

## COMMUNITY DEVELOPMENT

### MEMORANDUM

**To:** Mayor and City Council Members

**Cc:** Gregg Mandsager, City Administrator  
Dave Gobin, Community Development Director

**From:** Adam Thompson, Community Development Coordinator

**Date:** September 13, 2016

**Re:** Request to approve Contract Modification No. 2 related to the Muscatine CDBG Downtown Revitalization Facade Project.

Planning,  
Zoning,  
Building Safety,  
Construction Inspection Services,  
Public Health,  
Housing Inspections,  
Code Enforcement

#### Introduction & Background:

The City of Muscatine has approved a contract with Woodruff construction to complete façade improvement under the CDBG Downtown Revitalization Project. With this type of project, it is expected for many changes to be made throughout the project as unknown conditions become present. Staff is working to expend the additional grant funds that have not been contracted to use the entire amount of the grant.

The Contract Modification No.2 items include the following:

#### CAR 001

- 104 E 2nd Street (\$7,462) - Replace 4 windows, remove exterior wall rebuilding
- 106 & 108 E 2nd Street (\$5,250) - Build stair cover, remove trash chute and chimney repair items
- 110 E 2nd Street (\$1,260) - Tuck-pointing credit
- 208 E 2nd Street (\$5,950) - Building removed from project
- 206 E 2nd Street \$945 - Install metal railing
- 212 E 2nd Street \$756 - Remove A/C unit and fill
- 214 E 2nd Street \$893 - Repair fire escape and paint

#### CAR 002

- 216 E. 2<sup>nd</sup> Street \$288 - Step Repair and Railing rebuild

#### CAR 003

(200 E 2<sup>nd</sup> Street, \$48,968)

- Grinding and repointing the remaining 3754 sf of the west and rear elevations of 200 E. 2nd Street
- Outer-wythe steel lintel repairs on rear elevation at top 4 locations
- Removing and salvaging three courses of outer-wythe brick
- Removing and replacing exterior wythe steel lintel with new primed and painted steel lintel
- Installing new flashing and stainless steel termination bar and drip edge

- 78.8 SF for the outer-wythe chimney rebuild area
- 155.7 SF all wythes of top gutter area above windows rebuild area
- 65.5 SF remaining at \$75/SF as credit to be used elsewhere on the building

**CAR 004**

- 110 E 2nd Street \$378 – Painting Lower Level
- 114 E 2nd Street \$378 – Painting Lower Level
- 128 E 2nd Street \$565 – Steps and Railing
- 214 E 2nd Street \$739 – Windows instead of door

Property Owner of 200 E 2<sup>nd</sup> Street is contributing \$28,000 to help complete the additional work items. After the property owner contribution \$5,988 of grant fund will be used to complete the additional work items. Below is a summary of the Change Authorization Request along with Façade project totals.

<b>Bid Construction Contract Amount</b>		<b>\$ 319,800.00</b>
Change Order No.2		
	CAR 001	\$(17,328.00)
	CAR 002	\$ 288.00
	CAR 003	\$ 48,968.00
	CAR 004	\$ 2,060.00
<b>Changer Order No.2 Total</b>		<b>\$ 33,988.00</b>
<b>Total Construction Contract Amount</b>		<b>\$ 353,788.00</b>
<hr/>		
<b>Property Owner Contribution</b>		<b>\$ 28,000.00</b>
<hr/>		
Use of grant dollars		\$ 5,988.00
<b>Total Grant Fund Contributions</b>		<b>\$ 325,788.00</b>

Below is a summary of current total project cost:

Current Contract Façade Grant Total	\$325,788.00
Current Contracted Stormwater Grant Total	\$ 33,682.00
Project Design and Soft Cost	\$ 96,875.72
<b>Project Total</b>	<b>\$456,345.72</b>

**RECOMMENDATION/RATIONALE:** It is recommended that City Council approve the attached Contract Modification No. 2 related to the Muscatine CDBG Downtown Revitalization Façade Project with Woodruff Construction.

1. Contract Modification No. 2
2. Change Authorization Request (CAR) 001-004



CONTRACT MODIFICATION

No. 2

Project: Muscatine CDBG Downtown Revitalization Façade Project  
Project No.: 13-DTR-001  
Account No.: 4570-10-4570

You are hereby authorized to make the following changes to the contract documents.

A – Description of changes to be made or work to be done:

CAR 001

- 104 E 2nd Street (\$7,462) - Replace 4 windows, remove exterior wall rebuilding
- 106 & 108 E 2nd Street (\$5,250) - Build stair cover, remove trash chute and chimney repair items
- 110 E 2nd Street (\$1,260) - Tuck-pointing credit
- 208 E 2nd Street (\$5,950) - Building removed from project
- 206 E 2nd Street \$945 - Install metal railing
- 212 E 2nd Street \$756 - Remove A/C unit and fill
- 214 E 2nd Street \$893 - Repair fire escape and paint

CAR 002

- 216 E. 2<sup>nd</sup> Street \$288 - Step Repair and Railing rebuild

CAR 003

- (200 E 2<sup>nd</sup> Street, \$48,968)
- Grinding and repointing the remaining 3754 sf of the west and rear elevations of 200 E. 2nd Street
  - Outer-wythe steel lintel repairs on rear elevation at top 4 locations
  - Removing and salvaging three courses of outer-wythe brick
  - Removing and replacing exterior wythe steel lintel with new primed and painted steel lintel
  - Installing new flashing and stainless steel termination bar and drip edge
  - 78.8 SF for the outer-wythe chimney rebuild area
  - 155.7 SF all wythes of top gutter area above windows rebuild area
  - 65.5 SF remaining at \$75/SF as credit to be used elsewhere on the building

CAR 004

- 110 E 2nd Street \$378 – Painting Lower Level
- 114 E 2nd Street \$378 – Painting Lower Level
- 128 E 2nd Street \$565 – Steps and Railing
- 214 E 2nd Street \$739 – Windows instead of door

B – Reason for change

Work items have been adjusted to use the grant dollars to the full amount available from the grant

C – Justification for cost(s)

Change order No.2 adds \$33,988.00 to the total work. After property owner construction, \$5,988 of grant fund will be used to pay for the added work items.



D – Items included in contract

CAR 001

- 104 E 2nd Street (\$7,462)
- 106 & 108 E 2nd Street (\$5,250)
- 110 E 2nd Street (\$1,260)
- 208 E 2nd Street (\$5,950)
- 206 E 2nd Street \$945
- 212 E 2nd Street \$756
- 214 E 2nd Street \$893

CAR 002

- 216 E. 2<sup>nd</sup> Street \$288

CAR 003

- 200 E 2<sup>nd</sup> Street, \$48,968

CAR 004

- 110 E 2nd Street \$378
- 114 E 2nd Street \$378
- 128 E 2nd Street \$565
- 214 E 2nd Street \$739

<b>Bid Construction Contract Amount</b>		<b>\$ 319,800.00</b>
Change Order No.2		
	CAR 001	\$(17,328.00)
	CAR 002	\$ 288.00
	CAR 003	\$ 48,968.00
	CAR 004	\$ 2,060.00
<b>Changer Order No.2 Total</b>		<b>\$ 33,988.00</b>
<b>Total Construction Contract Amount</b>		<b>\$ 353,788.00</b>
Property Owner Contribution		\$ 28,000.00
Use of grant dollars		\$ 5,988.00
<b>Total Grant Fund Contributions</b>		<b>\$ 325,788.00</b>

Contract Time Adjustment:      Time Added: \_\_\_\_\_      Contract End Date: 10/31/16

When authorized, contractor agrees to perform the work outlined above in accordance with provisions of the contract documents.

Contractor  
 Agreed: \_\_\_\_\_  
 Date

Project Manager / Engineer  
 Recommend: *Adam J. Thompson* 7-15-16  
 Date  
 By: Adam J. Thompson

City Administrator  
 Approved: \_\_\_\_\_  
 Date  
 By: Gregg Mandsager



501 Greenfield Drive  
Tiffin, Iowa 52340  
319.545.2410  
Fax 319.545.2411

August 29, 2016

Adam Thompson  
City of Muscatine  
215 Sycamore Street  
Muscatine, Iowa 52761

RE: Muscatine CDBG Downtown Revitalization

SUBJ: Change Order #001

Dear Mr. Thompson

Per change order 001 dated July 18, 2016, we are proposing the following:

- 104 E 2<sup>nd</sup> Street (\$7,462) window costs may change pending approval from SHPO
- 106 & 108 E 2<sup>nd</sup> Street (\$5,250) excluding repoint of brick
- 110 E 2<sup>nd</sup> Street (\$1,260)
- 208 E 2<sup>nd</sup> Street (\$5,950)
- 206 E 2<sup>nd</sup> Street \$945
- 212 E 2<sup>nd</sup> Street \$756
- 214 E 2<sup>nd</sup> Street \$893

Our total price to perform the subject changed work is \$ (17,328). Supporting documentation is attached. The additional work should not add any days to the project

Your written approval is required by September 12, 2016. Action after that date will result in additional costs and added time, which will then be added to the above price.

When this potential change order is signed by the Owner and a copy is returned to the contractor, approval of change(s) is effective IMMEDIATELY and we will proceed with the change(s) described above. Approved changes will be included in a future contract change order. If you require additional clarification, please contact me. Thank you for your prompt response.

Sincerely,

WOODRUFF CONSTRUCTION, LLC.

Emily Nelson  
Project Manager

cc: File

\_\_\_\_\_/\_\_\_\_\_  
Owner Approval / Date

\_\_\_\_\_/\_\_\_\_\_  
Architect Approval / Date

**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 8/24/2016

CAR - 001A

CHANGE DESCRIPTION: CO 001 104 E 2nd

TIME INCREASE FOR THIS CHANGE ORDER IS 0  
WORKING DAYS AFTER WRITTEN APPROVAL

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$ <u>500</u>	= \$	<u>-</u>	
<b>TOTAL WOODRUFF LABOR COST</b>	= \$	<u>1,000.00</u>	
<b>TOTAL WOODRUFF MATERIAL COST</b>	= \$	<u>3,000.00</u>	
	<b>SUBTOTAL</b>	= \$	<u>4,000.00</u>
<b>plus OH&amp;P @</b>	<u>15%</u> = \$ <u>600</u>	= \$	<u>4,600.00</u>

<b>TOTAL SUBCONTRACT COST</b>	= \$	<u>(12,062)</u>	
<b>plus OH&amp;P @</b>	<u>5%</u> = \$ <u>0</u>	= \$	<u>(12,062)</u>

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>	= \$	<u>-</u>	
<b>TOTAL MATERIAL CREDIT</b>	= \$	<u>-</u>	
<b>TOTAL SUBCONTRACT CREDIT</b>	= \$	<u>-</u>	

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$ (7,462)

**CAR COST ANALYSIS**

**Muscatine CDBG**

**0**

CAR - 001A

DATE: 24-Aug-16

CHANGE DESCRIPTION:

CO 001 104 E 2nd

ITEM AND DESCRIPTION FOR ADDITIONAL WORK	QUANTITY	UNIT	UNIT LABOR	UNIT MAT'L	UNIT SUBCON	LABOR	MATERIAL	SUBCON	TOTAL
<b>WOODRUFF WORK</b>						-	-	-	-
Replace Four Windows	1	ls	1000	3000		1,000	3,000	-	4,000
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
<b>SUBCONTRACTORS</b>						-	-	-	-
Otto Baum	1	ls			-10562	-	-	(10,562)	(10,562)
Down Spouts	1	ls			-300	-	-	(300)	(300)
Painting	1	ls			-1200	-	-	(1,200)	(1,200)
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
<b>SUBTOTAL</b>						1,000	3,000	(12,062)	(8,062)
<b>ADDITIONAL WORK TOTAL</b>						1,000	3,000	(12,062)	(8,062)

**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 8/24/2016

CAR - 001B

CHANGE DESCRIPTION: CO 001 106 & 108 E 2nd

TIME INCREASE FOR THIS CHANGE ORDER IS 0  
WORKING DAYS AFTER WRITTEN APPROVAL

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$ <u>500</u>	= \$	<u>-</u>	
<b>TOTAL WOODRUFF LABOR COST</b>	= \$	<u>(280.00)</u>	
<b>TOTAL WOODRUFF MATERIAL COST</b>	= \$	<u>300.00</u>	
	<b>SUBTOTAL</b>	= \$	<u>20.00</u>
<b>plus OH&amp;P @</b>	<u>15%</u> = \$ <u>0</u>	= \$	<u>20.00</u>

<b>TOTAL SUBCONTRACT COST</b>	= \$	<u>(5,250.00)</u>	
<b>plus OH&amp;P @</b>	<u>5%</u> = \$ <u>0</u>	= \$	<u>(5,250.00)</u>

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>	= \$	<u>-</u>	
<b>TOTAL MATERIAL CREDIT</b>	= \$	<u>-</u>	
<b>TOTAL SUBCONTRACT CREDIT</b>	= \$	<u>-</u>	

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$ (5,230.00)

**CAR COST ANALYSIS**

**Muscatine CDBG**

**0**

CAR - 001B

DATE: 24-Aug-16

CHANGE DESCRIPTION:

CO 001 106 & 108 E 2nd

ITEM AND DESCRIPTION FOR ADDITIONAL WORK	QUANTITY	UNIT	UNIT LABOR	UNIT MAT'L	UNIT SUBCON	LABOR	MATERIAL	SUBCON	TOTAL
<b>WOODRUFF WORK</b>						-	-	-	-
Trash Chute Credit	1	ls	560	50		(780)	(50)	-	(830)
Stair Cover Demo/Rebuild	1	ls	500	350		500	350	-	850
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
<b>SUBCONTRACTORS</b>						-	-	-	-
Otto Baum	1	ls			-5250	-	-	(5,250)	(5,250)
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
						-	-	-	-
<b>SUBTOTAL</b>						(280)	300	(5,250)	(5,230)
<b>ADDITIONAL WORK TOTAL</b>						(280)	300	(5,250)	(5,230)

**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 8/29/2016

CAR - 001C

CHANGE DESCRIPTION: CO 001 110 E 2nd

**TIME INCREASE FOR THIS CHANGE ORDER IS** 0  
**WORKING DAYS AFTER WRITTEN APPROVAL**

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$	<u>500</u>	= \$	<input type="text" value="-"/>
<b>TOTAL WOODRUFF LABOR COST</b>		= \$	<input type="text" value="-"/>
<b>TOTAL WOODRUFF MATERIAL COST</b>		= \$	<input type="text" value="-"/>
<b>SUBTOTAL</b>		= \$	<input type="text" value="-"/>
plus OH&P @	<u>15%</u>	= \$	<input type="text" value="0"/>
		= \$	<input type="text" value="-"/>

<b>TOTAL SUBCONTRACT COST</b>	= \$	<input type="text" value="(1,260.00)"/>	
plus OH&P @	<u>5%</u>	= \$	<input type="text" value="0"/>
		= \$	<input type="text" value="(1,260.00)"/>

<b>CREDITS (IF APPLICABLE)</b>		
<b>TOTAL LABOR CREDIT</b>	= \$	<input type="text" value="-"/>
<b>TOTAL MATERIAL CREDIT</b>	= \$	<input type="text" value="-"/>
<b>TOTAL SUBCONTRACT CREDIT</b>	= \$	<input type="text" value="-"/>

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER**



**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 8/24/2016

CAR - 001D

CHANGE DESCRIPTION: CO 001 206 E 2nd

**TIME INCREASE FOR THIS CHANGE ORDER IS** 0  
**WORKING DAYS AFTER WRITTEN APPROVAL**

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$	<u>500</u>	= \$	<input type="text" value="-"/>
<b>TOTAL WOODRUFF LABOR COST</b>		= \$	<input type="text" value="-"/>
<b>TOTAL WOODRUFF MATERIAL COST</b>		= \$	<input type="text" value="-"/>
<b>SUBTOTAL</b>		= \$	<input type="text" value="-"/>
plus OH&P @	15%	= \$	<input type="text" value="0"/>
		= \$	<input type="text" value="-"/>

<b>TOTAL SUBCONTRACT COST</b>	= \$	<input type="text" value="900.00"/>	
plus OH&P @	5%	= \$	<input type="text" value="45"/>
		= \$	<input type="text" value="945.00"/>

<b>CREDITS (IF APPLICABLE)</b>		
<b>TOTAL LABOR CREDIT</b>	= \$	<input type="text" value="-"/>
<b>TOTAL MATERIAL CREDIT</b>	= \$	<input type="text" value="-"/>
<b>TOTAL SUBCONTRACT CREDIT</b>	= \$	<input type="text" value="-"/>

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER**



**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 8/29/2016

CAR - 001E

CHANGE DESCRIPTION: CO 001 212 E 2nd

TIME INCREASE FOR THIS CHANGE ORDER IS 0  
WORKING DAYS AFTER WRITTEN APPROVAL

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$ <u>500</u>	= \$	<u>-</u>	
<b>TOTAL WOODRUFF LABOR COST</b>	= \$	<u>60.00</u>	
<b>TOTAL WOODRUFF MATERIAL COST</b>	= \$	<u>100.00</u>	
	<b>SUBTOTAL</b>	= \$	<u>160.00</u>
<b>plus OH&amp;P @</b>	<u>15%</u> = \$ <u>24</u>	= \$	<u>184</u>

<b>TOTAL SUBCONTRACT COST</b>	= \$	<u>545.00</u>	
<b>plus OH&amp;P @</b>	<u>5%</u> = \$ <u>27</u>	= \$	<u>572.25</u>

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>	= \$	<u>-</u>	
<b>TOTAL MATERIAL CREDIT</b>	= \$	<u>-</u>	
<b>TOTAL SUBCONTRACT CREDIT</b>	= \$	<u>-</u>	

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$ 756



**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 8/24/2016

CAR - 001F

CHANGE DESCRIPTION:

CO 001<sup>216</sup>~~214~~ E 2nd

TIME INCREASE FOR THIS CHANGE ORDER IS  
WORKING DAYS AFTER WRITTEN APPROVAL

0

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$	<u>500</u>	= \$	<input type="text" value="-"/>
<b>TOTAL WOODRUFF LABOR COST</b>		= \$	<input type="text" value="-"/>
<b>TOTAL WOODRUFF MATERIAL COST</b>		= \$	<input type="text" value="-"/>
<b>SUBTOTAL</b>		= \$	<input type="text" value="-"/>
plus OH&P @	15%	= \$	<input type="text" value="0"/>
			= \$ <input type="text" value="-"/>

<b>TOTAL SUBCONTRACT COST</b>	= \$	<input type="text" value="850.00"/>	
plus OH&P @	5%	= \$	<input type="text" value="43"/>
			= \$ <input type="text" value="893"/>

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>	= \$	<input type="text" value="-"/>	
<b>TOTAL MATERIAL CREDIT</b>	= \$	<input type="text" value="-"/>	
<b>TOTAL SUBCONTRACT CREDIT</b>	= \$	<input type="text" value="-"/>	

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$





501 Greenfield Drive  
Tiffin, Iowa 52340  
319.545.2410  
Fax 319.545.2411

August 29, 2016

Adam Thompson  
City of Muscatine  
215 Sycamore Street  
Muscatine, Iowa 52761

RE: Muscatine CDBG Downtown Revitalization

SUBJ: 216 E. 2<sup>nd</sup> Street Step and Railing Repair

Dear Mr. Thompson

Per change order 001 dated July 18, 2016, we are proposing the following:

- 216 E. 2<sup>nd</sup> Step Repair and Railing rebuild

Our total price to perform the subject changed work is \$288. Supporting documentation is attached. The additional work should not add any days to the project

Your written approval is required by September 12, 2016. Action after that date will result in additional costs and added time, which will then be added to the above price.

When this potential change order is signed by the Owner and a copy is returned to the contractor, approval of change(s) is effective IMMEDIATELY and we will proceed with the change(s) described above. Approved changes will be included in a future contract change order. If you require additional clarification, please contact me. Thank you for your prompt response.

Sincerely,

WOODRUFF CONSTRUCTION, LLC.

Emily Nelson  
Project Manager

cc: File

\_\_\_\_\_/\_\_\_\_\_  
Owner Approval / Date

\_\_\_\_\_/\_\_\_\_\_  
Architect Approval / Date



**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 8/29/2016

CAR - 002

CHANGE DESCRIPTION: Step and Railing Repair 216 E 2nd

**TIME INCREASE FOR THIS CHANGE ORDER IS** 0  
**WORKING DAYS AFTER WRITTEN APPROVAL**

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$	<u>500</u>	= \$	<u>-</u>
<b>TOTAL WOODRUFF LABOR COST</b>		= \$	<u>160.00</u>
<b>TOTAL WOODRUFF MATERIAL COST</b>		= \$	<u>90.00</u>
<b>SUBTOTAL</b>		= \$	<u>250.00</u>
plus OH&P @	<u>15%</u>	= \$	<u>38</u>
		= \$	<u>288</u>

<b>TOTAL SUBCONTRACT COST</b>		= \$	<u>-</u>
plus OH&P @	<u>5%</u>	= \$	<u>0</u>
		= \$	<u>-</u>

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>		= \$	<u>-</u>
<b>TOTAL MATERIAL CREDIT</b>		= \$	<u>-</u>
<b>TOTAL SUBCONTRACT CREDIT</b>		= \$	<u>-</u>

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$ 288





501 Greenfield Drive  
Tiffin, Iowa 52340  
319.545.2410  
Fax 319.545.2411

September 7, 2016

Adam Thompson  
City of Muscatine  
215 Sycamore Street  
Muscatine, Iowa 52761

RE: Muscatine CDBG Downtown Revitalization  
SUBJ: CAR 003 - 200 E. 2<sup>nd</sup> St. – Grind, repoint and lintels

Dear Mr. Thompson

Per your request, we are proposing the following:

- Grinding and repointing the remaining 3754 sf of the west and rear elevations of 200 E. 2<sup>nd</sup> Street
- Outer-wythe steel lintel repairs on rear elevation at top 4 locations
- Removing and salvaging three courses of outer-wythe brick
- Removing and replacing exterior wythe steel lintel with new primed and painted steel lintel
- Installing new flashing and stainless steel termination bar and drip edge
- 78.8 SF for the outer-wythe chimney rebuild area
- 155.7 SF all wythes of top gutter area above windows rebuild area
- 65.5 SF remaining at \$75/SF as credit to be used elsewhere on the building

Our total price to perform the subject changed work is \$48,968. Supporting documentation is attached. The additional work will add 4 weeks to the project.

Your written approval is required by September 12, 2016. Action after that date will result in additional costs and added time, which will then be added to the above price.

When this potential change order is signed by the Owner and a copy is returned to the contractor, approval of change(s) is effective IMMEDIATELY and we will proceed with the change(s) described above. Approved changes will be included in a future contract change order. If you require additional clarification, please contact me. Thank you for your prompt response.

Sincerely,

WOODRUFF CONSTRUCTION, LLC.

Emily Nelson  
Project Manager

cc: File

\_\_\_\_\_/\_\_\_\_\_  
Owner Approval / Date

\_\_\_\_\_/\_\_\_\_\_  
Architect Approval / Date

**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 9/7/2016

CAR - 003 Revised

CHANGE DESCRIPTION: 200 E. 2nd Grinding, Repointing and Lintels

**TIME INCREASE FOR THIS CHANGE ORDER IS** 20  
**WORKING DAYS AFTER WRITTEN APPROVAL**

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
20	Days @ \$	50	= \$ 1,000
<b>TOTAL WOODRUFF LABOR COST</b>			= \$ -
<b>TOTAL WOODRUFF MATERIAL COST</b>			= \$ -
<b>SUBTOTAL</b>			= \$ 1,000.00
plus OH&P @	15%	= \$ 150	= \$ 1,150

<b>TOTAL SUBCONTRACT COST</b>			= \$ 45,541
plus OH&P @	5%	= \$ 2,277	= \$ 47,818

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>			= \$ -
<b>TOTAL MATERIAL CREDIT</b>			= \$ -
<b>TOTAL SUBCONTRACT CREDIT</b>			= \$ -

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$ 48,968





501 Greenfield Drive  
Tiffin, Iowa 52340  
319.545.2410  
Fax 319.545.2411

September 14, 2016

Adam Thompson  
City of Muscatine  
215 Sycamore Street  
Muscatine, Iowa 52761

RE: Muscatine CDBG Downtown Revitalization  
SUBJ: Change Order #004 – Paint, Steps and Windows

Dear Mr. Thompson

Per your request, we are proposing the following:

- 110 E 2<sup>nd</sup> Street \$378 – Painting Lower Level
- 114 E 2<sup>nd</sup> Street \$378 – Painting Lower Level
- 128 E 2<sup>nd</sup> Street \$565 – Steps and Railing
- 214 E 2<sup>nd</sup> Street \$739 – Windows instead of door

Our total price to perform the subject changed work is \$2,060. Supporting documentation is attached. The additional work should not add any days to the project. The cost does not reflect approval from SHPO and may change if additional historical elements need to be met.

Your written approval is required by September 23, 2016. Action after that date will result in additional costs and added time, which will then be added to the above price.

When this potential change order is signed by the Owner and a copy is returned to the contractor, approval of change(s) is effective IMMEDIATELY and we will proceed with the change(s) described above. Approved changes will be included in a future contract change order. If you require additional clarification, please contact me. Thank you for your prompt response.

Sincerely,

WOODRUFF CONSTRUCTION, LLC.

Emily Nelson  
Project Manager

cc: File

\_\_\_\_\_/\_\_\_\_\_  
Owner Approval / Date

\_\_\_\_\_/\_\_\_\_\_  
Architect Approval / Date



**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 9/13/2016

CAR - 004A

CHANGE DESCRIPTION: 110 E 2nd - Paint Main Level

**TIME INCREASE FOR THIS CHANGE ORDER IS** 0  
**WORKING DAYS AFTER WRITTEN APPROVAL**

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u>	Days @ \$	<u>500</u>	= \$ <u>-</u>
<b>TOTAL WOODRUFF LABOR COST</b>			= \$ <u>-</u>
<b>TOTAL WOODRUFF MATERIAL COST</b>			= \$ <u>-</u>
<b>SUBTOTAL</b>			= \$ <u>-</u>
plus OH&P @		<u>15%</u>	= \$ <u>0</u> = \$ <u>-</u>

<b>TOTAL SUBCONTRACT COST</b>			= \$ <u>360</u>
plus OH&P @		<u>5%</u>	= \$ <u>18</u> = \$ <u>378</u>

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>			= \$ <u>-</u>
<b>TOTAL MATERIAL CREDIT</b>			= \$ <u>-</u>
<b>TOTAL SUBCONTRACT CREDIT</b>			= \$ <u>-</u>

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$ 378



**CAR COST ANALYSIS**

Muscatine CDBG

DATE: 9/13/2016

CAR - 004B

CHANGE DESCRIPTION: 114 E 2nd - Paint Main Level

TIME INCREASE FOR THIS CHANGE ORDER IS \_\_\_\_\_  
WORKING DAYS AFTER WRITTEN APPROVAL 0

JOBSITE SUPERVISION AND GENERAL CONDITIONS	= \$	-
0 Days @ \$ 500	= \$	-
TOTAL WOODRUFF LABOR COST	= \$	-
TOTAL WOODRUFF MATERIAL COST	= \$	-
SUBTOTAL	= \$	-
plus OH&P @ 15%	= \$	0
	= \$	-

TOTAL SUBCONTRACT COST	= \$	360
plus OH&P @ 5%	= \$	18
	= \$	378

CREDITS (IF APPLICABLE)	= \$	-
TOTAL LABOR CREDIT	= \$	-
TOTAL MATERIAL CREDIT	= \$	-
TOTAL SUBCONTRACT CREDIT	= \$	-

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER \$ 378**



**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 9/13/2016

CAR - 004C

CHANGE DESCRIPTION: 114 E 2nd - Paint Main Level

**TIME INCREASE FOR THIS CHANGE ORDER IS** 0  
**WORKING DAYS AFTER WRITTEN APPROVAL**

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
<u>0</u> Days @ \$ <u>500</u>	= \$	<input type="text" value="-"/>	
<b>TOTAL WOODRUFF LABOR COST</b>	= \$	<input type="text" value="-"/>	
<b>TOTAL WOODRUFF MATERIAL COST</b>	= \$	<input type="text" value="-"/>	
	<b>SUBTOTAL</b>	= \$	<input type="text" value="-"/>
<b>plus OH&amp;P @</b>	<u>15%</u> = \$ <u>0</u>	= \$	<input type="text" value="-"/>

<b>TOTAL SUBCONTRACT COST</b>	= \$	<input type="text" value="360"/>	
<b>plus OH&amp;P @</b>	<u>5%</u> = \$ <u>18</u>	= \$	<input type="text" value="378"/>

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>	= \$	<input type="text" value="-"/>	
<b>TOTAL MATERIAL CREDIT</b>	= \$	<input type="text" value="-"/>	
<b>TOTAL SUBCONTRACT CREDIT</b>	= \$	<input type="text" value="-"/>	

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$



**CAR COST ANALYSIS**

**Muscatine CDBG**

DATE: 9/13/2016

CAR - 004D

CHANGE DESCRIPTION: 214 E 2nd - Windows instead of door

**TIME INCREASE FOR THIS CHANGE ORDER IS** 0  
**WORKING DAYS AFTER WRITTEN APPROVAL**

<b>JOBSITE SUPERVISION AND GENERAL CONDITIONS</b>			
0	Days @ \$	500	= \$ -
<b>TOTAL WOODRUFF LABOR COST</b>			= \$ 250.00
<b>TOTAL WOODRUFF MATERIAL COST</b>			= \$ -
<b>SUBTOTAL</b>			= \$ 250.00
plus OH&P @	15%	= \$ 38	= \$ 287.50

<b>TOTAL SUBCONTRACT COST</b>			= \$ 430
plus OH&P @	5%	= \$ 22	= \$ 452

<b>CREDITS (IF APPLICABLE)</b>			
<b>TOTAL LABOR CREDIT</b>			= \$ -
<b>TOTAL MATERIAL CREDIT</b>			= \$ -
<b>TOTAL SUBCONTRACT CREDIT</b>			= \$ -

**TOTAL PRICE THIS POTENTIAL CHANGE ORDER** \$ 739

