

080501

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

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

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: David A. Huseberg, Village Manager

DATE: August 18, 2008 (B of T) Date: September 4, 2008

TITLE: Change order for PWO 0914 Tree & Stump Removal

SUBMITTED BY: Steve Kremseke, Forestry/Electrical/Streets Supervisor

BACKGROUND/POLICY IMPLICATIONS:

See attached memo

Fiscal Impact/Funding Source:

Amount of Award	\$1,870.00	2712.755700
	\$7,770.00	1155.756420
	project#5547	
	\$9,640.00 INCREASE	

Review (as necessary):

Date Village Attorney X

Date 8/21/08 Finance Director X

Date 8/25/08 Village Manager X

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.





To: David A. Hulseberg, Village Manager
Through: Dave Gorman, Acting Director of Public Works
DAG
From: Steve Kremke, Forestry/Electrical/Streets Supervisor
Date: August 20, 2008
Subject: Change Order to Tree & Stump Removal Contract PWO 0914

On July 21, 2008, the Board of Trustees awarded Village contract PWO 0914, *Tree & Stump Removal* to Dawson's Tree Service in the amount of \$23,130.00. Rather than that amount, the award should have been for \$25,000.00 per the approved annual budget. Also, that contract did not include the cost of the tree removal work required at Main Street Cemetery in the amount of \$7,770.00. I am therefore requesting a change order in the amount of \$9,640.00 as an increase to the current tree & stump removal contract.

Because this change order represents an increase greater than 25% of the awarded contract, I am seeking Board of Trustees approval. Please present this item to the Board at the September 4, 2008 meeting for their approval.

Attachments: Change Order Form
Resolution

R E S O L U T I O N
R _____
09

A RESOLUTION AUTHORIZING A CHANGE ORDER
INVOLVING AN INCREASE TO A CONTRACT
OF LESS THAN \$10,000 BUT MORE THAN 25%

WHEREAS, pursuant to Illinois Compiled Statutes, Chapter 720, Section 5/33B-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 25% 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 Dawson's Tree Service regarding Tree & Stump Removal, 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 increase the dollar amount of the contract by \$9,640.00 which is more than 25% of the total contract amount.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBAR, 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.

Adopted this 4th day of September, 2008.

Ayes: _____

Nays: _____

Absent: _____

Approved this 4th day of September, 2008.

William J. Mueller
Village President

ATTEST:

Brigitte O'Brien
Village Clerk

APPROVAL AS TO FORM:

Thomas P. Bayer
Village Attorney

VILLAGE OF LOMBARD CHANGE ORDER

PROJECT NAME: TREE & STUMP REMOVAL PROJECT NO.: _____
 LOCATION: THROUGHOUT VILLAGE CHANGE ORDER: 1
 CONTRACTOR: DAWSON'S TREE SERVICE, INC DATE: 8/20/2008
 DESCRIPTION OF CHANGE ORDER: ADDITIONAL TREE & STUMP REMOVAL

ORIGINAL CONTRACT AMOUNT:	TOTAL OF PREVIOUS AUTHORIZED CHANGE ORDERS:	CURRENT CONTRACT AMOUNT: ((1)+[2])	PROPOSED CHANGE ORDER: (PENDING APPROVAL)	PROPOSED REVISED CONTRACT AMOUNT: (PENDING APPROVAL) ([3]+[4])
[1] \$23,123.00	[2] \$0.00	[3] \$23,123.00	[4] \$9,640.00	[5] \$32,763.00

NET OF ALL CHANGE ORDERS: (PENDING APPROVAL) ([2]+[4]) \$9,640.00
 TIME EXTENSION OR REDUCTION: NONE
 TOTAL CONTRACT TIME: (PENDING APPROVAL)
 BUDGET ESTIMATE:
 ENGINEERS ESTIMATE:

RECOMMENDED FOR ACCEPTANCE:

Steven Stunko 8-20-08 Approved By: *James J. Seltzer* Director of Finance Date: 8/20/08
 Forestry/Electrical/Streets Sup

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

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

Director of Public Works _____ Approved By: _____ Village Clerk Date _____

Asst. Finance Director _____ 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.

