



LAKE COUNTY FOREST PRESERVES
www.LCFPD.org

Preservation, Restoration, Education and Recreation

DATE: November 4, 2019

MEMO TO: Jessica Vealitzek, Chair
Operations Committee

Terry Wilke, Chair
Finance Committee

FROM: James Ballowe
Director of Facilities

RECOMMENDATION: Approve Change Order No.1 to the Contract with Waukegan Roofing Co., Inc. for roof repair services increasing the Contract Amount by \$505.13.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: This contract was approved on May 15, 2019 in the amount of \$2,500.00. Change Order No. 1 will increase the contract amount by \$505.13 to a total Contract Price of \$3,005.13, which will cover the total cost of all work completed to date. The cost will be charged to the District's Roof Repair account 15574000-705000.

BACKGROUND: This contract is for roof repairs district-wide.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Purchasing Manager, Corporate Counsel

Committee Motion:

Motion to approve Change Order No. 1 to the Contract with Waukegan Roofing Co., Inc., for roof repair services in substantially the form attached hereto, for the following reasons:

- a. The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed.
- b. The Change Order is germane to the original Contract, as signed; and
- c. The Change Order is in the best interest of the District.

OPERATIONS COMMITTEE:

Date: 11/4/19 Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: 0

FINANCE COMMITTEE:

Date: _____ Roll Call Vote: Ayes: _____ Nays: _____
 Voice Vote Majority Ayes; Nays: _____



**Lake County Forest Preserve District
CHANGE ORDER NO. 1**

Date: October 10, 2019

Project No: Blanket Purchase Order
Roof Repairs
District-wide

Contractor: **Waukegan Roofing Co., Inc.**
252 Chaddick Drive
Wheeling, IL 60090

Original Contract Date: May 15, 2019

To the Contractor: You are hereby authorized to make the following changes, subject to the Contract provisions.

Bulletin No. 1	Increase	\$ 505.13	20.21%
TOTAL	Increase	\$ 505.13	20.21%
Original Contract Amount		\$ 2,500.00	
Change Order No. 1	Increase	\$ 505.13	20.21%
REVISED CONTRACT AMOUNT		\$ 3,005.13	20.21%

Time Extension: NONE
Other Contracts Affected: NONE

Recommended By:

Director of Facilities **DATE:** _____

Approved By:

Operations Committee **DATE:** 11-4-19

Finance Committee **DATE:** _____

Executive Director **DATE:** _____

Accepted By:

Contractor **DATE:** _____

DISTRIBUTION: EXECUTED ORIGINAL: Purchasing **COPIES:** Project Manager, Contractor
(Executed Original is: Hard Copy E-Copy) **Decrease / No Cost Change /Time Change:** Accounting
Increase: Munis
Original PO# 20190658



**Lake County Forest Preserve District
Roof Repairs District-wide
CHANGE ORDER NO. 1**

BULLETIN NO. 1

YOU ARE HEREBY AUTHORIZED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:

THE FOLLOWING ITEMS ARE ADDED TO THE CONTRACT DOCUMENTS:

Item No. 1: Work completed to finish leaks at Independence Grove Forest Preserve

Total Increase Item No. 1: \$ 505.13

TOTAL CONTRACT INCREASE: \$ 505.13