

October 1, 2026

TO: President Gustafson & Roscoe Village Trustees
FROM: Scot Wrighton, Interim Village Administrator
RE: Change Order to the 2026 Class "D" Paving Contract

The funds allocated for street work under the Class "D" Paving Contract are under-expended. This is fortunate because there are two locations where staff recommends the replacement of existing hard surfaces and related culvert replacements. The current village budget authorizes \$100,000 for Class "D" paving projects; as of now, about \$43,000 in work has been completed, with no other projects pending this year.

The first requested change order is located at 5875 McDonald Road where the existing bike/pedestrian trail, as constructed, is a hazard and a liability because the trail jogs abruptly on the residential driveway at this location. The trail needs to be realigned as shown on the attached map. This also requires replacement and extension of the driveway culvert pipe. The property owner at this location, Mr. Jeff Mullens, initially asked that the Village add private work to this project to widen and pave his driveway and parking areas on his private property. We agreed to the request as long as he paid the full cost of any work that was beyond the Village's project to realign the trail. He later declined to participate when we told him what portion of the project costs he would have to pay. So, the proposed change order is now only for work on Village property to realignment the trail. The contractor's cost for this work is detailed on the attached sheets, and is fairly exact, since it extends his pre-set contracted unit prices. The value of this change order is \$15,045.80.

The second requested change order is located at 9825 Sage Hen Trail where an existing culvert pipe under the village street has collapsed. Staff recommends that the existing pipe be removed, replaced, and then new base and a 4-inch asphalt surface all be installed over the top of the pipe. The contractor's cost for this work is also detailed on the attached sheets, and it is also fairly exact, since it extends the previously bid contracted unit prices. See attached map. The value of this change order is \$12,875.00.

The total change order cost for both projects is \$27,920.80.