



# AIA® Document G701™ – 2017

## Change Order

**PROJECT:** *(Name and address)*  
777.01 Marshall Municipal Building  
Marshall, MN

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: November 18, 2019

**CHANGE ORDER INFORMATION:**  
Change Order Number: 08  
Date: September 18, 2020

**OWNER:** *(Name and address)*  
City of Marshall, MN  
344 West Main Street  
Marshall, MN 56258

**ARCHITECT:** *(Name and address)*  
Engan Associates Architects  
311 4th Street SW  
Willmar MN 56201

**CONTRACTOR:** *(Name and address)*  
Brennan Construction of MN, Inc.  
124 E Walnut Street, Ste. 240  
Mankato, MN 56001

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

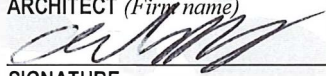
- A. Brennan CR 15 - Foundation removal and soil correction \$5,969.00
- B. Brennan CR 14 - Fire damper in louver #4 \$549.00

The original Contract Sum was	\$ 5030200.0000
The net change by previously authorized Change Orders	\$ 114,749.00
The Contract Sum prior to this Change Order was	\$ 5,144,949.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 6,518.00
The new Contract Sum including this Change Order will be	\$ 5,151,467.00

The Contract Time will be increased by Zero (0) days.  
The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Engan Associates Architects  
ARCHITECT *(Firm name)*  


SIGNATURE

Andy M. Engan, AIA, LEED AP, CID,  
Principal

PRINTED NAME AND TITLE

9-18-20  
DATE

Brennan Construction of MN, Inc.  
CONTRACTOR *(Firm name)*  
*John van Dyck*

SIGNATURE

John van Dyck

PRINTED NAME AND TITLE

9/18/20  
DATE

City of Marshall, MN  
OWNER *(Firm name)*

SIGNATURE

Scott VanDerMillen, Owners Representative

PRINTED NAME AND TITLE

DATE



# BRENNAN COMPANIES

Building Together

**DATE:** September 9, 2020  
**TO:** Andy Engan; Engan Architects  
**CC:** Nathan Hrdlichka; Brennan Construction  
**FROM:** John van Dyck; Brennan Construction  
**RE:** Marshall Municipal CR 15, Soil Corrections

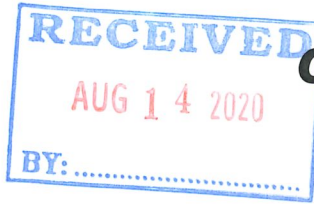
Contractor	Item Description	Labor	Material	Total
<b>Subcontractors:</b>				
D&G	Front of building, removing old foundation, RFI 14	\$ -	\$ -	\$ 3,573.02
D&G	Soil Correction beneath East Side Footings	\$ -	\$ -	\$ 1,800.00
			Subs Subtotal:	\$ 5,373.02
<b>Brennan Companies:</b>				
Brennan Companies	Bond Change @ 1%			\$ 53.73
			GC Subtotal:	\$ 53.73

10% OH&P on subs	\$ 537.30
10% OH&P on GC	\$ 5.37
<b>TOTAL:</b>	<b>\$ 5,969.00</b>

Approved: 

# D & G Excavating, Inc.

2324 County Road 30  
Marshall, MN 56258



## Change Order Request

Date	C. O. #
8/11/2020	20-060

Name / Address
Brennan Construction of MN, Inc. 124 E Walnut St Suite 240 Mankato MN 56001

Project Description
Marshall City Hall Remove old building foundation and build back up to grade.

Description	Qty	Cost	Amount	Contractor's OH&P	Total
312, 316 or 320 Backhoe	7	160.00	1,120.00		1,120.00
Labor	8.5	65.00	552.50		552.50
Hand packer	2.5	80.00	200.00		200.00
Single truck - tandem or tri-axle	1.75	100.00	175.00		175.00
Dumping fees - concrete	125	5.00	625.00		625.00
Belly/side dump	6	110.00	660.00		660.00
Fill Gravel per yard	28	8.00	224.00		224.00T
<b>Subtotal</b>					\$3,556.50
<b>Sales Tax (7.375%)</b>					\$16.52
<b>Total</b>					\$3,573.02

Acceptance Signature \_\_\_\_\_

Phone #	Fax #	E-mail	Web Site
(507) 532-2334	(507) 865-4695	liz@dandgexcavating.com	www.dandgexcavating.com

# MACHINE AND MATERIAL TICKET

D&G EXCAVATING, INC.

2324 CO. RD. 30

MARSHALL, MN 56258

PHONE: 507-532-2334 ♦ www.dandgexcavating.com

Xtra

CUSTOMER: Beman

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

JOB DESCRIPTION  
OR LOCATION: City Hall

## MATERIAL

PRODUCT \_\_\_\_\_ PIT \_\_\_\_\_

GROSS \_\_\_\_\_ CUBIC YARDS \_\_\_\_\_

TARE \_\_\_\_\_ TONS \_\_\_\_\_

NET \_\_\_\_\_ NO. OF LOADS \_\_\_\_\_

TRUCK NO. \_\_\_\_\_ DRIVER \_\_\_\_\_

## MACHINE/TRUCK

UNIT NO. OR  
DESCRIPTION labor OPERATOR Don Larsen

START TIME 3:00 END TIME 6:00 HOURS 3:00

START TIME \_\_\_\_\_ END TIME \_\_\_\_\_ HOURS \_\_\_\_\_

WORK DONE remove old foundation, rubble  
for new footings

DATE 7 / 15 / 20 No 27158

CUSTOMER SIGNATURE \_\_\_\_\_

# MACHINE AND MATERIAL TICKET

D&G EXCAVATING, INC.

2324 CO. RD. 30

MARSHALL, MN 56258

PHONE: 507-532-2334 ♦ www.dandgexcavating.com

X-tr2

CUSTOMER: Brennan

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

JOB DESCRIPTION  
OR LOCATION: City Hall Marshall

## MATERIAL

PRODUCT \_\_\_\_\_ PIT \_\_\_\_\_

GROSS \_\_\_\_\_ CUBIC YARDS \_\_\_\_\_

TARE \_\_\_\_\_ TONS \_\_\_\_\_

NET \_\_\_\_\_ NO. OF LOADS \_\_\_\_\_

TRUCK NO. \_\_\_\_\_ DRIVER \_\_\_\_\_

## MACHINE/TRUCK

UNIT NO. OR  
DESCRIPTION labor OPERATOR Don Larsen

START TIME 7:00 END TIME 12:00 HOURS 5:00

START TIME \_\_\_\_\_ END TIME \_\_\_\_\_ HOURS \_\_\_\_\_

WORK DONE remove rubble, dirt for soil  
correction, backfill w/ gravel  
2 1/2 ton hand packer

DATE 7 / 21 / 2020 No 27159

CUSTOMER SIGNATURE \_\_\_\_\_

# MACHINE AND MATERIAL TICKET

## D&G EXCAVATING, INC.

2324 CO. RD. 30

MARSHALL, MN 56258

PHONE: 507-532-2334 ♦ www.dandgexcavating.com

CUSTOMER: Brennen (Extra)

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

JOB DESCRIPTION  
OR LOCATION: City Hall

### MATERIAL

PRODUCT \_\_\_\_\_ PIT \_\_\_\_\_

GROSS \_\_\_\_\_ CUBIC YARDS \_\_\_\_\_

TARE \_\_\_\_\_ TONS \_\_\_\_\_

NET \_\_\_\_\_ NO. OF LOADS \_\_\_\_\_

TRUCK NO. \_\_\_\_\_ DRIVER \_\_\_\_\_

### MACHINE/TRUCK

UNIT NO. OR  
DESCRIPTION 316 OPERATOR Kim

START TIME \_\_\_\_\_:\_\_\_\_:\_\_\_\_ END TIME \_\_\_\_\_:\_\_\_\_:\_\_\_\_ HOURS 3:00

START TIME \_\_\_\_\_:\_\_\_\_:\_\_\_\_ END TIME \_\_\_\_\_:\_\_\_\_:\_\_\_\_ HOURS \_\_\_\_\_:\_\_\_\_:\_\_\_\_

WORK DONE Remove old foundation  
and buried concrete chunks  
place gravel for soil correction

DATE 7/21/20 No 16994

CUSTOMER SIGNATURE \_\_\_\_\_

# MACHINE AND MATERIAL TICKET

## D&G EXCAVATING, INC.

2324 CO. RD. 30

MARSHALL, MN 56258

PHONE: 507-532-2334 ♦ www.dandgexcavating.com

CUSTOMER: Brennen

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

JOB DESCRIPTION  
OR LOCATION: City Hall Extra

### MATERIAL

PRODUCT \_\_\_\_\_ PIT \_\_\_\_\_

GROSS \_\_\_\_\_ CUBIC YARDS \_\_\_\_\_

TARE \_\_\_\_\_ TONS \_\_\_\_\_

NET \_\_\_\_\_ NO. OF LOADS \_\_\_\_\_

TRUCK NO. \_\_\_\_\_ DRIVER \_\_\_\_\_

### MACHINE/TRUCK

UNIT NO. OR  
DESCRIPTION Labor OPERATOR Rid

START TIME 2:00 END TIME 6:00 HOURS 3:0

START TIME \_\_\_\_\_:\_\_\_\_:\_\_\_\_ END TIME \_\_\_\_\_:\_\_\_\_:\_\_\_\_ HOURS \_\_\_\_\_:\_\_\_\_:\_\_\_\_

WORK DONE Moved + loaded concrete  
from old footing, packed gravel

DATE 7/15/20 No 27005

CUSTOMER SIGNATURE \_\_\_\_\_

# MACHINE AND MATERIAL TICKET

## D&G EXCAVATING, INC.

2324 CO. RD. 30

MARSHALL, MN 56258

PHONE: 507-532-2334 ♦ www.dandgexcavating.com

CUSTOMER: Brennan (Extra)

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

JOB DESCRIPTION  
OR LOCATION: City Hall

### MATERIAL

PRODUCT \_\_\_\_\_ PIT \_\_\_\_\_

GROSS \_\_\_\_\_ CUBIC YARDS \_\_\_\_\_

TARE \_\_\_\_\_ TONS \_\_\_\_\_

NET \_\_\_\_\_ NO. OF LOADS \_\_\_\_\_

TRUCK NO. \_\_\_\_\_ DRIVER \_\_\_\_\_

### MACHINE/TRUCK

UNIT NO. OR  
DESCRIPTION 316 OPERATOR Kim

START TIME 3:00 END TIME 5:00 HOURS 2:00

START TIME \_\_\_\_\_ END TIME \_\_\_\_\_ HOURS \_\_\_\_\_

WORK DONE Take out old foundation

+ place gravel for soil correction

DATE 7/15/20 No 26051

CUSTOMER SIGNATURE \_\_\_\_\_

# MACHINE AND MATERIAL TICKET

## D&G EXCAVATING, INC.

2324 CO. RD. 30

MARSHALL, MN 56258

PHONE: 507-532-2334 ♦ www.dandgexcavating.com

CUSTOMER: CITY HALL BRENNAN

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

JOB DESCRIPTION  
OR LOCATION: JF

### MATERIAL

PRODUCT \_\_\_\_\_ PIT \_\_\_\_\_

GROSS \_\_\_\_\_ CUBIC YARDS \_\_\_\_\_

TARE \_\_\_\_\_ TONS \_\_\_\_\_

NET \_\_\_\_\_ NO. OF LOADS \_\_\_\_\_

TRUCK NO. \_\_\_\_\_ DRIVER \_\_\_\_\_

### LABOR - 2 1/2 HR MACHINE/TRUCK

UNIT NO. OR  
DESCRIPTION 316E-8HR OPERATOR DANDORUHOT

START TIME 7:00 END TIME 12:00 HOURS 5:00

START TIME 12:30 END TIME 6:00 HOURS 5:30

WORK DONE REMOVE OLD FOOTINGS,

PUT NEW FOOTINGS

2 HR EXCAVATOR EXTRA

DATE 6/17/20 No 28353

CUSTOMER SIGNATURE \_\_\_\_\_

# MACHINE AND MATERIAL TICKET

D&G EXCAVATING, INC.

2324 CO. RD. 30

MARSHALL, MN 56258

PHONE: 507-532-2334 • www.dandgexcavating.com

Extra

CUSTOMER: City Hall

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

JOB DESCRIPTION  
OR LOCATION: \_\_\_\_\_

## MATERIAL

PRODUCT \_\_\_\_\_ PIT \_\_\_\_\_

GROSS \_\_\_\_\_ CUBIC YARDS \_\_\_\_\_

TARE \_\_\_\_\_ TONS \_\_\_\_\_

NET \_\_\_\_\_ NO. OF LOADS \_\_\_\_\_

TRUCK NO. \_\_\_\_\_ DRIVER \_\_\_\_\_

## MACHINE/TRUCK

UNIT NO. OR DESCRIPTION # 7 OPERATOR [Signature]

START TIME \_\_\_\_\_:\_\_\_\_\_:\_\_\_\_ END TIME \_\_\_\_\_:\_\_\_\_\_:\_\_\_\_ HOURS \_\_\_\_\_:\_\_\_\_

START TIME \_\_\_\_\_:\_\_\_\_\_:\_\_\_\_ END TIME \_\_\_\_\_:\_\_\_\_\_:\_\_\_\_ HOURS \_\_\_\_\_:\_\_\_\_

WORK DONE hauled 1 load of concrete to tower pit

DATE 7/21/20 No 26088

CUSTOMER SIGNATURE \_\_\_\_\_



2324 County Road 30  
Marshall, MN 56258

Phone: 507-532-2334  
Fax: 507-865-4695

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

Brian Gruhot  
President

Kristin Gruhot  
CEO/CFO

## ~Change Order~

**Date:** 9/8/2020

**To: Brennan Construction**  
**Att. John V**

**Job: Soil Correction Footing**

**We Propose the Following:**

40 yds excavation and hauled out  
40yds of 11/2" rock placed

Total \$ 1,800.00

*Comments: This proposal may be withdrawn by us if not accepted within 30 days.*

Sincerely,

Brian Gruhot  
President





# BRENNAN COMPANIES

Building Together

**DATE:** September 2, 2020  
**TO:** Andy Engan; Engan Architects  
**CC:** Nathan Hrdlichka; Brennan Construction  
**FROM:** John van Dyck; Brennan Construction  
**RE:** Marshall Municipal CR 14, Louver related to RFI 23

Contractor	Item Description	Labor	Material	Total
<b>Subcontractors:</b>				
Chappell	Pricing changes based on direction from RFI 23	\$ -	\$ -	\$ 494.00
			Subs Subtotal:	\$ 494.00
<b>Brennan Companies:</b>				
Brennan Companies	Bond Change @ 1%			\$ 4.94
			GC Subtotal:	\$ 4.94

10% OH&P on subs	\$ 49.40
10% OH&P on GC	\$ 0.49
<b>TOTAL:</b>	<b>\$ 549.00</b>

Approved: 



Chappell Central, Inc. 1950 Trott Avenue SW  
 Willmar, MN 56201  
 (320)235-2151

DATE: 8/26/2020

CHAPPELL CENTRAL  
 MECH RQST #  
 RFP NO.  
 OWNER PROJECT 0  
 ARCH PROJECT 0  
 FILE 0

PROJECT: Marshall Municipal  
 LOCATION: Marshall, MN

**DESCRIPTION OF CHANGE: RFI-23: Add Fire damper to Louver #4.**

BASE LABOR	\$ 63.60	2 HRS	\$ 127.20
UNEMPLOYMENT TAXES IN	20.95%	\$ 26.65	\$ 153.85
SUPERVISION	5%	\$ 7.69	\$ 161.54
SAFETY & CLEAN-UP	5%	\$ 7.69	\$ 169.23
SMALL TOOLS	5%	\$ 7.69	\$ 176.93
MATERIAL HANDLING	5%	\$ 7.69	\$ 184.62
SUBS/ MILEAGE / VEHICLE	\$ 5.90	\$ 11.80	\$ 196.42
<b>LABOR SUBTOTAL</b>			<b>\$ 196.42</b>

<b>SUBCONTRACTOR:</b>	
<b>TOTAL MATERIALS</b>	
36"x48" fire damper	\$ 235.00
<b>SUBTOTAL</b>	<b>\$ 235.00</b>

**SPECIAL NOTATIONS & / OR EXCLUSIONS:**  
 1. WRITTEN AUTHORIZATION REQUIRED TO PROCEED  
 2. PROPOSAL SUBJECT TO CHANGE AFTER 30 DAYS OR PER PROJECT SCHEDULE.  
 3. PRICE BREAKDOWNS ATTACHED AS APPLICABLE

SUBTOTAL MATERIAL & LABOR	\$	431.42
10% P. & O.	\$	43.58
5% P. & O. (Subcontractor)		
STATE SALES TAX	\$	19.00

**TOTAL THIS REQUEST \$ 494.00 ADD**

## Joe Meyer

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**From:** Joe Meyer  
**Sent:** Wednesday, August 26, 2020 10:33 AM  
**To:** Joe Meyer  
**Subject:** FW: Marshall Municipal louver fire damper

Joe,  
Your cost for the fire damper is \$235.00 figured blades out of the airstream and no sleeve.

Thanks,

**John Peterson** | Project Engineer

SVL, INC. D: (651).288.6680 | E: [johnp@svl.com](mailto:johnp@svl.com)

