

DATE: March 31, 2025

MEMO TO: Paul Frank, Chair
Planning Committee

FROM: Kevin Kleinjan
Director of Planning

RECOMMENDATION: Approve Change Order No. 1 to the Contract with Civiltech Engineering, Inc. (Civiltech), increasing the contract price for Phase III Engineering Services for the Millennium Trail-U.S. Route 45 Underpass Construction (Underpass), in the amount of \$124,537.00.

STRATEGIC DIRECTIONS SUPPORTED: Public Access and Connections; Organizational Sustainability.

FINANCIAL DATA: The Underpass construction was approved as part of the adopted FY2020 Capital Improvement Plan. The original contract with Civiltech for Phase III Engineering Services (also known as construction engineering) was approved in the amount of \$562,522.00. As discussed in the Background section, the actual cost of construction engineering increased by \$124,537.00 and will be charged to account 35304100-803200-63903. It is expected that the District will be reimbursed for 80% of the total contract amount by a federal grant.

BACKGROUND: The planned Millennium Trail route in north central Lake County will follow US Route 45 from McDonald Woods to Raven Glen Forest Preserve. At Raven Glen the portion of the trail that has already been constructed crosses US Route 45 into Ethel's Woods, through the Underpass, which provides a safe route between Raven Glen and Ethel's Woods Forest Preserves for pedestrians, bicyclists and equestrians. The Underpass construction was completed and opened to the public in the spring of 2022.

This project was awarded federal funding assistance through the Transportation Alternatives Program (TAP-L). Through the TAP-L funding program, the Illinois Department of Transportation (IDOT) will reimburse the District for 80% of the construction and construction engineering costs. Because of the grant funding, the project is largely administered by IDOT and change orders are subject to IDOT approval. Civiltech Engineering, Inc. only recently (on February 28, 2025) received IDOT's approval of this change order in the amount of \$124,537.00.

The change order need arises from a routing change to a major Nicor Gas line, a new maintenance entrance along US Route 45 and additional erosion control inspections requiring the work schedule to extend beyond the original timeframe - through the winter of 2020 and spring of 2021. The extended work period, work on Saturdays, and longer contractor work weeks required additional Construction Engineering oversight and resulted in an additional fee of \$124,537.00.

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

COMMITTEE MOTION: Motion to approve Change Order No. 1 to Civiltech Engineering, Inc., in the amount of \$124,537.00 in substantially the form attached hereto, for the following reasons:

- 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

Date: 02/28/2025
Purchase Order #: 20200306

Change Order #: 1
Original Contract Date: _____

PROJECT INFORMATION

Project Number: _____ Project Site(s) (Preserves): Millenium Trail,
Project Name: Millennium Trail - U.S. 45 Construction & Trail Connection Ethel's Woods & Raven Glen

CHANGE IN CONTRACT PRICE

To the Contractor: **You are hereby authorized to make the following changes, subject to the Contract provisions:**
(attach additional pages as needed)

Item	DETAILED DESCRIPTION	PRICE
1	Phase III Engineering Services for the Millennium Trail-U.S. Route 45 Underpass Construction	\$ 124,537.00
	TOTAL	\$ 124,537.00
	ORIGINAL CONTRACT PRICE:	\$ 562,522.00
	Net Change of previous Change Orders (if any, list below): <i>** if no previous Change Orders, enter '0'</i>	\$ -
CO1	The installation of a new underpass structure and pavement reconstruction.	\$ 124,537.00
	Contract Price Prior to this Change Order: (as amended by previous Change Orders (if any))	\$ -
	Total Amount of THIS Change Order:	\$ 124,537.00
	NEW CONTRACT PRICE:	\$ 687,059.00
	NET CHANGE: from Original Contract Price resulting from this Change Order and all previous Change Orders <i>** if greater than \$30,000.00, Committee approval is needed.</i>	\$ 124,537.00
	PERCENTAGE OF NET CHANGE: from Original Contract Price resulting from this Change Order and all previous Change Orders <i>** if Original Contract Price is over \$30,000 and this is 25% or greater, Committee approval is needed.</i>	22.14%

CHANGE IN CONTRACT TIME

Original Contract Commencement Date: _____ Original Completion Date: _____
New Contract Commencement Date: _____ New Completion Date: _____

DETERMINATION


*** Written Determination is required for changes of \$10,000 or more and/or time extension of 30 days or more*

Owner's Department Director and/or Standing Committee(s) hereby determine (select all that apply (with an 'X')):

- 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; and
- The Change Order is in the best interest of the Owner and is authorized by law.

LCFPD PROJECT MANAGER INFORMATION AND RECOMMENDATION

Department: Planning Department **Project Manager Phone #:** 847-968-3274
Project Manager: Greg Walenter **Project Manager Email:** gwalenter@lcfpd.org

Greg Walenter  3/24/2025
Project Manager Name Signature Date

LCFPD DEPARTMENT DIRECTOR APPROVAL

Kevin Kleinjan  21 MAR 2025
Department Director Name Signature Date

CONTRACTOR INFORMATION AND APPROVAL

Contractor Name: Civiltech Engineering, Inc.
Contractor Address: Two Pierce Place, Suite 1400, Itasca, IL 60143
Contact (Name): _____
Contact Phone#: 630-773-3900
Contact Email: _____

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.

Contractor Name, Title Signature Date

FOR OFFICE USE ONLY

Account Code(s): 35304100-803200-63903

In AdobeSign:
Route to Project Manager, Director, Contractor
Add CC: Purchasing
If Committee approval needed, attach to recommendation
Attach into TCM in Munis