CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: October 29, 2018

ITEM: Motion – Approval of Change Order #3 – Woodland Hills Park Tennis and Basketball Courts

FINANCIAL IMPACT: Deduction of -$8,550.00 to be incorporated into the available funds in the Woodland Hills Park Account No. 500.000.000.5250.490, Project No. 0525 058.0510 089 2017.

BACKGROUND: This project is substantially complete. This is a final quantities change order which will be processed as a deduct to the project. In a previous change order (#2), additional soil amendments (compost, terra-seeding and hydro mulching) were added to improve the soil conditions in the areas around the newly constructed playground and courts (basketball and tennis). Some of the amendments were completed. However, due to the unseasonal wet weather conditions experienced this fall, not all of this work was able to be completed. Now that the seeding window has passed, the contractor would like to eliminate the remaining soil amendments to be able to finalize the project and complete the contract. Staff is recommending the elimination of this work, and applying a deduct change order to the project. The final contract amount is $241,086.80.

OUTSTANDING ISSUES: None

RECOMMENDATION: That the Council approve the change order.

Lead Staff Member: David Sadler, Superintendent of Parks

STAFF REVIEWS

Department Director	Sally Ortgies, Director of Parks and Recreation
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	N/A
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	N/A		
Date Reviewed			
Recommendation	Yes	No	Split

CHANGE ORDER

PARKS AND RECREATION DEPT.
4200 Mills Civic Parkway
West Des Moines, IA 50265
(515)222-3444 Fax (515)222-3459

Distribution:

Owner	x
Consultant	x
Contractor	x
Other	

Contractor:

Minturn Inc
144 W Front Street
Brooklyn, IA 52211

Project Title	**Woodland Hills Park Tennis & Basketball Courts**	
Project # / G/L Account	**0510 089 2017 / 500.000.000.5250.490**	
Purchase Order Number	**2018-00000828**	
Orig. Contract Amount & Date	**$213,946.80**	**3/5/18**
Change Order Number	**3**	
Date	**10/16/18**	

THE CONTRACT IS CHANGED AS FOLLOWS: Credit for items removed from project

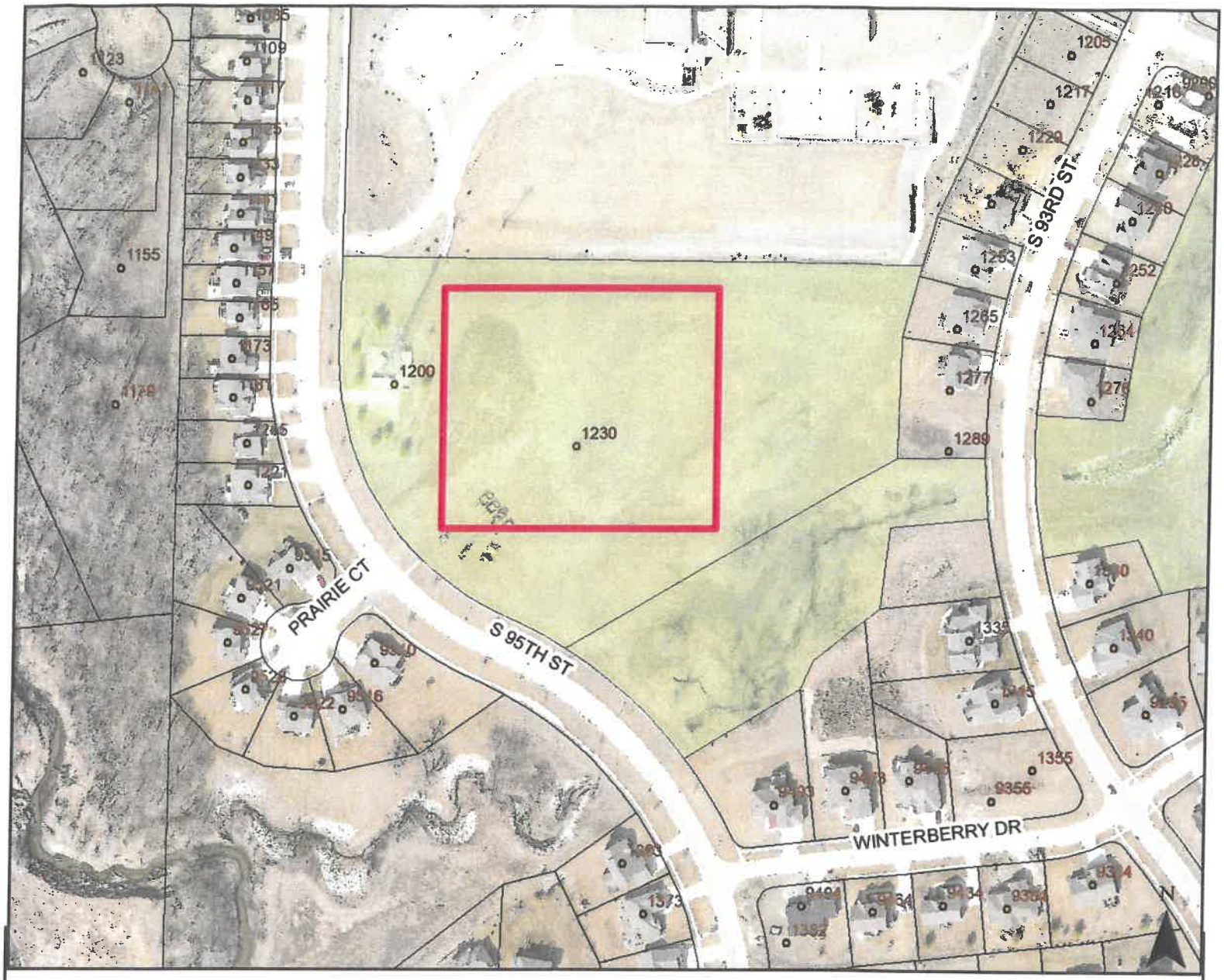
Item	Description	Unit	Unit Price	Estimated Quantity	Total
12	Delete Hydro-Mulch from Item 12	LS	($2,040.00)	1	($2,040.00)
C02.2	Delete Terra-Seeding line item (partial credit for work completed)	LS	($6,510.00)	1	($6,510.00)
				TOTAL	**($8,550.00)**

CHANGE ORDER SUMMARY	
The Original Contract Sum was	$213,946.80
Net Change by previously authorized Change Orders	$35,690.00
The Contract Sum prior to This Change Order was	$249,636.80
The Contract Sum will be **decreased** by this Change Order in the amount of	($8,550.00)
The new Contract Sum including this Change Order will be	**$241,086.80**
Aggregate Change Order as a percent of Original Contract (if the aggregate is $25,000, or greater than 10% of the original contract, whichever is greater, all signatures through the full Council are required)	12.69%
The Contract Time will be **unchanged** by	0 Days
The date of Final Completion as of the date of this Change Order therefore is	

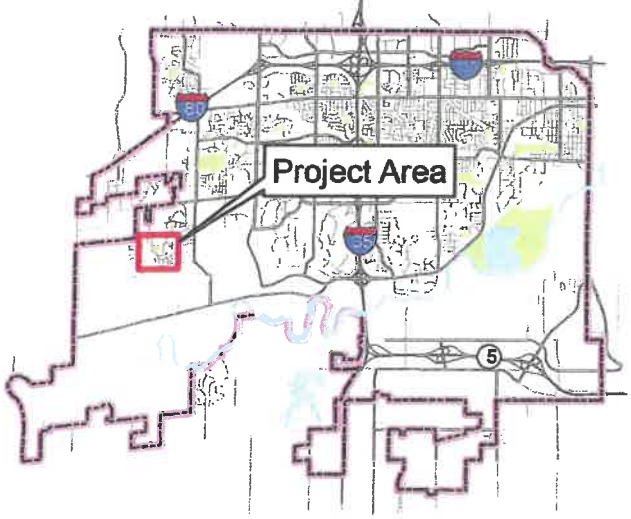
Submitted By: Minturn Inc	**Recommended By:**	**Checked By:** City of West Des Moines
Signature:	Signature:	Signature:
Name: Gregory J. Menke	Name:	Name: Marco Alvarez
Title: Project Manager	Title:	Title: Park Planner
Date: 10/16/18	Date:	Date: 10/19/18

Owner: City of West Des Moines

☐ ≤	$24,999.99 City Engineer or Department Director (≤ 10% original contract)	X_____	Date_____
☐	$25,000 to 49,999.99 City Manager	X_____	Date_____
☐	$50,000 City Council approved or ratified at Council		Date_____



VICINITY MAP



LEGEND

Project Location

0 125 250 Feet

THE CITY OF WEST DES MOINES

PROJECT:	WOODLAND HILLS PARK BASKETBALL AND TENNIS COURT PROJECT		
LOCATION:	1230 S. 95TH STREET		
DRAWN BY: MAA	DATE: 02/01/2018	PROJECT NO.: 0510 -089 2017	SHT. 1 of 1