




Date: November 27, 2013

To: Steve Lewis, City Manager

From: Jud Foster, Director of Parks and Recreation 

Subject: Change Order Number One to the Rotary Park Pavilion Project for the Parks and Recreation Department

BACKGROUND: On April 26, 2013, we issued a Request for Proposal (RFP) for the construction of a new picnic shelter at Rotary Park. This was to replace the shelter that was destroyed in the April 13, 2012 tornado. Funding for the project was budgeted in the Capital Fund. On May 9, 2013, Addendum # 1 was issued which included five clarification items for construction of the project. Bids were received for the project on May 17, 2013.

DISCUSSION: On June 11, 2013, City Council approved Contract Number K-1213-202 with Fredgren Quality Works in the amount of \$103,944 for the construction of the Rotary Park Shelter. Notice to proceed was issued on June 12, 2013. Partial payments were made during the duration of the project. As per the contract, \$5,197.20 has been retained until completion of the project. On September 20, 2013, we were presented with change order requests for the project. We have now completed negotiations of those requests and executed Change Order Number One for a total increase of \$9,434.24. This project has been inspected by City Staff and found to be complete as per specifications.

RECOMMENDATION: It is recommended that Change Order Number One to the Rotary Park Pavilion Project be approved in the amount of \$9,434.24.

ROTARY PARK PAVILION PROJECT
CONTRACT NUMBER K-1213-202, RFP NUMBER 1213-85

Awarded to:	Fredgren Quality Works, LC
Award amount:	\$103,944.00
Change Order Number One	\$ 9,434.24
	Rotary Park Improvements
	(#052-9618-452.6101)(PR0095)
Total Contract Amount	\$113,378.24
Account:	Rotary Park Improvements
	(#050-9618-452.6101) (PR0095)

Attachment

office memorandum