



1459 Washington St.
Muscatine, IA 52761-5040
(563) 263-8933
Fax (563) 263-2127

Public Works

City Transit
263-8152

MEMORANDUM

Equipment Maintenance
Roadway Maintenance
Collection & Drainage
Building & Grounds
Engineering

TO: Gregg Mandsager, City Administrator

THRU: Brian Stineman, Public Works Director
Jim Edmond, City Engineer

FROM: Glenn Stelzner
Randy Hill

SUBJECT: Change Order Request: Musser Public Library & HNI Community Center

DATE: March 29, 2018

INTRODUCTION:

The City of Muscatine and Sheets Design Build are nearing completion of the reconstruction of the property at 408 E. 2nd soon to be the new Musser Public Library and HNI Community Center.

BACKGROUND:

During the course of the construction three changes were needed resulting in a change order. These changes include: 1) additional carpeting on Level 1; 2) light well shaft infill; 3) reinforcement of existing glass handrails with metal caps. These changes were necessary because the carpet was an unforeseen site condition; infilling the light well shafts abated a safety risk; and capping the glass handrails was a code requirement.

RECOMMENDATION/RATIONALE:

We recommend the approval of these changes. The total cost is \$17,852.00. The original contract amount was \$651,900. No other change orders are expected as this project has a substantial completion date (including change orders) of March 31, 2018.

BACKUP INFORMATION:

1. Change Order
2. Contractor Description of Changes

"I remember Muscatine for its sunsets. I have never seen any on either side of the ocean that equaled them" — Mark Twain

CONTRACT MODIFICATION

No. _____

Kind of Work: Structural_____

Contractor: Sheets Design Build_____

You are hereby authorized to make the following changes to the contract documents.

A – Description of changes to be made or extra work to be done:

- 1) Cost associated with added carpet in south end Level 1
- 2) Cost associated with light well infill
- 3) Cost associated with reinforcing existing glass handrails with metal cap

B – Reason for change or extra work:

- 1) Necessary due to unforeseen conditions. After original carpet was removed the intended hardwood floor was OSB plywood instead
- 2) Existing 3 shafts extend from basement to roof creating potential fall hazard. Floors were constructed at each level to correct. Safety issue determined after bid was let.
- 3) Building Code issue discovered after bid was let

Contract Time Adjustment: XXX - No Time Added Time Added _____ To be determined later

When authorized, contractor agrees to perform the work outlined above in accordance with provisions of the contract documents:

C1 – Settlement for cost of work to be made as follows:

Add to contract cost.

C2 – Justification for cost(s):

A-1) --- Unforeseen site condition

A-2) --- Life Safety

A-3) --- Code Requirement

D – ITEMS INCLUDED IN CONTRACT

Change No.	Line Item Number - Description	Unit Price	Quantity	Amount
A-1	Carpet Add on at Level 1	LS	1	\$5,054.00
A-2	Light well infill	LS	1	\$6,502.00
A-3	Glass Handrail Reinforcement	LS	1	\$6,296.00
TOTAL				\$17,852.00

E – ITEMS NOT INCLUDED IN CONTRACT

Change No.	Line Item Number - Description	Unit Price	Quantity	Amount



March 15, 2018

City of Muscatine IA
Owners Representative – Glenn Stelzner
215 Sycamore Street
Muscatine, IA 52761

RE: HNI Community Center – Musser Library Renovation 2018 – Potential Change # 1

Please find below the cost adjustments associated with adding carpet to the south end of Level 1. This becomes necessary due to an unforeseen site condition. After original carpet was removed, it was discovered that the intended hardwood floors were OSB plywood instead, which is not a finish product. This PC provides a cost to place carpet over the entire area. Please see attached for all support information regarding this potential change.

Total Cost Item 1: **\$5,054.00**


Please don't hesitate to call with any questions or concerns.

Sincerely,
Mark Sheets
Mark Sheets,
President
Sheets Design Build

Work Order Estimate

Project: HNI COMMUNITY CENTER - MUSSER LIBRARY
 Location: MUSCATINE, IA
 Job #: _____
 Date: 3.15.2018

Insurance: 0.00%
 OH & P: 10.0%
 Estimate By: Mark Sheets
 Checked By: Samo

Item #: POTENTIAL CHANGE							
PC1 - Carpet South End Level 1							
CSI #	Description	Quantity	Unit	Labor	Mat'l	Subcont.	Extended Cost
							\$ -
	Carpet Cost from Commercial Flooring Co.	1.0	LS			\$ 3,895.00	\$ 3,895.00
	Floor prep by SDB - 2 Men 4 Hours	8.0	HRS	\$ 65.00			\$ 520.00
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
	INSURANCE 1.5%	1.0	LS		\$ 66.23		\$ 66.23
	BOND 1.5%	1.00	LS		\$ 67.22		\$ 67.22
						Subtotal	4,548
						OH & P	505
						Total this Alternate	\$ 5,054

5,054



Box 3218 • 10426 Stonewood Dr. • Dubuque, IA 52003 • (563) 582-4976 • Fax (563) 582-1727

March 9, 2018

RE: HNI Musser

ATTN: Mark

Mark,

The following is the add for Carpet Tile #4 per request:

To use CPT-4 for café area where wood doesn't match:

Total add: \$3,895.00

Note: All transitions and base included

Any questions please call

Sincerely

Commercial Flooring Co.

Mike Bennett

VP



Commercial Carpet • Sheet Vinyl • Ceramic Tile



March 16, 2018

City of Muscatine IA
Owners Representative – Glenn Stelzner
215 Sycamore Street
Muscatine, IA 52761

RE: HNI Community Center – Musser Library Renovation 2018 – Potential Change # 2

Please find below the cost adjustments associated with light well infills. The building has 3 empty shafts that go from basement to roof. These had no floor structure of any sort in them. Project plans indicated to in fill the 3 shafts on 2nd floor only. This cost is to infill the 3 holes on 1st floor and 3rd floor. Price also includes carpet for openings. Please see attached for all support information regarding this potential change.

Total Cost Item 1: \$6,502.00


Please don't hesitate to call with any questions or concerns.

Sincerely,
Mark Sheets
Mark Sheets,
President
Sheets Design Build

Work Order Estimate

Project: HNI COMMUNITY CENTER - MUSSER LIBRARY
 Location: MUSCATINE, IA
 Job #: _____
 Date: 3 15.2018

Insurance: 0.00%
 OH & P: 10.0%
 Estimate By: Mark Sheets
 Checked By: Same

Item #: POTENTIAL CHANGE							
PC2 - Light Well InRills							
CSI #	Description	Quantity	Unit	Labor	Mat'l	Subcont.	Extended Cost
							\$ -
	Materials - Framing Studs, Plywood, Sheetrock	1.0	LS		\$ 1,485.00		\$ 1,485.00
	Carpenter Installation 2 Carpenters for 2 Days	32.0	HRS	\$ 65.00			\$ 2,080.00
	Finishing under 3rd floor only	1.0	LS			\$ 300.00	\$ 300.00
	Painting under 3rd floor only	1.0	LS			\$ 300.00	\$ 300.00
	Carpet over all 9 openings	1.0	LS			\$ 1,515.00	\$ 1,515.00
							\$ -
							\$ -
							\$ -
	INSURANCE 1.5%	1.0	LS		\$ 85.20		\$ 85.20
	BOND 1.5%	1.00	LS		\$ 86.48		\$ 86.48
						Subtotal	5,852
						OH & P	650
						Total this Alternate	\$ 6,502
							6,502

Mark Sheets

From: Mike Bennett <mb@commercialflooringco.com>
Sent: Friday, March 16, 2018 10:42 AM
To: Mark Sheets
Subject: RE: Light Wells Carpet

Mark,

The following is a breakdown in case I need to order material:

Material: \$965.00
Labor: \$550.00

1515

Any questions please let me know.

Commercial Flooring Co.
Mike Bennett VP
563-582-4976 Office
563-582-1727 Fax

From: Mark Sheets [mailto:Mark.Sheets@sheetsdesignbuild.com]
Sent: Friday, March 16, 2018 10:23 AM
To: Mike Bennett <mb@commercialflooringco.com>
Subject: Light Wells Carpet

Mike D. said dimensions for these light wells are...

3 at 4.5' x 7'
3 at 4.5' x 5'
3 at 4.5' x 4'

Can you give me a price for that same carpet in these 9 areas? I am trying to wrap this up today if possible.

Thanks Mike

MAGS

CHANGE ORDER REQUEST

1

Mid-American Glazing Systems
3750 W. River Dr
Davenport, IA 52802
ph. 563) 383-6001

OWNER OR CONTRACTOR

Sheets Design Build
18284 Hwy 64 West
Maquoketa, IA 52060

PROJECT

HNI Community Center & Public Libr
0
Muscatine, IA

PROJECT

0

CONTRACT DATE

November 17, 2017

DATE ISSUED

Description of change order request:

Add reinforcing top rail to 1/2" glass handrail to improve ability to resist lateral forces. 2 @ 42", 3 @ 154", 5 @ 30 to be connected to terminating walls. 1 @ 60" to be tied back to stair rail and structural steel. 1 @ 53" and 1 @ 65" to be tied together at a 90 deg. corner.

TOTAL CHANGES \$5,500.00

Contract Details

Original Contract Sum	\$17,600.00	
Net Change By Previous Change Orders.....	\$0.00	
Contract Sum To Date	\$17,600.00	*See below
Amount of this Change Order	\$5,500.00	
New Contract Value Including This Change Order	\$23,100.00	*See below

Please issue a change order to Mid American Glazing Systems, Inc. Reflecting the above described work and values within (5) working days.

By: _____
Title: _____
Date: _____

* Contract sum may not reflect all change orders submitted

