

Memorandum

TO: City Council
FROM: Steve Benoit , Parks and Recreation Director
DATE: June 16, 2025
SUBJECT: Approve change order 002 the the Shoreview Commons restroom/shelter building project.
ITEM NUMBER: 8.i
SECTION: CONSENT AGENDA

REQUESTED MOTION

To approve change order no. 002 for the Shoreview Commons restroom/shelter building improvement project.

INTRODUCTION

LHB, the architect firm the city has contracted with for the Shoreview Commons restroom/shelter building project, has requested that the city approves change order no. 002.

DISCUSSION

As the construction of the Shoreview Commons restroom/shelter building improvement project has progressed the key groups working with the city on the project, including LHB and General Contractors of Minnesota, have continued to work collaboratively to refine the design in order to improve the quality and longevity of the building.

The adjustments in this change order address needed modifications including switching the drinking fountain to a system that can be winterized since it will be located on the outside of the building, the roof plan and electrical needs for the building signage including switching from aluminum to copper wiring, changing from Hardie siding which would need to be painted to a factory prefinished siding, the addition of landscaping due to the relocation of the transformer which will need to be screened, and additional conduit for the card readers and cameras. There is also an Excel credit which is due to the city initially covering the cost for the transformer install that is the contractors financial responsibility. This was done on order to expedite the process. Finally, two cameras were eliminated from the project creating a deduct.

Summaries of the changes are attached. Below is a cost outline of these changes:

- | | |
|---|-----------------|
| • Proposal Request 05R dated January 15, 2025 | ADD \$2,261.91 |
| • Proposal Request 06 dated February 11, 2025 | ADD \$15,271.56 |
| • Proposal Request 07 dated March 13, 2025 | ADD \$1,440.27 |
| • Proposal Request 08 dated April 21, 2025 | ADD \$7,076.43 |
| • Proposal Request 09 dated April 22, 2025 | DEDUCT \$24.27 |
| • Change Order Request Number 02 – | ADD \$4,473.48 |
| LV Rough in Pipe to Data backboard (EPS) dated May 20, 2025 | |

The total cost of the change order is increasing the contract sum by \$30,499.38. Following is a summary of the project budget incorporating these changes:

- Original Contract Sum was \$934,056.00
- The net change by previously authorized Change Orders \$300,921.71
- The Contract sum prior to this Change Order was \$1,234,977.71
- The Contract Sum will be increased by this Change Order \$30,499.38
in the amount of
- The new Contract Sum including this Change Order will be \$1,265,477.09

Overall project budget summary:

- Original project budget \$1,925,000.00
- Updated contract sum \$1,265,477.09
- Updated under budget amount \$659,522.91

RECOMMENDATION

Based on the foregoing information it is recommended that the city council approve change order no. 002 for the Shoreview Commons restroom building improvement project.

ATTACHMENTS

[Shoreview Commons Changer Order 002.pdf](#)