

**DATE:** June 5, 2023

**MEMO TO:** Paras Parekh, Chair  
Planning Committee

**FROM:** Randall L. Seebach  
Director of Planning and Land Preservation

**RECOMMENDATION:** Approve Change Order No. 2 to the Contract with Sterling Commercial Roofing, Inc. for fabrication and installation of the Outdoor Classroom Steel Inserts and Doors for the Environmental Education Center at the Edward L. Ryerson Conservation Area increasing the Contract Price by \$62,475.00.

**STRATEGIC DIRECTION SUPPORTED:** Public Access and Connections; Leadership; Conservation; Organizational Sustainability; Education and Outreach

**FINANCIAL DATA:** The net zero education center project was approved as part of the adopted FY2023 Capital Improvement Plan in the amount of \$4,500,000.00. The Sterling change order will be charged to account 25104100- 803000-61410 and will increase the contract price by \$62,475.00 for a total contract price of \$318,175.00.

**BACKGROUND:** Through private funding secured by the Preservation Foundation of the Lake County Forest Preserves, the District engaged consultants to prepare a site plan and schematic design for a new net-zero education center at the Edward L. Ryerson Conservation Area. The new education center will replace and expand the education programming that was previously offered at two recently removed log cabins which had reached the end of their useable life and did not comply with the current accessibility codes.

The new facility is designed to be built as a net-zero energy building and the District has secured funding assistance from the Net Zero Energy Building Program offered by the Illinois Clean Energy Community Foundation (ICECF). Phase I of the education facility includes a 3,400- SF building with two classrooms, restrooms, virtual teaching space, net zero interpretive the Exhibit area and a 1,000-SF outdoor classroom that will provide additional teaching space when the weather is accommodating.

On May 10, 2022, following competitive bidding, the Board awarded individual contracts for the following components of the new building: excavation and site utilities; concrete; asphalt; carpentry/general trades; mechanical; electrical; plumbing; roofing; flooring/ceramic tile; painting; and fire protection. The District did not receive any bids for the Ornamental Steel package at that time.

On April 11, 2022, the Ornamental Steel package was advertised for re-bid. One bid was received on April 26, 2022, in the amount of \$192,880.00. Due to budget constraints at the time of the bid opening, this bid was not accepted.

On December 22, 2022, the Preservation Foundation secured a five-year partnership with North Shore Gas in the amount of \$150,000 for naming rights of the Outdoor Classroom. On January 25, 2023, the Ornamental Steel package was advertised for re-bid a third time and no bids were received. On April 20, 2023, the Ornamental Steel package was advertised for re-bid a fourth time and one bid was received in the amount of \$278,430.00 which was significantly over the estimate. After an extensive review of the design and specifications and discussions with potential bidders, it was decided to not to accept this bid and split up the package into two parts that are more tailored to a specific contractor's area of expertise.

On May 16, 2023, Sterling Commercial Roofing, Inc. provided a change order request to fabricate and install the steel inserts, doors, and handrails for the outdoor classroom in the amount of \$62,475.00. The provision and installation of screening material is not included in the change order price and will be provided by another contractor if favorable price quotes are received.

Staff has determined that the change order request from Sterling Commercial Roofing, Inc. is within the estimates and budget established for that portion of the Ornamental Steel package and recommends approval of the change order. Work is anticipated to begin in June 16, 2023 and be completed by August 18, 2023.

**REVIEW BY OTHERS:** Purchasing Manager; Deputy Director of Finance; Chief Operations Officer; Corporate Counsel.

**MOTION:** Motion (i) to approve Change Order No. 2 to the Contract with Sterling Commercial Roofing, Inc. for the fabrication and installation of the Outdoor Classroom Steel Inserts and Doors for the Education Center at Edward L. Ryerson Conservation Area, increasing the Contract Amount by \$62,475.00, in substantially the form attached to staff's June 5, 2023 memorandum and (ii) finding that:

- 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.

**APPROVED:**

Date: \_\_\_\_\_  Roll Call Vote: Ayes: \_\_\_\_ Nays: \_\_\_\_\_  
 Voice Vote Majority Ayes; Nays: \_\_\_\_\_

# Change Order



1899 West Winchester Road  
Libertyville, Illinois 60048  
PurchasingDept@LCFPD.org  
847-367-6640

Date: 05/18/2023	Change Order Number (Please use drop down) 2	Department:(Please use drop down) *
Fiscal Year 2023	Purchase Order Number: 20220314	Planning Conservation
		Account Code: * 25104100-803000-61410
		Administrative Assistant Email * PALI@LCFPD.ORG

Project Information		
Project or Bid Number:	Contractor Name: * Sterling	Original Contract Date: * 06/01/2023
Project Name: * ERCA - Education Building Porch Screens	Contractor Email * RFREDRICKSON@STERLINGROOFING.COM	Contract Type: * <input type="radio"/> Lump Sum Contract <input checked="" type="radio"/> Unit Price Contract
District Wide No	Contractor Admin Email scr@sterlingroofing.com	
Select Site: ERCA08 Edward L. Ryerson Conservation Area		

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

## Increase

Item Number	Item	Description	Amount
1	Steel inserts and doors for outdoor classroom	<p>When the project was initially bid, no bids were received for the ornamental steel package. The package was re-bid and one bid was received from Guardian Construction Products, Inc. for \$192,880.00. Due to budget constraints at the time of bidding negotiations, the Board decided to not accept the bid for ornamental steel.</p> <p>On December 22, 2022, the Preservation Foundation secured a five-year partnership with North Shore Gas for \$150,000 for the Outdoor Classroom. An intention of this partnership was that the Outdoor Classroom would have screens.</p> <p>On January 25, 2023, the ornamental steel package was advertised, but no bids were received. On April 20, 2023, the ornamental steel package was advertised and one bid was received from Boller Construction for \$278,430.00. However, this exceeded the budget estimate.</p> <p>Therefore, Staff reached out to numerous steel fabricators and received a proposal from Sterling Commercial Roofing for \$62,475.00 to install the steel inserts and doors. The insect screening and installation is not included in the price and will be solicited for bids / proposals this summer.</p>	\$62,475.00

## Decrease

Item Number	Item	Description	Amount (enter as a negative number):
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## Time Extension

Change to Scope that results in time extension or no additional costs:

## Calculation Section

Unit Price Increase Total 62475.00	Lump Sum Price Total 0.00	Calculated Percent 0.410000
Unit Price Decrease Total 0.00		



Unit Price Change Total  
62475.00

Change in Contract Price  
from this Change Order:  
\$0.00

Revised Completion Date:

**Change in Contract Price from this Change  
Order:**  
62475.00

### Change in Contract Time

Original Contract Time	Contract Time (as amended by <i>previous</i> Change Orders, if any)	New Contract Time
Commencement Date:	Commencement Date:	<b>Commencement Date:</b>
Completion Date:	Completion Date:	Completion Date 08/31/2023

### Change in Contract Price

Original Contract Price: *	Contract Price prior to this Change Order (as amended by <i>previous</i> Change Orders, if any): *	Net Change from original Contract Price resulting from this Change Order and all previous Change Orders:	New Contract Price
\$225,820.00	\$255,700.00	\$92,355.00	318175.000000
		Net Percentage Change from original Contract Price resulting from this Change Order and all previous Change Orders:	
		41.000000%	

### Determination

Owner's Department Director and/or Standing Committee(s) hereby determine:

This Written Determination and this Change Order shall (i) be preserved in the Owner's file for the Contract and open to the public for inspection and (ii) constitute the Written Determination required by 720 ILCS 5/33E-9.

Please select all that apply:

- The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed
- The Change Order is germane to the original Contract, as signed.
- The Change Order is in the best interest of the Owner and is authorized by law.

### Attachments and Notes to Vendor

(1)

FI-Purchase Change order attachments  
[FI-Purchase POCO attachments - 5/18/2023](#)

Please type your notes to the Vendor below:

### Project Manager Recommendation

Project Manager **Select from list \***

BMATHIS

Date of Recommendation:

06/05/2023

Signature:



Email \*

BMATHIS@LCFPD.ORG

### Department Director Approval

Department Director:

Date of Approval:

Signature:



### Contractor Approval

Name:

Title:

Date of Approval:

Please click on the Signature box - Sign your name with your mouse. Then click **Save**. Click the Return to LCFPD button to send the item back to Lake County Forest Preserves.

Signature:



For Public works Contracts, Contractor also certifies that this Change Order will not cause or result in an increase in the price of any subcontract under the Contract that is 50% or more of such original subcontract's price.



# Sterling

COMMERCIAL ROOFING, INC.

www.sterlingroofing.com

2711 Locust Street  
Sterling, IL 61081  
Phone: 815-626-7744  
License # 104.015267

7595 State Street  
Bettendorf, IA 52722  
Phone: 563-232-8858

TO: Lake County Forest Preserve

SUBJECT: Ryerson Woods Education Center  
Change Order Request (22-251)

EMAIL: gwalenter@lcfpd.org

FROM: Kevin Froeter

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ATTENTION: Greg Walenter

DATE: May 18, 2023

MESSAGE:

We are requesting a change to the existing contract for the following:

- Steel screen inserts and doors

Total: \$62,475.00.00

We appreciate the opportunity of submitting this proposal. If you have any questions, please feel free to contact us.

The price quoted above is good for 30 days from the day of the quote.

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TOTAL NUMBER OF PAGES (Including this page): 1

SIGNED:

Kevin Froeter as