



DATE: February 5, 2024

MEMO TO: Paras Parekh, Chair
Planning Committee

FROM: Kevin Kleinjan
Director of Planning

RECOMMENDATION: Approve Change Order No. 3 to the Contract with Abbey Paving and Sealcoating Co. Inc. (Abbey) for the purchase and installation of additional asphalt material for the new Education Facility at Edward L. Ryerson Conservation Area (Ryerson), increasing the Contract Price by \$4,161.19.

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

FINANCIAL DATA: The Education Facility project was approved as part of the adopted FY2022 Capital Improvement Plan. It now has an amended budget of \$6,038,135.75. The Abbey change order will be charged to account 11104100-803000-61410 and will increase the contract price by \$4,161.19 for a total contract price of \$105,224.70.

BACKGROUND: The Education Facility will replace and expand the education programming previously offered at two since-removed log cabins which had reached the end of their useable life and did not comply with current accessibility codes. The new Education Facility 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 Facility includes a 3,400-square-foot building with two classrooms, restrooms, a net zero interpretive exhibit area and a 1,000-square-foot 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 Abbey to provide asphalt paving for the construction of Phase I of the Education Facility. As part of the final closeout cost adjustments, Abbey has requested a change order for the purchase and installation of additional asphalt material. Based on field conditions, the Planning Department marked out the paving limits for the trail resulting in additional material and labor to regrade and compact stone and place additional hot mix asphalt along the trail and near the new accessible parking stall. The cost of this change order request is \$5,517.36.

Additionally, Abbey installed a 9-foot-wide path to the council ring (an existing feature on site, which is a circular space for informal gatherings/teaching) when the Contract called for a 6-foot-wide path. The edges of the path were unstable due to improper subbase preparation by Abbey. District staff asked Abbey to remove the excess asphalt material. However, Abbey was unable to complete the removal work according to the project schedule. The earthwork contractor removed the excess asphalt material and Abbey has accepted a back charge of \$1,356.17, reducing the total change order amount to \$4,161.19.

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. 3 to the Contract with Abbey Paving for the purchase and installation of additional asphalt material. The District's retained Construction Manager (Wight Construction Services, Inc.) concurs with the recommendation.

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

MOTION: Motion to approve Change Order No. 3 to the Contract with Abbey Paving for the purchase and installation of additional asphalt material for the new Education Center at Ryerson, increasing the Contract Price by \$4,161.19, 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



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

| | | |
|---------------------|---|--|
| Date: 01/16/2024 | Change Order Number (Please use drop down) 3 | Department:(Please use drop down) * Planning Conservation |
| Fiscal Year 2024 | Purchase Order Number: 20220307 | Account Code: * 11104100-80300-61410 |
| | | Administrative Assistant Email * PALI@LCFPD.ORG |

Project Information

| | | |
|---|---|---|
| Project or Bid Number: 22020/22025 | Contractor Name: * Abbey Paving & Sealcoating Co., Inc | Original Contract Date: * 05/10/2022 |
| Project Name: * The Construction of the Environmental Education Facility | Contractor Email * AEWING@ABBHEY-PAVING.COM | Contract Type: * <input type="radio"/> Lump Sum Contract <input checked="" type="radio"/> Unit Price Contract |
| District Wide No | Contractor Admin Email | |
| 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 | Additional asphalt material | As part of the final closeout adjustments, Abbey Paving has requested a change order for the purchase and installation of additional asphalt material. | \$4,161.19 |

Decrease

| Item Number | Item | Description | Amount (enter as a negative number): |
|-------------|------|-------------|---|
|-------------|------|-------------|---|

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 |
| 4161.19 | 0.00 | 0.330000 |
| Unit Price Decrease Total | | |
| 0.00 | | |
| Unit Price Change Total | | |
| 4161.19 | | |

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

Revised Completion Date:

Change in Contract Price from this Change Order:
4161.19

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 |
| \$79,300.00 | \$101,063.51 | \$25,924.70 | 105224.700000 |
| | | Net Percentage Change from original Contract Price resulting from this Change Order and all previous Change Orders: | |
| | | 33.000000% | |

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

(0)

FI-Purchase Change order attachments

Please type your notes to the Vendor below:

Project Manager Recommendation

Project Manager **Select from list ***

BMATHIS

Date of Recommendation:

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.