

VILLAGE OF DOWNERS GROVE
Report for the Village
10/6/2020

SUBJECT:	SUBMITTED BY:
Change Order - Specialty Winter Operations Services	Andy Sikich Director of Public Works

SYNOPSIS

A motion is requested to authorize a change order to an existing three-year contract for Specialty Winter Operations Services with Snow Systems, Inc. of Wheeling, Illinois in the amount of \$60,000.

STRATEGIC PLAN ALIGNMENT

The goals for 2019-2021 include *Exceptional Municipal Services*.

FISCAL IMPACT

The FY20 budget, and the proposed FY21 budget include \$135,000 for this service in the General Fund. The proposed change order would increase the existing contract amount from \$323,977.50 to \$383,977.50.

RECOMMENDATION

Approval on the October 6, 2020 consent agenda.

BACKGROUND

In June 2018, the Village awarded a three-year contract to Snow Systems, Inc. of Wheeling, Illinois, in the amount of \$323,977.50. To determine the contract amount, staff estimated the number of times the contractor would be called for service based upon an average winter. The contract provides a unit price to clear snow and salt, and to salt only. Staff anticipated 20 events for snow clearing with salting and 10 salt only events on an annual basis, totaling an average amount of \$108,000 per year. The 2018/2019 winter saw an above average snowfall, resulting in 53 total events, for a total cost of \$166,785. As a result, there likely is not enough left in the contract for the 2020/2021 season.

The purpose of the recommended change order is to provide adequate spending authority to complete the third year of the three year contract, in the total amount of \$133,587.50. This amount would provide snow clearing and salting services for a winter season with an above average number of snow and ice events. The unit prices for service provided by the competitively bid contract would remain in place. The contractor has provided service in a timely and professional manner and staff recommends funding the third year of this contract with Snow Systems Inc.

ATTACHMENTS

Proposed Change Order #1

VILLAGE OF DOWNERS GROVE
COUNCIL ACTION SUMMARY

INITIATED: Public Works DATE: October 6, 2020
(Name)

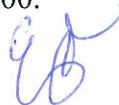
RECOMMENDATION FROM: _____ FILE REF: _____
(Board or Department)

NATURE OF ACTION:

- Ordinance
- Resolution
- Motion
- Other

STEPS NEEDED TO IMPLEMENT ACTION:

Motion to authorize a change order to Snow Systems, Inc. for snow removal services in the amount of \$60,000.



SUMMARY OF ITEM:

Adoption of this motion shall authorize a change order to Snow Systems, Inc. for snow removal services in the amount of \$60,000.

RECORD OF ACTION TAKEN:



Village of Downers Grove Change Order

Project Name: Specialty Winter Operations Services

Date: 9/15/2020

Project No: N/A

No: 1

Contractor: Snow Systems

You are directed to make the following changes to this contract:

Increase contract amount to account for snow removal services required during the 2018-19 snow season.

Snow clearing required 26 salt cycles and 27 plow cycles, which is significantly more than the 30 cycles

per winter included in the contract.

The original contract sum was:.....	(1)	\$	323,977.50
Net amount of previous change orders:.....	(2)	\$	-
Current contract amount (1) + (2):.....	(3)	\$	323,977.50
This Proposed Change Order:.....	(4)	\$	60,000.00
Proposed Revised Contract Amount (3) + (4):.....	(5)	\$	383,977.50

Net of Change Orders Pending Approval (2) + (4): \$ 60,000.00

Budget Estimate:..... \$ 135,000.00

Original Completion Date:..... N/A

Time Extension or Reduction:..... N/A

Total Contract Time (Pending Approval):..... N/A

RECOMMENDED FOR ACCEPTANCE:

APPROVED:

Asst. Dir. of PW Date

 Village Manager Date

Director of Public Works

Contractor Date

It is understood that as part of this change order that the Contractor agrees that all bonds, permits, insurance, and guarantees are hereby extended to incorporate this Change Order.