



## STAFF REPORT

DATE: October 2, 2018  
CONSENT  
ITEM #: 4

**AGENDA ITEM:** 2018 Street Improvements – Change Order No. 1

**SUBMITTED BY:** Amanda Groh, Project Engineer

**REVIEWED BY:** Kristina Handt, City Administrator  
Jack Griffin, City Engineer

---

**ISSUE BEFORE COUNCIL:** Should the City Council approve Change Order No. 1 for the 2018 Street Improvements?

**BACKGROUND:** Valley Paving, Inc. was awarded a construction contract on May 15, 2018 to complete the 2018 Street Improvements project. Construction is in progress.

**PROPOSAL DETAILS/ANALYSIS:** Valley Paving, Inc., has submitted a change order to revise the substantial completion date from September 21, 2018 to October 12, 2018 and revise the final completion date from October 26, 2018 to November 9, 2018. The extended contract completion period provides twenty-one (21) additional working days due to work delays caused by saturated soils during and following rain events.

**FISCAL IMPACT:** None. This change order does not change the contract amount.

**RECOMMENDATION:** Staff is recommending that the City Council approve, *as part of the Consent Agenda*, Change Order No. 1 for the 2018 Street Improvements. If removed from the consent agenda, the recommended motion for the action is as follows:

*“Move to approve Change Order No. 1 for the 2018 Street Improvement Project, thereby revising the substantial completion date from September 21, 2018 to October 12, 2018 and revising the final completion date from October 26, 2018 to November 9, 2018”.*

**ATTACHMENTS:**

1. Change Order No. 1.

**CONTRACT CHANGE ORDER FORM**

**CITY OF LAKE ELMO, MINNESOTA**  
**2018 STREET IMPROVEMENTS**  
**PROJECT NO. 2017.156**

**FOCUS ENGINEERING, inc.**

**CHANGE ORDER NO.** 1 **DATE:** September 25, 2018

**TO:** VALLEY PAVING, INC. 8800 13TH AVE E, SHAKOPEE, MN 55379

This Document will become a supplement to the Contract and all provisions will apply hereto. The Contract Documents are modified as follows upon execution of this Change Order.

**CHANGE ORDER DESCRIPTION / JUSTIFICATION:**

This Change Order revises the substantial completion date from September 21, 2018 to October 12, 2018 and revises the final completion date from October 26, 2018 to November 9, 2018.

Twenty-one (21) additional working days are being provided due to work delays caused by saturated soils during and following rain events. This contract extension covers all work on the project from the project start through September 25, 2018. Due to these delays the Contractor will not be able to complete the project within the specified completion date.

**Attachments (list documents supporting change):** None

ITEM	DESCRIPTION OF PAY ITEM	UNIT	QTY	UNIT PRICE	INCREASE/(DECREASE)
<b>NET CONTRACT CHANGE</b>					<b>\$0.00</b>

Amount of Original Contract	\$ 1,043,136.70
Sum of Additions/Deductions approved to date (CO No. 1 )	\$ 0.00
Contract Amount to date	\$ 1,043,136.70
Amount of this Change Order (ADD) (DEDUCT) (NO CHANGE)	\$ 0.00
Revised Contract Amount	\$ 1,043,136.70

The Contract Period for Completion will be (UNCHANGED) (INCREASED) (DECREASED) 21 days

APPROVED BY ENGINEER: FOCUS Engineering, inc.

*Andrew E. [Signature]*  
 ENGINEER

9/25/18  
 DATE

APPROVED BY CONTRACTOR

*[Signature]*  
 BY

9/25/18  
 DATE

APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA

BY \_\_\_\_\_

DATE \_\_\_\_\_

BY \_\_\_\_\_

DATE \_\_\_\_\_