



Meeting: Village Board
Meeting Date: 4/25/11
Agenda Item: #7b

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 #4 for the Velp Avenue Utility Reconstruction Project involving a \$39,068.82 addition.

POLICY ISSUE

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

BACKGROUND INFORMATION

The Village annually televises and cleans a portion (approximately 25,000 feet) of the overall sewer system in an effort to detect and repair sewer system defects village wide. Existing utilities under streets that need resurfacing and reconstruction are also evaluated prior to installing the new pavements. Sanitary sewer repair work included spot repairs and replacement of a section of pipe under Glendale Avenue by the Village Hall and spot repairs on Parkside Court and Shawano Avenue. 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.

This change order reflects the addition of work needed to complete sanitary sewer repair work and has been added to the Velp Avenue Utility Relocation Project.

PRIOR ACTION/REVIEW

FISCAL IMPACT:

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

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

The 2011 Village budget included \$50,000 for this work. The cost was \$39,068.82.

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 #4 for the Velp Avenue Utility Reconstruction Project increasing the contract total by \$39,068.82”.

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

Attachment I

SECTION 00820

Change Order

No. 4

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

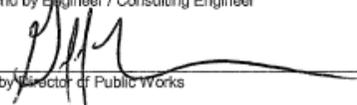
CONTRACT (Name and Number):
VELP AVENUE UTILITY RECONSTRUCTION

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: \$1,011,123.26	Original Contract Time: Substantial Completion (days or date): November 10, 2010 Ready for final payment (days or date): November 10, 2010
Current Contract Price prior to this Change Order: \$980,455.05	Current Contract Time prior to this Change Order: Substantial Completion (days or date): November 10, 2010 Ready for final payment (days or date): November 10, 2010
Cost of this Change Order: \$39,068.82	Time allowed on this Change Order: Substantial Completion (days or date): 0 days Ready for final payment (days or date): 0 days
New Contract Price incorporating this Change Order: \$1,019,523.87	New Contract Time with all approved Change Orders: Substantial Completion (days or date): November 10, 2010 Ready for final payment (days or date): November 10, 2010

 _____ Recommend by Engineer / Consulting Engineer	_____ Date <i>A-20-11</i>
 _____ Accepted by Director of Public Works	_____ Date <i>4/28/11</i>
_____ 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

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SECTION 00820

Attachment to Change Order

No. 4

ITEM No.	DESCRIPTION OF WORK	ADDITION QUANTITY	DELETION QUANTITY	UNIT PRICE	ADDITION	DELETION
1A	Glendale/Shawano/Parkside Sewer Repair	1.00		\$39,068.82	\$39,068.82	
					\$39,068.82	
	Net Contract Adjustment					\$39,068.82

JUSTIFICATIONS:

- 1 Glendale/Shawano/Parkside Sewer Repair and Spot Repair

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