



City of Harrisonburg, Virginia

Office of the City Manager

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Eric D. Campbell
City Manager

TO: Eric D. Campbell, City Manager
FROM: Chris Brown, City Attorney
DATE: April 9, 2019
RE: Contract Change Order – Annual Sidewalk, Curb & Gutter Replacement Services

Summary: Council approval of contract change order in excess of \$50,000.

Background: On August 14, 2017, the City entered into a contract with Partners Excavating Company for annual sidewalk, and curb & gutter replacement services. The original contract amount was \$196,485.00. Due to upcoming sidewalk and curb & gutter replacement work scheduled for East Market Street, between Main Street and Mason Street, a change order to this contract is required. This section of sidewalk replacement includes brick pavers and the original contract did not include this item. This change order adds this item to the contract and the additional cost is \$73,000. Pursuant to Virginia Code Section 2.2-4309, any contract amendment of greater than 25% of the contract price or \$50,000, whichever is more, must be approved by the locality's governing body. Therefore, Harrisonburg Department of Public Works is requesting approval of the change order to the Partners Excavating contract.

Key Issues: Approval of change orders for extra work.

Environmental Impact: n/a

Fiscal Impact: The extra funds were budgeted and appropriated in FY 2019.

Prior Actions:

Alternatives: (a) Approve change orders
(b); or disapprove change orders.
(c)

Community Engagement: n/a

Recommendation: HPW and the City Attorney recommend approval of change order.

Attachments:

RE:

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Review:

The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.

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