



DATE: March 6, 2023

MEMO TO: Paras Parekh, Chair
Planning Committee

FROM: Randall L. Seebach
Director of Planning and Land Preservation

RECOMMENDATION: Approve Change Order No. 3 to the Contract with Flo-Tech Mechanical Systems, Inc. (Flo-Tech) for purchase and installation two dehumidifiers for the new net-zero Education Facility (Education Facility) at Edward L. Ryerson Conservation Area, increasing the Contract Price by \$14,960.00.

STRATEGIC DIRECTIONS SUPPORTED: Public Access and Connections; Conservation; Leadership; Communication; Organizational Sustainability; Education and Outreach

FINANCIAL DATA: The Education Facility project was approved as part of the adopted FY2022 Capital Improvement Plan. It now has an amended budget of \$5,035,993. The Flo-Tech change order will be charged to account 20104100-803000-61410 and will increase the contract price by \$14,960.00 for a total contract price of \$312,847.40.

BACKGROUND: The Education Facility will replace and expand the education programming previously offered at two since-removed log cabins which had reached the end of their useable life and did not comply with current accessibility codes. The Education Facility is being built as a net-zero energy building and the District received funding assistance from the Net Zero Energy Building Program offered by the Illinois Clean Energy Community Foundation (ICECF) for a portion of the facility. Phase I of the Education Facility includes a 3,400-SF building with two classrooms, restrooms, virtual teaching space, a net zero interpretive exhibit area and a 1,000-SF screened porch that will provide additional teaching space when the weather is accommodating.

The District divided the bidding for the Education Facility into 14 separate bid packages, assembled by construction trade, with each package having its own scope of work and specifications. On May 10, 2022, the Board approved a contract with Flo-Tech to provide mechanical equipment for the construction of Phase I of the Education Facility (Contract).

The Flo-Tech change order will allow for the addition of two dehumidifiers. The building was originally designed without a dehumidification system. Farnsworth, the Commissioning Agent hired by the District as a third party reviewer, as part of the requirements of the Illinois Clean Energy Communication Foundation grant, conducted a comprehensive review of the buildings systems and concluded that dehumidification is critical to the successful management of a net-zero building.

The change order will not change the overall budget for the project and will be drawn from the project contingency. Therefore, staff recommends approval of Change Order No. 3 to the Contract with Flo-tech Mechanical Systems, Inc. to purchase and install dehumidification units. The Construction Manager and Mechanical Engineer concur with the recommendation.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Purchasing Manager, Corporate Counsel.

MOTION: Motion (i) to approve Change Order No. 3 to the Contract with Flo-Tech Mechanical Systems, Inc. for the purchase and installation of two dehumidifiers for the new Education Facility at Edward L. Ryerson Conservation Area, increasing the Contract Amount by \$14,960.00, in substantially the form attached to staff's March 6, 2023 memorandum and (ii) finding that:

- a. The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed.
- b. The Change Order is germane to the original Contract, as signed; and
- c. The Change Order is in the best interest of the District.

APPROVED:

Date: _____ Roll Call Vote: Ayes: ____ Nays: _____
 Voice Vote Majority Ayes; Nays: _____

Change Order



1899 West Winchester Road
Libertyville, Illinois 60048
PurchasingDept@LCFPD.org
847-367-6640

Date: 02/10/2023	Change Order Number (Please use drop down) 3	Department:(Please use drop down) *
Fiscal Year 2023	Purchase Order Number: 20220328	Planning Conservation
		Account Code: * 39104100-803000-61410
		Administrative Assistant Email * PALI@LCFPD.ORG

Project Information

Project or Bid Number:	Contractor Name: * Ali Younes	Original Contract Date: * 05/10/2022
Project Name: * RCA EDUCATION FACILITY PH 1 TR	Contractor Email * AYOUNES@FLOTECHMECHANICAL.COM	Contract Type: * <input type="radio"/> Lump Sum Contract <input checked="" type="radio"/> Unit Price Contract
Site: ERCA08 Edward L. Ryerson Conservation Area	Contractor Admin Email	

To the Contractor: You are hereby authorized to make the following changes, subject to the Contract provisions.

Increase

Item Number	Item	Description	Amount
1	add for 2 dehumidifiers	The building was originally designed without a dehumidification system. During construction, the commissioning agent, Farnsworth, conducted a comprehensive review of the buildings systems and concluded that a dehumidification was critical to the successful management of a net-zero building. Therefore, staff recommends adding two dehumidification units. The Construction Manager and Mechanical Engineer concur with this recommendation.	\$14,960.00

Decrease

Item Number	Item	Description	Amount (enter as a negative number):
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Time Extension

Change to Scope that results in time extension or no additional costs:

Calculation Section

Unit Price Increase Total	Lump Sum Price Total	Calculated Percent
14960.00	0.00	0.370000
Unit Price Decrease Total		
0.00		
Unit Price Change Total		
14960.00		

Change in Contract Price from this Change Order:
\$0.00

Revised Completion Date:

Change in Contract Price from this Change Order:
14960.00

Change in Contract Time

Original Contract Time	Contract Time (as amended by <i>previous</i> Change Orders, if any)	New Contract Time
Commencement Date:	Commencement Date:	Commencement Date:
Completion Date:	Completion Date:	Completion Date

Change in Contract Price

Original Contract Price: *	Contract Price prior to this Change Order (as amended by <i>previous</i> Change Orders, if any): *	Net Change from original Contract Price resulting from this Change Order and all previous Change Orders:	New Contract Price
\$228,000.00	\$297,887.40	\$84,847.40	312847.400000

Net Percentage Change from original Contract Price resulting form this Change Order and all previous Change Orders:
37.000000%

Determination

Owner's Department Director and/or Standing Committee(s) hereby determine:

This Written Determination and this Change Order shall (i) be preserved in the Owner's file for the Contract and open to the public for inspection and (ii) constitute the Written Determination required by 720 ILCS 5/33E-9.

Please select all that apply:

- The circumstances necessitating the Change Order were not reasonably foreseeable at the time the Contract was signed
- The Change Order is germane to the original Contract, as signed.
- The Change Order is in the best interest of the Owner and is authorized by law.

Attachments and Notes to Vendor

(1)

FI-Purchase Change order attachments
[FI-Purchase POCO attachments - 2/10/2023](#)

Please type your notes to the Vendor below:

Project Manager Recommendation

Project Manager **Select from list***
BMATHIS

Date of Recommendation:
03/06/2023

Signature:

Email*
BMATHIS@LCFPD.ORG

Department Director Approval

Department Director:

Signature:

Date of Approval:

Contractor Approval

Name:

Please click on the Signature box - Sign your name with your mouse. Then click **Save**. Click the Return to LCFPD button to send the item back to Lake County Forest Preserves.

Title:

Signature:

Date of Approval:

For Public works Contracts, Contractor also certifies that this Change Order will not cause or result in an increase in the price of any subcontract under the Contract that is 50% or more of such original subcontract's price.