



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Change Order from Kelso-Burnett for changes during the Western Ave Substation General Construction project.		
Presenter & Title:	Hal Wright, Superintendent of Electrical Services		
Date:	January 28, 2019		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting		Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting		Special City Council Meeting
<input type="checkbox"/>	Public Hearing		Other -
Associated Strategic Plan Goal/Objective: This initiative most closely relates to the EMS-2 Priority Objective for 2020, The City provides equipment, infrastructure, and facilities necessary to maintain efficient and reliable public services.			
Estimated Cost: \$ 5,563.27	Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If "Other Funding," please explain how the item will be funded:			
Executive Summary:			
During construction of the concrete transformer pad for the new Western Ave Substation transformer, more material had to be removed under the foundation location to reach a suitable soil base than had been anticipated. Also, the concrete static mast foundation had to be removed, relocated, and re-poured during the transformer foundation construction. The location of the static mast had been shown incorrectly on the original plans for the substation.			
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution • Stanley Consultants Change Order • Memorandum from Superintendent Wright 			
Voting Requirements:			
<p><i>This motion requires 6 affirmative votes for passage.</i></p> <p><i>The Mayor may vote on three occasions: (a) when the vote of the aldermen or trustees has resulted in a tie; (b) when one half of the aldermen or trustees elected have voted in favor of an ordinance, resolution, or motion even though there is no tie votes; or (c) when a vote greater than a majority of the corporate authorities is required by state statute or local ordinance to adopt an ordinance, resolution, or motion.</i></p>			
Recommendation / Suggested Action: <i>(how item should be listed on agenda)</i>			
Staff requests that the City Council authorize the City Administrator to execute Change Order for the Western Avenue Substation General Construction totaling a charge of \$5,563.27, and increasing the total amount of the labor contract to \$335,563.27.			

RESOLUTION NO. 2019-11**RESOLUTION AUTHORIZING EXECUTION OF
Change Order from Kelso-Burnett Company for changes during the Western Ave Substation
General Construction project**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Council of the City of Geneva, Kane County, Illinois on July 9, 2018 entered into a contract Kelso-Burnett Company. that exceeded \$10,000.00

SECTION 2: Pursuant to the terms of the Agreement, the Contractor agreed to complete General Construction work at Western Avenue Substation at a cost not to exceed \$330,000.00

SECTION 3: That the Agreement was approved by the City Council and the scope of serviced to be provided by the Contractor needs to be increased, necessitating a change order in the Agreement.

SECTION 4: The Contractor is to make the changes requested by the City

SECTION 5: Pursuant to 720 ILCS 5/33E-9, Change Orders, the City Council finds (1) the circumstances said to necessitate the change in performance we not reasonably foreseeable at the time the Contract was entered; and (2) is germane to the original Contract as signed, and (3) the change order is in the best interest of the City.

SECTION 6: Whereas, 720 ILCS 5/33E9 requires that any change order be made in writing.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Geneva,

Kane County, Illinois as follows:

That the provisions outlined in the summary table of the change order requests, items as requested by Kelso-Burnett Company. dated December 21, 2018, attached hereto, is hereby approved and the City Administrator is authorized to execute these change orders incorporating said proposal increase the contract to the amount of \$335,563.27

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 4th day of February, 2019

AYES: __ **NAYS:** __ **ABSENT:** __ **ABSTAINING:** __ **HOLDING OFFICE:** __

Approved by me this 4th day of February, 2019.

Mayor

ATTEST:

City Clerk



PUBLIC WORKS DEPARTMENT MEMORANDUM

January 23, 2019

Memo To: Mayor Burns, Committee of the Whole
From: Hal Wright, Superintendent of Electrical Services
Re: Recommend Change Order to Kelso-Burnett Co.

During excavation and construction of the Western Avenue Substation transformer foundation, it was discovered that the original planned depth of excavation would not provide a suitable soil base for the transformer foundation and substrate. Additional material was excavated down to a suitable soil.

Also, during the general construction of the transformer foundation, it was discovered that the foundation of the static mast pole was too close to the new transformer foundation. Unfortunately, it had been shown incorrectly on the original plans for the substation. This necessitated the mast and foundation be removed, relocated and replaced.

The city council may recall that a change order for the additional engineering was previously approved in November 2018. This change order is for the construction.

Kelso-Burnett's change order requests have been reviewed by the engineering consultant and recommended for approval.

Staff Recommendation:

It is staff's request that the City Council authorize the City Administrator to execute a Change Order for the Western Avenue Substation General Construction totaling a charge of \$5,563.27, and increasing the total amount of the contract to \$335,563.27.

Cc: Stephanie Dawkins, City Administrator
Rich Babica, Director of Public Works
Aaron Holton, Manager of Electric Operations
Jennifer Hilkemann, Manager of Distribution Construction & Maintenance
Kirk Landberg, Purchasing & Inventory Coordinator



CHANGE ORDER

Project Name: Western Avenue Substation Transformer **Project No.:** 27824
Contract No.: 18-01
Replacement **Change Order No.:** 1

Contract Description: General Construction **Instruction No.:** _____
Cost Code: _____
Date Prepared: December 21, 2018

Description of change:
 Foundations Changes per Change Order Request #1 and #2 attached

Basis of Price Change:
 Unit Price Time and Material Lump Sum Price

Cost \$5563.27

Contract Time Change:
 No Change Extended Decreased by _____ calendar days.

Accepted: John D. Weir *John D. Weir* Division Manager 12/21/18
 Contractor Signature Title Date

Reviewed and Recommended by: _____

Accepted: City of Geneva _____
 Owner Signature Title Date

Reason for Change: Design Request Owner Request Field Conditions
 Suggested by Contractor Other _____

Reviewed By: Philip E. Schultz

Recommended: STANLEY CONSULTANTS *Philip E. Schultz* Project Manager 12/21/2018
 Signature Title Date

Distribution:
 Owner Stanley Consultants-Office Contractor



KELSO-BURNETT CO. UTILITY DIVISION

5200 Newport Drive · Rolling Meadows, Illinois 60008-3886 · (847) 342-0420 · Fax (847) 259-4317

December 20, 2018

City of Geneva
1800 South Street
Geneva, Illinois 60134
Attention: Aaron Holton

RE: Western Avenue Substation Transformer Replacement – Change Order Request #1

Dear Mr. Holton,

Attached is the cost associated with the excavation and removal of unsuitable soils beneath the transformer pad, per our testing company's recommendation in order to achieve subbase compaction.

Please increase our contract by \$1,185.45.

If you have any questions, please call me at (312) 560-4099.

Sincerely,

John D. Weir

John D. Weir

KELSO-BURNETT Co.

5200 Newport Dr., Rolling Meadows, IL 60008-3806 (847) 342-0420



Pending
Change
Order
#1

Customer # : 100145

Date : 12/20/18

City of Geneva
22 South 1st Street
Geneva, IL 60134

Remit To : Kelso-Burnett Co.
P.O. Box 1125
Bedford Park, IL 60499-1125

Project : FA30100- City of Geneva: Western Avenue Transformer Replacement

Scope of Work : Removing Static mast foundation

Crossmark - Undercut 1 Foot Unsuitable Soils

1,129.00

Invoice Sub-Total

\$1,129.00

Mark up on subcontract

1,129.00 @ 5.00%

56.45

Invoice Total

\$1,185.45

Invoice

Crossmark Site Utilities, Inc.
 19331 Shabbona Drive
 Tinley Park, IL 60487
 815/823-7966

Date	Invoice #
10/29/2018	28470

Bill To
Kelso-Burnett John Weir

Project
Geneva Substation FA30100-001

Terms
Net 15

Item	Description	Amount
001	CO 1 undercut 1" unsuitable soils	1,129.00

Thank you for your business.

Total

\$1,129.00



KELSO-BURNETT CO. UTILITY DIVISION

5200 Newport Drive · Rolling Meadows, Illinois 60008-3886 · (847) 342-0420 · Fax (847) 259-4317

December 20, 2018

City of Geneva
1800 South Street
Geneva, Illinois 60134
Attention: Aaron Holton

RE: Western Avenue Substation Transformer Replacement – Change Order Request #2

Dear Mr. Holton,

Attached is the cost associated with the installation of a new static mast foundation in accordance with Stanley Consultants' ITC dated October 2, 2018, REV1.

Please increase our contract value by \$4,377.82.

If you have any questions, please call me at (312) 560-4099.

Sincerely,

John D. Weir

John D. Weir

KELSO-BURNETT Co.

5200 Newport Dr., Rolling Meadows, IL 60008-3806 (847) 342-0420



Pending
Change
Order
2

Customer # : 100145

Date : 12/19/18

Date : 12/19/18

City of Geneva
22 South 1st Street
Geneva, IL 60134

Remit To : Kelso-Burnett Co.
P.O. Box 1125
Bedford Park, IL 60499-1125

Project : FA30100- City of Geneva: Western Avenue Transformer Replacement

Scope of Work : Out of Scope work

Labor

General Foreman	ST	16.00	HRS @	103.56	1,656.96
-----------------	----	-------	-------	--------	----------

Material

Owens Supply					42.80
Owens Supply					623.72
Elmhurst Concrete					682.71

Subcontracts

Crossmark Work					534.00
----------------	--	--	--	--	--------

Truck Expense - \$22.50 per hour

1F1701 MEDIUM DUTY TRUCK					360.00
--------------------------	--	--	--	--	--------

Invoice Sub-Total					\$3,900.19
-------------------	--	--	--	--	------------

Mark up on Labor and Material		3,006.19	@	15.00%	450.93
-------------------------------	--	----------	---	--------	--------

Mark Up on Subcontract		534.00	@	5.00%	26.70
------------------------	--	--------	---	-------	-------

Invoice Total					<u>\$4,377.82</u>
---------------	--	--	--	--	-------------------

42.80

Owens

www.owensupply.com

630-596-9999

Rebar-Assemblies-Forms-Supplies
10052 Clow Creek Rd
Plainfield, IL 60585

INVOICE

Invoice Number
630933

Invoice Date
Oct 30, 2018

Shipping Order No
S635254

Kelso-Burnett
5200 Newport Drive
Rolling Meadows, IL 60008

Ship to:

Kelso-Burnett
CITY OF GENEVA
REBAR CAGES & ANCHOR BOLTS
Rolling Meadows, IL 60008

Customer ID	Customer PO	Payment Terms	
Kelso		2% 10, Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
1070	Owens Truck		11/29/18

Quantity	Item	Description	U/M	Unit Price	Extension
8	900-700	4" X 4" PLATE WASHER 1.75" HOLES	UM	5.000	40.00

Thank you . . . We appreciate your business !
Kelso

Subtotal	40.00
Sales Tax	2.80
Freight	
Total Invoice Amount	42.80

Overdue invoices are subject to late charges.

623.72

Owens

www.owensupply.com

630-596-9999

Rebar-Assemblies-Forms-Supplies
10052 Clow Creek Rd
Plainfield, IL 60585

INVOICE

Invoice Number

630721

Invoice Date

Oct 11, 2018

Shipping Order No

5634788

Ship to:

Kelso-Burnett
5200 Newport Drive
Rolling Meadows, IL 60008

Kelso-Burnett
CITY OF GENEVA
REBAR CAGES & ANCHOR BOLTS
Rolling Meadows, IL 60008

Customer ID	Customer PO	Payment Terms	
Kelso	86861/FA30100	2% 10, Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
1070	Owens Truck		11/10/18

Quantity	Item	Description	U/M	Unit Price	Extension
1	900-700	WELDED REBAR CAGEGS 10#4(H)36D ON 9#8(V)9'-6"	UM	356.000	356.00
4	190-55-112	ANCHOR BOLT 1-1/2X56 GR55 FG YEL W/N&W	SET	56.730	226.92
100	706-1136	REBAR #11-36M A706-GR60 [5.313]	LB		
300	706-825	REBAR #8-25 A706-GR60 (2.67)	LB		

Thank you . . . We appreciate your business !
Kelso

Subtotal	582.92
Sales Tax	40.80
Freigh	
Total Invoice Amour	623.72

Overdue invoices are subject to late charges.

ELMHURST-CHICAGO STONE COMPANY

Elmhurst: 630-832-4000
 Chicago: 773-378-4147
 Wheelon: 830-868-2100
 Elgin: 847-695-1424

CONCRETE PRODUCTS DIVISION
 ESTABLISHED 1883
 ELMHURST, IL 60126-0057

CONCRETE PRODUCTS
 CRUSHED LIMESTONE
 WASHED SAND & GRAVEL

READY MIX DELIVERY TICKET OFFICE COPY WEAR HARD HATS

CONDITIONS OF SALE

DELIVERY - Customer agrees to maintain a suitable roadway to point of delivery and customer assumes responsibility and shall indemnify and hold harmless E.C.S. for any and all claims, losses or damages including court costs and attorneys fees incurred as a consequence of customer's failure to provide same.
TRUCK WAITING TIME - Customer agrees to pay for excess truck time at current rate of seller for trucks held at place of delivery over allowable waiting time.
WATER ADDED - Seller assumes no responsibility in results to concrete caused by adding water at jobsite. If water is added, amount must be shown and customer's signature at bottom of ticket acknowledges this amount of water added.

P.O. #
 SLAB 599-06-599-10 6968-01
 FLYASH 599-03-52403-06/599-22-52303-04

SHIPPED FROM: KANE RM 1504

SOLD TO: 0090015. KELSO-BURNETT

JOB ID: 0100 CASH - Taxable

915 WESTERN AVE, GENEVA

CARRIER: 333400 H2 Cartage LLC LOAD NBR: 1 TOTAL YDS: 4.00 SLUMP: 5.0

FOLLOW VEHICLE #		
TICKET	DATE	TIME
1554974	10/12/18	09:11

PROD.	DESCRIPTION	T	QUANTITY	UM	PRICE	AMOUNT
RN3100LS	5000 PSI AIR		4.00	cy	113.00	452.00
SCFCBFEE	ENV. FEE		1.00			8.00
SCMIN	Minimum Load		1.00		150.00	150.00
TIME CK'D OUT						
TIME CK'D IN		TIME OF ARRIVAL		TIME RELEASED		
PLANT QC	AIR	%	SLUMP	TEMP	PH #	
GAL WATER ADDED						TAX 42.71
CUSTOMER APPROVED						TOTAL 652.71

WARNING - "Ready mixed concrete, freshly mixed, may be harmful to the skin. Avoid direct contact where possible and wash exposed skin freely promptly with water. If any cementitious materials gets into eyes or mucous membranes, wash immediately with water and seek prompt medical attention."

HAULED BY: *[Signature]* # 33 AGENT

RECEIVED BY

BY SIGNING THIS TICKET CUSTOMER AGREES TO THE TERMS AND CONDITIONS STATED ABOVE.

◀ SIGN FULL NAME
 NO INITIALS

wash immediately with water and seek prompt medical attention.
 HAULED BY D. A. [Signature] #33 AGENT

RECEIVED BY _____

84
 SIGN FULL NAME
 NO INITIALS

BY SIGNING THIS TICKET CUSTOMER AGREES TO THE TERMS AND CONDITIONS STATED ABOVE.

ELMHURST-CHICAGO STONE COMPANY

Elmhurst: 630-692-4000
 Chicago: 773-378-4147
 Wheaton: 630-668-2100
 Elgin: 847-695-1424

CONCRETE PRODUCTS DIVISION
 ESTABLISHED 1883
 ELMHURST, IL 60126-0057

CONCRETE PRODUCTS
 CRUSHED Limestone
 WASHED SAND & GRAVEL

**READY MIX
 DELIVERY TICKET**
 OFFICE COPY
WEAR HARD HATS

CONDITIONS OF SALE

DELIVERY - Customer agrees to maintain a suitable roadway to point of delivery and customer assumes responsibility and shall indemnify and hold harmless E.C.S. for any and all claims, losses or damages including court costs and attorneys fees incurred as a consequence of customer's failure to provide same.
 TRUCK WAITING TIME - Customer agrees to pay for excess truck time at current rate of a meter for trucks held at place of delivery over allowable waiting time.
 WATER ADDED - Seller assumes no responsibility in results to concrete caused by adding water at jobsite. If water is added, amount must be shown and customer's signature at bottom of ticket acknowledges this amount of water added.

P. O. #

SLAB 599-06-599-10 6968-01
 FLYASH 599-03-52403-06/599-22-52303-04

SHIPPED FROM: KANE RM 1506

SOLD TO: 0090015 KELSO-BURNETT

JOB ID: 0300 SCWAIT NOT TAXED

FOLLOW VEHICLE #		
TICKET	DATE	TIME
1554989	10/12/18	13:14

WAITING TIME

CARRIER: 0		LOAD NBR: 1		TOTAL YDS: 0.00		SLUMP: 0.0	
PROD.	DESCRIPTION	T	QUANTITY	UM	PRICE	AMOUNT	
SCWAIT	WAITING TIME		15 minutes		2.00	30.00	
TIME CK'D OUT		TIME CK'D IN		TIME OF ARRIVAL		TIME RELEASED	
PLANT QC		AIR	%	SLUMP	TEMP	PH #	
					GAL WATER ADDED	TAX	0.00
					CUSTOMER APPROVED	TOTAL	30.00

WARNING - Ready mixed concrete, freshly mixed, may be harmful to the skin. Avoid direct contact where possible and wash exposed skin areas promptly with water. If any cementitious materials gets into eyes or mucous membranes, wash immediately with water and seek prompt medical attention.

HAULED BY [Signature] #33 AGENT

RECEIVED BY _____

84
 SIGN FULL NAME
 NO INITIALS

BY SIGNING THIS TICKET CUSTOMER AGREES TO THE TERMS AND CONDITIONS STATED ABOVE.



Ac

Construction & Geotechnical Material Testing, Inc.

60 Martin Lane ♦ Elk Grove Village, Illinois 60007
 Phone: (630) 595-1111 ♦ Fax: (630) 595-1110

Y

50' for Kelso

Bill To
Crossmark Site Utilities Mr. Allen Cassidy 19331 Shabbona Drive Tinley Park, Illinois 60487

Job Location
Material Engineering Services Geneva Substation 951 Western Avenue Geneva, Illinois September to October 2018

Phone #	Fax #
815-823-7966	

Terms
Net 30

Date
10/31/18

Invoice #
5425

Description	Units	Price	Total
Engineering Technician Concrete and Compaction: Date 9/28/18, 10/12/18: Per Hour 4 HOURS FOR 10/12/18	8	78.00	624.00
Nuclear Density Meter: Per Day	1	35.00	35.00
Concrete Cylinder Break: Each 3 Cylinders for 10/12/18	6	14.00	84.00
Daily Travel: Per Day	1	30.00	30.00
Pick-Up/Delivery : Concrete Cylinder: Per Trip 1 pickup/delivery for 10/12/18	2	95.00	190.00
Engineering Services: Including Meetings, Site Visits and Testing Report Review, Supervision and Consulting: Project Eng: Per Hour 1 Engineering Services for 10/12/18	2	85.00	170.00
Thank you for your business.		Total	\$1,133.00
<div style="border: 2px dashed red; border-radius: 50%; padding: 10px; display: inline-block;"> Total for 10/12/18 = \$534 </div>		Payments/Credits	\$0.00
		Balance Due	\$1,133.00