

## CHANGE ORDER NO. 7

OWNER	City of Baxter	DATE	November 20, 2024
CONTRACTOR	RL Larson Excavating, Inc.	SEH No.	BAXTE 172114
ENGINEER	SEH	City No.	4138
Project	2024 South Forestview Area Improvements, Baxter		

You are directed to make the following changes in the Contract Documents:

Description: The categories and items below are listed to provide background of contract changes and to add items to the contract.

**Part 1:** During initial startup and testing, the new weather warning siren was found not to be communicating properly with the City and County's emergency system. The Engineer and City requested that the contractor and subcontractor coordinate with the company that completes programming for the storm sirens within the County's system. This work was considered extra work related to the project, and the item below includes compensation for work completed by the subcontractor.

Added Bid Items:

ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	AMOUNT
214	STORM SIREN - PROGRAMMING	LUMP SUM	\$666.51	1.00	\$666.51
TOTAL					\$666.51

**Part 2:** As part of the construction process for installation of the lift station control panel and associated wiring, an initial site meeting was held with staff from the Minnesota Department of Labor and Industry (MnDLI) to review installation procedures and code compliance. Following this meeting, a MnDLI inspection was completed on a different lift station project in the city which resulted in necessary modifications to conduit placement and vent piping clearance. Upon further review of the recent inspection and continued conversations with the MnDLI Inspector, it was determined that modifications to conduit and vent piping at Lift Stations 25 and 26 would be required to pass the formal electrical inspection. Subsequently, the Contractor modified the conduit layout and returned the original vent pipe to the manufacturer to add a section of piping to make it taller. The bid items below provide compensation to the Contractor for these changes.

Added Bid Items:

ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	AMOUNT
215	CONDUIT MODIFICATIONS – LIFT STATIONS	LUMP SUM	\$2,119.91	1.00	\$2,119.91
216	VENT PIPE MODIFICATIONS	LUMP SUM	\$1,570.47	1.00	\$1,570.47
TOTAL					\$3,690.38

**Part 3:** During construction, the support brackets approved for the lift station piping were lagging for delivery, so the City requested alternate more readily available brackets to allow the startup to occur sooner than the contract required. This Change Order includes material cost for the alternate brackets. The original brackets ordered for the project will be delivered to the City and included in their inventory for future use.

Added Bid Items:

ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	AMOUNT
217	LIFT STATION SUPPORT BRACKETS	LUMP SUM	\$1,823.93	1.00	\$1,823.93
TOTAL					\$1,823.93

**Part 4:** During construction of the trailhead area near the southernmost limit of Forestview Drive, City Staff requested that fill material be imported to build a slight berm between the trail and the paved cul-de-sac area to enhance the visual barrier between the end of the cul-de-sac and Highway 371. The item below includes compensation for grading modifications and added fill material for the berm.

Added Bid Items:

ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	AMOUNT
218	GRADING MODIFICATIONS - BERM	LUMP SUM	\$4,220.00	1.00	\$4,220.00
TOTAL					\$4,220.00

**Part 5:** After initial construction of the barricades, the City noted their preference for aluminum barricade panels. The project specifications did not require aluminum panels for the permanent barricades. The items below include new bid items for installation of barricades with aluminum panels.

Added Bid Items:


ITEM	DESCRIPTION	UNIT	UNIT COST	QUANTITY	AMOUNT
219	PERMANENT BARRICADES- TYPE 3 (ALUMINUM)	EACH	\$787.50	6.00	\$4,725.00
220	BARRICADE PANELS (ALUMINUM)	EACH	\$210.00	9.00	\$1,890.00
TOTAL					\$6,615.00

ITEM	CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES	
		Substantial Completion	Ready for Final Payment
Original Contract Price:	\$5,857,405.33	11/01/2024	06/13/2025
Net increase ( <del>decrease</del> ) from previous Change Order Nos. 1 to 6:	\$262,784.67	No Change	07/11/2025
Contract price prior to the Change Order:	\$6,120,190.00	11/01/2024	07/11/2025
Net increase ( <del>decrease</del> ) of this Change Order:	\$17,015.82	No Change	No Change
Contract price with all approved Change Orders:	\$6,137,205.82	11/01/2024	07/11/2025

In accordance with the Minnesota Uniform Transaction Act, an electronic signature on this document is binding and afforded the same effect as if the document was signed by hand.


**RECOMMENDED:**

SEH  
13850 Bluestem Court, Suite 150  
Baxter, MN 56425

By:   
Title: Project Engineer  
Date: 11/20/2024

**ACCEPTED**

RL Larson Excavating, Inc.  
2255 12<sup>th</sup> Street SE  
St. Cloud, MN 56304

By:   
Title: CFO  
Date: 11-21-24

**APPROVED:**

City of Baxter Utilities Commission  
13190 Memorywood Drive  
Baxter, MN 56425

**APPROVED:**

City of Baxter  
13190 Memorywood Drive  
Baxter, MN 56425

**APPROVED:**

City of Baxter  
13190 Memorywood Drive  
Baxter, MN 56425

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

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

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## Neil Heinonen

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**From:** Matt - R.L. Larson Excavating, Inc. <Mattj@rllarsoninc.com>  
**Sent:** Wednesday, November 6, 2024 8:21 AM  
**To:** Neil Heinonen; Shane Murphy  
**Subject:** Baxter Change Order - Siren Programming  
**Attachments:** #546 Baxter - Change Order - Design Electric Siren Programming - 110624.pdf

Attached is my invoice from Design Electric for added work involving the siren programming. Invoice + 5% Markup = \$666.51

Matt

**Matt John, PE** | Superintendent | 2255 12<sup>th</sup> Street SE, St. Cloud, MN 56304 |  
**Mobile:** (218) 405-0280 | **Email:** [MattJ@RLLarsonInc.com](mailto:MattJ@RLLarsonInc.com)



Design Electric, Inc.  
4807 Heatherwood Road  
St Cloud, MN 56301-56302  
Phone: (320) 252-1658



**TO:** RL Larson

**Date:** 10/30/2024

**ATTN:** Matt

**PROJECT:** Baxter forestview

**SUBJECT:** Siren programming

We herewith submit our proposal and description for changes requested  
as follows:

See page 2 for added cost and page 3 for deduct cost (back up tabs) for break down.

**DESCRIPTION OF CHANGE:**

Program siren to communicate with citys system.

**AMOUNT:**

Material	\$	-
Labor	\$	-
Sub	\$	628.49
Bond 1%	\$	6.28
<b>Total</b>	<b>\$</b>	<b>634.77</b>

This proposal will be valid until:

For 30 days

We retain the right to adjust commodity items that increase in price by more than 5% before approval.

Normal working hours unless noted otherwise.

No winter conditions unless noted

Add all of the hours to final completion date of the project

All pricing is based on the conditions of the project on the date of the pricing request and may require additional  
hours and/or material if the job has progressed beyond the assumption of the conditions when priced.

**Additional Comments:**

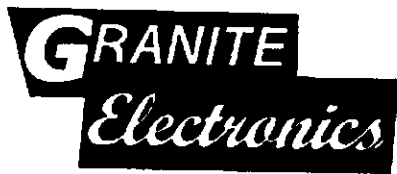
See attached breakdown.

**Thank you very much.**

**Design Electric, Inc.**

If you have any questions, please feel free to contact us.





A DSC Company

535 31st Ave N | St. Cloud, MN 56307

(320) 252-1887

Remit To:  
DSC Communications  
711 Hammond Ave  
Superior, WI 54880  
United States  
(320) 252-1887

Date	Invoice
10/23/2024	2248518

<b>Bill To:</b>
Design Electric 4807 Heatherwood Rd St Cloud, MN 56302

<b>Ship To</b>
Baxter, City of 13190 Memorywood Dr Baxter, MN 56425

Terms	Due Date	PO Number	Reference
Net 10 Days	11/02/2024		

<b>Service Request Number</b>	<b>2246421</b>
Resolution	

Services	Work Type	Hours	Rate	Amount
<b>Billable Services</b>				
Tech MN-Exempt	Travel	2.50	90.00	\$225.00
Tech MN-Exempt	Field Service	2.00	155.00	\$310.00
<b>Total Services:</b>				<b>\$535.00</b>

Products & Other Charges	VENDOR #	Quantity	Price	Amount
<b>Billable Products &amp; Other Charges</b>				
TRUCK CHARGE: Truck Charge	DUE DATE <u>11-10</u>	1.00	\$44.50	\$44.50
GK-DESICCANT: DESICCANT PACKET	JOB # <u>02325</u>	1.00	\$14.55	\$14.55
-S-5167: Tyvek Bag Desiccant	<u>Baxter Forestview</u>	1.00	\$2.67	\$0.00
-375-M-00001: Zerust Vc1-1 Vci Vapor Capsule	<u>Lift Strs -</u>	2.00	\$5.94	\$0.00
<b>Total Products &amp; Other Charges:</b>				<b>\$59.05</b>

City of Baxter  
Programmed siren board with given info + archived programming. Checked out siren at Forestview drive, everything tested to specs. Also added desiccant packet.

ACH Payments may be submitted to the following account: Bank Name: National Bank of Commerce Routing Number: 091800028 Account Number: 1934758457  Please send remittance to finance@dsccommunications.com  Make checks payable to DSC Communications  3% Processing Fee will be accessed on all credit card transactions	<b>Invoice Subtotal:</b>	\$594.05
	<b>Sales Tax:</b>	\$4.51
	<b>Invoice Total:</b>	<b>\$598.56</b>
	<b>Payments:</b>	\$0.00
	<b>Credits:</b>	\$0.00
	<b>Balance Due:</b>	<b>\$598.56</b>

Locations: Superior, WI - St. Cloud, MN - Willmar, MN. Visit our website: dsccommunications.com  
Two-Way Radios - Video Security - Pagers - Access Control - In-building Coverage

## Neil Heinonen

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**From:** Matt - R.L. Larson Excavating, Inc. <Mattj@rllarsoninc.com>  
**Sent:** Wednesday, October 16, 2024 2:05 PM  
**To:** Shane Murphy; Neil Heinonen  
**Subject:** Fwd: LIFT STATION MODS- BAXTER FOREST VIEW LIFT STATIONS  
**Attachments:** image001.png; image004.png; LIFT STATION MODS- BAXTER FOREST VIEW LIFT STATIONS.pdf

Plus, Prime Markup.

Matt

Sent from my iPhone

Begin forwarded message:

**From:** Josh Wright <jwright@designelect.com>  
**Date:** October 15, 2024 at 10:40:17 AM CDT  
**To:** "Matt - R.L. Larson Excavating, Inc." <Mattj@rllarsoninc.com>  
**Subject:** LIFT STATION MODS- BAXTER FOREST VIEW LIFT STATIONS

Matt  
Attached is a proposal to add modifications to lift stations.  
Any questions, please contact Nick.

Thanks

**Josh Wright**  
**Project Manager Assistant-Transportation**

**Design Electric, Inc.**  
4807 Heatherwood Road  
St Cloud, MN 56301  
**PH: (320) 252-1658**

[www.DesignElect.com](http://www.DesignElect.com)

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Design Electric, Inc.  
4807 Heatherwood Road  
St Cloud, MN 56301-56302  
Phone: (320) 252-1658



**TO:** RL Larson

**Date:** 10/15/2024

**ATTN:** Matt

**PROJECT:** Baxter forest view

**SUBJECT:** Lift station mods

We herewith submit our proposal and description for changes requested  
as follows:

See page 2 for added cost and page 3 for deduct cost (back up tabs) for break down.

**DESCRIPTION OF CHANGE:**

Add rigid steel conduit from control panel to below grade at each lift station  
changes coordinated with electrical inspector, engineer and owner

Add circuit to poles for repeater

**AMOUNT:**

Material		\$	1,025.22
Labor		\$	973.75
equip		\$	-
Bond	1%	\$	19.99
<b>Total</b>		<b>\$</b>	<b>2,018.96</b>

This proposal will be valid until:

For 30 days

We retain the right to adjust commodity items that increase in price by more than 5% before approval.

Normal working hours unless noted otherwise.

No winter conditions unless noted

Add all of the hours to final completion date of the project

All pricing is based on the conditions of the project on the date of the pricing request and may require additional  
hours and/or material if the job has progressed beyond the assumption of the conditions when priced.

**Additional Comments:**

See attached breakdown.

Thank you very much.

Design Electric, Inc.

If you have any questions, please feel free to contact us.

DESCRIPTION	QTY	UNIT PRICE	PER	AMOUNT	UNIT	PER	AMOUNT
2" rsc	20	\$ 882.23	100	\$ 176.45	8	100	1.6
1.5 rsc	20	\$ 717.89	100	\$ 143.58	8	100	1.6
3/4 RSC	12	\$ 272.43	100	\$ 32.69	6	100	0.72
2" LB	2	\$ 86.63	1	\$ 173.26	0.5	1	1
1 1/2" LB	2	\$ 78.87	1	\$ 157.74	0.5	1	1
3/4" LB	1	\$ 46.68	1	\$ 46.68	0.35	1	0.35
			1	\$ -		1	0
			1	\$ -		1	0
			1	\$ -		1	0
#12	367	\$ 190.33	1000	\$ 69.85	4	1000	1.468
			1	\$ -		1	0
			1	\$ -		1	0
Clean up	1		1	\$ -		1	0
Testing Check out	1		1	\$ -		1	0
adjustment	1		1	\$ -		1	0
VENDOR QUOTES							
	1		1	\$ -		1	0
	1		1	\$ -		1	0
	1		1	\$ -		1	0
	1		1	\$ -		1	0
	1		1	\$ -		1	0
MAT				\$ 800.25	LABOR 7.738		

Equipment				
	hours	rate		total
excavator		\$ 50.00		\$ -
skidsteer		\$ 40.00		\$ -
bucket truck		\$ 45.00		\$ -
diggerderrick		\$ 55.00		\$ -
				\$ -
equipment subtotal				\$ -
Material				\$ 800.25
Material Mark up 10%				\$ 80.02
				\$ 880.27
Tax 7.375%				\$ 64.92
Material subtotal				\$ 1,025.22
	Hours	Rate		
Labor	7.74	\$ 104.00		\$ 804.75
Lost time for Safety 3.5%	0.27	\$ 104.00		\$ 28.17
Labor Premium Hours Adder		\$ 40.00		\$ -
Foreman Labor	0.77	\$ 104.00		\$ 80.48
Labor Mark up 10%				\$ 88.52
Labor subtotal				\$ 973.75
Subtotal				\$ 1,998.97
Bond 1%				\$ 19.99
Total Cost				\$ 2,018.96

## Neil Heinonen

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**From:** Matt - R.L. Larson Excavating, Inc. <Mattj@rllarsoninc.com>  
**Sent:** Wednesday, November 20, 2024 5:57 AM  
**To:** Neil Heinonen; Shane Murphy  
**Subject:** Baxter Change Orders: LS Vent Tube Extensions; LS Pipe Support Brackets.

Neil & Shane,

Below is a breakdown of the requested change order costs associated with modifications to the LS pipe supports, and the extension of both LS vent pipes.

- **LS Pipe Supports:** At the direction of the Engineer, RL Larson furnished and installed alternate Pipe Supports to the Wet Wells and Valve Vault structures for both Lift Stations 25 and 26 to expedite the Lift Station commissioning dates. I am charging only material costs + allowable 15% markup. Original ordered pipe supports to be delivered to the City of Baxter on 11/1.
  - Midway Iron Invoice: \$1210.13
  - Grainger: Invoice: \$375.90
  - 15% Markup: \$237.90
  - **TOTAL: \$1,823.93**
- **LS Vent Pipe Extensions:** At the direction of the Engineer, RL Larson removed the already installed lift station vents, brought them to a welding/fabrication shop for extension, picked them up and hauled them back to the project site, replaced the wedge anchors to accommodate the larger vent pipe, and primed the extended vent pipes with the color selected by the City of Baxter.
  - Brian's Welding Invoice: \$809.10
  - 15% Markup: \$121.37
  - ~~Primer & Replacement Wedge Anchors: \$50.00 Allowance~~
  - Labor: Foreman w/ Pickup: 4.0 Hours @ \$160.00 = \$640.00
  - **TOTAL: \$1,570.47**

Matt

**Matt John, PE** | Superintendent | 2255 12<sup>th</sup> Street SE, St. Cloud, MN 56304 |  
**Mobile:** (218) 405-0280 | **Email:** [MattJ@RLlarsonInc.com](mailto:MattJ@RLlarsonInc.com)



## Neil Heinonen

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**From:** Matt - R.L. Larson Excavating, Inc. <Mattj@rllarsoninc.com>  
**Sent:** Wednesday, November 20, 2024 6:39 AM  
**To:** Neil Heinonen; Shane Murphy  
**Subject:** Forestview Dr Cul-De-Sac Berm Revision

Baxter – Open Extra Work Item

- Forestview Dr Cul-De-Sac Berm Revision & Forestview Maintenance Trail Slope Revisions
  - LABOR & EQUIPMENT: \$4,220.00
    - CAT TRACKED SKIDSTEER: 10.0 HRS @ \$175.00/HR = \$1,750.00
    - CAT 305 MINI-EXCAVATOR: 10.0 HRS @ \$215.00/HR = \$2,150.00
    - FOREMAN WITH PICKUP: 2.0 HRS @ \$160.00/HR = \$320.00
  - TOTAL = \$4,220.00

Matt

**Matt John, PE** | Superintendent | 2255 12<sup>th</sup> Street SE, St. Cloud, MN 56304 |  
**Mobile:** (218) 405-0280 | **Email:** [MattJ@RLLarsonInc.com](mailto:MattJ@RLLarsonInc.com)



## Neil Heinonen

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**From:** Matt - R.L. Larson Excavating, Inc. <Mattj@rllarsoninc.com>  
**Sent:** Tuesday, November 5, 2024 10:33 AM  
**To:** Neil Heinonen; Shane Murphy  
**Subject:** FW: Baxter Barricade Quote  
**Attachments:** Baxter Permanent Barricades Quote.docx

Attached is the quote received from Superior Traffic for the proposed barricade installation revisions. RL Larson is requesting quoted price + allowed 5% prime contractor markup.

Matt

**Matt John, PE** | Superintendent | 2255 12<sup>th</sup> Street SE, St. Cloud, MN 56304 |  
**Mobile:** (218) 405-0280 | **Email:** [MattJ@RLLarsonInc.com](mailto:MattJ@RLLarsonInc.com)



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**From:** Superior Traffic <superiortraffichh@gmail.com>  
**Sent:** Monday, November 4, 2024 11:34 AM  
**To:** Matt - R.L. Larson Excavating, Inc. <Mattj@rllarsoninc.com>  
**Subject:** Baxter Barricade Quote



## SUPERIOR TRAFFIC CONTROL

7626 57<sup>th</sup> ST SE St. Cloud  
MN 56304  
Email: [superiortraffichh@gmail.com](mailto:superiortraffichh@gmail.com)

Date: 11/4/24  
City of Baxter

PROJECT	ITEM #	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	LINE TOTAL
		F/I Permanent Barricade	EA	6	\$750.00	\$4,500.00
		F/I Barricade Panel	EA	9	\$200.00	\$1,800.00
<b>TOTAL</b>						<b>\$6,300.00</b>

### NOTES

1. Price includes Panels, Posts and Installation.
2. This quote to become the prevailing part of the subcontract.
3. Superior Traffic Control will need 10 days' notice to begin work.
4. Any extra material will be subject to additional charges. \$375.00 delivery fee unless delivered at time of setup.

### EXCLUDED:

Lump sum traffic control does **NOT** include, Maintenance, No Parking Signs, PE Signed Traffic Control Drawings, Lane Shifts, Temp Mailboxes, TPAR, Temp Ped Ramps, Sidewalks, Boardwalks, Hard Surfaces, Audible Ped Barricades, Barrier Wall/ Water barrier/Ped Barrier, Flaggers, police, pilot cars, light towers, pavement marking/ pavement marking removal, TRPM'S, sweeping, dust control, truck mounted crash attenuators, Gravel Entrances, Fencing, speed boards, arrow boards, incidental sign salvaging/relocating, temporary bypasses, daily maintenance/ supervisor and bond; **Daily maintenance is contractors responsibility.**

Questions call Andrew Hemish (320) 420-2075 or Tyler Hagen (320) 309-0239.

**THANK YOU FOR YOUR BUSINESS!**