



# City of Harrisonburg, Virginia

Office of the City Manager

409 South Main Street  
Post Office Box 20031  
Harrisonburg, VA 22802  
(540) 432-7701 / FAX (540) 432-7778

G. Chris Brown  
City Attorney

TO: Eric Campbell, City Manager  
FROM: Wesley Russ, Assistant City Attorney  
DATE: June 11, 2019  
RE: Contract Change Order – Signal Upgrades at Bluestone Street and Main Street

**Summary:** Consider approval of a contract change order in excess of \$50,000.00.

**Background:** On March 15, 2018, the City entered into a contract with DCI/Shires, Inc. for upgrades to the signal at Bluestone Street and Main Street. The original contract amount was for \$326,843.88. The change order accounts for: underestimated sidewalk quantities; significant amounts of rock while excavating for one signal pole foundation that required modifications to the design; and underestimated signal wiring. The change order adds an additional cost of \$101,542.33.

Pursuant to Va. Code § 2.2-4309, any contract amendment of greater than 25% of the contract price or \$50,000.00, 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 DCI/Shires, Inc. contract.

**Key Issues:** Approval of change orders for unanticipated work.

**Environmental Impact:** N/A

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

**Prior Actions:** N/A

**Alternatives:** (a) Approve the change order; or  
(b) Deny the change order.

**Community Engagement:** N/A

**Recommendation:** Department of Public Works and the City Attorney recommend approval of the change order.

**Attachments:** 1. N/A.

**Review:**



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*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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