CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: February 17, 2020

ITEM:

Motion – Approving Change Order #2
City Entrance Enhancements – Phase 1A

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Construction Contract	$284,936.00	July 1, 2019	
Change Order #1	$ 22,367.00	December 16, 2019	Sign fabrication revisions
Change Order #2	$175,000.00	Pending	2 additional signs
Total	**$482,303.00**		

The cost for these change order items will be paid from account no. 500.000.000.5250.490 with the ultimate funding intended to come from General Obligation.

BACKGROUND:

The original project included the procurement of four (4) branded monument signs to denote key roadway entrances to the City of West Des Moines. Original locations included eastern corporate limits along IA-5, eastern corporate limits along I-235, northern corporate limits along I-35/80, and 98th & University. Since that time, City Staff were directed to include two (2) additional branded monument signs for western corporate limits along I-80 and southern corporate limits along I-35. Work includes all work associated with the fabrication and installation of complete, internally illuminated signs including all electrical appurtenances. The extent of the Phase 1A work is for the sign only. Concrete footings and associated site work as part of Phase 1B will be completed under a separate contract, which recently bid on February 12, 2020. Fabrication and installation of the signs is anticipated to be completed by June 1, 2020.

Change Order #2 includes original bid prices for a 32-foot sign, additional sign fabrication costs reflected in Change Order #1, and material/labor cost increases since the project was originally bid. City Staff recommend approval of Change Order #2.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Change Order #2 for City Entrance Enhancements – Phase 1A.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer BJH

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed			
Recommendation	Yes	No	Split

CITY OF WEST DES MOINES

Department of Engineering Services
4200 Mills Civic Parkway, Ste 2E
West Des Moines, IA 50265-0320
(515) 222-3475 Fax (515) 273-0603

CHANGE ORDER

Distribution:
Owner: X
Engineer: X
Contractor: X
Other: ____

Contractor: **Graphic House, Inc.**
400 South 72nd Avenue
Wausau, WI 54401

Project Title	Phase 1A - Monument Sign Fabrication	
WDM Project File Number	0510-051-2018	
Purchase Order Number	2020-00000053	
Orig. Contract Amount & Date	$284,936.00	July 1, 2019
Change Order Number	2	
Date	February 10, 2020	

THE CONTRACT IS CHANGED AS FOLLOWS:

1. **CO-2.1: Add two (2) 32' monument signs at original unit cost per sign.**
2. **CO-2.2, CO-2.3, CO-2.4, CO-2.5: Modify unit cost per sign for two addtional 32' signs per applicable Change Order 01 items (CO-1.1, CO-1.2, CO-1.4, and CO-1.5).**
3. **CO-2.6: Additional cost for material cost increases and labor cost increases per sign for 2020.**

Item	Description	Unit	Unit Price	Quantity Adjustment	Value Adjustment
CO-2.1	Add two (2) additional 32' Monument Signs	EA	$75,389.00	2	$150,778.00
CO-2.2	Add cost per CO.1-1 at each new sign ($16,138/4=4,034.50)	EA	$4,034.50	2	$8,069.00
CO-2.3	Add cost per CO.1-2 at each new sign ($2,215/4=553.75)	EA	$553.75	2	$1,107.50
CO-2.4	Reduce cost per CO.1-4 for each new sign ($88/4=22)	EA	($22.00)	2	($44.00)
CO-2.5	Reduce cost per CO.1-5 for each new sign ($2,583/4=645.75)	EA	($645.75)	2	($1,291.50)
CO-2.6	Add cost for 2020 materials/labor markup	EA	$8,190.50	2	$16,381.00
			TOTAL		$175,000.00

CHANGE ORDER SUMMARY

The Original Contract Sum was	$284,936.00
Net Change by previously authorized Change Orders	$22,367.00
The Contract Sum prior to This Change Order was	$307,303.00
The Contract Sum will be increased by this Change Order in the amount of	$175,000.00
The new Contract Sum including this Change Order will be	$482,303.00
Aggregate Change Order as a percent of Original Contract (if greater than 10% of the original contract, Council Subcommittee recommendation and all signatures through the full Council are required)	69.27%
The Contract Time will be changed by	0 days
The date of Final Completion as of the date of this Change Order therefore is	June 1, 2020

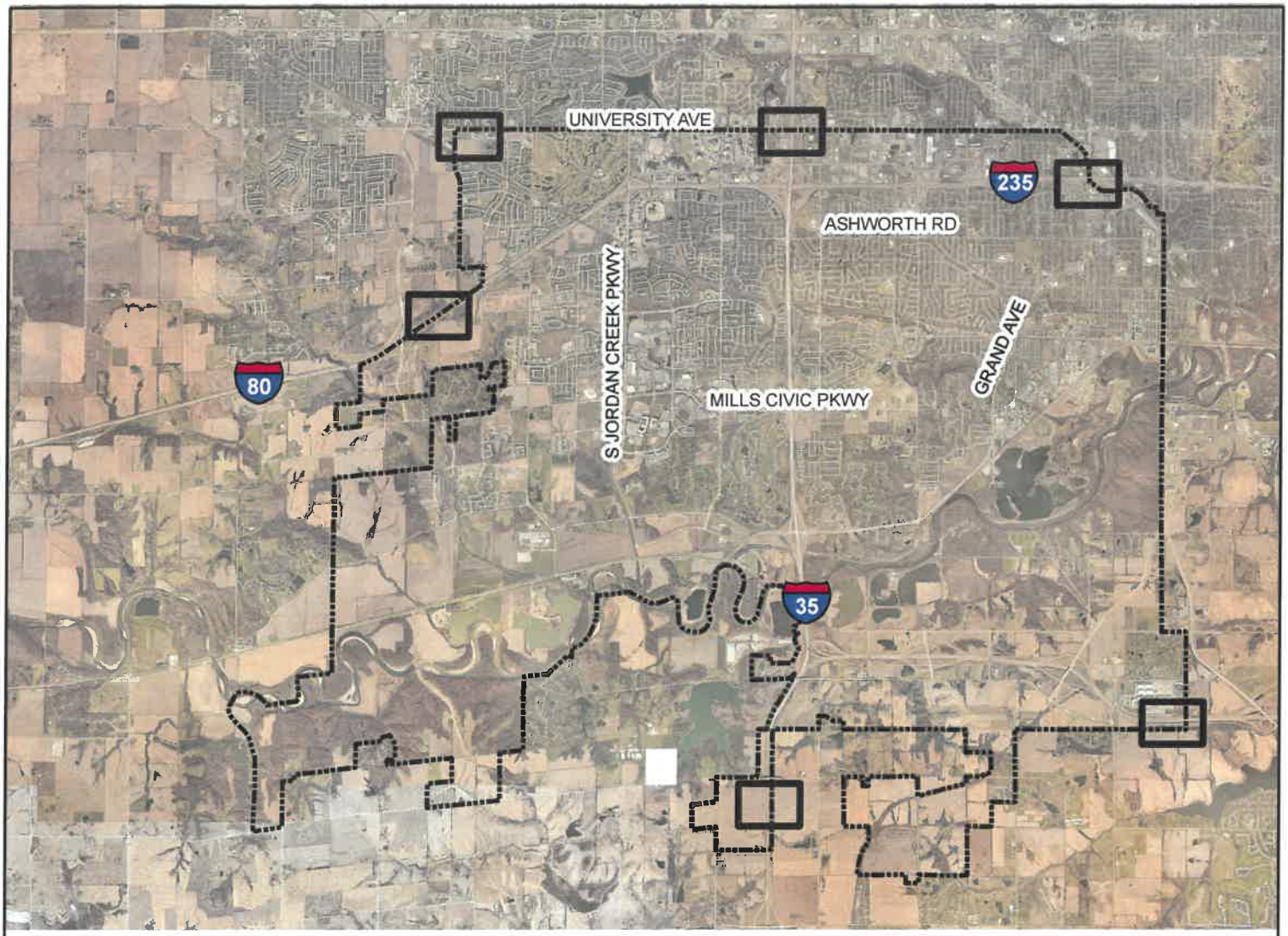
NOT VALID UNTIL SIGNED BY THE CONTRACTOR, OWNER'S REPRESENTATIVE (if applicable) AND OWNER

Contractor:	Recommended By:	Checked By:
Graphic House, Inc.	Shive-Hattery	City of West Des Moines
Signature:	Signature:	Signature:
Name: Bryan Borrell	Name: Nathan T. Hardisty, PE	Name: Brian Hemesath, P.E.
Title: President	Title: Project Manager	Title: City Engineer
Date: 2/11/2020	Date: 2/11/2020	Date:

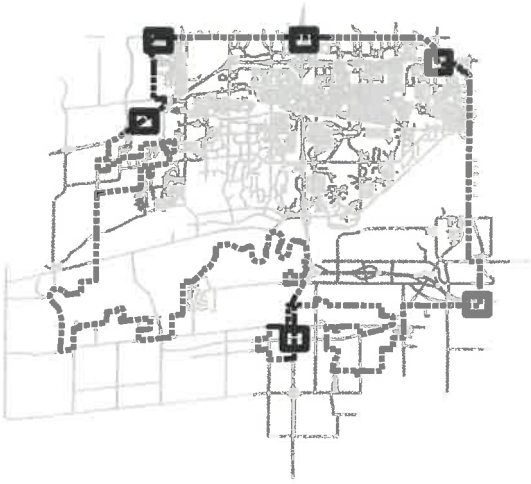
Owner: **City of West Des Moines**

☐ ≤ $24,999.99 City Engineer (≤ 10% original contract) x _____ Date: _____

☐ ≥ $25,000 to $50,000 City Council approved or ratified at Council Date: _____



VICINITY MAP



LEGEND

PROJECT LOCATION

N
W E
S

CITY OF DES MOINES

PROJECT:

City Entrance Enhancements - Level 1

LOCATION: Various Locations

DRAWN BY: REF	DATE: 01/07/2019	PROJECT NUMBER/NAME: 0510-051-2018	SHT. 1 of 1