



MEMORANDUM

TO: City of Menasha Common Council
From: Nancy McKenney, RDH, MS, Public Health Director
Date: February 12, 2015
RE: City of Menasha Senior Center Renovation

BACKGROUND

As you know, the Menasha Senior Center was included in the 2014 Budget. The funding for this project, as was laid out in the budget, is as follows:

CDBG Grant: \$175,000
City Share (2014 Capital Projects Budget – Borrowing): \$87,500
Donations: \$87,500
Estimated Total Project Cost: \$350,000

Current project costs:

\$319,100.00 Commonwealth Construction
\$ 6,103.95 Proposed change order expenses
\$ 3,804.00 Included in specs, not part of construction contract (utility service, fiber optics)
\$329,007.95 Total current project costs

To date current grant obligations are:

\$164,503.97 Grant Share (50 percent)
\$ 82,251.98 City Share (25 percent)
\$ 82,251.98 Donations (25 percent)

Donations as of January 30th:

\$ 82,251.98 Goal
\$ 42,753.41 Raised
\$ 30,000.00 Pledged (Note: \$10,000 pledged in 2016)
\$ 9,498.57 Balance to raise

ANALYSIS

Overall Senior Center renovation project costs are under budget. Specifications did not include funds for excavation, cabinetry in the health room and kitchen, lockable closet doors, and carpet tab installation.

FISCAL IMPACT

Approving the change orders will allow the City of Menasha to leverage block grant funds for items not originally in the specifications.

RECOMMENDATION

Staff recommends that project changes be approved.

CHANGE ORDER

DATE: February 16, 2015

CHANGE ORDER NO: One (1)

CONTRACTOR: Commonwealth Construction
CONTRACT NO: PF 13B-14
PROJECT: Senior Center Renovation

You are directed to make the changes noted below in the subject contract unit number.
I. See attached sheet.

The changes result in the following adjustments:

	CONTRACT-TOTAL	TIME
Prior to this Change Order	<u>\$319,100.00</u>	_____ Days
Adjustments per this Change Order	<u>\$6,103.95</u>	_____ Days
Current Contract Status	<u>\$325,203.95</u>	_____ Days

Directed/Authorized
City of Menasha
By: _____

Date: _____

Accepted
By: _____

Date: _____

Senior Center Renovation - 02-11-15 Budget Adjustment

Change Order Expenses	
\$ 1,290.00	Tri-City Glass: Closet Doors, lockable (currently sliding doors no lock) - installation pending
\$ 937.79	TRIMPAC: Cabinets and counter Health Room (includes Commonwealth labor)
\$ 3,551.00	Cabinets and counter for kitchen/serving, lockable file (includes Commonwealth labor)
\$ 597.16	Jason Guelig Excavating: Mobilization required by excavator - storm sewer line
\$ 303.00	HJ Martin: Flooring: Install carpet tab to make carpet flush with tile
\$ 6,678.95	Total Change Order Expenses

Change Order Budget Adjustment	
\$ (360.00)	Medcore - change in locksets
\$ (215.00)	Schwitzer - change in lighting controls
\$ (575.00)	Total Change Order Budget Adjustment

Current Additional Expenses	
\$ 6,678.95	Total Change Order Expenses
\$ (575.00)	Total Change Order Budget Adjustment
\$ 6,103.95	Total Budget Adjustment