REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: November 23, 2026

FROM: Tim Gwaltney, P.E., Deputy Town Engineer

SUBJECT: Change Order #2 for Resurfacing of Various Streets Phase 2

INTRODUCTION:
The Board of Mayor and Aldermen (BMA) is asked to approve Change Order 2 for the Resurfacing of Various Streets Phase 2 project.

BACKGROUND:
The Town entered into a construction contract in the amount of $1,373,097.91 with Standard Construction Company on August 11, 2025, for the Resurfacing of Various Streets Phase 2 project.

The project involved full depth base replacement as needed, curb and gutter and sidewalk repair, ADA upgrades and an asphalt overlay of three separate roadway segments as follows (Exhibit 1):

1). Houston Levee from Winchester to just south of the Norfolk Southern Railroad,
2). Shelton Road from Yorktown Road to Collierville-Arlington Road and
3). Progress Road from Keough Road to Shelby Drive.

Construction began in September of 2025 and was completed in July 2026.

The project was funded through the Memphis-Metropolitan Planning Organization, and the Town was reimbursed 80% on all project expenditures.

DISCUSSION:
Change Order 1 in the amount of $158,263.36 was approved by the BMA in March 2026, increasing the contract ceiling to $1,531,361.27.

Change Order 2 (Exhibits 2, 3 & 4), the subject of this agenda item, consists of TDOT Change Order 2 & TDOT Change Order 3 and involves the following:

- TDOT Change Order 2 adds Concrete Driveway items to the contract at a cost of $14,055.44.
- TDOT Change Order 3 increases the quantities for Junction Boxes and Sod at a cost of $23,600.60.

Approval of Change Order 2 will increase the contract amount by $37,656.04, raising the ceiling to $1,569,017.31. No additional days to complete the project were needed.

Town staff thoroughly reviewed and concurred with the change order (Exhibit 4). The change order was then reviewed and approved by TDOT. The MPO has agreed to cover 80% of the change order amount (Exhibit 5). The Town's 20% responsibility equals $7,531.21. There are sufficient funds within the current project budget to account for this change order.

Staff Recommendation: Staff Recommends approval of Change Order 2, including TDOT Change Order 2 and TDOT Change Order 3.

BUDGET IMPACT:
CIP

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense	Balance	Budget Impact
131	43120	999-202102	Resurfacing of Streets Ph. 2	$2,642,690.00	$1,860,264.64	$37,656.04	$744,769.32	N/A

ATTACHMENTS:
Exhibit 1 - Vicinity Map.pdf
Exhibit 2 - TDOT Change Order No. 2.pdf
Exhibit 3 - TDOT CO No. 3.pdf
Exhibit 4 - Town CO2.pdf
Exhibit 5 - MPO Correspondence.pdf

PROPOSED MOTION:
To approve Change Order 2 in the amount of $37,656.04 related to the Construction Contract with Standard Construction Company for the Resurfacing of Various Streets Phase 2 project.

Board Action: Motion By_____ **Seconded By**_____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						