



**Request for City Council Committee Action
From the Department of Public Works**

Date: May 6, 2003

To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee

Subject: **Facility and Site Improvements – 6024 Harriet Avenue South – Change Order #2.**

Recommendation:

The proper City officials are authorized to execute Change Order No. 2, Contract No. C-18384 with CM Construction Company, Inc. The total amount of Change Order No. 2 is \$16,427.00. Therefore the current contract amount of \$668,498.00 would be increased for a revised contract amount of \$684,925.00.

Previous Directives:

- Funding for this agreement has been included in the year 2002 GM02 Capital Improvement Program for Public Works Facilities.

Prepared by: Greg Goeke, Facilities Manager, 673-2706
Approved: Klara A. Fabry, Director of Public Works
By: Steve Kotke _____ Director of Property & Equipment Services
Presenter: Greg Goeke, Facilities Manager

Financial Impact (Check those that apply)

- No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information:

The 6024 Harriet Avenue South Site is currently utilized by the Field Services Division of the Public Works Department, and the Property and Evidence Division of the Police Department. The majority of the Project centers on the needs of Field Services but the Scope of Work will include work in the Police portion of the facility as well. The facility and site improvements envisioned by the City address the basic business needs for these departments.

The Field Services Division of Public Works currently operates out of five (5) service districts. The 6024 Harriet Avenue South site is the District 5, and the 4444 Snelling Avenue South Site is the District 4 site. The intent of this Project is to provide facility and site improvements necessary to combine District 4 and District 5 at the 6024 Harriet Avenue site allowing the City to vacate the 4444 Snelling Avenue site.

A construction contingency was included in the original budget to provide for unforeseen conditions that typically would be encountered in remodeling of old buildings, but could not be planned until after the start of construction. Throughout construction, unforeseen conditions have been encountered resulting in a revision of work and price on eleven (11) additional items and the need for Change Order No. 2.

The construction contingency provided as part of the original Project budget is adequate for Change Order No. 2; therefore, no additional appropriation is required. Total change orders to date total \$33,125 or 4.84% of the total construction costs.