

**DISTRICT ALL**

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
For Inclusion on Board Agenda

    X     Resolution or Ordinance (Blue)      \_\_\_\_\_ Waiver of First Requested  
\_\_\_\_\_  
\_\_\_\_\_  
Other Business (Pink)

**TO:** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** Scott Niehaus, Village Manager

**DATE:** August 8, 2018 (COW) (B of T)      **Date:** August 16, 2018

**TITLE:** Water Meter Replacement Program  
Change Order No. 2

**SUBMITTED BY:** Brian Jack, Utilities Superintendent 

**BACKGROUND/POLICY IMPLICATIONS:**

Change Order No. 2 is a net increase of Time of Completion of 180 Calendar Days. The change order represents additional time needed to complete the replacement program.

**FISCAL IMPACT/FUNDING SOURCE:**

Project #: WA 11 02  
Budget Amount: \$5,490,000.00  
Change Order #1: \$56,518.75 (approved)  
Total Revised Contract Amount: \$3,799,071.00  
Change Order #2: Increase of 180 Calendar days  
Total Revised Time of Competition: 545 Calendar Days  
PO #: 2018-00404

Review (as necessary):


Village Attorney X \_\_\_\_\_ Date \_\_\_\_\_  
Finance Director X \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager X \_\_\_\_\_ Date \_\_\_\_\_


**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.



## MEMORANDUM

**To:** Scott Niehaus, Village Manager

**Through:** Carl S. Goldsmith, Director of Public Works 

**From:** Brian M. Jack, Utilities Superintendent 

**Date:** August 8, 2018

**Subject:** Change Order #2 - Water Meter Replacement Program

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Enclosed is proposed Change Order #2 for the Water Meter Replacement Program WA 11 02. The change order for an increase in time of completion of 365 calendar days. The current percentage of completed water meter replacement is 60%. At the Village of Lombard's discretion, the installations of meters began three months after the execution of the contract while the infrastructure was installed and software updates were completed to be able to accept the new water meter system. Integration of the new meter reading/billing system into the Village's Financial software New World saw delays in software updates. Village Staff determined that the importance of having the billing software 100% ready was an important function to have before new meters were installed to avoid estimating bills. The installation time is also dependent on Village residents complying with our request to schedule and keep their meter installation appointments. Extending the time of completion is a common practice with water meter replacement programs for the reasons stated above.

### Recommendation

Staff recommends for an approval by the Board of Trustees for the Water Meter Replacement Program Change Order #2 to extend the time of completion in the amount of 180 calendar days at the August 16, 2018 meeting.

**R E S O L U T I O N**  
**R \_\_\_\_\_**

**A RESOLUTION AUTHORIZING A CHANGE ORDER  
INVOLVING AN INCREASE/DECREASE IN THE DOLLAR AMOUNT OF  
THE CONTRACT OF \$10,000 OR MORE AND/OR EXTENDING/ SHORTENING THE  
TIME IN WHICH THE CONTRACT IS TO BE COMPLETED BY THIRTY (30) DAYS  
OR MORE**

**WHEREAS**, pursuant to Illinois Compiled Statutes, Chapter 720, Section 5/33E-9, units of local government are required to make specific findings prior to authorizing any change order relative to a contract which would increase or decrease the dollar amount of the contract by \$10,000 or more, or would extend or shorten the time in which the contract is to be completed by thirty (30) days or more; and

**WHEREAS**, staff has presented and recommended the proposed Change Order No.1 to the contract between the Village of Lombard and Water Resources Inc. regarding the Water Meter Replacement Program, as attached hereto as Exhibit "A" and made part hereof, (the "Change Order") to the Corporate Authorities of the Village of Lombard; and

**WHEREAS**, said Change Order attached hereto as Exhibit "A" would extend the time of completion in the amount of 180 Calendar days.

**NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS, as follows:**

**SECTION 1:** That after reviewing the explanation of staff as to the necessity of and reasons for the Change Order attached hereto as Exhibit "A", the President and Board of Trustees find as follows:

- A. That the circumstances which necessitated said Change Order were not reasonably foreseeable at the time the contract was entered into.
- B. That the basis of the Change Order was not within the contemplation of the contract when the contract was signed.
- C. That it is in the best interests of the Village of Lombard to approve the Change Order in its proposed form.
- D. That to the extent that it may have been necessary to go to bid relative to the work contemplated by said Change Order; bidding is hereby specifically waived as to the Change Order work.

**SECTION 2:** That having made the findings set forth in Section 1 above, the President and Board of Trustees hereby approve the Change Order attached hereto as Exhibit "A", and direct and authorize the Village President and Village Clerk to execute said Change Order on behalf of the Village.

Resolution \_\_\_\_\_

Adopted this 16<sup>th</sup> day of August, 2018, pursuant to a roll call vote as follows:

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved by me this 16<sup>th</sup> day of August, 2018.

\_\_\_\_\_  
**Keith Giagnorio**  
**Village President**

ATTEST:

\_\_\_\_\_  
**Sharon Kuderna**  
**Village Clerk**

# VILLAGE OF LOMBARD CHANGE ORDER

PROJECT NAME: Water Meter Replacement Program PROJECT NO.: WA 11 02 Phase2.CONST  
 LOCATION: Village of Lombard CHANGE ORDER: 2  
 CONTRACTOR: Water Resources Inc. DATE: 8/8/2018  
 DESCRIPTION OF CHANGE ORDER: Extend Contract Length - Time of Completion

ORIGINAL CONTRACT AMOUNT:	[1]	<u>3,742,552.25</u>
TOTAL OF PREVIOUS AUTHORIZED CHANGE ORDERS:	[2]	<u>\$56,518.75</u>
CURRENT CONTRACT AMOUNT: ((1)+[2])	[3]	<u>\$3,799,071.00</u>
<b>PROPOSED CHANGE ORDER: (PENDING APPROVAL)</b>	[4]	<u>                    </u>
PROPOSED REVISED CONTRACT AMOUNT: (PENDING APPROVAL) ((3)+[4])	[5]	<u>                    </u>

NET OF ALL CHANGE ORDERS: (PENDING APPROVAL) ((2)+[4])                       
 TIME EXTENSION OR REDUCTION: 180 Cal Days  
 TOTAL CONTRACT TIME: 545 Cal Days  
 BUDGET ESTIMATE:                       
 ENGINEER'S ESTIMATE: \$5,490,000.00

**RECOMMENDED FOR ACCEPTANCE :**

 8/8/18 Approved By: \_\_\_\_\_  
 Utilities Superintendent Date Director of Finance Date

 8/08/18 Approved By: \_\_\_\_\_  
 Contractor Date (-\$10K or 25%) Village Manager Date

\_\_\_\_\_  
 Village Engineer Date Approved By: \_\_\_\_\_  
 (-\$10K or 25%) Acting Village President Date

 8/8/18 Attest: \_\_\_\_\_  
 Director of Public Works Date Village Clerk Date

\_\_\_\_\_  
 Assistant Director of Finance Date

**It is understood that as part of this change order that the Contractor agrees that all bonds, permits, insurance and guarantees are hereby extended to incorporate this Change Order.**