



## STAFF REPORT

DATE: July 20, 2021

### **CONSENT**

**AGENDA ITEM:** Old Village Phase 5 and 6 Street, Drainage and Utility Improvements – Change Order No. 1

**SUBMITTED BY:** Chad Isakson, Project Engineer

**REVIEWED BY:** Kristina Handt, City Administrator  
Marty Powers, Public Works Director  
Jack Griffin, City Engineer

---

**ISSUE BEFORE COUNCIL:** Should the City Council approve Change Order No. 1 for the Old Village Phase 5 and 6 Street, Drainage and Utility Improvements?

**BACKGROUND:** A-1 Excavating was awarded a construction contract on March 16, 2021 to complete the Old Village Phase 5 and 6 Street Drainage, and Utility Improvements. Work remains in progress with a milestone 1 completion date of October 15, 2021, milestone 2 completion date of October 14, 2022, substantial completion date of June 30, 2023 and final completion date of July 28, 2023. Completion dates are subject to change with the revised sanitary sewer design underway.

**PROPOSAL DETAILS/ANALYSIS:** A-1 Excavating has submitted a change order to address installation of a water service to 3240 Lake Elmo Avenue. The service was found to be in a different location in the field directly in conflict with Boring Pit #3. In order to maintain water service to the property a new service line had to be installed from where the watermain was cut off to the line running into the home.

The change order also captures the Council direction to allow parking on the south side of 32<sup>nd</sup> Street between Lake Elmo Avenue and Klondike Avenue. Four “No Parking” signs will be removed from the contract based on this direction.

**FISCAL IMPACT:** This change order will increase the contract in the amount of \$5,554.56 bringing the revised construction contract to \$6,493,712.39.

**RECOMMENDATION:** Staff is recommending that the City Council approve, *as part of the Consent Agenda*, Change Order No. 1 for the Old Village Phase 5 and 6 Street, Drainage and Utility 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 Old Village Phase 5 and 6 Street, Drainage, and Utility Improvements, thereby increasing the contract amount by \$5,554.56”.***

### **ATTACHMENTS:**

1. Change Order No. 1.

# CONTRACT CHANGE ORDER FORM

CITY OF LAKE ELMO, MINNESOTA  
 OLD VILLAGE PH 5 & 6: STREET, DRAINAGE, & UTILITY IMPROVMENTS  
 PROJECT NO. 2019.116

**FOCUS** ENGINEERING, Inc.

CHANGE ORDER NO. 1

DATE: July 20, 2021

TO: A-1 Excavating, 8237 State Hwy 64, PO Box 90, Bloomer, WI 54724

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 is being processed at the direction of the City to amend the Contract as follows:

- 1) Install water service to 3240 Lake Elmo Avenue. The actual water service found in the field was in the middle of Boring Pit #3. The pit construction required the service to be cut out and, in order to provide service to the home, a new service had to be installed.
- 2) Remove "No Parking" signs (4) from the construction plans on the south side of 32nd Street between Lake Elmo Avenue and Klondike Avenue per City Council direction.

Attachments (list documents supporting change): SHEET 85

ITEM	DESCRIPTION OF PAY ITEM	UNIT	QTY	UNIT PRICE	INCREASE/(DECREASE)
CO1-1	INSTALL WATER SERVICE TO 3240 LAKE ELMO AVENUE	LS	1	\$5,950.56	\$5,950.56
CO1-2	SIGN TYPE C	SF	-9	\$44.00	(\$396.00)
NET CONTRACT CHANGE					\$5,554.56

Amount of Original Contract	\$ 6,488,157.83
Sum of Additions/Deductions approved to date (CO #1)	\$ 0.00
Contract Amount to date	\$ 6,488,157.83
Amount of this Change Order (ADD) ( <del>DEDUCT</del> ) ( <del>NO CHANGE</del> )	\$ 5,554.56
Revised Contract Amount	\$ 6,493,712.39

The Contract Period for Completion will be (UNCHANGED) (~~INCREASED~~) (~~DECREASED~~) \_\_\_\_\_ days

APPROVED BY ENGINEER: FOCUS Engineering, Inc.

Chl dl  
 ENGINEER  
 7/14/2021  
 DATE

APPROVED BY CONTRACTOR

B/A  
 BY  
7-15-21  
 DATE

APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA

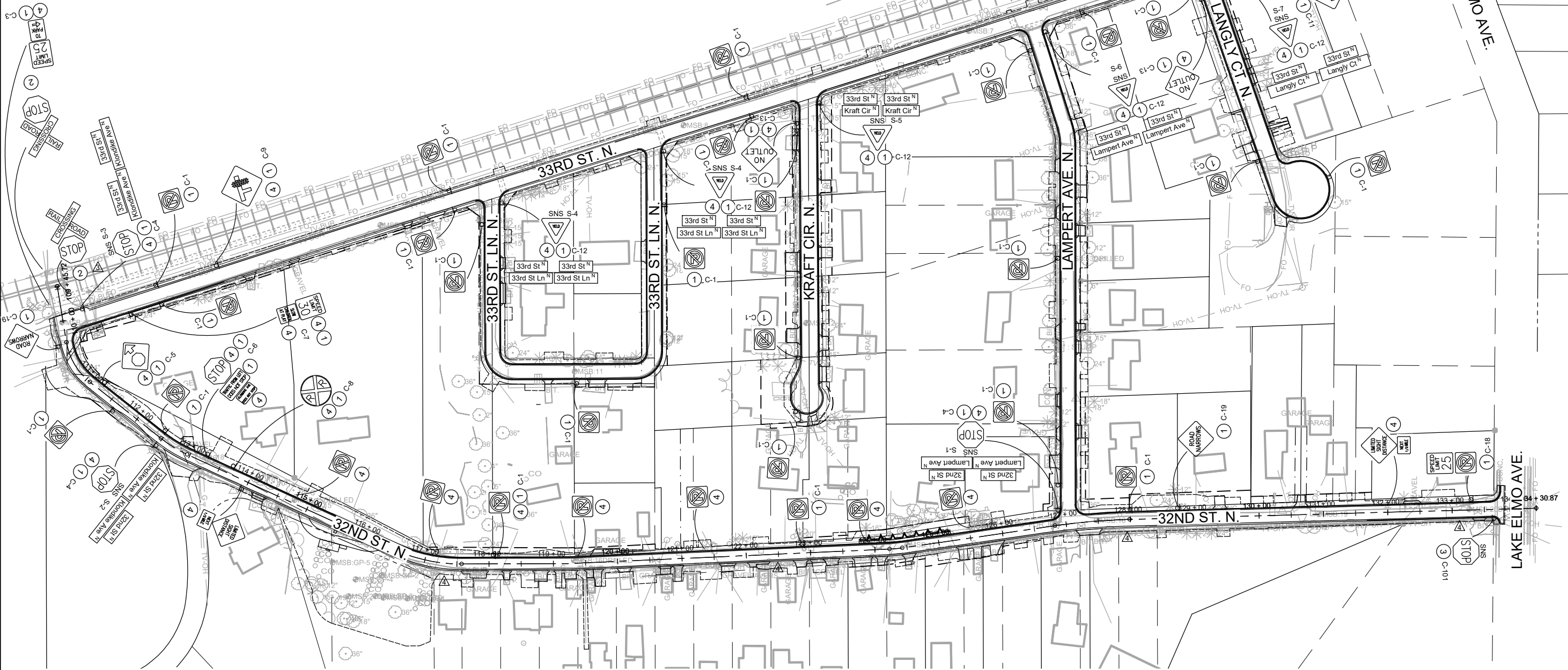
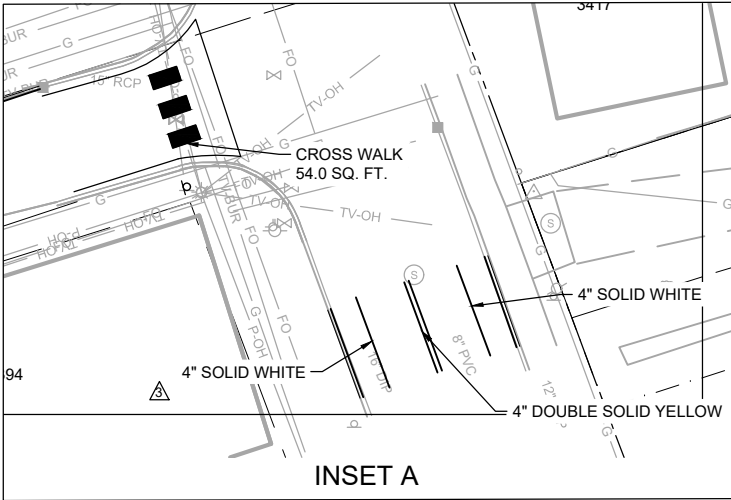
\_\_\_\_\_  
 BY  
 \_\_\_\_\_  
 DATE

\_\_\_\_\_  
 BY  
 \_\_\_\_\_  
 DATE

NOTES:

- ① FURNISH AND INSTALL  
② INPLACE  
③ SALVAGE AND INSTALL  
④ REMOVE  
SNS STREET NAME SIGN

- ALL PAVEMENT MARKING, EXCEPT PAVEMENT MARKING SYMBOLS, SHALL BE EPOXY RESIN WITH DROP-ON GLASS BEADS.  
• ALL PAVEMENT MARKING SYMBOLS SHALL BE PREFORMED THERMOPLASTIC, GROUND IN AND COMPLY WITH MNDOT APPROVED PRODUCTS



DRAWN BY: ZTS  
DESIGNER: ZTS/JRT  
CHECKED BY: SDH  
DESIGN TEAM

NO.	BY	DATE
1	ZTS	7/14/21
2	ZTS	3/2/21

REVISIONS  
REMOVE (4) NO PARKING SIGNS SOUTH SIDE OF 32ND ST  
CHANGE ORDER #1

REVISIONS



PHONE: 651.490.2000  
3535 VADNAIS CENTER DRIVE  
ST. PAUL, MN 55110-5196  
www.sehinc.com

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.  
*Zachary Stafslie*  
Date: 12/15/2020  
ZACHARY STAFSLIEN, PE  
Lic. No. 56679

LAKE ELMO,  
MINNESOTA

SIGNING AND STRIPING PLAN  
OLD VILLAGE PHASE 5 & 6  
IMPROVEMENTS

FILE NO.  
LAKMO 151537

85  
137