



## STAFF REPORT

DATE: August 7, 2019

### **CONSENT**

**AGENDA ITEM:** 2019 Mill and Overlay – Change Order No. 1

**SUBMITTED BY:** Amanda Groh, 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 2019 Mill and Overlay project?

**BACKGROUND:** T.A. Schifsky & Sons, Inc. was awarded a construction contract on April 16, 2019 to complete the 2019 Mill and Overlay project. Construction is ongoing.

**PROPOSAL DETAILS/ANALYSIS:** T.A. Schifsky & Sons, Inc. has submitted a change order to address the additional work requested by the City to provide a water service stub to Pebble Park; complete pavement patching along Keats Ave at the intersection with 59<sup>th</sup> St Ct N, 57<sup>th</sup> St N, and near 51<sup>st</sup> St N; and to replace existing concrete rings on catch basins in Wild Flower Shores adjacent to damaged curb that needs replacement.

**FISCAL IMPACT:** This change order will increase the contract in the amount of \$8,140.00, \$2,640.00 from the watermain fund and \$5,500.00 out of the 2019 street maintenance budget, bringing the revised construction contract to \$673,433.05. 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. 1 for the 2019 Mill and Overlay project. If removed from the consent agenda, the recommended motion for the action is as follows:

***“Move to approve Change Order No. 1 for the 2019 Mill and Overlay project, thereby increasing the contract amount by \$8,140.00”.***

### **ATTACHMENTS:**

1. Change Order No. 1.

# CONTRACT CHANGE ORDER FORM

<b>CITY OF LAKE ELMO, MINNESOTA</b> <b>2019 MILL AND OVERLAY</b> <b>PROJECT NO. 2018.132</b>	<b>FOCUS</b> ENGINEERING, inc.																		
<b>CHANGE ORDER NO.</b> <u>1</u> <b>DATE:</b> <u>August 6, 2019</u>																			
<b>TO:</b> <u>T.A. SCHIFSKY &amp; SONS, INC., 2370 E HWY 36, NORTH ST. PAUL, MN 55109</u>																			
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.																			
<b>CHANGE ORDER DESCRIPTION / JUSTIFICATION:</b>																			
This change order is being processed at the request of City staff to include additional work as noted in the attached itemization of items.																			
<b>Attachments (list documents supporting change):</b> <u>Itemization of Items</u>																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">ITEM</th> <th style="width: 40%;">DESCRIPTION OF PAY ITEM</th> <th style="width: 10%;">UNIT</th> <th style="width: 10%;">QTY</th> <th style="width: 15%;">UNIT PRICE</th> <th style="width: 15%;">INCREASE/(DECREASE)</th> </tr> </thead> <tbody> <tr> <td></td> <td>**See attached itemization</td> <td></td> <td></td> <td></td> <td style="text-align: right;">\$8,140.00</td> </tr> <tr> <td colspan="5" style="text-align: right;"><b>NET CONTRACT CHANGE</b></td> <td style="text-align: right;"><b>\$8,140.00</b></td> </tr> </tbody> </table>		ITEM	DESCRIPTION OF PAY ITEM	UNIT	QTY	UNIT PRICE	INCREASE/(DECREASE)		**See attached itemization				\$8,140.00	<b>NET CONTRACT CHANGE</b>					<b>\$8,140.00</b>
ITEM	DESCRIPTION OF PAY ITEM	UNIT	QTY	UNIT PRICE	INCREASE/(DECREASE)														
	**See attached itemization				\$8,140.00														
<b>NET CONTRACT CHANGE</b>					<b>\$8,140.00</b>														
<table style="width: 100%;"> <tr> <td style="width: 70%;">Amount of Original Contract</td> <td style="width: 30%; text-align: right;">\$ 665,293.05</td> </tr> <tr> <td>Sum of Additions/Deductions approved to date (CO Nos. )</td> <td style="text-align: right;">\$ 0.00</td> </tr> <tr> <td>Contract Amount to date</td> <td style="text-align: right;">\$ 665,293.05</td> </tr> <tr> <td>Amount of this Change Order (ADD) (DEDUCT) (NO-CHANGE)</td> <td style="text-align: right;">\$ 8,140.00</td> </tr> <tr> <td>Revised Contract Amount</td> <td style="text-align: right;">\$ 673,433.05</td> </tr> </table>		Amount of Original Contract	\$ 665,293.05	Sum of Additions/Deductions approved to date (CO Nos. )	\$ 0.00	Contract Amount to date	\$ 665,293.05	Amount of this Change Order (ADD) (DEDUCT) (NO-CHANGE)	\$ 8,140.00	Revised Contract Amount	\$ 673,433.05								
Amount of Original Contract	\$ 665,293.05																		
Sum of Additions/Deductions approved to date (CO Nos. )	\$ 0.00																		
Contract Amount to date	\$ 665,293.05																		
Amount of this Change Order (ADD) (DEDUCT) (NO-CHANGE)	\$ 8,140.00																		
Revised Contract Amount	\$ 673,433.05																		
The Contract Period for Completion will be (UNCHANGED) ( <del>INCREASED</del> ) ( <del>DECREASED</del> ) <u>0</u> days																			
APPROVED BY ENGINEER: FOCUS Engineering, inc.  _____ ENGINEER <u>7/29/19</u> _____ DATE	APPROVED BY CONTRACTOR  _____ BY <u>7-29-19</u> _____ DATE																		
APPROVED BY OWNER: CITY OF LAKE ELMO, MINNESOTA  <table style="width: 100%;"> <tr> <td style="width: 50%;">           _____            BY         </td> <td style="width: 50%;">           _____            BY         </td> </tr> <tr> <td>           _____            DATE         </td> <td>           _____            DATE         </td> </tr> </table>		_____ BY	_____ BY	_____ DATE	_____ DATE														
_____ BY	_____ BY																		
_____ DATE	_____ DATE																		

CHANGE ORDER NO. 1

2019 MILL AND OVERLAY  
CITY OF LAKE ELMO, MINNESOTA  
PROJECT NO. 2018.132



ITEM	DESCRIPTION OF PAY ITEM	UNIT	CHANGE ORDER			DESCRIPTION / JUSTIFICATION
			QUANTITY	UNIT PRICE	AMOUNT	
CO1-1	WATER SERVICE TO PEBBLE PARK	LS	1.0	\$2,640.00	\$2,640.00	This item was added as a request by Public Works to be able to provide water service to the drinking fountain in Pebble Park.
CO1-2	KEATS AVE PAVEMENT PATCHING	LS	1.0	\$3,500.00	\$3,500.00	This item was added to repair settlement/patching concerns raised by Public Works.
CO1-3	ADJUST CATCH BASIN CASTING WITH NEW RINGS AND INFI-SHIELD	EA	4.0	\$500.00	\$2,000.00	This item was added to replace existing concrete rings while repairing damaged curb adjacent to catch basins in the Wild Flower Shores neighborhood.

TOTALS - CHANGE ORDER NO. 1

\$8,140.00