

CHANGE ORDER

DATE: 4/29/2015

CHANGE ORDER NO: Two (2)

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.

The changes result in the following adjustments:

	CONTRACT-TOTAL	TIME
Prior to this Change Order	<u>\$326,554.50</u>	_____ Days
Adjustments per this Change Order	<u>\$92.74</u>	_____ Days
Current Contract Status	<u>\$326,647.24</u>	_____ Days

Directed/Authorized
City of Menasha Dept. of Public Works
By: _____

Date: _____

Accepted
By: _____

Date: _____



MEMORANDUM

TO: City of Menasha Board of Public Works
From: Nancy McKenney, RDH, MS, Public Health Director
Date: April 28, 2015
RE: City of Menasha Senior Center Renovation – Change Orders

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:

\$330,358.50 Commonwealth Construction

\$ 92.74 **Proposed change order expenses**

\$330,451.24 Total current project costs

To date current grant obligations are:

\$ 165,225.62 Grant Share (50 percent)

\$ 82,612.81 City Share (25 percent)

\$ 82,612.81 Donations (25 percent)

Donations as of January 30th:

\$ 82,589.63 Goal

\$ 42,753.41 Raised

\$ 30,000.00 Pledged (Note: \$10,000 pledged in 2016)

\$ 9,826.22 Balance to raise

ANALYSIS

Overall Senior Center renovation project costs are under budget. Additional curb installation will be over the contract amount (Commonwealth Construction \$335.74). An exhaust fan was not required and resulted in a cost savings (Engebos Heating and Cooling (-\$243.00)). The total change order is \$92.74.

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.

Senior Center Renovation Budget Adjustment 04-28-15

Change Order Expenses

\$	335.74	Curb installed over Contract Amount
\$	335.74	Total Change Order Expenses

Change Order Budget Adjustment

\$	(243.00)	Engebos Heating and Cooling - Exhaust
\$	(243.00)	Total Change Order Budget Adjustment

Current Additional Expenses

\$	335.74	Total Change Order Expenses
\$	(243.00)	Total Change Order Budget Adjustment
\$	92.74	Total Budget Adjustment

Senior Center Renovation Project Costs 4-28-2015

Estimated project costs:		
\$	330,358.00	Commonwealth Construction
\$	92.74	Proposed change order expenses
\$	330,450.74	Total current project costs

To date current grant obligations are:		
\$	165,225.37	Grant Share (50 percent)
\$	82,612.85	City Share (25 percent)
\$	82,612.85	Donations (25 percent)

Donations as of January 30th:	
\$	82,589.63 Goal
\$	(42,753.41) Raised
\$	<u>(45,000.00) Pledged (Approximate - Note: \$10,000 pledged in 2016)</u>
\$	(5,163.78) Balance to raise (Goal exceeded)