

# Department of Public Works

City Hall  
730 Washington Avenue  
Racine, Wisconsin 53403  
262.636.9121 – Public Works  
262.636.9191 - Engineering



John C. Rooney, P.E.  
Commissioner of Public Works

Ronald J. Pritzlaff, P.E.  
Asst. Comm. Of Public Works/Operations

Ara P. Molitor, P.E.  
City Engineer

February 11, 2026

TO: Alder David Maack, Chair  
Public Works and Services Committee

FROM: Ron Pritzlaff, Assistant Commissioner of Public Works

RE: Change Order No 1, Contract 2025145 Multi-Site Roofing

We are submitting Change Order No. 1 on the above contract in the amount of \$6,528.50.

The original contract was approved in the amount of \$553,300.00 under Resolution No. 0443-25 of May 20, 2025.

This Change Order No. 1 brings the contract total to \$559,828.50.

Funds to defray the cost of this change order are available in Org Obj 45040 57200 Multi Site Roofing.

Funding should be appropriated from the following account:

<b><u>ORG OBJECT</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
45040 57200	Multi-Site Roofing	\$6,528.50
	<b>Total</b>	<b>\$6,528.50</b>

CITY OF RACINE  
PUBLIC WORKS  
CONTRACT CHANGE ORDER

Contract No. & Name 2025145 - Multi Site Roofing Project Original Contract \$ 553,300.00  
 C.O. No. 1 Funding Account (s) 45040 57200 Previous C.O.'s \$ 0.00  
 Contractor Kaschak Roofing Contract Total \$ 553,300.00

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

Item No.	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule.				Decrease in Contract	Increase in Contract
	Add or delete the following items according to the quantities and unit prices shown below:					
1	<b>Tyler Domer</b>				\$ -	\$ -
	Upper Roof - Removed wood saddle at all four drain locations	LS	1.0	@ \$ 1,840.00	\$ -	\$ 1,840.00
	Upper Roof - Patched Bad Decking	LS	1.0	@ \$ 2,760.00	\$ -	\$ 2,760.00
	Upper Roof - Applied Plywood Fasteners	LS	1.0	@ \$ 950.00	\$ -	\$ 950.00
2	<b>Humble Park</b>				\$ -	\$ -
	Remove Tapered Roofing and install tapered roof panels to alleviate standing water due to deck sag.	LS	1.0	@ \$ 7,360.00	\$ -	\$ 7,360.00
	Tapered Q's, 2" ISO, flashing, primer, corners, caulk, dumpster, plywood, fasteners	LS	1.0	@ \$ 2,340.00	\$ -	\$ 2,340.00
	Replace rotted wood at top of walls	LS	1.0	@ \$ 2,760.00	\$ -	\$ 2,760.00
	Plywood for wall replacement	LS	1.0	@ \$ 735.00	\$ -	\$ 735.00
3	<b>Festival Hall</b>					
	Copper Penny	LS	1.0	@ \$ 351.00	\$ -	\$ 351.00
	Infill Low Spots between rails	LS	1.0	@ \$ 1,035.00	\$ -	\$ 1,035.00
	Extra decking and tapered panels	LS	1.0	@ \$ 230.00	\$ -	\$ 230.00
4	<b>Racine Works Penalty</b>	LS	1.0	@ \$ (13,832.50)	\$ (13,832.50)	\$ (13,832.50)
	Total Decrease				\$ (13,832.50)	\$ -
	Total Increase					\$ 20,361.00
	Change in Contract Amount due to this Change Order				\$ -	\$ 6,528.50
	Adjusted Contract Amount				\$ -	\$ 559,828.50

The time provided for completion of the contract is unchanged  
 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: \_\_\_\_\_ Racine Public Library - Executive Director \_\_\_\_\_ Date \_\_\_\_\_  
 Authorized by Resolution No: \_\_\_\_\_ Date \_\_\_\_\_



February 6, 2026

RE: Racine Works Program Compliance

Kaschak Roofing Inc,

After careful consideration and review of all the information respective to Contract# 2025145, Multi-Site Roofing Project, the City of Racine has made the decision to assess a penalty for non-compliance of the Racine Works Program for failing to utilize eligible RWP-certified residents for at least 20% of the total project worker hours, as per Section 46-41 (d) of the City of Racine Purchasing Ordinance. Kaschak Roofing, Inc achieved 0.0% of the required 20% minimum target for the above-mentioned project.

With regards to the assessed penalty, Section 46-41 (g) states the following:

*(g) Prohibition and penalty.* No contractor or agent thereof shall fail to comply with the worker hours requirement under paragraph (d), above.

(1) Upon failure of a contractor or agent to timely submit any monthly workforce participation report or the required final affidavit required under paragraph (e), above, the city, for contracts paid by city-source funds, or the water department, for contracts paid by water utility funds, may withhold payment and such contractor or agent shall be prohibited from bidding on any qualifying contract until such report or affidavit is submitted.

(2) Upon failure of a contractor to comply with the worker hour requirements under paragraph (d), above, such failure shall be considered by the public works and services committee for contracts paid by city-source funds or by the waterworks commission for contracts paid by water utility funds at the time the contract is considered for final payment. Upon demonstration by the purchasing agent or the general manager of the water department that the contractor has failed to comply with such worker hour requirements, for such failure the public works and services committee or the waterworks commission shall reduce the final payment for such contract by \$10,000.00, or two and one-half percent of the total cost of the qualifying contract as awarded, whichever is greater. The purchasing agent or the general manager of the water department, as appropriate, shall provide written notice to the contractor within ten days of the decision of the public works and services committee or the waterworks commission.

**City of Racine**  
**Purchasing Department**  
730 Washington Ave Room 102  
Racine, Wisconsin 53403  
[www.cityofracine.org/purchasing](http://www.cityofracine.org/purchasing)



**City of Racine, Wisconsin**

**Jon Dragotta**  
Purchasing Manager  
Office: (262) 636-9143  
[Purchasing@cityofracine.org](mailto:Purchasing@cityofracine.org)

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Please note that a change order deducting a penalty of \$13,832.50( $553,300.00 \times 2.5\%$ ) will be deducted from the final payment due to Kaschak Roofing Inc., for this contract, and will be forthcoming from the Public Works Department.

Sincerely,

Jon Dragotta  
Purchasing Manager

Cc: John Rooney, Commissioner of Public Works  
Jim Sullivan, City Administrator  
Kathleen Fischer, Finance Director



# CHANGE ORDER FORM

# IRS

CHANGE ORDER #:	2
OWNER:	City of Racine
PROJECT NAME:	Racine Multi Site Roof Project
IRS PROJECT #:	18500
CONTRACTOR NAME:	Kaschak Roofing, Inc.
Address:	2301 W. Purdue St.
City, State Zip:	Milwaukee, WI 53209

CHANGES IN THE WORK: <i>(Other than Unit Prices)</i>	Change to Contract Amount	
Description:	Addition	Deduction
Humble Park Remove new roofing and install tapered roof panels. The deck has sagged causing standing water. 64 hours @ \$115 Tapered Qs, 2" iso, flashing, primer, corners, caulk, dumpsters plywood, fasteners	\$7,360.00 \$2,340.00	\$0.00
The top of the walls required extra plywood and a new tapered wedge - existing was rotted. 24 hours @ \$115 15 sheets plywood, tapered wedge	\$2,760.00 \$735.00	
<b>Subtotal:</b>	<b>\$13,195.00</b>	<b>\$0.00</b>

UNIT PRICING: <i>(Attach verified Field Forms)</i>			Change to Contract Amount	
Item	Unit Price	Quantity	Addition	Deduction
<b>Subtotal:</b>			<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL CHANGE TO CONTRACT AMOUNT:</b>			<b>\$13,195.00</b>	<b>\$0.00</b>

Mike Cugli  
 Submitted by (Contractor):  
[Signature]  
 Approved by (IRS):  
 \_\_\_\_\_  
 Approved by (Owner):

12/4/25  
 Date:  
12-4-25  
 Date:  
 \_\_\_\_\_  
 Date:

# CHANGE ORDER FORM

# IRS

CHANGE ORDER #:	3
OWNER:	City of Racine
PROJECT NAME:	Racine Multi Site Roof Project
IRS PROJECT #:	18500
CONTRACTOR NAME:	Kaschak Roofing, Inc.
Address:	2301 W. Purdue St.
City, State Zip:	Milwaukee, WI 53209

CHANGES IN THE WORK: <i>(Other than Unit Prices)</i>	Change to Contract Amount	
Description:	Addition	Deduction
Festival Hall		
Copper penny upcharge	\$351.00	
Infill low spot between rails		\$0.00
9 hours @ \$115	\$1,035.00	
Extra densdeck and tapered panels	\$230.00	
<b>Subtotal:</b>	<b>\$1,616.00</b>	<b>\$0.00</b>

UNIT PRICING: <i>(Attach verified Field Forms)</i>			Change to Contract Amount	
Item	Unit Price	Quantity	Addition	Deduction
<b>Subtotal:</b>			<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL CHANGE TO CONTRACT AMOUNT:</b>			<b>\$1,616.00</b>	<b>\$0.00</b>

Submitted by (Contractor): *M/K Casz*

Date: 12/4/25

Approved by (IRS): *[Signature]*

Date: 12-4-25

Approved by (Owner): \_\_\_\_\_

Date: \_\_\_\_\_