

Staff Report

Subject: Change Order 1 – Baker Lake Park Improvements – C. Merrill Construction

Author: Danielle Carver, Procurement and Contracts Manager

Presented By: Tre Wilkins, Capital Improvement Projects Manager

Department: Capital Improvements; Procurement;

Meeting Date: October 7th, 2025

Item Description: Consideration to approve Change Order 1 for Baker Lake Park Improvements.

Summary Recommendation: Staff recommends approval of Change Order 1 in the amount of \$274,772.10 with C. Merrill Construction, LLC for modifications to the scope of work for the Baker Lake Park Improvements project.

Executive Summary/Background:

Change Order 1 includes a series of scope modifications to the original Baker Lake Park Improvements contract, based on owner-directed changes and redline drawings provided by Pond & Company dated August 14, 2025.

The proposed adjustments are necessary to address site-specific conditions, design refinements, and functional upgrades to park amenities. The change order includes both additions and deductions, resulting in a net increase of \$274,772.10 to the contract value.

Key scope changes include:

- Installation of new electrical service to the existing pavilion
- Repair and replacement of the boat ramp using concrete
- Additional drainage infrastructure, including 18" RCP, geo-fabric, and inlets
- Upgraded restroom partitions and new doors/hardware
- Deducts for asphalt paving, concrete curb, and owner-supplied site accessories
- General labor, site supervision, and construction management support
- Contract time extension of 74 calendar days due to weather and expanded scope

All pricing has been reviewed and confirmed by Facilities and the engineering consultant.

Alternatives for Commission to Consider:

1. Approve Change Order 1 in the amount of \$274,772.10.
2. Do not approve the change order and provide alternative direction to staff.
3. Request revisions or additional supporting documentation before making a decision.

Recommended Alternative: 1

Other Alternatives: 2, 3

Department Review: Procurement, Engineering/Capital Projects

Funding Source: Capital Improvement Budget FY26

Attachments: Change Order 1 – Baker Lake Park (Dated September 15, 2025)