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Water Treatment Facility
2281 Manitowoc Rd.
Menasha, WI 54952
920-997-4200 tel.
920-997-3240 fax

TO: Chairperson Kathy Plank and Members of the Finance Committee

CC: Chairperson Greg Dannecker and Members of the Utilities Committee

FROM: Utilities Director Chris Shaw

DATE: Tuesday, June 06, 2017

RE: *Change Order #3 to Howard Grote and Sons in the amount of (\$ 500) for the Water Treatment Clarifier Project resulting in the construction contract being reduced from \$494,067 to \$493,567*

BACKGROUND

The Water Treatment Clarifier Project consisted of painting two of the four clarifier tanks in the softening process. This project has come to completion with the exception of minor landscape damage in the south lawn of the water plant.

CHANGE ORDER #3

Change Order #3 is the final change order for the project. The credit allows for damage down to the grass area on the south side of the plant. The damage is a result of having trailers and equipment located in that area during the project.

SUMMARY

The Water Treatment Clarifier Project has come to completion. The warranty period began on October 24, 2017. The two tanks that were recoated will be drained and re-inspected to determine coatings integrity prior to the expiration of the warranty. If you have any questions, regarding this project please contact me at 997-4200.

SECTION 00 63 63 CHANGE ORDER

No. **3**

Date of Issuance: <u>May 23, 2017</u>	Effective Date: <u>May 23, 2017</u>
Project: <u>Water Treatment Clarifier Recoating</u>	Owner's Contract No.: <u>861-15-01</u>
Engineer's Contract No.: <u>861-15-01</u>	Contractor: <u>Howard Grote & Sons</u>
Date of Contract Start: <u>November 12, 2015</u>	Original Contract Amount: <u>\$497,612.00</u>

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

Adjust contract price for credit to have Appleton Water Utility repair landscaping disturbed by construction activities.

Attachments (list documents supporting change):

None.

Reason for Change Order: Project Close-out Credit (example: project enhancement)

It is agreed by the Contractor that this Change Order includes any and all costs associated with or resulting from the change(s) ordered herein, including all impact, delays, and acceleration costs. Other than the dollar amount and time allowance listed herein, there shall be no further time or dollar compensation as a result of this Change Order.

CONTRACT PRICE		CONTRACT TIMES (Calendar Day)		
Original:	\$497,612.00	Original:	To Substantial Completion	To Final Completion
Previous C.O.s (Add):	(\$3,545.00)	Previous C.O.s (Add/Deduct):	4/1/2016	5/1/2016
This C.O. (Add):	(\$500.00)	This C.O. (Add/Deduct):	0	0
Total CO Value	(\$4,045.00)	REVISED:	07/13/16	00/15/16
Contract Price with all approved Change Orders:	\$493,567.00	Original Completion Date:	4/1/2016	5/1/2016
		Revised Completion Date:	7/13/2016	8/15/2016


RECOMMENDED:

By 
Engineer (company name here)

5/23/17
Date

ACCEPTED: 
Contractor (company name here)

5/24/2017
Date

APPROVED: 
Owner (company name here)

6/6/17
Date

APPROVED: _____
Funding Agency (If Applicable)

Date

Change Order

Instructions

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating Change Orders to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed in the Agreement, any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order should be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer normally initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Owner or Contractor for approval, depending on whether the Change Order is a true order to the Contractor or the formalization of a negotiated agreement for a previously performed change. After approval by one contracting party, all copies should be sent to the other party for approval. Engineer should make distribution of executed copies after approval by both parties.

If a change only applies to price or to times, cross out the part of the tabulation that does not apply.