



AGENDA ITEM #8E

**AGENDA ITEM EXECUTIVE SUMMARY
Village Board Meeting
8/14/2023**

**Item Title: 2023 Sidewalk Replacement and Utility Dig Up Program
Change Order No. 1**

Staff Contact: Kristin Mehl, Assistant Director of Public Works/Village Engineer

CONSENT

VILLAGE BOARD ACTION:

Adopt a Resolution authorizing the Mayor to execute Change Order No. 1 for the 2023 Sidewalk Replacement and Utility Dig Up Program between the Village of Roselle and Schroeder and Schroeder Inc. for the additional work in the amount of \$77,018.75.

Executive Summary:

On March 27, 2023, the Village Board approved a contract with Schroeder and Schroeder Inc. for the 2023 Sidewalk Replacement and Utility Dig Up Program in the amount of \$159,965.00.

On North Prospect Street, there are bituminous sidewalks that are in poor condition. A location of this size was not included in the initial bid documents for the Sidewalk Replacement and Utility Dig Up Program; however the area does warrant replacement. At the Mid-Year Budget presentation, the Village Board recommended staff move forward with a change order to this contract to complete the replacement of the bituminous sidewalk on the east side of the roadway. There are also numerous sidewalks identified at various location in the Village that warrant replacement based on trip hazards or drainage concerns. Staff's recommendation is to approve Change Order #1 to fix the unsafe sidewalks on North Prospect Street and at various locations throughout the Village.

Implications:

Is this item budgeted? Yes, the FY2023 Budget includes funding for sidewalk replacement and the mid-year budget amendment includes funding for the Prospect Street Sidewalk Replacement.

Estimated cost: \$77,018.75

Any other implications to be considered? No

Strategic Priority:

Reliable Infrastructure

Attachments:

Resolution Change Order #1

Change Order #1

THE VILLAGE OF ROSELLE
DUPAGE AND COOK COUNTIES, ILLINOIS

RESOLUTION
NUMBER _____

**A RESOLUTION
APPROVING AND AUTHORIZING
THE EXECUTION OF A CHANGE ORDER
BY AND BETWEEN
THE VILLAGE OF ROSELLE AND
SCHROEDER AND SCHROEDER, INC.**

DAVID PILESKI, Mayor
AMANDA HAUSMAN, Village Clerk

TOM DELLA PENNA
WAYNE D. DOMKE
DENA FORSYTHE
CHERYL LENISA
TOM PIORKOWSKI
LEE TREJO

Village Board

Published in pamphlet form by authority of the
Mayor and the Board of Trustees of the Village of Roselle
on this the 14th day of August, 2023

RESOLUTION NO. _____

**A RESOLUTION
APPROVING AND AUTHORIZING
THE EXECUTION OF A CHANGE ORDER
BY AND BETWEEN
THE VILLAGE OF ROSELLE AND
SCHROEDER AND SCHROEDER, INC.**

WHEREAS, the Village of Roselle is a municipal corporation organized pursuant to the laws of the State of Illinois possessing certain powers and perform certain functions pertaining to its local government and affairs as provided for by and through the Illinois Constitution of 1970, Illinois Municipal Code and Illinois Statute;

WHEREAS, the Village of Roselle (hereinafter referred to as “Village”) upon approval of the corporate authorities may enter into an agreement with another party pursuant to Illinois Statute;

WHEREAS, the Village previously awarded a contract to Schroeder and Schroeder, Inc. (hereinafter referred to as the “Company”) as the lowest responsible bidder for the 2023 Sidewalk Replacement and Utility Dig Up Program (hereinafter referred to as the “Program”);

WHEREAS, on North Prospect Street there are bituminous sidewalks that are in poor condition which were not included in the initial bid documents for the Program, additionally, staff has identified numerous sidewalks at various location in the Village that warrant replacement based on trip hazards or drainage concerns;

WHEREAS, upon review of the mid-year budget presentation additional funds were identified to complete the replacement of the additional identified sections of bituminous sidewalk throughout the Village and Staff’s recommendation is to approve Change Order #1 to fix the unsafe sidewalks on North Prospect Street as well as the various locations throughout the Village; and

WHEREAS, the Corporate Authorities of the Village of Roselle have determined that it is in the best interests of the health, welfare and safety of the residents of the Village of Roselle to approve the change order submitted by Schroeder and Schroeder, Inc. for the purposes referenced herein.

NOW, THEREFORE, BE IT RESOLVED, in open meeting assembled, by the Mayor and Board of Trustees of the Village of Roselle, DuPage and Cook Counties, Illinois, as follows:

Section One – Recitals

The Corporate Authorities hereby find that all of the recitals hereinbefore stated as contained in the preamble to the resolution are full, true and correct and do hereby, by reference, incorporate and make them part of this resolution as legislative findings.

Section Two – Approval of Change Order

The Village hereby approves Change Order No. 1 (hereinafter referred to as the “Change Order”) substantially in the form attached hereto and made a part hereof as Exhibit A and further approves the additional expenditure of \$77,018.75 (seventy-seven thousand eighteen dollars and seventy-five cents).

Section Three – Authorization and Direction

The Village Administrator is hereby authorized to execute, Change Order, substantially in the form of such change order attached hereto as Exhibit A, with such changes therein as shall be approved by the Village Attorney and the officials of the Village executing the same, their execution thereof to constitute exclusive evidence of their approval to any and all changes or revisions therein from and after the execution and delivery of such change order.

Section Four - Other Actions Authorized

The officers, employees and/or agents of the Village shall take all actions necessary or reasonably required to carry out and give effect to the intent of this resolution and otherwise to consummate the transactions contemplated herein, and shall take all actions necessary in conformity therewith including, without limitation, the execution and delivery of all documents required to be delivered in connection with the transaction contemplated herein.

Section Five - Acts of Village Officials

That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this ordinance are hereby, in all respects, ratified, approved, authorized and confirmed.

Section Six - Authorization of Expenditures

The Corporate Authorities hereby authorize and direct the expenditure of all costs related to the execution of the change order, additionally, the Village is authorized and directed to allocate and spend all necessary funds to fulfill the requirements of the change order and of this resolution.

Section Seven – Waiver of Formal Bidding Process

To the extent that any requirement of bidding would be applicable to the transactions contemplated hereunder, the same is hereby waived.

Section Eight – Effective Date

This resolution shall be in full force and effect from and after its passage, approval and publication as provided by law.

Section Nine - Publication

This resolution shall be published in book or pamphlet form as provided by the Illinois Municipal Code.

Section Ten – Conflict Clause

All resolutions, parts of resolutions or board actions in conflict herewith are hereby repealed to the extent of such conflict.

Section Eleven – Saving Clause

If any section, paragraph, clause or provision of this resolution is declared by a court of law to be invalid or unconstitutional, the invalidity or unconstitutionality thereof shall not affect the validity of any other provisions of this resolution which are hereby declared to be separable.

Section Twelve – Recording

This resolution shall be entered into the minutes and upon the journals of the Board of Trustees of the Village of Roselle.

The Remainder of this Page has been Intentionally Left Blank / Roll Call Vote to follow:

DECIDED pursuant to a Roll Call Vote:

	YES	NO	ABSENT	PRESENT
Tom Della Penna				
Wayne D. Domke				
Dena Forsythe				
Cheryl Lenisa				
Tom Piorkowski				
Lee Trejo				
David Pileski				
TOTAL				

PASSED AND APPROVED by the Village of Roselle Board of Trustees on the 14th day of August, 2023:

David Pileski
Mayor

ATTEST:

Amanda Hausman
Village Clerk

STATE OF ILLINOIS)
) SS
 COUNTIES OF DUPAGE AND COOK)

CLERK’S CERTIFICATION

I, Amanda Hausman, hereby certify that I am the duly elected and qualified Village Clerk in and for the Village of Roselle, DuPage and Cook Counties, Illinois; that I am the keeper of the files, records, and seal of said Village, and that the following is a true and correct copy of Resolution No. _____

**A RESOLUTION
 APPROVING AND AUTHORIZING
 THE EXECUTION OF A CHANGE ORDER BY AND BETWEEN
 THE VILLAGE OF ROSELLE AND
 SCHROEDER AND SCHROEDER, INC.**

adopted and approved by the Mayor and the Board of Trustees at an official meeting held on August 14, 2023 and that the vote on the motion for adoption was as follows:

	YES	NO	ABSENT	PRESENT
Tom Della Penna				
Wayne D. Domke				
Dena Forsythe				
Cheryl Lenisa				
Tom Piorkowski				
Lee Trejo				
David Pileski				
TOTAL				

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Village Code of the Village of Roselle, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board.

I further state that this Certification is issued under my hand and the seal of the Village of Roselle as required in the Illinois Compiled Statues 65 ILCS 5/1-2-4.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Corporate Seal of said Village of Roselle, DuPage and Cook Counties, Illinois on the date set forth herein.

 Amanda Hausman, Village Clerk

(SEAL)

Exhibit A
Change Order

DRAFT



Request for Approval of Change of Plans

Local Public Agency Village of Roselle	County DuPage	Route	Section Number
Request Number 1	Contractor Schroeder and Schroeder		
Address 7306 Central Park		City Skokie	State IL
		Zip Code 60076	
Date 07/27/23			

I recommend that this Addition be made to the above contract.

The estimated quantities are shown below and the contractor agrees to furnish the materials and do the work at the unit prices.

Item Description	Unit of Measure	Quantity	Unit Price	Addition (A) or Deduction (D)	Total Addition	Total Deduction
- Hot Mix Asphalt Removal	SQ-YD	332	\$18.000	A	\$5,976.00	\$0.00
- Removal and Disposal of Unsuitable Material	CU-YD	55	\$57.000	A	\$3,135.00	\$0.00
- Subbase Granular Material Type B, 4"	SQ-YD	326	\$8.000	A	\$2,608.00	\$0.00
- Portland Cement Concrete Sidewalk 5"	SQ-FT	5485	\$9.750	A	\$53,478.75	\$0.00
- Detectable Warnings	SQ-FT	40	\$33.000	A	\$1,320.00	\$0.00
- Traffic Control and Protection	LSUM	1	\$2,500.000	A	\$2,500.00	\$0.00
- Seed and Blanket	SQ-YD	352	\$10.500	A	\$3,696.00	\$0.00
- Hot-Mix Asphalt Driveway 3"	SQ-YD	39	\$45.000	A	\$1,755.00	\$0.00
- Sidewalk Removal	SQ-FT	2550	\$1.000	A	\$2,550.00	\$0.00
Total Changes					\$77,018.75	\$0.00

Total Net Change	\$77,018.75
Amount of Original Contract	\$159,965.00
Amount of Previous Change Orders	\$0.00
Amount of adjusted/final contract	\$236,983.75

Total net addition to date \$77,018.75 which is 48.15% of the contract price.

State fully the nature and reason for the change

HMA path replacement on N Prospect St and additional sidewalk R&R at various locations

When the net increase or decrease in the cost of the contract is \$10,000.00 or more, or the time of completion is increased or decreased by 30 days or more, one of the following statements must be checked:

- The Local Public Agency has determined that the circumstances which necessitate this change were not reasonably foreseeable at the time the contract was signed.
- The Local Public Agency has determined that the change is germane to the original contract as signed.
- The Local Public Agency has determined that this change is in the best interest of the Local Public Agency and is authorized by law.

Prepared By

Matt Rasmussen

Title of Preparer

Senior Civil Engineer

Submitted/Approved

Local Public Agency Signature & Date

BY:

Title:

For a Road District project County Engineer signature required.

County Engineer/Superintendent of Highways Signature & Date

Approved:

Illinois Department of Transportation

Regional Engineer Signature & Date

Instructions for BLR 13210

Form Instructions are not to be submitted with the form.

This form shall be used for any contract, day labor construction, or contract maintenance projects to document any differences between plan quantities and completed quantities. Refer to Chapter 13 of the Bureau of Local Roads and Streets Manual for more information. For signature requirements, refer to Chapter 2, Section 3.05(b) of the BLRS Manual. When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated. An agreed unit price letter must be submitted as an attachment to this form for any new pay items. For any force account work a copy of the billing(s) must also be attached to this form when submitted.

Local Public Agency	Insert the name of the Local Public Agency (LPA).
County	Insert the name of the County where the LPA is located.
Route	Insert the name of the route on which the project is located.
Section Number	Insert the section number for this project without dashes, they are automatically inserted.
Request No.	Insert the number applicable to the number of times this form has been submitted for this section.
Final	Check the box if this is the final request for approval of change in plans for this contract.
Contractor Name	Insert the name of the contractor.
Contractor Address	Insert the address of the contractor.
Date	Insert the date of the request.
Addition, Extension, Deduction	Insert addition, extension, deduction as it applies to the total of the request for change in plans being submitted.
Item Description	Insert the description of the item for the change request submittal.
Unit of Measure	Insert the unit of measure for the item listed to the left.
Quantity	Insert the quantity of the change for the item listed to the left.
Unit Price	Insert the unit price for the item listed to the left.
Addition or Deduction	Insert "A" if the item listed to the left is an increase to the original contract, insert "D" if the item listed to the left is a decrease to the original contract.
Total Addition	This is the sum of all additions listed.
Total Deduction	This is the sum of all deductions listed.
Total Changes	This is the difference between the sum of all additions listed and the sum of all deductions listed.
Total Net Change	This is automatically calculated. It is the difference between the total additions and total deductions.
Amount of Original Contract	Insert the amount of the original contract.
Amount of Previous Change Orders	Insert the total amount of previous change orders if applicable.
Amount of adjusted/final contract	This is the amount of the original contract with all additions and deductions taken into account.
addition, deduction	Insert the addition if the amount of adjusted/final contract is more than the awarded contract. If the adjusted/final contract is less than the original award insert deduction. The amount of the total changes to date to this contract, and the percentages of the changes to the original contract calculated from the original contract price and the total changes.
Statement	Insert a statement regarding the change(s) to the contract, stating the fully the nature and reason for the change.
Net Increase/Decrease	When the net increase or decrease in the cost of the contract is \$10,000 or more, or the time of completion is increased or decreased by 30 days or more, check one or more of the statements following.
Prepared by	Insert the name of the preparer.
Title of the Preparer	Insert the title of the preparer.
Local Public Agency	The LPA shall sign and date here.
Title	Insert the title of the person signing above.
County Engineer	For County and Road District Projects and County Engineer shall sign and date here.
Regional Engineer	Upon approval the IDOT Regional Engineer shall sign and date here.

A minimum of three (3) signed originals must be submitted to the District Office. Follow the Regional Engineer's approval, distribution will be as follows:

District File
Local Public Agency
Engineer