



DATE: July 31, 2023

MEMO TO: Paras Parekh, Chair
Planning Committee

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

RECOMMENDATION: Approve Change Order No. 3 to the Contract with Sterling Commercial Roofing, Inc. for the installation of the Outdoor Classroom Screening Material for the Environmental Education Center at the Edward L. Ryerson Conservation Area increasing the Contract Price by \$41,552.00.

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

FINANCIAL DATA: The net zero education facility project was approved as part of the adopted FY2022 Capital Improvement Plan in the amount of \$4,500,000.00. The Sterling change order will be charged to account 20104100-803000-61410 and will increase the contract price by \$41,552.00 for a total contract price of \$359,727.00.

BACKGROUND: Through private funding secured by the Preservation Foundation of the Lake County Forest Preserves, the Lake County Forest Preserve District (District) engaged consultants to prepare a site plan and schematic design for a new net-zero education facility at the Edward L. Ryerson Conservation Area. The net-zero education facility 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 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 roofing contract (Contract) was awarded to Sterling Commercial Roofing, Inc. (Contractor). 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, from Guardian Construction Products, Inc., 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 second time and no bids were received. On April 20, 2023, the Ornamental Steel package was advertised for re-bid a third 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 not to accept this bid and split up the package into two parts that are more tailored to the contractors' areas of expertise; these parts are (i) fabrication and installation of the steel inserts, doors, and handrails for the outdoor classroom and (ii) installation of the insect and industrial screens for the outdoor classroom.

On June 5, 2023, the Planning Committee approved Change Order No. 2 to the Contract in the amount of \$62,475.00 authorizing the Contractor to fabricate and install the steel inserts, doors, and handrails for the outdoor classroom.

On July 5, 2023, the Contractor proposed Change Order No. 3, to install the insect and industrial screens for the outdoor classroom in the amount of \$41,552.00.

Staff has determined that proposed amount of Change Order No. 3 is within the estimates and budget established for that portion of the Ornamental Steel package and recommends approval of Change Order No. 3 in the form attached. Work is anticipated to begin on August 14, 2023, and be completed by September 14, 2023.

REVIEW BY OTHERS: Purchasing Manager; Director of Finance; Chief Operations Officer; Manager of Board Operations, and Corporate Counsel.

MOTION: Motion (i) to approve Change Order No. 3 to the Contract with Sterling Commercial Roofing, Inc. for the installation of the Outdoor Classroom Screening Material for the Education Center at Edward L. Ryerson Conservation Area, increasing the Contract Amount by \$41,552.00, in substantially the form attached to staff's July 31, 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: 07/07/2023	Change Order Number (Please use drop down) 3	Department:(Please use drop down) *
Fiscal Year 2023	Purchase Order Number: 20220314	Planning Conservation
		Account Code: * 20104100-803000-61410
		Administrative Assistant Email * PALI@LCFPD.ORG

Project Information

Project or Bid Number: 22020	Contractor Name: * Sterling	Original Contract Date: * 06/01/2022
Project Name: * ERCA Environmental Education Center -Outdoor Screening	Contractor Email * RFREDRIKSON@STERLINGROOFING.COM	Contract Type: * <input type="radio"/> Lump Sum Contract <input 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	Installation of the Outdoor Classroom Screening Material	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. The provision and installation of screening material was split out separately and not included in the change order price and will be provided under a separate contract if favorable price quotes are received. Sterling Commercial Roofing, Inc provided a second change order request to provide and install the insect and industrial screens in the amount of \$41,552.00	\$41,552.00

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	Lump Sum Price Total	Calculated Percent
41552.00	0.00	0.590000
Unit Price Decrease Total		
0.00		
Unit Price Change Total		
41552.00		

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

Revised Completion Date:

Change in Contract Price from this Change Order:
41552.00

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:	Commencement Date:
Completion Date:	Completion Date:	Completion Date

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	\$318,175.00	\$133,907.00	359727.000000

Net Percentage Change from original Contract Price resulting form this Change Order and all previous Change Orders:
59.000000%

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 - 7/7/2023

Please type your notes to the Vendor below:

Project Manager Recommendation

Project Manager **Select from list***
GMATHIS

Date of Recommendation:
07/31/2023

Signature:

Email*
GWALENTER@LCFPD.O
RG

Department Director Approval

Department Director:

Signature:

Date of Approval:

Contractor Approval

Name:

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.

Title:

Signature:

Date of Approval:

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.

Board Approval

Board of Commissioners

Date of Approval: