City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MPW

FROM: Jack Wardell, Director of Parks and Recreation JW

DATE: June 17, 2020

SUBJECT: 2019 Trails Improvement

- Change Order #3
- Certificate of Substantial Completion

During construction of the 2019 Trails Improvement, Change Order #3 adds in turf reinforcement matting for the areas with steep slopes to control erosion while the grass establishes and thereafter. The remainder of the Change Order removes the type 4 temporary seed that was not used and decreases the silt fence related items to match what the contractor actually used for the project. These items can vary from project to project based on the contractor's construction methods and timelines so it is very common to have adjustments at the end of the contract. It is common practice to use conservative numbers in the construction plans for these items so that it is a decrease in quantities/costs and not an increase at the end of the project. Attached to this memorandum is the Change Order. A summary of the Change Order follows:

1. Adjustment to Item Quantities	$(24,977.72)
2. Add Item 41 Turf Reinforcement Matting	$ 4,843.59
Change Order Contract Decrease	**$(20,134.13)**

Original Contract	$738,016.66
Change Order #1 (Approved)	$ 34,556.08
Contract with Change Order #1	$772,572.74
Change Order #2 (Approved)	$ 10,191.80
Contract with Change Order #2	$782,764.54
Change Order #3 (Proposed)	$(20,134.13)
Contract with Change Order #3	$762,630.41

The contractor Absolute Concrete Construction has substantially completed the 2019 Trails Improvement Project. The date of substantial completion was October 30, 2019. Attached to this memorandum is a punch list of items that was to be completed or corrected. At this time all punch list items have been completed.

RECOMMENDATION: For the Mayor and City Council consideration and approval of Change Order #3 to the 2019 Trails Improvement in the amount of $(20,134.13) and to accept the Certificate of Substantial Completion establishing the completion date of October 30, 2019.

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 03

Date of Issuance: June 01, 2020		Effective Date:	June 08, 2020
Owner:	City of Carroll	Owner's Contract No.:	
Contractor:	Absolute Concrete Construction	Contractor's Project No.:	
Engineer:	Shive-Hattery, Inc.	Engineer's Project No.:	4173200
Project:	City of Carroll – 2019 Trail Improvements	Contract Name:	City of Carroll – 2019 Trail Improvements

The Contract is modified as follows upon execution of this Change Order:

Description:

1. Adjustment of Item Quantities:
    a. Item 11, Aprons, Concrete 18 IN.
        i. Quantity change from 2 EA to 0 EA @ $770.00/EA for **a decrease of $1,540.00**
    b. Item 22, Hydraulic Seeding, Fertilizing & Mulching – Type 4
        i. Quantity change from 4.2 AC to 0.0 AC @ $3,500.00/AC for **a decrease of $14,700.00**
    c. Item 28, Silt Fence
        i. Quantity change from 12,006 LF to 8,857.29 LF @ $1.75/LF for **a decrease of $5,510.24**
    d. Item 29, Silt Fence, Removal of Sediment
        i. Quantity change from 6,003 LF to 0.0 LF @ $0.10/LF for **a decrease of $600.30**
    e. Item 30, Silt Fence, Removal of Device
        i. Quantity change from 12,006 LF to 8,857.29 LF @ $0.25/LF for **a decrease of $787.18**
    f. Item Alt-8, Hydraulic Seeding, Fertilizing & Mulching – Type 4
        i. Quantity change from 0.2 AC to 0.0 AC @ $3,500.00/AC for **a decrease of 700.00**
    g. Item Alt-11, Silt Fence
        i. Quantity change from 600 LF to 0.0 LF @ $1.60/LF for **a decrease of $960.00**
    h. Item Alt-12, Silt Fence, Removal of Sediment
        i. Quantity change from 300 LF to 0.0 LF @ $0.10/LF for **a decrease of $30.00**
    i. Item Alt 13, Silt Fence, Removal of Device
        i. Quantity change from 600 LF to 0.0 LF @ $0.25/LF for **a decrease of $150.00**
2. Add Item 41 for Turf Reinforcement Matting:
    a. Quantity set at 364.18 SQ at $13.30/SQ for **an increase of $4,843.59**

Change Order 3 Total Contract Decrease of $20,134.13

Attachments: This change order does not require changes to plan sheets.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES *[note changes in Milestones if applicable]*
Original Contract Price: $ 738,016.66 (includes acceptance of 6" Trail Bid Alternate	Original Contract Times: June 28, 2019 Substantial Completion: October 30, 2019 Ready for Final Payment: December 1, 2019 days or dates
Increase from previously approved Change Orders No. 1 to No. 2 : $ 34,556.08 + $10,191.80 = $44,747.88	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: NA Substantial Completion: _____ Ready for Final Payment: _____ days

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Contract Price prior to this Change Order: $ 782,764.54	Contract Times prior to this Change Order: Substantial Completion: October 30, 2019 Ready for Final Payment: December 1, 2019 days or dates
Decrease of this Change Order: $ -20,134.13	[Increase] [Decrease] of this Change Order: Substantial Completion: October 30, 2019 Ready for Final Payment: December 1, 2019 days or dates
Contract Price incorporating this Change Order: $ 762630.41	Contract Times with all approved Change Orders: Substantial Completion: October 30, 2019 Ready for Final Payment: December 1, 2019 days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: [signature]	By:	By: [signature]
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Project Engineer	Title	Title PM
Date: June 1, 2020	Date	Date 06-03-2020

Approved by Funding Agency (if applicable)

By: _____ Date:

Title: _____

SHIVEHATTERY
ARCHITECTURE + ENGINEERING

June 5, 2020

Jack Wardell
City of Carroll, IA
Director of Parks & Recreation
627 N Adams St
Carroll, IA 51401

Re: Substantial Completion
2019 Trail Improvements

Dear Jack,

The Work for this project has been inspected by authorized representatives of the Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof is hereby established as October 30, 2019 subject to the provisions of the Contract pertaining to Substantial Completion.

The punch list of items that was to be completed or corrected is attached. This list may not be all-inclusive, and the failure to include any items on the list does not alter the responsibility of the Contractor to complete all Work in accordance with the contract. At this time, all punchlist items have been completed.

Sincerely,

SHIVE-HATTERY, INC.

Jenifer J. Bates

Jenifer J. Bates, P.E.
Project Manager

Enclosure

Cc: Eli Hartog, Absolute Concrete

Project #4173200

SHIVEHATTERY
ARCHITECTURE + ENGINEERING

PUNCH LIST

PROJECT: 2019 Carroll Trail Improvements

OWNER: City of Carroll

DATE: October 30, 2019 @ 10:00 A.M.; Updated November 8, 2019

ATTENDEES: Jack Wardell, Director of Parks and Recreation
Tom Weber, Parks Superintendent
Eli Hartog, Absolute Concrete
Jenifer Bates, Shive-Hattery
Victoria Roemig, Shive-Hattery

The following list are items to be completed by the contractor prior to final acceptance of the project. Failure to include any deficiencies in this list does not alter the responsibility of the contractor/subcontractor to complete the project in accordance with the contract documents. The contractor shall return a copy of this list to the Architect after all items are complete.

Punchlist Items:

1. Mulch entire trail to stabilize over winter (as per NPDES permit, storm water inspections will need to continue (by contractor) until 70% permanent seed is established.

2. Submit storm water inspection reports completed to date.

3. Broom/clean entire trail and pick up miscellaneous trash/debris/rocks within project limits.

4. Expose drain tile outlet from retaining wall.

Project #4173200

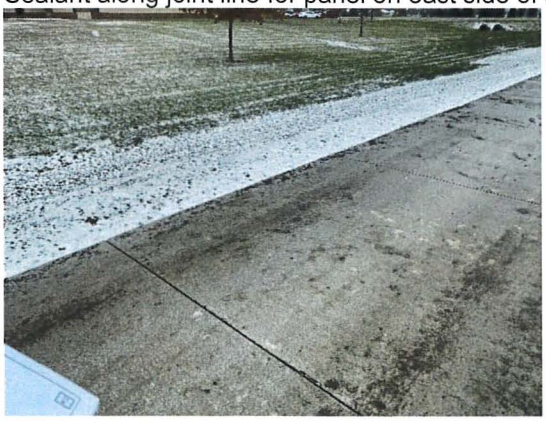
5. Regrade pipe at station 40+17.42 to provide positive drainage and clean out silted in pipe.

6. Finish grading throughout to smooth out grades and repair ruts.

7. Replace the 3 panels that have cracked or been damaged.

8. Provide signed and sealed drawings or similar certification for both retaining walls.
9. Regrade north side of trail adjacent to corn field to remove vertical slope.

10. Sealant along joint line for panel on east side of soccer field.



11. Address ponding at detectable warnings at 30th/Grant Rd.

12. Repair cracked corner at north side of the north high school entrance.

13. Clean material off the Grant Road Trail near the fence.

14. The northbound signing related to the Grant Road Trail appears to be too close to the edge of road. The MUTCD includes a 12' offset from the edge of road. Even with breakaway posts, the signs as installed will impede the ability to satisfactorily remove snow from the roadway and shoulder.

Cc: Owner
File

CITY OF CARROLL

CERTIFICATE OF SUBSTANTIAL COMPLETION

PROJECT: **2019 Trails Improvement**
OWNER: City of Carroll, Iowa
CONTRACTOR: Absolute Concrete
ENGINEER: Shive-Hattery, Inc.

OWNER'S Contract No.: _____

DATE OF SUBSTANTIAL COMPLETION: 10/30/2019

This Certificate of Substantial Completion applies to all Work under the Contract Documents.

To: City of Carroll, Iowa

And To: Absolute Concrete

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR, and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents.

A site punch list of items to be completed or corrected is attached hereto. This list may not be all-inclusive, and the failure to include an item in it does not alter the responsibility of CONTRACTOR to complete all the Work in accordance with the Contract Documents. The items in the site punch list shall be completed or corrected by CONTRACTOR by 6/1/2020.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties and guarantees shall be as follows: See Specifications.

The following documents are attached and made part of this Certificate:

Punch List Letter

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

JURISDICTIONAL ENGINEER issues this Certificate of Substantial Completion on: 6/5/2020

CITY of Carroll, Iowa

By: Jack E Wardell

Jack E Wardell, Director of Parks and Recreation

CONTRACTOR accepts this Certificate of Substantial Completion on: 06/17/20
(Date)

Absolute Concrete

By: _____

Eli Hartog, Absolute Concrete

OWNER accepts this Certificate of Substantial Completion on: _____

City of Carroll, Iowa

By: _____

Eric P. Jensen, Mayor