

**TO: HONORABLE MAYOR AND CITY COUNCIL**

**FROM: Aaron S. Reeves, City Administrator**

**SUBJECT: New Library Project Change Order**

**DATE: July 2, 2013**

**BACKGROUND**

Please see the attached Change Order for details on new work to be done for the Library project. After review staff has determined that it would be best to cement along the west side of the property instead of having gravel and plantings. The cement will make sure there is not a drainage issue with the neighboring building, will be zero maintenance, and will allow for an area in the rear for outdoor seating. The total cost for this work is \$11,389 to be paid from the project Contingency Fund. The additional work on the Change Order will fix drainage issues on the rear of the building and the east side. This work will not be paid for by the City as it addresses drainage items that were inadvertently left out of the original plans or we not installed correctly at the time of construction. I have attached a plan for the east side drainage.

**STAFF RECOMMENDATION**

Staff recommends approving the Change Order as presented for \$11,389 to be paid from the project Contingency Funds.

**REQUESTED COUNCIL ACTION**

I respectfully request a motion approving the Change Order as presented for \$11,389 to be paid from the project Contingency Funds.

# AIA<sup>®</sup> Document G709<sup>™</sup> – 2001

## Work Changes Proposal Request

**PROJECT** *(Name and address):*

Cannon Falls Library  
Mill Street, Cannon Falls MN

**OWNER** *(Name and address):*

City of Cannon Falls MN  
Mr. Aaron Reeves, City  
Administrator  
City of Cannon Falls  
918 River Road (P.O. Box 2)  
Cannon Falls, MN 55009

**FROM ARCHITECT** *(Name and address):*

S.E.H. Inc.  
3535 Vadnais Center Drive  
St. Paul MN 55110-5196

**TO CONTRACTOR** *(Name and address):*

Shane Butler, Construction Manager  
Bossardt Corp.  
5270 West 84<sup>th</sup> Street, Suite 550  
Minneapolis MN 55437

**PROPOSAL REQUEST NUMBER:** 007

**DATE OF ISSUANCE:** May 16, 2013

**CONTRACT FOR:** General Construction

**CONTRACT DATE:** varies

**OWNER:**

**ARCHITECT:**

**CONSULTANT:**

**CONTRACTOR:**

**FIELD:**

Greg Anderson, PE:

**ARCHITECT'S PROJECT NUMBER:**

CANNO 118092

Please submit an itemized proposal for changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein. Within Zero (0) days, the Contractor must submit this proposal or notify the Architect, in writing, of the date on which proposal submission is anticipated.

**THIS IS NOT A CHANGE ORDER, A CONSTRUCTION CHANGE DIRECTIVE OR A DIRECTION TO PROCEED WITH THE WORK DESCRIBED IN THE PROPOSED MODIFICATIONS.**

**DESCRIPTION** *(Insert a written description of the Work):*

The following documents identify work related to the site and north roof drainage.

Provide SEPARATE costs for the following:

- 1) Installation of walk between west curb line and adjacent building.
- 2) Install walk in northwest corner greenspace.
- 3) Install downspout trench under sidewalk in southeast corner along with drain basin and 6" PVC to downspout
- 4) replace casting on CBMH 100 with low profile casting.
- 5) Install a sidewalk extension along the south side of the building.
- 6) Install downspout and heat trace at gutter on north face of building. The intent is to provide a diversion to the water path for winter. This downspout will divert water in winter to the north side of the site and way from the parking lot.

**ATTACHMENTS** *(List attached documents that support description):*

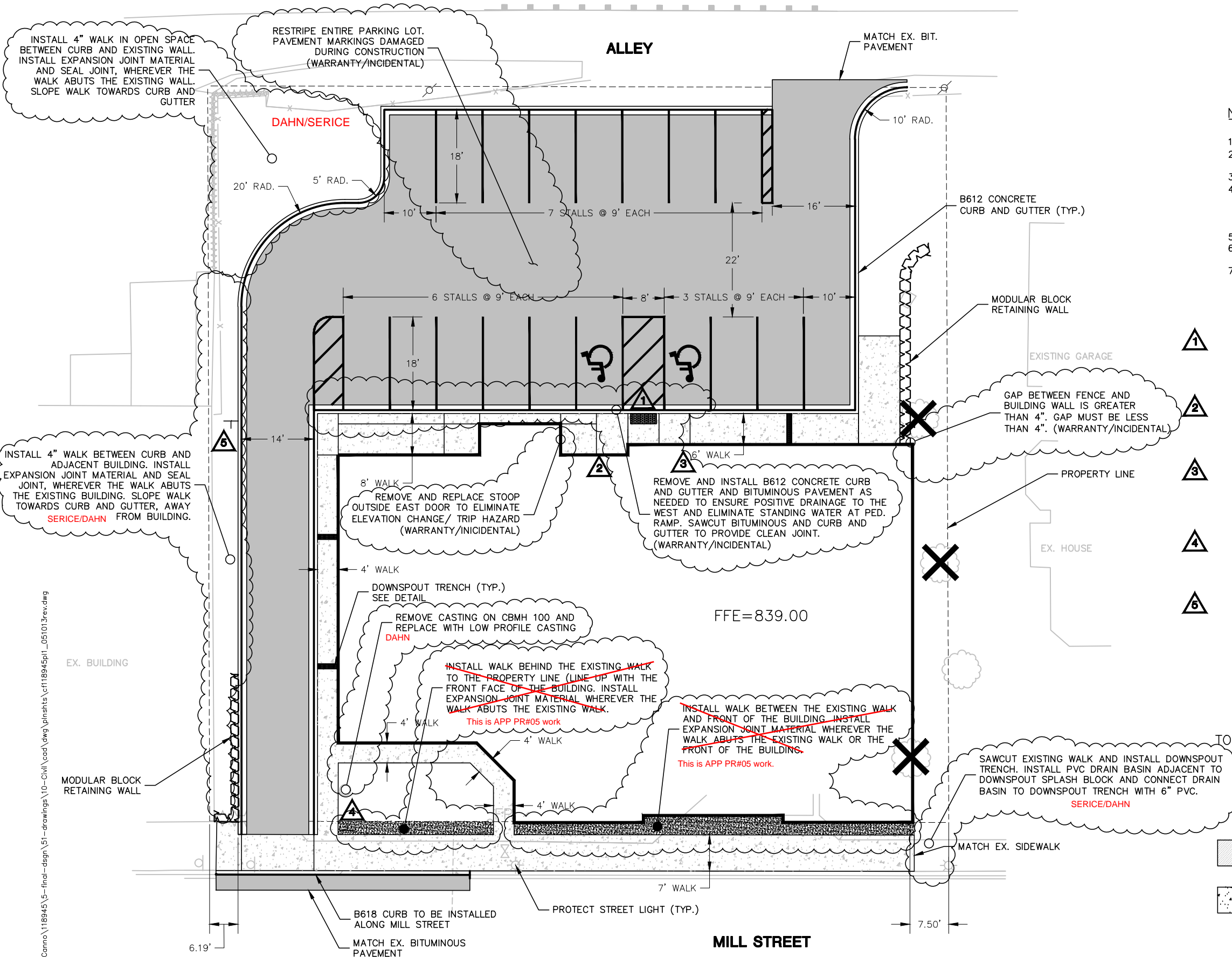
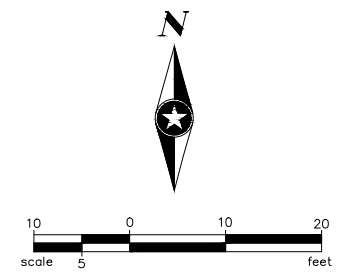
Sheet C01 dated 4.30.12 and A202R dated 5.15.13. Work is clouded and described in documents.

REQUESTED BY THE ARCHITECT:

  
*(Signature)*

Gayle Mack, Assoc. AIA.  
*(Printed name and title)*

| PAVEMENT MARKING TABULATION         |          |          |
|-------------------------------------|----------|----------|
| ITEM                                | UNIT     | QUANTITY |
| PAVEMENT MESSAGE (HANDICAP) - LATEX | EACH     | 2        |
| 4" SOLID LINE WHITE - LATEX         | LIN. FT. | 456      |



**NOTES:**

1. ALL DIMENSIONS ARE TO FACE OF CURB, UNLESS OTHERWISE NOTED.
2. ALL PAVEMENT STRIPING SHALL BE 4" SOLID LINE WHITE, INCLUDING HATCHING.
3. ALL CURB SHALL BE B612, UNLESS OTHERWISE NOTED.
4. ALL SIDEWALK SHALL BE 4" THICK & LAID ON A 6" COMPACTED AGGREGATE BASE, UNLESS VEHICLES CROSS IT. WHERE VEHICLES CROSS SIDEWALK AT AN ENTRANCE, THE SIDEWALK SHALL BE 8" THICK AND LAID ON A 6" COMPACTED AGGREGATE BASE.
5. PEDESTRIAN RAMPS SHALL MEET ADA REGULATIONS.
6. SAWCUT EXISTING BITUMINOUS AND CONCRETE WHENEVER PAVEMENTS, SIDEWALKS OR CURBS ARE MATCHED.
7. BITUMINOUS PATCHING ON MILL STREET SHALL MATCH THE EXISTING BITUMINOUS THICKNESS (4").

- 1 CONCRETE PEDESTRIAN CURB RAMP
- 2 HANDICAPPED PARKING SIGN (WALL MOUNTED) 12"x18" 5.0' TO BOTTOM
- 3 HANDICAPPED PARKING SIGN- VAN ACCESSIBLE (WALL MOUNTED) 12"x18" 5.0' TO BOTTOM  
 12"x6" 4.5' TO BOTTOM
- 4 ENTER ONLY 18"x18" 7.0' TO BOTTOM
- 6 DO NOT ENTER 30"x30" 7.0' TO BOTTOM

TOTAL NUMBER OF PARKING STALLS = 18

- LEGEND**
- BITUMINOUS PAVEMENT
  - CONCRETE SIDEWALK
  - TREE REMOVAL

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**Short Elliott Hendrickson Inc.**  
3535 Vadnais Center Drive  
St. Paul, MN 55110  
651.490.2000 main | 888.908.8166 fax  
866.325.2055 | www.sehinc.com

CHAD E. SETTERHOLM, PE  
DATE: 4/20/12 REG. NO. 40913

| MARK | DATE | DESCRIPTION |
|------|------|-------------|
|      |      |             |
|      |      |             |
|      |      |             |

CITY OF CANNON FALLS  
**Cannon Falls Library**  
CANNON FALLS, MINNESOTA

118945  
04.30.2012  
CES  
A/JB  
GAM

SEH FILE NO.  
ISSUE DATE  
DESIGN BY  
DRAWN BY  
PROJECT MGR

SHEET CONTENTS  
SITE PLAN  
C.01

| NO. | DATE      | DESCRIPTION             |
|-----|-----------|-------------------------|
| 1   | 5/15/13   | RR #1 BIDDING DOCUMENTS |
| 2   | 4/20/2012 | 95% REVIEW SET          |
|     | 3/21/2012 | 65% REVIEW SET          |

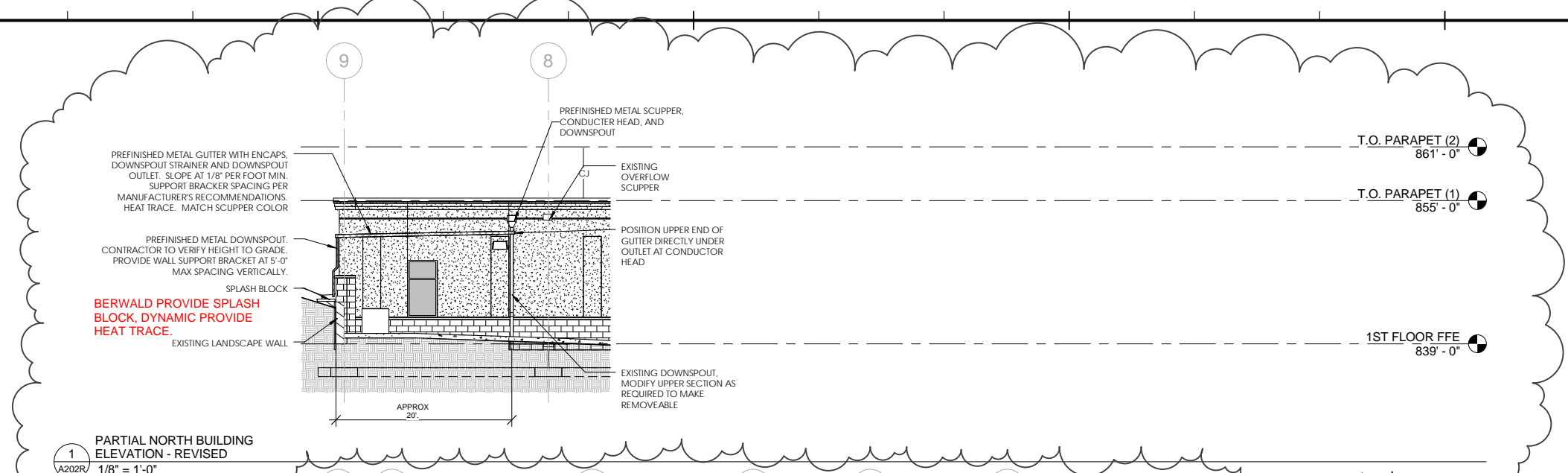
| NO. | DATE      | DESCRIPTION             |
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CITY OF CANNON FALLS  
**Cannon Falls Library**  
Cannon Falls, Minnesota

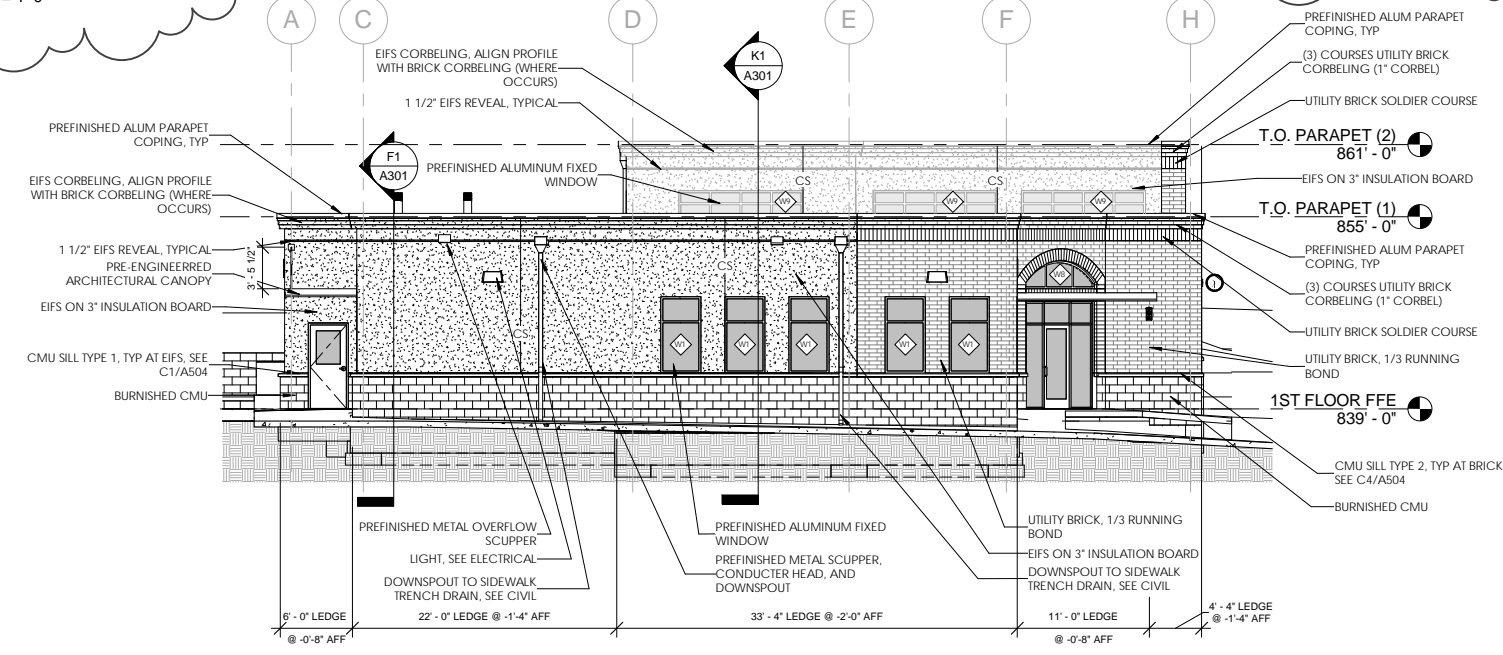
| SEH FILE NO. | ISSUE DATE | DESIGN BY | DRAWN BY | PROJECT MGR |
|--------------|------------|-----------|----------|-------------|
| 118945       | 04/30/2012 | GM        | CM/PJS   | GM          |

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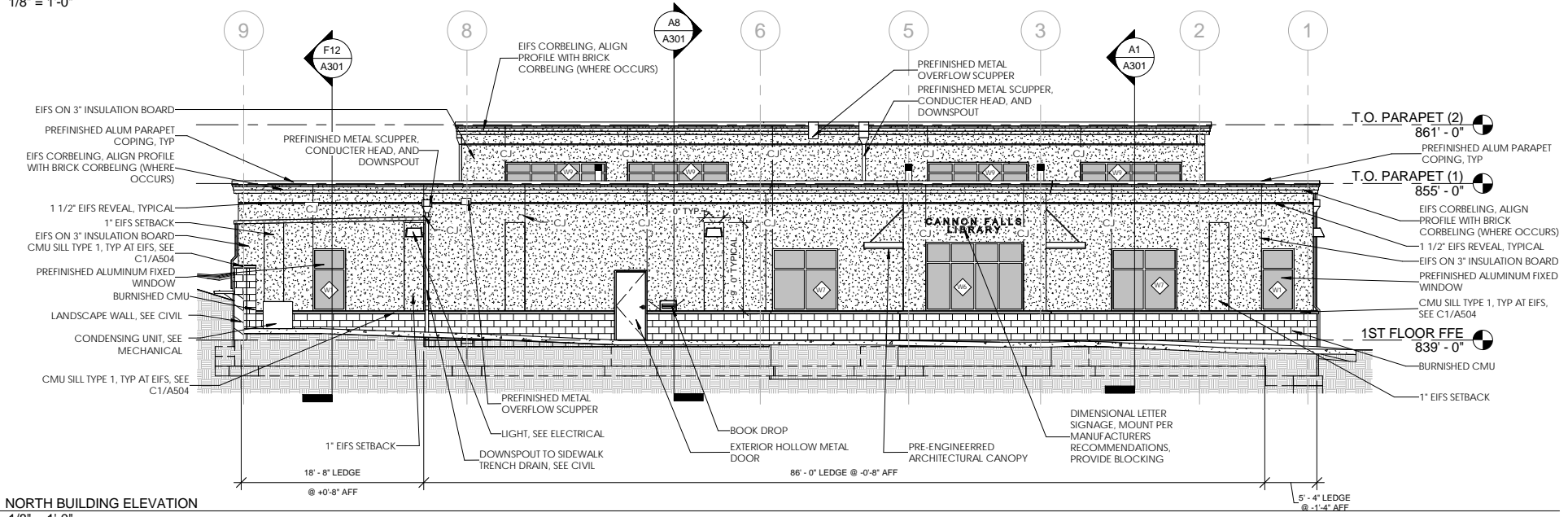
SHEET CONTENTS  
NORTH AND WEST BUILDING ELEVATIONS



**1**  
PARTIAL NORTH BUILDING ELEVATION - REVISED  
A202R 1/8" = 1'-0"

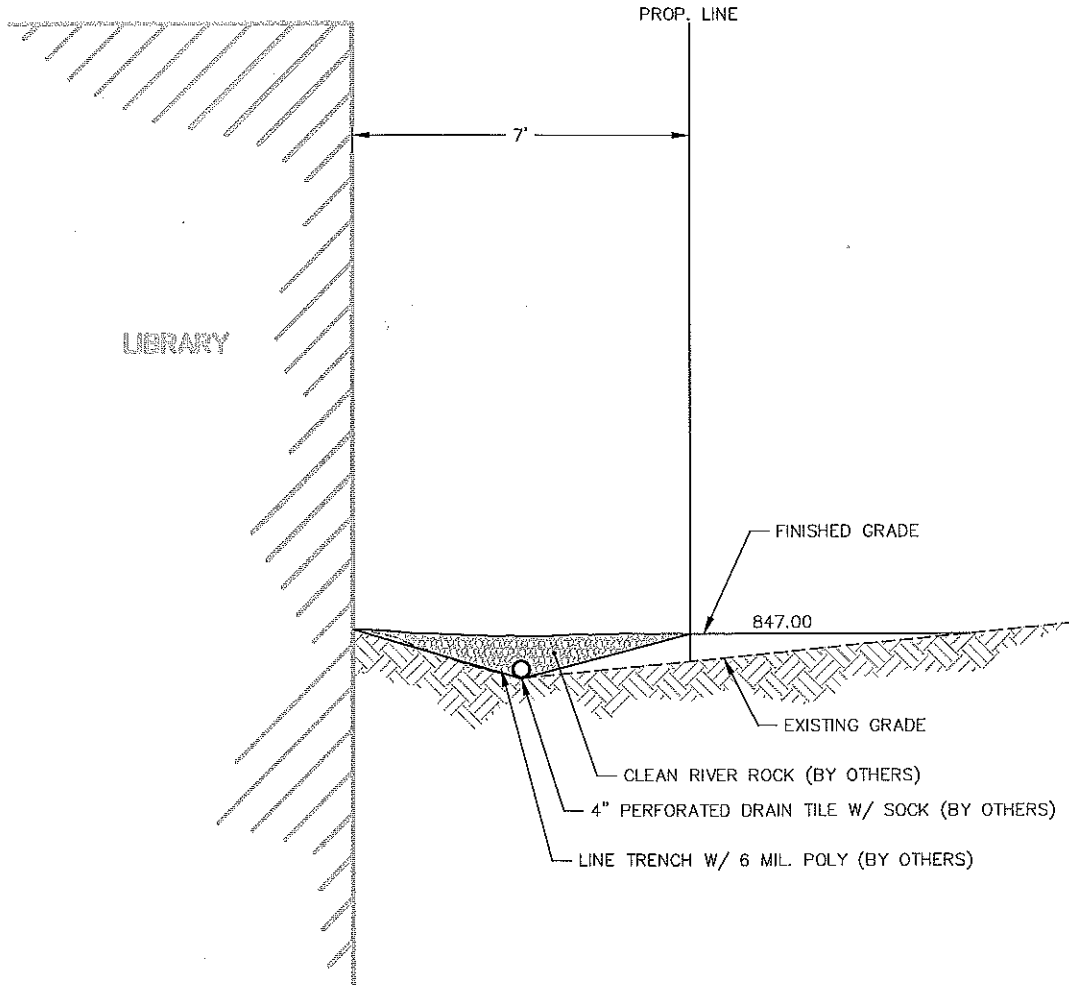


**F6**  
WEST BUILDING ELEVATION  
A202R 1/8" = 1'-0"



**A6**  
NORTH BUILDING ELEVATION  
A202R 1/8" = 1'-0"

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**NOTE:**

CONSTRUCT SWALE TO ENSURE DRAINAGE AWAY FROM BUILDING AND AT LEAST 0.50% GRADE FROM REAR TO FRONT.



PHONE: 651.490.2000  
3535 VADNAIS CENTER DR.  
ST. PAUL, MN 55110-5196  
www.sehinc.com

FILE NO.  
118945  
DATE:  
06/26/13

**EAST SIDE SWALE GRADING  
CANNON FALLS LIBRARY  
CANNON FALLS, MINNESOTA**

**DRAWING  
NO. 1**