

# Department of Public Works

City Hall  
730 Washington Ave.  
Racine, WI 53403  
262.636.9121 - Public Works  
262.636.9191 - Engineering



Mark H. Yehlen, P.E.  
Commissioner of Public Works

Thomas M. Eeg, P.E.  
Asst. Comm. of Public Works/Operations

John C. Rooney, P.E.  
Asst. Comm. of Public Works/City Engineer

November 11, 2013

Ald. Sandy Weidner  
Chairwoman, Public Works  
and Services Committee  
Racine, Wisconsin

**RE: Roof Replacement at  
City Hall Annex and State Street Bridge  
Contract 36-13 (K3-041)  
Carlson Racine Roofing & Sheet Metal, Inc., contractor**

Dear Ald. Weidner:

Submitted for your review and approval is Change Order No. 1 on the subject contract. Change Order No. 1 is for the installation of a ladder area that provides access to the lower roof area. Also, it was determined that the existing roof drains do not function appropriately and cannot be easily replaced and there are areas where the insulation is water damaged and needs replacement. This will provide for the removal of these drains and replacement with a new pitched roof area which will provide better drainage and eliminate potential water leak areas and replaces all water damaged insulation.

The cost for this work is \$18,230.00 and funds are available in Account 993.200.5040, Annex Roof Areas 2,3,5,6,7.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Eeg", is written over the typed name.

Thomas M. Eeg  
Asst. Comm. of Public Works/Operations

TME:das

Attachment

CITY OF RACINE  
DEPARTMENT OF PUBLIC WORKS

CONTRACT CHANGE ORDER

Contract No. & Name 36-13 (K3-041), Roof Replacement - City Hall Annex & State St Bridge

C.O. No. 1      Funding Account(s)      Original Contract      \$ 157,390.00

993.200.5040 Annex Roof Areas 2,3,5,6,7      Previous C.O.'s      \_\_\_\_\_

\_\_\_\_\_      Contract Total      \$ 157,390.00

Contractor Carlson Racine Roofing & Sheet Metal, Inc.

We mutually agree to the contract change order as herein delineated.

Item No.	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, etc.	Decrease in Contract	Increase in Contract
1	Install roof hatch for ladder access to roof		\$2,500.00
2	Remove roof drains and replace with pitched roof area		\$7,880.00
3	Remove and replace 5,000 SF of water damaged roof insulation		\$7,050.00
4	Refasten plywood roof areas in upper penthouse roof area		\$800.00
	Total Decrease	\$0.00	XXXXXXXXXXXX
	Total Increase	XXXXXXXXXXXX	\$18,230.00
	Change in Contract Amount due to this Change Order		\$18,230.00

Adjusted Contract Amount ..... \$175,620.00

The time provided for completion in the contract is unchanged, increased, decreased, by 0 calendar days.  
This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

Accepted by \_\_\_\_\_  
Contractor      Date

Recommended by \_\_\_\_\_  
Engineer/Department Head      Date

Approved by \_\_\_\_\_  
Finance Director      Date

Approved by \_\_\_\_\_  
Commissioner of Public Works      Date

Authorized by Resolution No. \_\_\_\_\_  
Date