REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
August 27, 2020

Department Administration **Director Approval** *Kelly Passauer*

AGENDA ITEM Consider Change Orders 8, 9 and 10 regarding the 1916 City Hall project.

SUMMARY RECOMMENDATION Staff recommends approval.

BACKGROUND The City Commission on January 9, 2020 approved Change Order 3; and on April 23, 2020 approved Change Orders 1, 2, 4, 6, and 7 for the 1916 City Hall Phase I project. The previously approved change orders are summarized as follows:

#	Description	Add/Deduct
1	Add for windows not identified on plans. Material Only.	$24,829.00
2	Credit for demo work in basement completed by remediation subcontractor.	-$12,000.00
3	Additional roof repairs to roof parapet wall and lower roof.	$20,610.70
4	Time & Material estimate for all labor, material and equipment to: (1) Demo damaged wood window frames; and (2) Repair or replace wood window frames with blocking for installation of replacement windows.	$43,297.50
6	Lintel repairs for basement windows. Includes all labor, material and equipment.	$24,702.00
7	Deletion of east roof.	-$2,750.00

On June 11, 2020 the City Commission reviewed Change Orders 8 and 9 and Mayor Caflisch questioned the amounts in Change Order 8.

Change Orders 8 (revised), 9, and 10 are summarized as follows:

#	Description	Add/Deduct
8	Credit for east roof flashing and parapet cap (material and labor)	-$3,415.50
9	Credit for roof parapet wall repairs (1) lower roof (material and labor)	-$4,849.90
10	Eliminating windows on the east side (materials and labor)	-$21,872.40

The change orders recommended for approval by TreanorHL are described in more detail in the attached documentation.

BUDGET IMPACT $30,137.80 in deducts. This project is being funded from Special Use Sales Tax for Buildings and Facilities.

SUGGESTED MOTION I move to approve Change Orders 8, 9, and 10 for a total deduct of $30,137.80 for the 1916 City Hall Phase I project.

SUPPORTING DOCUMENTS

1. Change Orders
2. Recommendations from TreanorHL

AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Independence City Hall - Phase 1
120 N. 6th St.
Independence, KS 67301

CONTRACT INFORMATION:
Contract For: Renovation
Date: 5/7/2019

CHANGE ORDER INFORMATION:
Change Order Number: 8
Date: 6/4/2020

OWNER: *(Name and address)*
City of Independence
811 W. Laurel St.
Independence, KS 67301

ARCHITECT: *(Name and address)*
TreanorHL
719 SW Van Buren St. Ste. 200
Topeka, KS 66603

CONTRACTOR: *(Name and address)*
Hofer & Hofer & Associates, Inc.
1201 N. 10th St.
Humboldt, KS 66748

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
Removing coping cap flashing of East Apparatus Bay Addition from project scope:
Reference attached contractor's proposed change order (Exhibit A) and TreanorHL recommendation letter (Exhibit B) for additional information.

The original Contract Sum was	$	1,077,900.00
The net change by previously authorized Change Orders	$	98,689.20
The Contract Sum prior to this Change Order was	$	1,176,589.20
The Contract Sum will be decreased by this Change Order in the amount of	$	3,415.50
The new Contract Sum including this Change Order will be	$	1,173,173.70

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

TreanorHL	Hofer & Hofer & Associates, Inc.	City of Independence
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
SIGNATURE K. Vance Kelley	**SIGNATURE**	**SIGNATURE**
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE** Justin Wintjen, President	**PRINTED NAME AND TITLE**
June 25, 2020	6/29/20	
DATE	**DATE**	**DATE**

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User Notes: (3B9ADA47)

June 11, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 8

DESCRIPTION: We hereby agree to make the changes as specified below:

Credit for east roof metal flashing and parapet cap (material & labor)

Approx 3' gutter & downspout, 95' $100, labor $250

Approx 95' Reglet mat @ $2.00, labor @ $11.00 = 95' x $13.00 = $1,235.00

Approx 95' coping wall mat @ $7.00, labor @ $9.00 = 95' x $16.00 = $1,520.00

10% GC markup = $310.50

Total Revised deduct amount ($3,415.50)

To accept Change Order No. 8, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

TREANORHL

June 26, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 8

Dear Ms. Passauer,

As was discussed as part of Change Order No. 7 for the credit of reroofing work at the East Apparatus Bay Addition, there would be another credit for the metal coping cap detail that would also not be installed.

Therefore, the contractor has proposed a credit for the associated metal coping cap work that will not be performed on the addition roof.

The total Change Order No. 8 amount for this removed scope is a credit of $3,415.50. See Change Order No. 8 for the contractor's breakout of the values associated with the credited flashing work.

TreanorHL recommends approval of this change order.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

ipitts@treanorhl.com
c 785.221.3748
o 785.235.0012
d 785.350.6504

Cc: file

AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Independence City Hall - Phase 1
120 N. 6th St.
Independence, KS 67301

CONTRACT INFORMATION:
Contract For: Renovation
Date: 5/7/2019

CHANGE ORDER INFORMATION:
Change Order Number: 9
Date: 6/4/2020

OWNER: *(Name and address)*
City of Independence
811 W. Laurel St.
Independence, KS 67301

ARCHITECT: *(Name and address)*
TreanorHL
719 SW Van Buren St. Ste. 200
Topeka, KS 66603

CONTRACTOR: *(Name and address)*
Hofer & Hofer & Associates, Inc.
1201 N. 10th St.
Humboldt, KS 66748

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
Removing additional parapet plywood blocking at roof of East Apparatus Bay Addition (previously added via CO #3) from project scope: Reference attached contractor's proposed change order (Exhibit A) and TreanorHL recommendation letter (Exhibit B) for additional information.

The original Contract Sum was	$	1,077,900.00
The net change by previously authorized Change Orders	$	95,273.70
The Contract Sum prior to this Change Order was	$	1,173,173.70
The Contract Sum will be decreased by this Change Order in the amount of	$	4,849.90
The new Contract Sum including this Change Order will be	$	1,168,323.80

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

TreanorHL	Hofer & Hofer & Associates, Inc.	City of Independence
ARCHITECT *(Firm name)*	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
SIGNATURE K. Dance Kelley	**SIGNATURE**	**SIGNATURE**
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE** Justin Wintjen President	**PRINTED NAME AND TITLE**
June 25, 2020	6/29/20	
DATE	**DATE**	**DATE**

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User Notes: (3B9ADA4F)

May 20, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 9

DESCRIPTION: We hereby agree to make the changes as specified below:

Credit for roof parapet wall repairs (1) lower roof (material & labor) ($4,409.00)

10% GC markup $440.90 Total Deduct of ($4,849.90)

To accept Change Order No. 9, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

TREANORHL

June 4, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 9

Dear Ms. Passauer,

In reviewing the previously approved Change Orders, the contractor discovered that with the decision to not proceed with reroofing work on the East Apparatus Bay Addition roof, there were costs associated with previously approved Change Order #3 that would not be required. Change Order #3 covered additional parapet plywood blocking necessary for the adequate attachment of the membrane roofing, due to unforeseen deterioration of the brick parapets under the existing roofing.

Therefore, the contractor has proposed a credit for the additional parapet blocking associated with the east Apparatus Bay addition reroofing work that will not be performed.

The total Change Order No. 9 amount for this removed scope is a credit of $4,849.90. See Change Order No. 9 for the contractor's breakout of the credited amount, and reference Change Order No. 3 for the contractor's breakout of the material and labor values associated with the credited work, listed under "Lower Roof Each x3."

TreanorHL recommends approval of this change order.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

ipitts@treanorhl.com
c 785.221.3748
o 785.235.0012
d 785.350.6504

Cc: file

AIA® Document G701™ – 2017

Change Order

PROJECT: *(Name and address)*
Independence City Hall - Phase 1
120 N. 6th St.
Independence, KS 67301

CONTRACT INFORMATION:
Contract For: Renovation
Date: 5/7/2019

CHANGE ORDER INFORMATION:
Change Order Number: 10
Date: 7/10/2020

OWNER: *(Name and address)*
City of Independence
811 W. Laurel St.
Independence, KS 67301

ARCHITECT: *(Name and address)*
TreanorHL
719 SW Van Buren St. Ste. 200
Topeka, KS 66603

CONTRACTOR: *(Name and address)*
Hofer & Hofer & Associates, Inc.
1201 N. 10th St.
Humboldt, KS 66748

THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)
Removal of east elevation windows (12) from Phase 1 project scope due to potential overlap with Phase 2 addition location. Reference attached contractor's proposed change order (Exhibit A) and TreanorHL recommendation letter (Exhibit B) for additional information.

The original Contract Sum was	$	1,077,900.00
The net change by previously authorized Change Orders	$	90,423.80
The Contract Sum prior to this Change Order was	$	1,168,323.80
The Contract Sum will be decreased by this Change Order in the amount of	$	21,872.40
The new Contract Sum including this Change Order will be	$	1,146,451.40

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

TreanorHL	Hofer & Hofer & Associates, Inc.	City of Independence
ARCHITECT	**CONTRACTOR** *(Firm name)*	**OWNER** *(Firm name)*
K. Vance Kelley		
SIGNATURE	**SIGNATURE**	**SIGNATURE**
K. Vance Kelley, Principal	Justin Wintjen, President	
PRINTED NAME AND TITLE	**PRINTED NAME AND TITLE**	**PRINTED NAME AND TITLE**
8/18/2020	8-18-20	
DATE	**DATE**	**DATE**

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User Notes:
(3B9ADA4F)

August 6, 2020

TO: Ian Pitts
TreanorHL
719 SW Van Buren St., Suite 200
Topeka, KS 66603

RE: Independence City Hall

CHANGE ORDER NO. 10

DESCRIPTION: We hereby agree to make the changes as specified below:

Credit for eliminating the following:	
(5) Windows east side 1st floor 119,120,121,122,122a	($7,095.00)
(7) Windows east side 2nd floor 223-229	($12,789.00)
10% GC markup $1,988.40	Total Deduct of ($21,872.40)

To accept Change Order No. 10, please sign and date where indicated below and return the document to our office for execution. We will execute the changes and return a signed copy of the document to you for your records.

OWNER/OWNER'S RESPRESENTATIVE

By: _____

_____

_____

Dated: _____

Hofer & Hofer & Associates, Inc.

By: _____

_____

_____

Dated: _____

TREANORHL

July 10, 2020

Kelly Passauer, Assistant City Manager
City of Independence
811 West Laurel Street
Independence, KS 67301

Re: Independence City Hall – Phase 1 – Change Order No. 10

Dear Ms. Passauer,

In reviewing the coordination of the installation of the Phase 1 exterior windows, it came to the attention of the project team that the potential locations for any necessary additions to the building in Phase 2 would impact window locations. After discussions with the City, it was determined that a new addition on only the east side of the building, where the present non-historic apparatus bay is located, would be a desirable direction for Phase 2. The windows on the east elevation of the 1st floor apparatus bay addition, and the east elevation of the historic 1916 2nd floor, were requested by the City to be removed from the Phase 1 project. These windows are basic rectangular windows, and therefore will not be a considerable expense for the Phase 2 project should the existing addition be retained in its present form.

Therefore, the contractor has proposed a credit for the windows that will not be ordered as part of the Phase 1 project, as well as the labor for the installation.

The total Change Order No. 10 amount for this removed scope is a credit of $21,872.40. See Change Order No. 10 for the contractor's breakout of the credited amount.

TreanorHL recommends approval of this change order.

Sincerely,

Ian Pitts ASSOCIATE AIA

719 SW Van Buren Street, Suite 200
Topeka, KS 66603

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o 785.235.0012
d 785.350.6504

Cc: file