

# MARSHALLTOWN

— I O W A —

Joel Greer, Mayor  
Jessica Kinser, Administrator  
24 North Center Street  
Marshalltown, IA 50158-4911  
Tel - (641) 754-5701  
Fax - (641) 754-5717

**TO:** Mayor Greer and City Council  
**FROM:** Heather Thomas, Public Works Director  
**DATE:** September 12<sup>th</sup>, 2022  
**RE:** SMW 20-003 Box Culvert Repair Change Order #2

**Policy Issue:** Policy requires change orders on projects with change orders of more than \$25,000 to be approved by City Council.

<input type="checkbox"/> Goal 1: Expand and improve development	<input checked="" type="checkbox"/> Goal 3: Continually improve the City's organization & services
<input type="checkbox"/> Goal 2: Enhance Marshalltown's public image	<input type="checkbox"/> Goal 4: Partner with others to improve quality of life

**Specific Objective/Action:** Objective 2: Develop comprehensive plans for City infrastructure and improvements.

**Recommendation:** Staff recommends Change Order #2, a zero dollar change order, to provide for an extension in completion date for this project.

**Budget Impact:** None

**Description/Background:** This project was to repair deteriorated box culverts and connecting street and sidewalk infrastructure at four locations:

Nevada St (Melcher Creek)  
E Boone (Melcher Creek)

Marshall Drive (Melcher Creek)  
N 16th St (Braddy Creek)

On June 8, 2022 the Contractor notified city staff that the lead time on the railings for this project had a long lead time. City staff and the Contractor discussed proceeding with construction of the four locations and temporarily leaving up caution notice in areas where the railing is proposed until the railings arrive and are able to be installed. As of September 7<sup>th</sup>, the Contractor has completed all box culvert repair construction with the exception of the seeding (anticipated within the next week) and railings that have not yet arrived. The latest estimate is shipping of the railings on September 19<sup>th</sup> with an estimated 2 weeks of installation. City staff recommend a one-month project extension to allow for railing installation. This would push the substantial completion date from September 15<sup>th</sup> to October 15<sup>th</sup>, 2022.

**Attachments:** Change Order #2

*i:\public works\council items\2022\box culvert repair\memo\_smw20003 box culvert repair co2 2022 09 12.docx*

## CITY COUNCIL

Al Hoop, Gabriel Isom, Barry Kell, Mike Ladehoff,  
Jeff Schneider, Gary Thompson, Dex Walker

