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City of Hiawatha

Engineering Department

101 Emmons St., Hiawatha Iowa, 52233-1697
PHONE (319) 393-1515 ext. 511 FAX (319) 393-1516

To: **Mayor and City Council** **Date: February 8, 2017**

From: John C Bender PE, City Engineer

Re: **2015 Sewer and Water Extension Project**

Description: **Change Order #3**

Report:

Attached you will find the description of Change Order #3 prepared by MSA Professional Services for the 2015 Sewer and Water Extension Project. Change order number #3 is an increase in cost for additional wiring and controls for connection of the reserve generating unit to the package pump station. Neither unit had the required wiring and controls for transfer of the electrical power from the electric utility to the stand-by generating power unit in the event of power failure.

Engineering recommends approval of change order No 3 with an increase in cost in the amount of $3,444.48.

If you need any further information, please let me know.

Change Order

No. 3

Date of Issuance: February 1, 2017 Effective Date:

Project: HIAWATHA WATER AND SEWER EXTENSION	Owner: CITY OF HIAWATHA	Owner's Contract No.: N/A
Contract: HIAWATHA WATER AND SEWER EXTENSION		Date of Contract: December 21, 2015
Contractor: RICKLEFS EXCAVATING, LTD		Engineer's Project No.: 07808006

The Contract Documents are modified as follows upon execution of this Change Order:

Description: Change Order #3 includes work to wire the new generator and controls.

Attachments (list documents supporting change):

Ricklefs' invoice

CHANGE IN CONTRACT PRICE:

Original Contract Price:

$1,282,379.00

[Increase] from previously approved Change Orders No. 1 to No.: 2

$7,272.00

Contract Price prior to this Change Order:

$1,289,651.00

[Increase] of this Change Order:

$3,444.48

Contract Price incorporating this Change Order:

$1,293,095.48

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ✓ Calendar days

Milestone 1 Substantial completion (days or date): August 22, 2016

Ready for final payment (days or date): September 21, 2016

NO CHANGE from previously approved Change Orders No. _____ to No. _____:

Substantial completion (days): NO CHANGE

Ready for final payment (days): NO CHANGE

Contract Times prior to this Change Order:

Substantial completion (days or date): NO CHANGE

Ready for final payment (days or date): NO CHANGE

[Increase] of this Change Order:

Substantial completion (days or date): NO CHANGE

Ready for final payment (days or date): NO CHANGE

Contract Times with all approved Change Orders:

Substantial completion (days or date): NO CHANGE

Ready for final payment (days or date): NO CHANGE

RECOMMENDED:

By: _____
Engineer (Authorized Signature)

Date: 2-6-17

Approved by Funding Agency (if applicable):

_____

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: 1/31/17

Date: _____

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.

RICKLEFS EXCAVATING, LTD

12536 Buffalo Road
Anamosa, IA 52205

Request for Change

RFC Number: 3
Date: 10/11/2016

Regarding:

THe specifications called for no electric work inside the prefabricated lift station, the drawings did not show any connections either. Attached is the change for the work inside the lift station performed by Trey Electric and the specifcation section stating that electrical work sahll be outside he prefabricated lift station.

To:
MSA Professional Services Inc
1605 Associates Dr. Suite 102
Dubuque, IA 52002

Job Site:
Hiawatha Water & Sewer Ext.
101 Emmons Street
Hiawatha, IA 52233

Requested By:	Phone:	E-mail:
Bud Maynard	(319) 462-4435	bud@ricklefsexcavating.com

Recipients:	Phone:	E-mail:
Joseph Elsinger		jelsinger@msa-ps.com

Requested Change:	Change to Contract
Trey Electric	$ 3069.94
Ricklefs P&O	$ 307.00
increase bond	$ 67.54

RFC Total	$ 3444.48

Please respond by: 10/12/2016

Bud Maynard
Ricklefs Excavating, Ltd

Joseph Elsinger
MSA Professional Services Inc

DRAFT

RESOLUTION NO. 17-
City Council

RESOLUTION APPROVING CHANGE ORDER #3
FY 2015 Water and Sewer Extension Project

WHEREAS, the City Council of the City of Hiawatha, Iowa, has contracted for the FY 2015 Water and Sewer Extension Project with Ricklefs Excavating, Ltd., of Anamosa, Iowa, and

WHEREAS, the City Engineer has recommended Change Order #3 consisting of work to wire the new generator and controls, with an increase of $3,444.48, bringing the total revised contract amount to $1,293,095.48, for the FY 2015 Water and Sewer Extension Project, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIAWATHA, IOWA, to approve Change Order #3 for the FY 2015 Water and Sewer Extension Project with an increase in contract amount of $3,444.48, resulting in a revised total project contract amount of $1,293,095.48.

AYES:
NAYS:
ABSENT:

PASSED AND APPROVED this 15th day of February, 2017.

_____
Bill Bennett, Mayor

ATTEST:

_____
Kelly Kornegor, City Clerk