



**Request for City Council Committee Action  
From the Department of Finance and Property Services**

**Date:** July 20<sup>th</sup>, 2015  
**To:** Honorable John Quincy, Chair Ways & Means Committee  
**Subject:** **Contract Amendment No. 1 – Mint Roofing, Inc.**

**Recommendation:**

That the proper City officers be authorized to execute Amendment No. 1 to Contract No.C-39162, with Mint Roofing, Inc. The total amount of Amendment No. 1 is an increase in cost of \$11,352.27. Therefore, the current contract amount of \$301,700.00 would be increased for a revised contract amount of \$313,052.27. The construction contingency, contained within the original Project Budget (Fund 04100 Dept: 9010923) is adequate for Amendment No. 1; therefore no additional appropriation is required.

**Previous Directives:**

- December 5<sup>th</sup>, 2014: City Council and Mayor awarded a contract to Mint Roofing, Inc. for the amount of \$301,700.00 for the Public Service Center Re-roofing Project, located at 250 South 4<sup>th</sup> Street.

**Prepared by:** Jason Perius, Construction Management Coordinator 673-3943

**Approved by:**

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Kevin Carpenter, Chief Financial Officer, Finance Dept.

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Spencer Cronk, City Coordinator

**Presenters:** Jason Perius, Construction Management Coordinator - Property Services

**Reviews**

Permanent Review Committee (PRC): Approval \_NA Date \_\_\_\_\_

Civil Rights Approval Approval \_NA Date \_\_\_\_\_

Policy Review Group (PRG): Approval \_NA Date \_\_\_\_\_

**Financial Impact**

No financial impact

## **Community Impact**

Neighborhood Notification: NA  
City Goals: A City That Works – Infrastructure that is well maintained  
Comprehensive Plan: NA  
Zoning Code: NA

## **Background/Supporting Information**

Property Services has contracted with Mint Roofing, Inc. for the Public Service Center Re-roofing Project, located at 250 South 4<sup>th</sup> Street. Construction activities began in March of 2015 and project closeout is expected in July 2015.

### **Amendment #1**

Amendment #1 consists of additional work including the repair of portions of the roof not included in the original scope. These repairs were needed to due to roof leaks that occurred during the project timeline. The work also includes additional roofing materials needed due to unforeseen existing conditions discovered during construction. Note: The additional contract amount also reflects a credit to the contract to cover the cost of roof leak damages inside of the building that occurred during construction.

The construction contingency for the project will be sufficient to cover the cost of the changes; no additional appropriation is required.