

MEMORANDUM

Business Item B

From: Administrator/Staff

To: Town Board

Re: Town Board review & consideration of the Change Order #1 for Eagle Heights Dr & Wing Ln Water Main, Sanitary Sewer, Street & Stormwater Pond Construction submitted by MCC, Inc. in the amount of \$18,813.57.

Included in the packet is a copy of Change Order #1 submitted by MCC, Inc. for an increase in the contract amount. The current contract price is \$885,822.02.

The Administrator has reviewed the change order and feels the amount is correct and should be accepted.

If the Board agrees, a motion to approve the Change Order would be in order.

Suggested Motion:

A motion to approve the Change Order #1 submitted by MCC, Inc. in the amount of \$18,813.57.

Should you have any questions related to this information, please feel free to call or e-mail me.

Respectfully Submitted,
Kelsey