

COUNCIL ACTION FORM

SUBJECT: CHANGE ORDER NO. 3 WITH INTEGRITY CONSTRUCTION FOR THE LIBRARY RENOVATION AND EXPANSION PROJECT

BACKGROUND:

The City of Ames entered into a professional services contract with Integrity Construction on April 24, 2012, to serve as a construction advisor to the Library Board of Trustees and provide assistance to Library staff for the renovation and expansion project. The original scope of work included assisting with oversight of the project, identifying and preparing an off-site location for operations during construction, assisting with relocation prior to construction, reviewing design development documents, reviewing the bidding documents, assisting with the bidding process, visiting the site during construction, and coordinating furniture, fixtures, and equipment items.

Two change orders for additional hours of service have been processed to date: \$48,400 approved by City Council in May 2013, and \$13,800 approved by the Library in December 2014. The contract summary follows:

Original Contract Sum	\$85,000.00
Net changes authorized by Change Orders #1 and 2	\$62,200.00
Current Contract Sum	\$147,200.00
Contract Sum increase by approval of Change Order #3	\$5,750.00
New Contract Sum including Change Order #3	\$152,950.00

Change Order No. 3 would allow for up to 50 additional hours of service to help with remaining punch list items and issues pertaining to close-out of the project.

The change order would be written as a “not to exceed” amount whereby the Library will only pay for the actual hours of service expended. The Library Board of Trustees considered this request at its meeting on November 19 and recommended approval.

ALTERNATIVES:

1. Approve Change Order No. 3 with Integrity Construction in an amount not to exceed \$5,750 with the caveat that the Library will only pay for the actual hours expended.
2. Deny Change Order No. 3.

MANAGER'S RECOMMENDED ACTION:

The Library Board is seeking additional assistance from Integrity Construction for construction advisory services to ensure successful completion of the Library Renovation and Expansion Project.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving Change Order No. 3 with Integrity Construction in an amount not to exceed \$5,750.