



**SPECIAL MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
OCTOBER 19, 2020
4:30 PM**

As a precautionary measure to help prevent exposure and spread of COVID-19, the City Council Special Council Meeting scheduled for Monday, October 19th, 2020, at 4:30 p.m. will be livestreamed online.

The Council Chambers will be closed to the public; however, citizens are encouraged to participate and submit public comments in the following ways:

1. **Video Livestream** — Watch a live video broadcast of the City Council meeting here <https://us02web.zoom.us/j/86309158821?pwd=MXFrR1RBY3NSQlpqMIU5QytWTlc5UT09>
2. **Teleconference** — Call in to the meeting by dialing 1 646 876 9923/// webinar id: 863 0915 8821
3. **Live Audio** — Listen to a live audio broadcast of the City Council meeting by visiting the [Agendas & Minutes](#) page and clicking on the "Audio" link at the start of the meeting (audio only).

CALL TO ORDER

PUBLIC PORTION

1. **Resolution No. 1511 - a Resolution of the City Council of the City of Creve Coeur, Missouri, Authorizing the Execution of a Contract Change Order with Spencer Contracting Company for the 2020 Asphalt Pavement Resurfacing Phase 2 Project for the Not-To-Exceed Contract Sum of \$7,480.00.**

Summary: Public Works staff recommends a change order to increase the scope of the 2020 Asphalt Pavement Resurfacing Phase 2 Project to better address the needs of Emerson Road and Tureen Drive. City Council approval of this change order is required, because the increase is greater than 10% of the original contract value.

Pursuant to Section 610.022 RSMo., the City Council could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. And/or employee matters under Section 610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.

Posted: _____ posted 10/16/2020
Deborah Ryan, MPCC
City Clerk



City Council
300 North New Ballas Rd
Creve Coeur, MO 63141

Meeting: 10/19/20 04:30 PM
Department: Public Works Department
Category: Agreement
Prepared By: Matt Wohlberg
Department Head: Jim Heines

SUBMITTED

RESOLUTION

Resolution No. 1511 - a Resolution of the City Council of the City of Creve Coeur, Missouri, Authorizing the Execution of a Contract Change Order with Spencer Contracting Company for the 2020 Asphalt Pavement Resurfacing Phase 2 Project for the Not-To-Exceed Contract Sum of \$7,480.00.

Public Works staff recommends a change order to increase the scope of the 2020 Asphalt Pavement Resurfacing Phase 2 Project to better address the needs of Emerson Road and Tureen Drive. City Council approval of this change order is required, because the increase is greater than 10% of the original contract value.

RESOLUTION NO. 1511

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CREVE COEUR, MISSOURI, AUTHORIZING THE EXECUTION OF A CONTRACT CHANGE ORDER WITH SPENCER CONTRACTING COMPANY FOR THE 2020 ASPHALT PAVEMENT RESURFACING PHASE 2 PROJECT FOR THE NOT-TO-EXCEED CONTRACT SUM OF \$7,480.00.

WHEREAS, the City Council authorized the execution of a contract with Spencer Contracting Company (Spencer Contracting) for the 2020 Asphalt Pavement Resurfacing Phase 2 Project for \$43,942.90 through Resolution 1503 on August 10, 2020; and

WHEREAS, Public Works staff now recommends to increase the scope of the project to extend the limits of work on Tureen Drive and to add additional asphalt to a sinking area on Emerson Road for an additional not-to-exceed fee of \$7,480.00, an increase of approximately 17% of the original contract value; and

WHEREAS, the City's financial policy requires City Council approval for increases to construction contracts that exceed 10% the original contract amount.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CREVE COEUR, AS FOLLOWS:

Section 1. The Contract Change Order between **Spencer Contracting Company** and the City, attached hereto as "Exhibit A," with a not-to-exceed contract sum of **\$ 7,480.00**, is hereby approved and the City Administrator is hereby authorized and directed to enter into and execute that Contract Change Order. The Contract Change Order as executed shall be substantially in the form of "Exhibit A," with such changes therein as shall be approved by the officers of the City executing same, consistent with the provisions and intent of this Resolution. The City Administrator and his designated representatives are hereby authorized and directed to take any and all actions necessary, desirable, convenient, or proper in order to carry out the intent of this Resolution, the matters herein authorized, and the rights and duties of the City under the Contract Change Order.

Adopted this 19th day of October, 2020.

Barry Glantz
Mayor

Attest:

Resolution

Meeting of October 19, 2020

Deborah Ryan, MPCC
City Clerk

EXHIBIT A

TO: SPENCER CONTRACTING COMPANY
YOU ARE HEREBY DIRECTED TO MAKE THE FOLLOWING CHANGES FROM THE CONTRACT

1. DESCRIPTION AND REASON FOR CHANGE:

Additional bituminous pavement is needed for repairs to Emerson Road, and additional partial-depth pavement repairs are needed along Tureen Drive.

2. ESTIMATE OF COST OF WORK AFFECTED BY THIS CHANGE ORDER

(A) EST. LINE NO	(B) CONTRACT ITEM NO	(C) ITEM DESCRIPTION		(D) UNITS PREVIOUSLY PROVIDED FOR	(E) UNITS TO BE CONSTRUCTED	(F) UNITS OVERRUN, UNDERRUN, CONTINGENCY	(G) CONTRACT OR AGREED UNIT PRICE	(H) AMOUNT OF OVERRUN OR PLUS CONTINGENCY	(I) AMOUNT OF UNDERRUN OR MINUS CONTINGENCY
2	405001A	TYPE "C" BITUMINOUS PAVEMENT	TON	260.0	280.0	20.0	\$ 94.00	\$ 1,880.00	\$ -
5	613500A	PARTIAL-DEPTH PAVEMENT REPAIR	SY	60.0	220.0	160.0	\$ 35.00	\$ 5,600.00	\$ -
TOTALS:								\$ 7,480.00	\$ -

3. SETTLEMENT FOR COST OF THE ABOVE CHANGE TO BE MADE AT CONTRACT UNIT PRICES.

4. CONTRACT TIME FOR THIS CHANGE ORDER WILL BE INCREASED / DECREASED BY: 0 DAYS.

1. CONTRACT AMOUNT		\$ 43,942.90	THE TERMS OF SETTLEMENT OUTLINED ABOVE ARE HEREBY AGREED TO	
2. OVERRUN THIS ORDER (H-I)		\$ 7,480.00	SPENCER CONTRACTING COMPANY	
3. OVERRUN PREVIOUS (LINE 4 ON PREV. ORDERS)		\$ -		
4. TOTAL OVERRUN TO DATE (2+3)		\$ 7,480.00		
5. TOTAL CONTRACT AMOUNT (1+4)		\$ 51,422.90	SIGNATURE	DATE
CITY OF CREVE COEUR				
			APPROVED	DIRECTOR OF PUBLIC WORKS City of Creve Coeur
				DATE
ATTEST:	CITY CLERK City of Creve Coeur	DATE	APPROVED	CITY ADMINISTRATOR City of Creve Coeur
				DATE



DEPARTMENT OF PUBLIC WORKS STAFF MEMORANDUM

DATE: October 16, 2020

TO: Mark Perkins, City Administrator

CC: Jim Heines, Director of Public Works

FROM: Matt Wohlberg, P.E., City Engineer

SUBJECT: Recommendation for Change Order #1
2020 Asphalt Pavement Resurfacing Project – Phase 2

Public Works staff recommends that the City Council approve a change order to the current contract with Spencer Contracting Company to expand the scope of work for the 2020 Asphalt Pavement Resurfacing Phase 2 Project.

Project Summary

The 2020 Asphalt Pavement Resurfacing Phase 2 Project involves asphalt surface repairs to several streets in Creve Coeur. This project is part of the City's annual pavement maintenance program, but the scope of this year's project is smaller than usual due to limited tax revenue caused by the pandemic. The work is limited to partially repairing the streets included in the program.

Change Order Summary

The proposed change order involves additional work on two streets: Emerson Road and Tureen Drive.

Emerson Road. The scope of work for Emerson involves a thin asphalt overlay to create a smooth surface over two areas that have become uneven following utility relocation, which was completed in preparation for next year's partial reconstruction of Emerson. The utility patches have settled since the project was bid, and the amount of asphalt needed to make the road smooth will be more than planned. Staff estimates that the additional asphalt will increase the cost of the project by \$1,880.00.

Tureen Drive. The scope of work for Tureen Drive involved asphalt repaving at the cul de sac where a lingering groundwater problem has caused pavement deterioration. Additional repairs to areas along the rest of Tureen are warranted but were not originally included in the project due to budget constraints. Project cost savings in the microsurfacing program have provided the funding flexibility to address these repairs now. Staff estimates that the additional pavement repairs to Tureen will increase the cost of the project by \$5,600.00.

This change order will increase the not-to-exceed contract amount as follows:

Original Contract Amount	\$ 43,942.90
Change Order #1	\$ 7,480.00 (+17%)
Adjusted Contract Amount	\$ 51,422.90

Recommendation

Two alternatives were considered for the work on Tureen Drive. The first was to have the City's Public Works staff complete the repairs. While staff is fully capable of completing this work, doing so would require approximately 2-3 days of the asphalt crew's time. That time is limited prior to the onset of leaf-collection, during which most other operations will cease. This crew would have needed to cancel plans to crack seal other streets in the City to accommodate the repairs to Tureen, and Public Works staff feels that the crew's time is better spent cracksealing. The second alternative was to seek new bids for this work as a stand-alone project. Staff estimates that the contract unit prices in the current contract with Spencer Contracting would be lower than a separate bid for the work.

Public Works staff recommends that the City execute Change Order #1 with Spencer Contracting for \$7,480.00 to better address the needs of Emerson Road and Tureen Drive.