



MEMORANDUM

DATE: August 1, 2023

TO: Milton Dohoney Jr., City Administrator

FROM: Kyle Pettibone, Public Works Engineer

RE: Wheeler Center Lighting Improvements Project Change Order 1 – Office Area Dimming Switch Replacement and Line Item #11 Correction

Attached for your review and signature is a change order to the Wheeler Center Lighting Improvements project with A.F. Smith Electric, Inc. (RFP 22-83).

On-site investigation by the Contractor, A.F. Smith Electric, concluded that equipment specified and provided in the bid documents would not be compatible with the existing dimming switches in Rooms 136, 137, 139, 140, 141, and 142. So, compatible dimming switches will need to be provided to replace the existing ones. Room 138, which was originally not an office but has been since converted to one, is proposed to be updated with a dimmer switch and can lighting to match the neighboring offices. Additionally, Public Works staff have requested the lights in Conference Room A be rewired so that the front panel of lights can be turned off independently for the projector screen. The total increase in cost as a result of this work will be \$7,869.00.

Also within this proposed change order is a correction to Line Item #11 in the price schedule submitted with the resolution to City Council. This line item was originally Line Item #54 in the bid documents. The Contractor incorrectly calculated the unit price of this line item in the original bid, which was then used to create the negotiated price schedule submitted in the resolution. Line Item #11 in the negotiated prices was \$3,880.00. However, the total amount of \$6,880.00 was correct for this line item (Line Item #54) in the original bid, not the unit price. Therefore, a cost increase of \$3,000 is needed to correct this discrepancy.

Finally, the E1 and E3 lamps specified for Rooms 151, 152, and 159 were incorrect on the bid documents as determined by the Contractor upon field investigation. A cost increase of \$2,776.00 is needed to supply the correct lamps that can be retrofitted into the existing fixtures.

The proposed increase in cost due to these changes, totaling \$13,645.00, will be paid for by the \$20,000 project contingency approved by City Council (R-23-139).

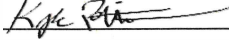
ATTACHMENTS

**CITY OF ANN ARBOR
CHANGE ORDER FOR CONSTRUCTION SERVICES AGREEMENT**

Date: 7/26/2023 Encumbrance Order No. PO# 2023-00001070 Change Order No. 1
 File: 23-0584 Contractor: A.F. Smith Electric Inc.
 Contract Name: Wheeler Lighting Center Improvements – RFP# 22-83
 Project Acct. No.: 0100-029-1300-7023-2430

Pay Item No.	Description of Change	Quantity Diff	Unit	Unit Price	Addition (Deduction)
MODIFIED QUANTITIES					
11	F&I 0-10 Dimming in Rms 136,137,139,140,141 & 142	1	LS	\$4,646.00	\$ 4,646.00
	F&I 4 New Type "L" Light Fixtures & 0-10 Dimming Rm 138	1	LS	\$2,758.00	\$ 2,758.00
	RE-Wire Existing Lights Fixtures for Front-to-Back Switching Rm 143	1	LS	\$465.00	\$ 465.00
	Bid Form Line Item #11/54 Add	1	LS	\$3,000.00	\$ 3,000.00
	Correct Lamps for Type "E1 & E3" Fixtures & 3 Inverters Add	1	LS	\$2,776.00	\$ 2,776.00
Sub-total of above changes					\$ 13,645.00
Net Addition (Deduction) this Change Order					\$ 13,645.00
Original Contract					\$ 484,736.22
NEW TOTAL CONTRACT AMOUNT					\$ 498,381.22

Time of Completion: No Change

Prepared by: 
 Kyle Pettibone, Public Works Engineer

Date: 8/1/2023

The Contractor agrees to the changes and prices outlined in this change order.

Accepted by: 
 W. Jeffrey Koepf / Project Manager / A.F. Smith Electric, Inc.

Date: 08.02.23

Submitted by: 
 Kyle Pettibone, Public Works Engineer
 DocuSigned by:

Date: 8/2/2023

Reviewed by: 
 Brian Steglitz, Public Services Area Administrator
 DocuSigned by:

Date: 8/3/2023

Approved by: 
 M. L. ..., Administrator

Date: 8/3/2023



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Accounting Fax: 734-482-0817



PROPOSAL / WORK CONTRACT

TO: Kyle Pettibone

DATE: 08/01/2023
REVISED

LOCATION: A2 Wheeler Center
Operations Bldg Corrections

We hereby submit specifications and estimates, subject to all terms and conditions as follows:

We propose to furnish the labor and material to provide the electrical work required to F&I 0-10 Dimming in Rooms 136, 137, 138, 139, 140, 141 & 142, Re-Wire Light Fixtures for 0-10 Dimming, F&I 4 New Type "L" Light Fixtures in Room 138 to match the other rooms, Re-Wire Light Fixture Switching in Room 143 so lights are switched from Front-to-Back vs Right-to-Left In order to turn lights off in front of Projector Screen.

Line Item #54 on Bid Form was not carried over correctly, total for this line item was \$3000.00 less then it should have been.

The actual Installed Type E1 & E3 Light Fixtures are not the same Light Fixtures as stated on the Fixture Schedule; therefore, the Lamps & EM Batteries were incorrect.

F&I 0-10 Dimming in Rms 136,137,139,140,141 & 142: \$4,646.00

F&I 4 New Type "L" Light Fixtures & 0-10 Dimming Rm 138: \$2,758.00

RE-Wire Existing Lights Fixtures for Front-to-Back Switching Rm 143: \$465.00

Bid Form Line Item #54 Add: \$3000.00

Correct Lamps for Type "E1 & E3" Fixtures & 3 Inverters Add: \$2,776.00

The total proposed work as described above will be: **\$13,645.00**

TERMS: Net 30 Days

ACCEPTANCE OF BID

THE ABOVE SPECIFICATIONS, TERMS & CONTRACT ARE SATISFACTORY, AND (I) (WE) HEREBY AUTHORIZE THE PERFORMANCE OF THIS WORK. If not paid as above, we agree to pay a late charge of 1.5% PER MONTH (Equal to an ANNUAL PERCENTAGE RATE OF 18%) on past due amounts.

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CONTRACTOR'S GUARANTEE

WE GUARANTEE ALL MATERIAL USED IN THIS CONTRACT TO BE AS SPECIFIED ABOVE & THE ENTIRE JOB TO BE DONE IN A NEAT, WORKMANLIKE MANNER. ANY VARIATIONS FROM PLAN OR ALTERATIONS REQUIRING EXTRA LABOR OR MATERIAL WILL BE PERFORMED ONLY UPON WRITTEN ORDER AND BILLED IN ADDITION TO THE SUM COVERED BY THIS CONTRACT. AGREEMENTS MADE WITH OUR WORKMEN ARE NOT RECOGNIZED. THIS PROPOSAL IS SUBJECT TO CHANGE AND MAY BE WITHDRAWN IF NOT ACCEPTED WITHIN 30 DAYS OF ABOVE DATE.

A. F. SMITH ELECTRIC, Inc.

Accepted by: Kyle Pettibone Public Works Engineer

Date: 8/2/2023 Phone: 517-899-7926

W. Jeffrey Koopp
W. Jeffrey Koopp / Estimator / PM

THIS CONTRACT IS VOID 30 DAYS FROM DATE UNLESS COPY IS SIGNED AND RETURNED TO BIDDER..
WE COMPLY WITH ALL WORKMAN'S COMPENSATION & PROPERTY DAMAGE LIABILITY INSURANCE LAWS.