



City of Jackson

TO: Mayor and Board of Aldermen

CC: Matt Winters, City Administrator

FROM: George L. Harris P. E., Staff Engineer

DATE: March 17, 2025

RE: Fire Station No. 1 Renovation Project- Change Order No. 3: \$50,289.96
COR 008- Lintels for Windows in Existing Walls (RFI 22)
COR 009- EMS Storage Room 140 Shoring Ceiling and Enclosure Ceiling Opening (RFI 18)
COR 003- P-3 Walls on South and East Walls of Training Room 001
COR 011- Stair 1 Wall Height (RFI 20)
COR 002- Lav Shields in Place of Lav Guards on P3 Fixtures
COR 007- Shower Bases (RFI 17)
COR 010- Floor Sink in Basement Mechanical Room (RFI 23)

Change Order No. 3 was presented during the Study Session at the March 3rd Mayor and Board of Aldermen Meeting. City staff recommends that the Mayor and Board of Aldermen approve the proposed Change Order No.3 for the Building Addition & Renovation of Jackson Fire Station #1 project in the amount of \$50,289.96.

Background:

The proposed Change Order No. 3, is comprised of the seven (7) items listed above. Generally, these items are the result of conditions discovered during the demolition phase of the project. Comments in addition to the information attached to this memorandum are included below.

COR 008- Lintels for Windows in Existing Walls (RFI 22)

Demolition of existing wall at new window locations (14 windows) exposed the original construction and it was determined that additional masonry work and installation of steel lintels at the various window locations would be required to assure a tight and sturdy window installation.

COR 009- EMS Storage Room 140 Shoring Ceiling and Enclosure Ceiling Opening (RFI 18)

Room 140 is designated as EMS equipment storage room. Physical conditions at the point where a new wall meets the roof were determined inadequate for support of the roof and a new steel beam was required to provide for adequate support at that location.

COR 003- P-3 Walls on South and East Walls of Training Room 001

A revision to the finished wall construction in training Room 001 on the south and east walls is required to accommodate a sewer stack and provide a central location to reinstall an existing smart board. Walls were originally intended to be painted drywall but are modified to utilize a new stud wall bump out to allow for installation of the smart board.

COR 011- Stair 1 Wall Height (RFI 20)

The existing wall was determined to be too low for proper installation of a new handrail at the proper height to meet the applicable codes.

COR 002- Lav Shields in Place of Lav Guards on P3 Fixtures

Upgraded guards to protect plumbing under various sinks.

COR 007- Shower Bases (RFI 17)

Upgraded shower bases in anticipation of heavy use to increase the durability and life expectancy in anticipation of heavy use.

COR 010- Floor Sink in Basement Mechanical Room (RFI 23)

The existing floor drain in the basement mechanical room was found to be inadequate for the three drains in that portion of the building. A floor sink is proposed to replace the existing floor drain.

Change Order

No. 3

Date of Issuance: 02/14/2025 Effective Date: _____

Project: Jackson Fire Station #1 Building Addition and Renovations	Owner: City of Jackson	Owner's Contract No.: 24-35
Contract: General Contract		Date of Contract: 04/02/2024
Contractor: Penzel Construction Company, Inc.		Engineer's Project No.: 22-273

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

1. Structural modifications due to renovations and plumbing upgrades

Attachments (list documents supporting change):

1. COR 002, 003, 007, 008, 009, 010, & 011 from Penzel Construction

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$ 3,618,700.00

[Increase] [Decrease] from previously approved
Change Orders No. 1 to No. 2:

\$ 0.00

Contract Price prior to this Change Order:

\$ 3,618,700.00

[Increase] [~~Decrease~~] of this Change Order:

\$ 50,289.96

Contract Price incorporating this Change Order:

\$ 3,668,989.56

CHANGE IN CONTRACT TIMES:

Original Contract Times: ☐ Working days ☒ Calendar days

Substantial completion (date): 05/01/2025

Ready for final payment (date): 07/01/2025

[Increase] [~~Decrease~~] from previously approved Change Orders
No. 1 to No. 2:

Substantial completion (days): 33

Ready for final payment (days): 33

Contract Times prior to this Change Order:

Substantial completion (date): 06/03/2025

Ready for final payment (date): 08/04/2025

[Increase] [Decrease] of this Change Order:

Substantial completion (days): n/a

Ready for final payment (days): n/a

Contract Times with all approved Change Orders:

Substantial completion (date): 06/03/2025

Ready for final payment (date): 08/04/2025

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 02/14/2024

ACCEPTED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 3-12-25

Change Order Request Summary - Jackson Fire Station #1			
COR No.	Description	Status	Amount
008	Lintels for Windows in Existing Walls (RFI 22)	Submitted	\$ 37,120.20
009	ESI 2 (RFI 18) EMS Storage Rm 140 Shoring Ceiling and Enclose Ceiling Opening	Submitted	\$ 2,990.06
003	P-3 Walls on South and East Walls of Training Room 001	Submitted	\$ 3,261.72
011	Stair 1 Center Wall Height (RFI 20)	Submitted	\$ 785.00
002	Lav Shields in place of Lav Guards on P3 Fixtures	Submitted	\$ 1,715.70
007	Shower Bases (RFI 17)	Submitted	\$ 2,584.05
010	Floor Sink in Basement Mech Rm	Submitted	\$ 1,832.83
Total			\$ 50,289.56