

**BOARD OF PUBLIC WORKS AND SAFETY  
Agenda Request Form**

(Form B-01-2012)

*Organizations and individuals are asked to submit a request form and supporting documents to be placed on the agenda. You will be contacted by the City confirming the date of the meeting in which your request will be heard. Please make sure that your contact information is accurate in case we need to get in touch with you. The Board of Works meets on the 1st and 3rd Monday of each month at 5:00 p.m. in City Hall located at 70 E. Monroe Street.*

<b>Date Submitted:</b>	October 8, 2024	<b>Meeting Date:</b>	October 21, 2024
<b>Contact Information:</b>			
<b>Requested by:</b>	Mark Richards		
<b>On Behalf of Organization or Individual:</b>	Department of Planning & Engineering		
<b>Telephone:</b>	317-736-3631		
<b>Email address:</b>	mrichards@franklin.in.gov		
<b>Mailing Address:</b>	70 E. Monroe Street, Franklin, IN 46131		
<b>Describe Request:</b>			
Request approval and execution of Change Orders 2 & 3 for the East Jefferson Street Sidewalk Project			
<b>List Supporting Documentation Provided:</b>			
Change Orders 2 & 3			
<b>Who will present the request?</b>			
<b>Name:</b>	Mark Richards	<b>Telephone:</b>	317-736-3631

*In order for an individual and/or agency to be considered for new business on the Board of Works agenda, this reservation form and supporting documents must be received in the Mayor's office no later than 4:00 p.m. on the Wednesday before the meeting.*

**INDIANA Department of Transportation**  
**Construction Change Order and Time Extension Summary**

**Contract Information**

Contract No.: R -43588	Letting Date:10/12/2023		
District:SEYMOUR DISTRICT	AE:Wren, Rachel	PE/S:Stahley, Brad	Status:Draft

**Change Order Information**

Change Order No.: 002	EWA: Y or Force Acct: N
Date Generated: 04/12/2024	Date Approved: 00/00/0000
Reason Code: CHANGED COND, Constructability Related	

Description: Mulched Seeding, U

Original Contract Amount	\$ 1,151,940.65	
Current Change Order Amount	\$ -2,984.35	Percent: -0.259 %
Total Previous Approved Changes	\$ 4,671.00	Percent: 0.406 %
Total Change To-Date	\$ 1,686.65	Percent: 0.147 %
Modified Contract Amount	\$ 1,153,627.30	

**Time Extension Information**

Date Initiated 00/00/0000	Date Completed 00/00/0000
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Original Contract Time	SS Completion Date 00/00/0000 or SS Calendar/Work Days 0
	SP Date 00/00/0000 or SP Days
	(SS = Standard Specification, SP = Special Provision)

## Time Element Description:

Current Time Extension	SS Days 0 SP Days 0	SP Days Value \$ 0.00
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Previous Time Approved	SS Days by AE:_____ DCE:_____ SCE:_____ DDCM:_____
	SS Days_____ SP Days Value \$ _____

Revised Contract Time	SS Completion Date 00/00/0000 or SS Calendar/Work Days 0
	SS Date 00/00/0000 or SP Days 0

**INDIANA Department of Transportation**  
**Construction Change Order and Time Extension Summary**

**Review and Approval Information**

Required Approval Authority AE: \_\_\_\_\_ DCE: \_\_\_\_\_ SCE: \_\_\_\_\_ \* DDCM: \_\_\_\_\_ \*  
(\$ per Change Order) (- LE \$ 250K-) (- LE \$ 750K - ) ( -- LE \$ 2 M -- ) ( -- GT \$ 2 M -- )  
(Days per Contract) ( 50 SS days ) ( 100 SS days ) ( 200 SS Days ) ( GT 200 SS days)

Verbal Approval Required? Y / N If Y, by \_\_\_\_\_ Date Issued \_\_\_\_\_

Total Change To-Date>5%? Y / N If Y , Copy to Program Budget Manager \_\_\_\_\_

Scope/Design Recommendation Y / N If Y, Referred to Project Manager(PM) \_\_\_\_\_  
Required?

Date to PM \_\_\_\_\_ Date Returned \_\_\_\_\_

Approval Authority Concurs with PM? Y / N If Y, Concurrence by \_\_\_\_\_ Date \_\_\_\_\_

If N,Resolution: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Resolved by \_\_\_\_\_ Date \_\_\_\_\_

LPA Signatures Required? Y / N If Y, Date to LPA \_\_\_\_\_ Date Returned \_\_\_\_\_

FHWA Signatures Required? Y / N If Y, Date to FHWA \_\_\_\_\_ Date Returned \_\_\_\_\_

\* Field Engineer Recommendation (Required for SCE or DDCM Approval)

Field Engineer \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contract No:R -43588

INDIANA

Date:09/06/2024

Change Order No:002

Department of Transportation

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Contract: R -43588  
Project: 2100071 - State:2100071  
Change Order Nbr: 002  
Change Order Description: Mulched Seeding, U  
Reason Code: CHANGED COND, Constructability Related

CLN	PCN	PLN	Item Code	Unit	Unit Price	CO Qty	Comment	Amount Change	
0027	2100071	0027	621-06575	SYS	7.850	-815.000	C	Amount:\$	-6,397.75
Item Description: SODDING, NURSERY									
Supplemental Description1:									
Supplemental Description2:									
0045	2100071	0045	621-01004	EACH	675.000	1.000	C	Amount:\$	675.00
Item Description: MOB AND DEMOB FOR SEEDING									
Supplemental Description1:									
Supplemental Description2:									
0046	2100071	0046	621-06560	SYS	3.360	815.000	C	Amount:\$	2,738.40
Item Description: MULCHED SEEDING TYPE U									
Supplemental Description1:									
Supplemental Description2:									

Total Value for Change Order 002 = \$ -2,984.35

Whereas, the Standard Specifications for this contract provides for such work to be performed, the following change is recommended.

General or Standard Change Order Explanation

This change order is necessary to install mulched seed in areas that are unfavorable for sod to grow in. The construction limits would require the contractors to field cut sod into narrow strips. The narrow strips of sod would create an unfavorable environment for sod to developed roots and hold moisture during its placement. This will affect any area within the construction limits where work was able to take place but did not disturb near 2 foot in width. Per review of the original bid items, contract proposal, standard specification section 621, and contract drawings this work was not originally required on the contract and therefore this work is to be paid by change order. This change order will add an item for mulched seeding. The mulched seeding price provided by the contractor was below the average unit price for similar contracts. The price was compared using the recent INDOT contract bid history. A contract time adjustment is not required for this change.

#### Change Order Explanation for Specific Line Item

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It is the intent of the parties that this change order is full and complete compensation for the work describe above.

Notification and consent to this change order is hereby acknowledged.

Contractor: Edward & Jones Concrete Inc.

Signed By: Clayton Merriweather

Date: 9/6/2024

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NOTE: Other required State and FHWA signatures will be obtained electronically through the SiteManager system.


Contract No:R -43588  
Change Order No:002

INDIANA  
Department of Transportation

Date:09/06/2024  
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APPROVED FOR LOCAL PUBLIC AGENCY

_____ (SIGNATURE)	_____ MAYOR (TITLE)	_____ OCTOBER 21, 2024 (DATE)
_____ (SIGNATURE)	_____ MEMBER, BPW&S (TITLE)	_____ OCTOBER 21, 2024 (DATE)
_____ (SIGNATURE)	_____ MEMBER, BPW&S (TITLE)	_____ OCTOBER 21, 2024 (DATE)
PE/S 	SUBMITTED FOR CONSIDERATION	

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APPROVED FOR INDIANA DEPARTMENT OF TRANSPORTATION

Approval Level	Name of Approver	Date	Status
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**INDIANA Department of Transportation**  
**Construction Change Order and Time Extension Summary**

**Contract Information**

Contract No.: R -43588	Letting Date:10/12/2023		
District:SEYMOUR DISTRICT	AE:Wren, Rachel	PE/S:Stahley, Brad	Status:Draft

**Change Order Information**

Change Order No.: 003	EWA: Y or Force Acct: N
Date Generated: 09/19/2024	Date Approved: 00/00/0000
Reason Code: CHANGED COND, Constructability Related	

Description: Milling Asphalt 1.5 IN

Original Contract Amount	\$ 1,151,940.65	
Current Change Order Amount	\$ 2,841.02	Percent: 0.247 %
Total Previous Approved Changes	\$ 4,671.00	Percent: 0.406 %
Total Change To-Date	\$ 7,512.02	Percent: 0.653 %
Modified Contract Amount	\$ 1,159,452.67	

**Time Extension Information**

Date Initiated 00/00/0000	Date Completed 00/00/0000
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Original Contract Time	SS Completion Date 00/00/0000 or SS Calendar/Work Days 0
	SP Date 00/00/0000 or SP Days
	(SS = Standard Specification, SP = Special Provision)

**Time Element Description:**

Current Time Extension	SS Days 0 SP Days 0	SP Days Value \$ 0.00
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Previous Time Approved	SS Days by AE:_____ DCE:_____ SCE:_____ DDCM:_____
	SS Days_____ SP Days Value \$ _____

Revised Contract Time	SS Completion Date 00/00/0000 or SS Calendar/Work Days 0
	SS Date 00/00/0000 or SP Days 0

**INDIANA Department of Transportation**  
**Construction Change Order and Time Extension Summary**

**Review and Approval Information**

Required Approval Authority AE: \_\_\_\_\_ DCE: \_\_\_\_\_ SCE: \_\_\_\_\_ \* DDCM: \_\_\_\_\_ \*  
(\$ per Change Order) (- LE \$ 250K-) (- LE \$ 750K - ) ( -- LE \$ 2 M -- ) ( -- GT \$ 2 M -- )  
(Days per Contract) ( 50 SS days ) ( 100 SS days ) ( 200 SS Days ) ( GT 200 SS days)

Verbal Approval Required? Y / N If Y, by \_\_\_\_\_ Date Issued \_\_\_\_\_

Total Change To-Date>5%? Y / N If Y , Copy to Program Budget Manager \_\_\_\_\_

Scope/Design Recommendation Y / N If Y, Referred to Project Manager(PM) \_\_\_\_\_  
Required?

Date to PM \_\_\_\_\_ Date Returned \_\_\_\_\_

Approval Authority Concurs with PM? Y / N If Y, Concurrence by \_\_\_\_\_ Date \_\_\_\_\_

If N,Resolution: Approved \_\_\_\_\_ Disapproved \_\_\_\_\_

Resolved by \_\_\_\_\_ Date \_\_\_\_\_

LPA Signatures Required? Y / N If Y, Date to LPA \_\_\_\_\_ Date Returned \_\_\_\_\_

FHWA Signatures Required? Y / N If Y, Date to FHWA \_\_\_\_\_ Date Returned \_\_\_\_\_

\* Field Engineer Recommendation (Required for SCE or DDCM Approval)

Field Engineer \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Contract No: R -43588

Change Order No: 003

INDIANA

Department of Transportation

Date: 09/23/2024

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Contract: R -43588  
Project: 2100071 - State: 2100071  
Change Order Nbr: 003  
Change Order Description: Milling Asphalt 1.5 IN  
Reason Code: CHANGED COND, Constructability Related

CLN	PCN	PLN	Item Code	Unit	Unit Price	CO Qty	Comment	Amount Change
0047	2100071	0047	306-08034	SYS	49.000	57.980	C	Amount: \$ 2,841.02

Item Description: MILLING ASPHALT 1 1/2 IN

Supplemental Description1:

Supplemental Description2:

Total Value for Change Order 003 = \$ 2,841.02

Whereas, the Standard Specifications for this contract provides for such work to be performed, the following change is recommended.  
General or Standard Change Order Explanation

This change order was needed to remedy some ADA issues near newly installed curb ramps. During the installation of the curb ramps some of the existing pavement was disturbed. These areas were sawcut with a walk behind saw and were already in poor condition. There was no milling item in the original contract. The milling item was needed to create uniform pavement in transition area from ramp to edge of pavement. This change order will affect the areas where pavement had been disturbed in the clear zone. The price provided by the contractor was below the 95 percent confidence standard deviation on the INDOT bid tabs. The price was compared using INDOT contract bid history. The HMA item used to fill the milled area of asphalt did not exceed the contract amount; therefore this change does not have the need for extra funds. A contract time adjustment is not required for this change.

## Change Order Explanation for Specific Line Item

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It is the intent of the parties that this change order is full and complete compensation for the work describe above.

Notification and consent to this change order is hereby acknowledged.

Contractor: Chayton HuntSigned By: Chayton HuntDate: 10/3/24

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NOTE: Other required State and FHWA signatures will be obtained electronically through the SiteManager system.

Contract No:R -43588

Change Order No:003

INDIANA

Department of Transportation

Date:09/23/2024

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APPROVED FOR LOCAL PUBLIC AGENCY

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
MAYOR  
(TITLE)

\_\_\_\_\_  
OCTOBER 21, 2024  
(DATE)

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
MEMBER, BPW&S  
(TITLE)

\_\_\_\_\_  
OCTOBER 21, 2024  
(DATE)

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
MEMBER, BPW&S  
(TITLE)

\_\_\_\_\_  
OCTOBER 21, 2024  
(DATE)

SUBMITTED FOR CONSIDERATION

PE/S           *M. Bala*          

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APPROVED FOR INDIANA DEPARTMENT OF TRANSPORTATION

Approval Level

Name of Approver

Date

Status