

ITEM#: 21
DATE: 01-26-21

COUNCIL ACTION FORM

**SUBJECT: CYRIDE INTERIOR IMPROVEMENTS PROJECT
CHANGE ORDERS #3, 4, & 5**

BACKGROUND:

The CyRide 2020 Interior Improvements Project was awarded to Story Construction Company of Ames, Iowa, following approval at the June 24, 2020 Transit Board meeting and the July 14, 2020 City Council meeting. The project started in October 2020 and is nearing completion. Plans and specifications called for updating aging heating, ventilation, and air conditioning (HVAC) equipment, as well as altering interior spaces to correct workspace HVAC deficiencies.

The project budget was originally set at \$129,767, with funds from a federal grant and a 20% local match, plus supplemental funds in CyRide's Capital Budget. Design fees totaled \$10,262. The initial construction contract award consisted of the base bid (\$97,975) plus Add Alternate #1 (\$3,400) and Add Alternate #3 (\$1,245), for a total initial construction cost of \$102,620. This left a balance of \$16,885 in available funding remaining.

During the project, staff approved change orders #1 and #2, totaling \$1,066. These change orders reduced the remaining available combination of grant and local funds to \$15,819.

The requested action is to approve Change Orders #3, #4, and #5 to replace window blind in the south offices, the second floor lights, and carpeting on second floor and east stairs.

To ensure the available grant funds are fully allocated, CyRide would like to take three actions:

- 1. Add three change orders to expand the scope of the project (\$32,594 in additional expenses) This would replace worn materials in spaces not initially included in the bid documents. These changes would also improve energy efficiency by replacing older lighting with modern equivalents.**
- 2. Shift the \$10,262 in design fees already incurred for the Interior Improvements Project from the project budget to CyRide's separate Architectural and Engineering Services budget. This would make the grant funds available for the additional construction costs called for in the change orders.**

3. Utilize \$6,513 in CyRide’s Shelter Concrete budget towards the remaining funding needs for the three proposed change orders. The Shelter Concrete budget line was originally budgeted at \$25,000. This change would reduce that budget line to \$18,487.

These changes result in a project budget outlined below:

| PROJECT REVENUES | | |
|---|--|-------------------|
| Source | | Amount |
| CyRide 5309 Grant – Federal Portion | | \$ 94,767 |
| CyRide 5309 Grant – 20% Local Match | | 23,692 |
| CyRide Capital Budget | | 11,308 |
| <i>Subtotal Initial Funding</i> | | <i>\$ 129,767</i> |
| CyRide Architectural & Engineering Budget | | \$ 10,262 |
| Shelter Concrete Budget | | 6,513 |
| TOTAL PROJECT REVENUES | | \$ 146,542 |
| PROJECT EXPENSES | | |
| Item | Description | Amount |
| Design Fees | | \$ 10,262 |
| Base Construction Bid | | \$ 97,975 |
| Add Alternate #1 | Install blinds in all north side offices | 3,400 |
| Add Alternate #3 | Replace remaining corridor lights w/LED fixtures | 1,245 |
| Change Order #1 | Change design of window film | 421 |
| Change Order #2 | Relocated fire sprinkler heads | 645 |
| <i>Subtotal Construction Expenses To Date</i> | | <i>\$ 103,686</i> |
| Req. Change Order #3 | Replace window blinds in the south side offices | \$2,155 |
| Req. Change Order #4 | Replace all 2 nd floor lights w/LED (excl. conf. rm.) | \$6,809 |
| Req. Change Order #5 | Replace remaining carpet on 2 nd floor & E. stairs | \$23,630 |
| <i>Subtotal Requested Change Orders</i> | | <i>\$ 32,594</i> |
| <i>Total Proposed Construction Contract</i> | | <i>\$ 136,280</i> |
| TOTAL PROJECT EXPENSES | | \$ 146,542 |

The Transit Board of Trustees approved these requested change orders at its January 15, 2021 meeting.

ALTERNATIVES:

1. Approve the requested Change Orders #3, #4, and #5, increasing the contract amount for Story Construction Company of Ames, Iowa, by \$32,594 for an amended project total of \$136,280.
2. Do not approve the requested change orders and direct staff to proceed according to City Council priorities.

CITY MANAGER'S RECOMMENDED ACTION:

Approval of these change orders would allow CyRide to use remaining grant funds toward replacing worn materials and move toward a more sustainable, energy-efficient facility.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.