



To: David A. Hulseberg, Village Manager
Through: Carl Goldsmith, Director of Public Works
From: Tom Ellis, Operations Superintendent
Date: February 29, 2012
RE: Change Order #2 for Additional Construction in Council Meeting Room

On December 1, 2011 the Board of Trustees awarded the contract for Village Board Room Enhancement to J-Mac Associates Ltd. for an amount of \$94,183. Currently there is one outstanding change order for \$2,066.00 for carpet in the meeting room. Changes to the counter tops, ramping, and sound deadening have been requested and are outside of the original contract. Public Works is requesting Change Order #2 in the amount of \$5,171.00 to cover additional costs. The project total would be \$101,420.60

Public Works is requesting approval of Change Order #2 in the amount of \$5,171.00 to cover the additional costs related to the additional ramp construction, modified counter tops, and sound deadening of dais platform. This project is partially being funded through a CDBG grant up \$48,618.00. The Village will be responsible for the remaining balance and will be paying for it out of account #7101.733200

VILLAGE OF LOMBARD CHANGE ORDER

PROJECT NAME Village Board Room Improvement PROJECT NO.: CDC#10-04

LOCATION: Trustee District # 6 CHANGE ORDER: # 2

CONTRACTOR: J-Mac Associates Ltd. DATE: 28-Feb-12

DESCRIPTION OF CHANGE ORDER: This change order is requested to have J-Mac Associates Inc.. perform all labor, supply all equipment and materials needed to accomplish the Village Board room ADA improvement project.

ORIGINAL CONTRACT AMOUNT:	[1]	<u>\$94,183.00</u>
TOTAL OF PREVIOUS AUTHORIZED CHANGE ORDERS:	[2]	<u>\$2,066.60</u>
CURRENT CONTRACT AMOUNT: ([1]+[2])	[3]	<u>\$96,249.60</u>
PROPOSED CHANGE ORDER: (PENDING APPROVAL)	[4]	<u>\$5,171.00</u>
PROPOSED REVISED CONTRACT AMOUNT: (PENDING APPROVAL) ([3]-[4])	[5]	<u>\$101,420.60</u>

NET OF ALL CHANGE ORDERS: (PENDING APPROVAL) ([2]+) \$7,237.60

TIME EXTENSION OR REDUCTION: NONE

TOTAL CONTRACT TIME: (PENDING APPROVAL) _____

BUDGET ESTIMATE: \$0.00

ENGINEER'S ESTIMATE: \$0.00

RECOMMENDED FOR ACCEPTANCE :

[Signature] 2/28/12
Operation Superintendent Date

Approved By: [Signature] 3/5/12
Director of Finance Date

Approved By: [Signature] 3/5/12
(<\$10K or 25%) Village Manager Date

See attached quote
Contractor _____ Date

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

[Signature] 3/2/12
Director of Public Works Date

Attest: _____
Village Clerk Date

[Signature] 3/5/12
Assistant 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.

J-MAC Associates Ltd.

One North 050 Gary Avenue, Carol Stream, IL 60188-2278
Tel: 630-690-2500 Fax: 630-690-1271

Request for Change Order

For work Done outside the Scope
of Original Contract Work

Date: 2/27/2012

Job #: 51874

Contract / PO #: _____

Name: Village Of Lombard

Location: 255 E. Wilson, Lombard, IL

Company: Village Of Lombard

Attn: Tom Ellis

Address: 255 E. Wilson Ave.

City, State, Zip: Lombard, IL

Fax: _____

email: elist@villageoflombard.org

Request #: 2R1

We propose to perform the following change order work on the project referenced under the terms and conditions of the contract pursuant to your: written X oral _____ request dated 1/6/2012

SCOPE OF WORK:

- 1 ~~Demo the acoustical ceiling at the double doors and construct a new raised drywall pocket taped and painted to house the automatic door openers. DELETED~~
 - 2 Change of Scope of Work: Revise the complete demolition of the knee wall to carefully dismantle top cap and trim work to salvage structural steel and framing to be reused. Install new millwork skin, trim, and cap on existing framing.
 - 3 Additional raised wood platform modifications at left side of platform to cut back platform and recess steps into platform to allow 5' clear space from last step to seating.
 - 4 Additional raised wood platform installation on right side of platform to straighten out elevated area and increase millwork and counter area per drawing provided by village.
 - 5 Add sound deadening Insulation into new raised platform area.
 - 6 Add eased edge to all laminated counter tops. (cost will be absorbed) No Charge
 - 7 Change to quarter sawn oak to veneer. (cost will be absorbed) No Charge
 - 8 Credit for concrete saw cutting and concrete infill at knee wall. Change Order Sub Total \$8,360.00
 - 9 Credit for reinstallation of all seating and removal and replacement of anchors by others. Deduct -\$1,513.00
- \$1,676.00

Total Change Order Request: \$5,171.00

Includes:

Excludes: Fabric wrapped panels drawn in on revised millwork detail from Keith.

Time of completion for work may increase due to change in scope: 4 Days

In order to avoid delaying our work, approval of this change order must be received by: ASAP

PLEASE SIGN AND RETURN TO J-MAC ASSOCIATES LTD. KEEP A COPY FOR YOUR REFERENCE.

J-MAC Associates Ltd. One North 050 Gary Avenue Carol Stream, Illinois 60188-2278
By: 
Name: David A. Check
Title: Sr. Project Manager
Date: 2/27/2012

Village of Lombard 255 E. Wilson Avenue Lombard, IL 60148
By: _____
Name: _____
Title: _____
Date: _____