

**DATE:** November 6, 2023

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

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

**RECOMMENDATION:** Approve Change Order No.7 to the Contract with Boller Construction Company, Inc. (Boller) for the installation of the ADA operated door modifications at the new Education Center at Edward L. Ryerson Conservation Area (Ryerson), increasing the Contract Amount by \$2,717.57.

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

**FINANCIAL DATA:** The net-zero energy education facility project was approved as part of the adopted FY2022 Capital Improvement Plan in the amount of \$4,500,000.00. The Boller change order will be charged to account 25104100-803000-61410 and will increase the contract amount by \$2,717.57 for a total Contract Price of \$1,556,925.46.

**BACKGROUND:** The education center will replace and expand the education programming previously offered at two removed log cabins which had reached the end of their useable life and did not comply with current accessibility codes. The new education center will be a net-zero energy building and is funded in part through the Net Zero Energy Building Program offered by the Illinois Clean Energy Community Foundation (ICECF). Phase I of the education center includes a 3,400-SF building with two classrooms, restrooms, virtual teaching space, a net zero interpretive exhibit area and a 1,000-SF screened porch that will provide additional teaching space when the weather is accommodating.

The bidding for the new education facility was divided into 14 separate bid packages, assembled by construction trade, with each package having its own scope of work and specifications. On May 10, 2022, the Board approved a contract with Boller to provide carpentry services for the construction of Phase I of the education center.

The facility will have two sets of front doors - the first set will provide access to the vestibule, while the second set will provide access to the building interior, including classrooms. Staff proposes a design allowing the first set of doors to be unlocked on a daily basis, providing public access to the vestibule, while the second, interior set of doors would be unlocked only when the classrooms or other interior portions of the building are in use. The original design did not accommodate having the first set of doors timed to automatically lock and unlock daily. The design has now been changed to accommodate that function and that work will be completed by another contractor. The re-design compels some ADA-compliant changes. Specifically, the change order with Boller will allow the two sets of ADA-required push buttons, which operate the doors, to function compatibly with the timed door locking/unlocking operation.

The change order will not change the overall budget for the project and will be drawn from the project contingency. Therefore, staff recommends approval of Change Order No. 7 to the Contract with Boller Construction Company to include the installation of the ADA operated door modifications for the new Education Center at Edward L. Ryerson Conservation Area in substantially the form attached hereto.

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

**COMMITTEE MOTION:** Motion to approve Change Order No. 7 to the Contract with Boller Construction Corporation, for the installation of the ADA operated door modifications for the new Education Center at Edward L. Ryerson Conservation Area (Ryerson), increasing the Contract Amount by \$2,717.57 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.

**APPROVED:**

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



## CHANGE ORDER

Date:	_____	Department:	_____
Change Order #:	_____	Project Manager:	_____
Change Order Amount:	_____	Project Manager Phone#:	_____
Purchase Order #:	_____	Project Manager Email:	_____
Account Code(s):	_____		
	_____		

### PROJECT INFORMATION

Project Number: \_\_\_\_\_ Project Site (Preserve): \_\_\_\_\_  
 Project Name: \_\_\_\_\_

### CONTRACTOR INFORMATION:

Contractor Name: \_\_\_\_\_  
 Contractor Address \_\_\_\_\_  
 Contact (Name): \_\_\_\_\_  
 Contact Phone#: \_\_\_\_\_  
 Contact (Email) \_\_\_\_\_

**To the Contractor:**

You are hereby authorized to make the following changes, subject to the Contract provisions:  
(attach additional pages as needed)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### CHANGE IN CONTRACT TIME

	Commencement Date:	Completion Date:
Original Contract Time:	_____	_____
New Contract Time:	_____	_____



Lake County Forest Preserve District  
CHANGE ORDER NO. \_\_\_\_\_

**CHANGE IN CONTRACT PRICE**

ORIGINAL CONTRACT PRICE \$ \_\_\_\_\_

Amount of previous change orders (if any) \$ \_\_\_\_\_

Contract Price Prior to this Change Order: \$ \_\_\_\_\_  
(as amended by *previous* Change Orders (if any))

Amount of THIS Change Order: \$ \_\_\_\_\_

NEW CONTRACT PRICE \$ \_\_\_\_\_

**NET CHANGE** \$ \_\_\_\_\_  
from Original Contract Price  
resulting from this Change Order  
and all previous Change Orders

**Percent of Net Change** \_\_\_\_\_ %  
from Original Contract Price  
resulting from this Change Order  
and previous Change Orders

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

The Change Order is in the best interest of the Owner and is authorized by law.

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.

**PROJECT MANAGER RECOMMENDATION:**

\_\_\_\_\_  
Project Manager Name      Signature: \_\_\_\_\_      DATE: \_\_\_\_\_

**DEPARTMENT DIRECTOR APPROVAL:**

\_\_\_\_\_  
Department Director Name      Signature: \_\_\_\_\_      DATE: \_\_\_\_\_

**CONTRACTOR 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.

\_\_\_\_\_  
Contractor Name, Title      Signature: \_\_\_\_\_      DATE: \_\_\_\_\_

**(FOR OFFICE USE ONLY)**

\_\_\_\_\_  
Department Executive Assistant      Signature: \_\_\_\_\_      DATE: \_\_\_\_\_  
Original: Purchasing - Copies: Contractor, Project Manager      Entered into Munis



PCO #027

Boller Construction Company  
3045 Washington Street  
Waukegan, Illinois 60085  
Phone: +18476625566

Project: 22-116 - Ryerson Woods Ed Center  
22950 N RIVERWOODS RD.  
Deerfield, Illinois 60015

### Prime Contract Potential Change Order #027: #039: ADA operated door modifications per owner request

<b>TO:</b>	LC Forest Preserve District 1899 West Winchester Road Libertyville Illinois, 60084	<b>FROM:</b>	Boller Construction Company 3045 W Washington St Waukegan Illinois, 60085
<b>REQUEST RECEIVED FROM:</b>	Loren Karner (Boller Construction Company)	<b>CREATED BY:</b>	Janene Buttera (Boller Construction Company)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	10/12 /2023
<b>SCHEDULE IMPACT:</b>		<b>TOTAL AMOUNT:</b>	\$2,717.57

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

CE #039 - ADA operated door modifications per owner request

ADA operated door modifications per owner request. See attached description (Tee Jay Services).

**ATTACHMENTS:**

[Q285198.pdf](#)

#	Description	Amount
1	ADA operated door modifications per owner request	\$ 2,434.00
2	OH&P	\$ 243.40
3	Bond	\$ 40.17
<b>Subtotal:</b>		\$2,717.57
<b>Grand Total:</b>		<b>\$2,717.57</b>

\_\_\_\_\_  
Approved By

\_\_\_\_\_  
Date



# TEE JAY SERVICE COMPANY

958 CORPORATE BOULEVARD  
AURORA, ILLINOIS 60502

PHONE: (630) 406-1406  
FAX: (630) 406-1456

QUOTATION  
NUMBER  
285198

ALL PROPOSALS AND QUOTATIONS ARE SUBJECT TO OUR TERMS AND CONDITIONS

10/12/2023

### CUSTOMER

Boller Construction Company Inc.  
3045 West Washington Street  
Waukegan, IL 60085

### JOB NAME

Ryerson Woods Education Center  
22196 North Riverwoods Road  
Deerfield, IL 60015

ATTN: Loren P. Karner EMAIL: lorenk@bollerconstruction.com PHONE: (847) 775-7210 CELL PHONE: (847) 313-9073

### MATERIAL SUPPLIED:

#### Key Switch

1 EACH Switch, Key Switch (S.S. With Cylinder Maintained 2 3/4 X 4 1/2)

#### INCLUDED WITH OUR QUOTATION

Furnish and install (1) maintained key switch to turn the inner operator on/off. Pull wiring as needed from operator thru EPT to EL panic device

#### WORK NOT INCLUDED BY TEE JAY

Use existing 1900 box currently in wall.

We hereby propose to furnish labor and materials, complete in accordance with the above specifications, for the sum of:

**\$2,434.00**

with payment to be made as follows:

NET 30 DAYS FOR MATERIAL DELIVERED AND/OR LABOR PERFORMED 1.5  
SERVICE CHARGE MONTHLY (18% ANNUAL) ON INVOICES NOT PAID WITHIN 30  
DAYS.

The above prices, specifications and conditions are hereby accepted. Purchaser agrees to pay Tee Jay Service Company for all costs of collecting the amount you owe under this agreement. These costs will include reasonable attorney fees and costs incurred for purchaser's failure to comply with these terms.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the above specifications involving extra costs, will be executed only upon written orders and will become an extra charge over and above the estimate. TEE JAY SERVICE COMPANY is not liable for acts of God, strikes, accidents or delays beyond our control. Owner's to carry fire, tomado, & other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. All new equipment includes one year warranty on parts and labor from the date of installation. Warranty hours will be 7:00am - 3:30pm, Monday thru Friday. The owner is responsible for obtaining and payment of applicable permits, inspections and notices.

Estimated delivery is 2 weeks

### PROPOSAL FROM TEE JAY SERVICE COMPANY

ACCEPTED BY \_\_\_\_\_ DATE \_\_\_\_\_

BY **Pickert, Bryan D.** DATE **10/12/2023**