



# Public Works Service Operations Department

**DATE:** 1/18/2022  
**FROM:** Jeff Heintz, Public Works Service Operations Director  
**ITEM:** Approval of Change Order 4 to the contract with Missouri River Contracting, Inc. for the Fire Station 3 Remodel Project

**REQUEST:**

Approve Change Order 4 for the Missouri River Contracting, Inc. contract for the Fire Station 3 Remodel Project.

Please place this item on the 1/25/2022 City Commission meeting agenda.

**BACKGROUND INFORMATION:**

Change Order 4 is for a contract time extension due to COVID-19 ramifications including delivery delays and labor shortages. The new final completion date is June 30, 2022.

**RECOMMENDED CITY COMMISSION ACTION:**

Approve Change Order 4 to the contract with Missouri River Contracting, Inc. for the Fire Station 3 Remodel Project.

**STAFF CONTACT INFORMATION:**

Jeff Heintz | Public Works Service Operation Director, 355-1700 or [jheintz@bismarcknd.gov](mailto:jheintz@bismarcknd.gov)

# CONTRACT CHANGE ORDER FORM

**DEPARTMENT**

City Department	Public Works - Service		
Contractor	Missouri River Contracting Inc.		
Contract Number	2021-0061	Change Order Number	G-04
Project Number		Change Order Date	1/7/2022
Project Description	BLDCONST.BLDGI.FIRESTATION3		
Original Contract Amount	\$ 473,095.50	Approved Contract Budget	
Previous Contract Amount	\$ 477,016.84		
Change Order Amount	\$ -		<b>ACTION REQUIRED (SEE BELOW)</b>
Proposed Contract Amount	\$ 477,016.84		
Within Project Scope	YES	Within Project Funding	YES
Completion Date	9/30/2021	Change in Completion Date	YES
Revised Completion Date*	6/30/2022	<b>REV COMP DATE REQ'D</b>	<i>*If completion date changed on this Change Order</i>
Type of Change Order	Change in Contract Timeline Only		Work Order No(s).

**Description:**

The change order extends the contract term to June 30, 2022 due to COVID-19 ramifications including delivery delays and labor shortages.

Project Manager Signature (≤\$15,000) \_\_\_\_\_ **SIGN HERE**  
Send to Fiscal if change is ≤\$15,000, completion date ≤5 days, no scope change or no revised budget Date

Department Head Signature (≤\$25,000) \_\_\_\_\_  
Send to Fiscal if change is ≤\$25,000, completion date ≤15 days, no scope change or no revised budget Date

**ADMINISTRATION**

City Administrator Signature (≤\$50,000) \_\_\_\_\_  
Add to Commission Agenda Date

**COMMISSION APPROVAL**

Commission Approval Date January 25, 2022 **COMMISSION APPROVAL  
REQUIRED**  
Attach Commission approval memo and send to Fiscal

**FISCAL**

Comments

*\*If not within project scope or funding, attach revised description and/or revised Project Budget for Board Approval*