

# City Council Agenda Item Memo

**From:** Josh Bauman, Assistant Parks, Recreation & Forestry Director

**Council Meeting:** November 12, 2024

**Subject:** Resolution 24-098: Change Order #1 for the 2024 Brookings Trails Project.

**Person(s) Responsible:** Kristin Zimmerman, Parks, Recreation & Forestry Director

**Summary and Recommended Action:**

Staff recommends approval of a resolution, which provides additional material necessary to strengthen the trail expansion project. Staff recommends approval of change Order #1 for the 2024 Brookings Trails Project.

**Item Details:**

The City of Brookings Parks, Recreation, and Forestry Department requests approval of a change order that increases the contract by \$22,829.20. The increase provides additional excavation, fill material, and concrete reinforcement.

The Sexauer Park trail segment required over-excavation to provide depth for increased foundation stability. The excavated area was filled with clay material to provide a base for the gravel aggregate beneath the reinforced concrete trail. This foundational work is essential to ensure the trail's durability and extended lifespan. The cost for additional excavation and fill is \$7,873.20.

The reinforced concrete trail was outlined in the bid specifications. The contractor and staff missed the reinforcement bid specification in the submittal. The reinforced concrete costs are an additional \$2 per square foot above the unreinforced concrete cost. This additional cost is \$14,956.00.

Timmons Construction is still the low bidder when increasing the submitted bid with additional costs from \$164,084.23 to \$186,913.43.

Original Budgeted Amount	\$250,000.00
Original Contract Amount	\$164,084.23
Change Order #1	<u>\$22,829.20</u>
Adjusted Contract Amount	\$186,913.43

**Legal Consideration:**

City Attorney is aware of the situation.

**Strategic Plan Consideration:**

Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.

**Financial Consideration:**

Sufficient appropriations exist in the adopted Fiscal Year 2024 budget in Fund 213 – Bike Lane/Trail Improvements to cover the increased contract amount.

**Supporting Documentation:**

Resolution

Change Order #1