

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

 X Resolution or Ordinance (Blue) Waiver of First Requested
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott Niehaus, Village Manager

DATE: September 5, 2018 (COW) (B of T) **Date:** September 20, 2018

TITLE: Change Order No. 1 to Tree Trimming PO 2018-00000025

SUBMITTED BY: Eric Hendrickson, Forestry and Urban Landscaping Supervisor ^{EH}

BACKGROUND/POLICY IMPLICATIONS:

Change Order No. 1 reflects a reduction of funds encumbered to Purchase order 2018-00000025 by \$10,000. Funds will not be needed for tree trimming and additional funds will be needed for tree removals.

FISCAL IMPACT/FUNDING SOURCE:

\$(10,000.00) / 240.270.112.75350

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.



Date: August 30, 2018
To: Scott Niehaus, Village Manager
From: Eric Hendrickson, Forestry & Urban Landscape Supervisor ^{EH}
Through: Carl Goldsmith, Director of Public Works *[Signature]*
Subject: Change Order to Tree Trimming Purchase Order

On December 7, 2017, the Village Board approved purchase order number 2018-00000025 for Steve Piper and Sons, Inc. in the amount of \$75,000.00 for tree trimming. This year we did not require the full amount to complete the planned trimming. However, we have seen an above average number of larger trees needing to be removed. For this reason, staff is requesting that the tree trimming purchase order be reduced to unencumber funds to be added to the tree removal purchase order. This change order will decrease the purchase order amount by \$10,000.00 to a final amount of \$65,000.00.

Staff is requesting approval for a change order to the purchase order in the amount of \$(10,000.00). These funds would return to account 240.270.112.75350.

Attch: Change Order Form

RESOLUTION
R_____

A RESOLUTION AUTHORIZING A CHANGE ORDER
INVOLVING AN INCREASE / DECREASE IN THE DOLLAR AMOUNT OF
THE CONTRACT OF \$10,000 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 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 Steeve Piper and Sons, Inc. regarding Parkway Tree Pruning and Demand Trimming/Cabling PWO 16-15, as attached hereto as Exhibit "A" and made part hereof, to the Corporate Authorities of the Village of Lombard; and

WHEREAS, said change order attached hereto as Exhibit "A" would decrease the dollar amount of the contract by \$10,000.00.

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.

Resolution _____

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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.

Adopted this _____ day of _____, 2018.

Ayes; _____

Nays: _____

Absent: _____

Approved this _____ day of _____, 2018.

Keith Giagnorio
Village President

ATTEST:

Sharon Kuderna
Village Clerk

APPROVAL AS TO FORM:

Thomas P. Bayer
Village Attorney

VILLAGE OF LOMBARD CHANGE ORDER

PROJECT NAME: 2018 Parkway Tree Removal

PROJECT NO.: PO# 2018-0025

LOCATION: Tree Area #1

CHANGE ORDER: 1

CONTRACTOR: Steve Piper and Sons, Inc.

DATE: 8/30/2018

DESCRIPTION OF CHANGE ORDER: Decrease in total contract amount due to smaller number of larger trees trimmed

ORIGINAL CONTRACT AMOUNT:	[1]	<u>\$75,000.00</u>
TOTAL OF PREVIOUS AUTHORIZED CHANGE ORDERS:	[2]	<u>\$0.00</u>
CURRENT CONTRACT AMOUNT: ([1]+[2])	[3]	<u>\$75,000.00</u>
PROPOSED CHANGE ORDER: (PENDING APPROVAL)	[4]	<u>(\$10,000.00)</u>
PROPOSED REVISED CONTRACT AMOUNT: (PENDING APPROVAL) ([3]+[4])	[5]	<u>\$65,000.00</u>

NET OF ALL CHANGE ORDERS: (PENDING APPROVAL) ([2]+[4]) (\$10,000.00)


TIME EXTENSION OR REDUCTION: NONE

TOTAL CONTRACT TIME: (PENDING APPROVAL) _____


BUDGET ESTIMATE: _____

ENGINEER'S ESTIMATE: _____

RECOMMENDED FOR ACCEPTANCE:

 8/30/18 Date Approved By: _____
Urban Landscape & Forestry Sup Date Director of Finance Date

Village Engineer Date Approved By: _____
($< \$10K$ or 25%) Village Manager Date

 09/08/18 Date Approved By: _____
Contractor Date ($> \$10K$ or 25%) Village President Date

 9/5/18 Date Attest: _____
Director of Public Works Date Village Clerk Date

Budget Coordinator 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.