	OPERATOR	64.40	579.60
9.00	LA0001	LABORER	57.95	521.55
9.75	LA0001	LABORER	57.95	565.01
9.00	TR0007	SERVICE TRUCK	13.00	117.00
4.00	TR0008	QUAD AXLE	37.00	148.00
4.00	TR0003	TRI AXLE	35.95	143.80
9.00	EQ0004	.75 YD EXCAVATOR	60.55	544.95
9.00	EQ0008	3 YD END LOADER	71.35	642.15
4.00		3" RINGS	20.32	81.28
1.00	MA0101	2" ADJUSTING RING	16.60	16.60
		3/26/11		
10.50	FO0001	FOREMAN	67.55	709.28
10.50	OP0001	OPERATOR	64.40	676.20
10.00	OP0001	OPERATOR	64.40	644.00
10.50	LA0001	LABORER	57.95	608.48
9.50	LA0001	LABORER	57.95	550.53
10.50	TR0007	SERVICE TRUCK	13.00	136.50

	Subtotal	Continued
	Sales Tax	Continued
	Total Invoice Amount	Continued
Check/Credit Memo No:	Payment/Credit Applied	
	TOTAL	Continued

Terms: Net 30, 1.5% Per Month Service Charge on Unpaid balance after 30 Days.

De Groot, Inc.
 4201 Champion Rd.
 Green Bay, WI 54311
 USA



Invoice

Invoice Number:
6135

Invoice Date:
May 9, 2011

Page:
2

Voice: 920-866-2348
 Fax: 920-866-2361

De Groot, Inc.
 4201 Champion Rd., Green Bay, WI 54311
 Phone: 920-866-2348 / Fax: 920-866-2361
 degrootincorporated@yahoo.com

Sold To:
 HOWARD WATER DEPARTMENT
 2456 GLENDALE AVE
 PO BOX 12207
 GREEN BAY, WI 54307-2207
 USA

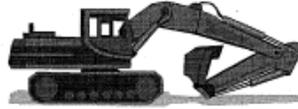
Ship to:
 GLENDALE AVE - SPOT REPAIRS
 USA

Customer ID		Customer PO	Payment Terms	
HOW0010			Net 30 Days	
Sales Rep ID		Shipping Method	Ship Date	Due Date
		Courier		6/8/11
Quantity	Item	Description	Unit Price	Extension
5.00	TR0003	TRI AXLE	35.95	179.75
5.00	TR0008	QUAD AXLE	37.00	185.00
9.00	EQ0004	.75 YD EXCAVATOR	60.55	544.95
9.00	EQ0008	3 YD END LOADER	71.35	642.15
1.00		MH	1,816.25	1,816.25
5.00	MA0080	4" SCH 40 PIPE	1.95	9.75
1.00		4" FERNCO	8.75	8.75
1.00	MA0101	2" ADJUSTING RING	16.60	16.60
8.00	MA0093	SPEED CRETE	23.78	190.24
4.00		3" RINGS	20.32	81.28
		03/29/11		
3.50	FO0001	FOREMAN	67.55	236.43
3.50	OP0001	OPERATOR	64.40	225.40
3.50	LA0001	LABORER	57.95	202.83
3.50	LA0001	LABORER	57.95	202.83
3.50	TR0007	SERVICE TRUCK	13.00	45.50
1.00	TR0008	QUAD AXLE	37.00	37.00
1.00	EQ0004	.75 YD EXCAVATOR	60.55	60.55
2.00	EQ0008	3 YD END LOADER	71.35	142.70
1.00		3" RING	20.32	20.32

	Subtotal	Continued
	Sales Tax	Continued
	Total Invoice Amount	Continued
Check/Credit Memo No:	Payment/Credit Applied	
	TOTAL	Continued

Terms: Net 30, 1.5% Per Month Service Charge on Unpaid balance after 30 Days.

De Groot, Inc.
 4201 Champion Rd.
 Green Bay, WI 54311
 USA



De Groot, Inc.
 4201 Champion Rd., Green Bay, WI 54311
 Phone: 920-866-2348 / Fax: 920-866-2361
 degrootincorporated@yahoo.com

Invoice

Invoice Number:
 6135

Invoice Date:
 May 9, 2011

Page:
 3

Voice: 920-866-2348
 Fax: 920-866-2361

Sold To:
 HOWARD WATER DEPARTMENT
 2456 GLENDALE AVE
 PO BOX 12207
 GREEN BAY, WI 54307-2207
 USA

Ship to:
 GLENDALE AVE - SPOT REPAIRS
 USA

Customer ID		Customer PO		Payment Terms	
HOW0010				Net 30 Days	
Sales Rep ID		Shipping Method		Ship Date	Due Date
		Courier			6/8/11
Quantity	Item	Description	Unit Price	Extension	
2.00	MA0093	SPEED CRETE	23.78	47.56	
1.50		YDS CONCRETE	348.82	523.23	
88.30	MA0069	GRAVEL	10.85	958.06	

	Subtotal	14,348.57
	Sales Tax	
	Total Invoice Amount	14,348.57
Check/Credit Memo No:	Payment/Credit Applied	
	TOTAL	14,348.57

Terms: Net 30, 1.5% Per Month Service Charge on Unpaid balance after 30 Days.