



321 Milwaukee Street • P.O. Box 340 • Menasha, WI 54952-0340 [www.menashautilities.com](http://www.menashautilities.com)

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**MEMORANDUM**

TO: Mark Radtke, Director  
Public Works

FROM: Melanie Krause, General Manager  
Tim Gosz, Water Plant Supervisor

DATE: February 25, 2015

SUBJECT: Change order #4

At the Regular Meeting on February 25 the Menasha Utilities Commission passed a motion for the Board of Public Works to recommend to the Common Council authorization of Change Order #4 for J.F. Ahern in the net amount of \$269.00. This change order voids change order #1 in the amount of \$3,177.22 which was not approved by the Menasha Utilities Commission. Change order #4 shows the reimbursement of the fees back to J.F. Ahern Co., along with the authorized charge of \$269.00 for actual building permit fees required.

Copies of supporting documents are enclosed.

# McMAHON

ENGINEERS ARCHITECTS

1445 McMahon Drive P.O. Box 1025  
 Neenah, WI 54956 Neenah, WI 54957-1025  
 Telephone: (920)751-4200  
 FAX: (920)751-4284

## CHANGE ORDER

(Contractor)  
**J.F. AHERN CO.**  
 4201 Champion Road  
 Green Bay, WI 54311

Contract No. M0002-930724  
 Project File No. M0002-930724.04  
 Change Order No. Four (4)  
 Issue Date: February 6, 2015  
 Project: Menasha Utilities  
Water Treatment Facility  
Low Lift Pump Modifications

**You Are Directed To Make The Changes Noted Below In The Subject Contract:**

	(Item Description)	(Price)
4.1	VOID Change Order #1, Which Was Never Officially Executed, But Has Been Carried Over In Subsequent Change Orders #2 and #3 - Building Permit Fee Refunded by City Of Menasha , .....DEDUCT	- \$3,177.22
4.2	Balance Due On Remainder Of Reimbursement Of Building Permit Fee..... ADD	+ \$269.00
	<b>TOTAL</b>	<b>- \$2,908.22</b>

**The Changes Result In The Following Adjustments:**

	CONTRACT PRICE	TIME
Prior To This Change Order	<u>\$439,567.22</u>	<u>          </u> days
Adjustments Per This Change Order	<u>- \$2,908.22</u>	<u>          </u> days
Current Contract Status	<u>\$436,659.00</u>	<u>          </u> days

Recommended:  
**McMAHON**  
 Neenah, Wisconsin

Accepted:  
**J.F. AHERN CO.**  
 Fond du Lac, Wisconsin

Authorized:  
**MENASHA UTILITIES**  
**City Of Menasha**  
 Menasha, Wisconsin

By:   
 Date: 2/16/15

By:   
 Date: 2-15-15

By: \_\_\_\_\_  
 Date: \_\_\_\_\_

- OWNER Copy
- CONTRACTOR Copy
- ENGINEER Copy (Contract Copy)
- FILE COPY

Four Copies Should Accompany This Change Order  
**Execute And Return To ENGINEER For Distribution**



855 Morris Street | P.O. Box 1316  
Fond du Lac, WI 54936-1316  
main 920.921.9020 | fax 920.929.8825  
www.jfahern.com

February 5, 2015  
Ph: 920.751.4200  
Fx: 920.751.4284

Mr. Don Voogt  
McMahon Associates, Inc.  
1445 McMahon Drive  
PO Box 1025  
Neenah, WI 54957-1025

**RE: Menasha WTF Low Lift Pump Mods**  
**Ahern Job #: 211976**  
**Customer Contract #: M0002-930724**  
**Permit Fee Reimbursement**

Dear Don:

This change order is for reimbursement of costs associated with obtaining the building permit, in accordance with specification section 01 20 01.00, paragraph 1.3 - Building Permit. The City of Menasha has sent us a check in the amount of \$2,908.66 for partial reimbursement. The amount of the change order is the difference yet to be paid.

Respond by: 03/07/2015

**Two Hundred Sixty-nine And 00/100 Dollars.....\$269.00**

This proposal only covers the direct costs of labor, materials and equipment to execute the changed work described in the proposal.

At the present time, we cannot assess or evaluate the overall impact of the changed work on our original scope of work.

We thereby reserve our rights to claim for any indirect costs which may arise in the future as a result of delays to the work, out of sequence work, inefficiencies, extended contract completion, labor and material escalation and / or acceleration and extended warranties.

Sincerely,

**J. F. Ahern Co.**

John Kliuzing  
Senior Project Manager  
WI Major Construction Division

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## CHANGE ORDER

(Contractor)  
**J.F. AHERN CO.**  
 4201 Champion Road  
 Green Bay, WI 54311

Contract No. M0002-930724  
 Project File No. M0002-930724.04  
 Change Order No. One (1)  
 Issue Date: October 8, 2014  
 Project: Menasha Utilities  
Water Treatment Facility  
Low Lift Pump Modifications

You Are Directed To Make The Changes Noted Below In The Subject Contract:

	(Item Description)	(Price)
1.1	Reimburse Building Permit Fee, Per Specifications..... ADD	+ \$3,177.22
	<b>TOTAL</b>	<b>+ \$3,177.22</b>

The Changes Result In The Following Adjustments:

	CONTRACT PRICE	TIME
Prior To This Change Order	<u>\$429,900.00</u>	<u>          </u> days
Adjustments Per This Change Order	<u>+ \$3,177.22</u>	<u>          </u> days
Current Contract Status	<u>\$433,077.22</u>	<u>          </u> days

Recommended:  
**McMAHON**  
 Neenah, Wisconsin

Accepted:  
**J.F. AHERN CO.**  
 Fond du Lac, Wisconsin

Authorized:  
**MENASHA UTILITIES**  
**City Of Menasha**  
 Menasha, Wisconsin

By: [Signature]  
 Date: 10/8/14

By: [Signature]  
 Date: 10-9-14

By: [Signature]  
 Date: \_\_\_\_\_

- OWNER Copy
- CONTRACTOR Copy
- ENGINEER Copy (Contract Copy)
- FILE COPY

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