



**DATE:** September 30, 2024

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

**FROM:** Kevin Kleinjan  
Director of Planning

**RECOMMENDATION:** Authorize the Director of Planning to approve Change Order No. 1 (the “Change Order”) to a contract with Chicagoland Paving Contractors, Inc. for site improvements at the District General Offices (the “Contract”) to (i) set forth revised plans and specifications for the work due to unforeseen subsurface conditions; (ii) increase the Contract price by an amount not to exceed \$307,000.00 and (iii) extend the time for completion of the Contract by 56 days.

**STRATEGIC DIRECTIONS SUPPORTED:** Public Access and Connections; Organizational Sustainability.

**FINANCIAL DATA:** The original Contract with Chicagoland Paving Contractors, Inc. is in the amount of \$615,000. This work is included in the adopted FY2024 Capital Improvement Plan (CIP) and FY2024 Budget as part of the following project: Repair Existing Roads/ Parking (Project 60009). The total amount available in the budget is \$1,741,563.50. The overall cost of the project, including this Change Order (and assuming the work under the Changer Order costs the full not-to-exceed amount), is estimated to be \$922,000.00 and will be charged to 20104100-803200-60009.

**BACKGROUND:** The parking lot at the General Offices was constructed in 1999-2000. The parking lot pavement has deteriorated, is near the end of its useful life, and is in need of repair. Additionally, minor grading, along with storm sewer and structure upgrades, is being performed to correct deficient drainage conditions.

On June 12, 2024, the District awarded the Contract to Chicagoland Paving Contractors for pavement repair and other site work at the General Offices (the “Work”). The Work includes full depth reconstruction of a small portion of the parking lot with most of the remaining parking lot milled to remove the surface layer and then place a new surface layer over the remaining asphalt. The Work is planned in phases to maintain access to the General Offices and Dunn Museum. The first phase is underway and includes the southwest, west and north parking lots and associated sidewalks. The second and third phases have not been started and will include the majority of the southeast lot, portions of the main drive south of the parking lots and the ramp accessing the underground parking and storage.

After initial milling of the surface within the first phase of the Work, the depth of the remaining asphalt was found to be variable in thickness and stability. The District’s consulting geotechnical engineer has reviewed the conditions and made recommendations to correct the underlying subgrade deficiencies within the first phase. The geotechnical engineer is performing additional testing of the second and third phase areas and anticipates similar variables in thickness and stability will be present after milling.

The Change Order is needed to cover the costs of performing additional work necessary to remove unsuitable soils, provide a suitable structural base and place additional asphalt at multiple locations (the “Additional Work”). The subsurface conditions necessitating the Additional Work were not foreseeable when the Contract was originally bid and awarded. The District’s consulting engineer is developing revised plans and specifications for the Work and the Additional Work to address the subgrade deficiencies and, after approval by the Director of Planning, such revised plans will be incorporated into the Change Order (“Revised Plans”).

Staff recommends that the Planning Committee approve the Change Order and authorize the Director of Planning to execute the final version of the Change Order, subject to the following terms and conditions:

1. The Change Order will include the Revised Plans approved by the Director of Planning.
2. The Change Order will increase the Contract price by an amount not to exceed \$307,000, or such lesser amount as determined by the Director of Planning based upon the Revised Plans and the unit prices set forth in the original Contract.
3. The Change Order will extend the Contract completion date from October 25, 2024 to December 20, 2024.
4. If necessary, the Revised Plans may reduce the scope of the Work so that the total Contract price does not exceed \$922,000. In that circumstance, the District will rebid any remaining Work at a later date.

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

**COMMITTEE MOTION:** Motion to authorize the Director of Planning to approve Change Order No. 1 to a Contract with Chicagoland Paving Contractors, Inc. for site improvements at the District General Offices to (i) provide Revised Plans for the Work and Additional Work, subject to approval by the Director of Planning; (ii) increase the Contract price by an amount not to exceed \$307,000.00 as determined by the Director of Planning based on the Revised Plans and the unit prices set forth in the original Contract; and (iii) extend the time for completion of the Contract by 56 days, all in the form approved by Corporate Counsel and executed by the Director of Planning, 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: \_\_\_\_\_