



## STAFF REPORT

DATE: June 6, 2017

**CONSENT**

ITEM #: 6

**AGENDA ITEM:** Inwood Booster Station Improvements - Change Order No. 4

**SUBMITTED BY:** Jack Griffin, City Engineer

**REVIEWED BY:** Kristina Handt, City Administrator  
Rob Weldon, Public Works Director  
Chad Isakson, Project Engineer

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**ISSUE BEFORE COUNCIL:** Should the City Council approve Change Order No. 4 for the Inwood Booster Station Improvements?

**BACKGROUND:** Magney Construction, Inc. was awarded a construction contract to complete the Inwood Booster Station Improvements on February 2, 2016. The booster station construction work is completed with the exception of finalizing SCADA controls programming and start-up.

**PROPOSAL DETAILS/ANALYSIS:** Magney Construction, Inc. has submitted a change order to increase the SCADA programming budget by \$3,087.00 to account for additional programming needed for operational controls. The original contract included a programming allowance that has proven to be insufficient to complete the work as needed. This change order also extends the contract substantial completion date from December 12, 2016 to June 30, 2017 to reflect operation and equipment modifications and to coordinate start-up and training with Public Works staff.

**FISCAL IMPACT:** This change order will increase the contract in the amount of \$3,087.00 bringing the revised construction contract to \$1,315,434.45. With this change order the project remains within the authorized project budget and contingencies.

**RECOMMENDATION:** Staff is recommending that the City Council approve, *as part of the Consent Agenda*, Change Order No. 4 for the Inwood Booster Station Improvements. If removed from the consent agenda, the recommended motion for the action is as follows:

***“Move to approve Change Order No. 4 for the Inwood Booster Station Improvements, thereby increasing the contract amount by \$3,087.00 and extending the substantial completion date from December 12, 2016 to June 30, 2017”.***

**ATTACHMENTS:**

1. Change Order No. 4.

# CONTRACT CHANGE ORDER FORM

**CITY OF LAKE ELMO, MINNESOTA**  
**INWOOD BOOSTER STATION IMPROVEMENTS**  
**PROJECT NO. 2014.129**

**FOCUS** ENGINEERING, inc.

**CHANGE ORDER NO.** 4

**DATE:** May 19, 2017

**TO:** Magney Construction, Inc., 1401 Park Road, Chanhassen, MN 55317

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 increases the SCADA programming allowance by \$3,087.00 to account for additional programming needed for operational controls. The original contract included a programming allowance that has proven to be insufficient to complete the work as needed. This change order also extends the contract substantial completion date from December 12, 2016 to June 30, 2017 and the final completion date to July 27, 2017, to reflect operation and equipment modifications and to coordinate start-up and training with Public Works staff. See attached supporting documents for clarification & cost breakdowns.

**Attachments (list documents supporting change):** Attached price quotation

ITEM	DESCRIPTION OF PAY ITEM	UNIT	QTY	UNITE PRICE	INCREASE/(DECREASE)
CO4	Programming Allowance adjustment	LS	1	\$3,087.00	\$3,087.00

**NET CONTRACT CHANGE** **\$3,087.00**

Amount of Original Contract	\$	1,308,404.00
Sum of Additions/Deductions approved to date (CO Nos. 1 & 2)	\$	3,943.45
Contract Amount to date	\$	1,312,347.45
Amount of this Change Order (ADD) ( <del>DEDUCT</del> ) ( <del>NO CHANGE</del> )	\$	3,087.00
Revised Contract Amount	\$	1,315,434.45

The Contract Period for Completion will be ~~(UNCHANGED)~~ (INCREASED) (~~DECREASED~~) **140** days

***Extends substantial completion date from 12/31/2016 to 6/30/2017 and final completion date to 7/27/2017.***

APPROVED BY ENGINEER: MSA PROFESSIONAL SERVICES

APPROVED BY CONTRACTOR

ENGINEER

BY

DATE

DATE

APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA

BY

BY

DATE

DATE

<b>SEND TO</b>			
Company name <b>MSA</b>		From Peter Aldritt	
Attention Lucas Jones		Date 5/16/2017	
Fax	Phone	Proposal # <b>MC-P6</b>	

☐ Urgent
 ☐ Please comment
 ☒ Please review
 ☐ For your information

Total pages, including cover: 2

## COMMENTS

### RE: Booster Station Program Changes

Lucas,  
 We are offering the following price to complete the program changes.

<b>Material:</b>	\$	-
<b>Labor:</b>	\$	-
<b>Subcontractor:</b> Telemetry and Process Controls, Inc.	\$	2,940.00
<b>Subtotal</b>	\$	2,940.00
<b>General Contractor's Overhead</b>	\$	147.00
<b>Bond &amp; Insurance premiums</b>		
<b>Total</b>	<b>\$</b>	<b>3,087.00</b>

Please review this proposal and feel free to contact me with any questions, comments or concerns.

Thank you,

Peter Aldritt  
 Project Manager

Accepted By	Date