

CLERK'S CONTRACT and AGREEMENT COVER PAGE

Legistar File ID#:

Contract #:

Start date:

End date:

Amount:

Contingency Amount:

Department:

Total Contract Amount:

Contract Type:

Contractors Name:

Status of Ownership:

Status of Sub:

Certification: Attached [] Self-Certifying [] Did not disclose

Contract Description:



REQUEST FOR CHANGE ORDER # 1

Purchase Order/ Contract #: 24000996 / 20240302

Change Order Request Date: 10/25/24

Company Name: Crowne Industries Ltd

Contract Title: Public Works Fuel Tank Replacement Project

NOTE: The above referenced contract is for a fixed not to exceed amount and scope of services. For any change to the contract amount or scope of services this form must be completed and signed by the contractor and approved and authorized by the Village of Orland Park BEFORE commencing with any work beyond the dollar amount or scope of the original, or previously amended contract/purchase order.

| Item | Description | Amount |
|------|---|-----------|
| A | Original contract value (without contingency) | 979690 |
| B | Total amount of previous change orders for contract (not contingency) | 0 |
| C | Total current contract amount (A + B) | 979690 |
| D | Amount of this change order for contract (+ or -) | 0 |
| E | Revised contract amount (C + D) | 979690 |
| F | Percent of current contract amount this change order represents (D/C) | 0 |
| G | Cumulative percent of all change orders (B + D)/A | 0 |
| H | Original contract completion date | 11/1/2024 |
| I | Revised contract completion date | 12/1/2024 |
| J | Total amount of contingency | 50000 |
| K | Amount of this contingency funds request | 0 |
| L | Amount of previous contingency funds approved | 0 |
| M | Contingency funds remaining | 50000 |

Brief description of services provided under the contract:

Public Works Fuel Tank Replacement Project

Reason for requested change: *(if requesting approval for contingency funds, date extension by a total of 30 days or more, identify % and amount on contract)*

Requesting to extend contract completion date from November 1, 2024, to December 1, 2024, due to material delays.

For Village Use Only: IN ACCORDANCE WITH 720 ILCS 5/33E-9 this section shall only apply to a change order or a series of change orders which authorize or necessitate an increase or decrease in either the cost of a public contract by a total of \$25,000 or more or the time of completion by a total of 30 days or more (up to 180 days).

As the authorized designee of the Village of Orland Park to approve a change order to this public contract, I hereby make the following written determination regarding this change order and authorize and approve the same:

- The circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed
- The change is germane to the original contract as signed
- The change order is in the best interest of the Village of Orland Park and authorized by law

This written determination and this written change order resulting from that determination shall be preserved in the contract's file which shall be open to the public for inspection.

Company Name: Crowne Industries, Ltd.

Signature:

Printed Name: Robert Sumoski

Title: President

Date: 10/25/2024

Village of Orland Park

Signature:

Printed Name: Jim Culotta

Title: Interim Village Manager

Date: 11/4/24



VILLAGE OF ORLAND PARK

14700 S. Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org

Master

File Number: 2024-0181

| | | |
|---|--------------|-------------------------------------|
| File ID: 2024-0181 | Type: MOTION | Status: PASSED |
| Version: 0 | Reference: | Controlling Body: Board of Trustees |
| Agenda Entry: Public Works Fuel Tank Replacement Project - RFP 24-010 | | File Created Date : 03/04/2024 |
| | | Final Action: 03/18/2024 |

Title: Public Works Fuel Tank Replacement Project - RFP 24-010

Notes:

| | |
|---|------------------------|
| Sponsors: | Res/Ord Date: |
| Attachments: RFP 24-010 - Audit Report, RFP 24-010 - Tabulation, Proposal - Crowne | Res/Ord Number: |
| Drafter: | Hearing Date: |
| Department Contact: | Effective Date: |

History of Legislative File

| Ver- sion: | Acting Body: | Date: | Action: | Sent To: | Due Date: | Return Date: | Result: |
|------------|-------------------------|------------|---------------------|---|-----------|--------------|---------|
| 0 | Public Works Department | 03/04/2024 | INTRODUCED TO BOARD | Board of Trustees | | | |
| 0 | Board of Trustees | 03/18/2024 | APPROVED | | | | Pass |
| | | | Aye: 7 | Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, Trustee Radaszewski, and Village President Pekau | | | |
| | | | Nay: 0 | | | | |

Text of Legislative File 2024-0181

..Title
Public Works Fuel Tank Replacement Project - RFP 24-010

History

On February 1, 2024, the Village issued Request for Proposal (RFP) 24-010 "Public Works Fuel Tank Replacement Project," requesting proposals from qualified contractors for the removal and replacement of two (2) underground fuel tanks located at the Public Works Facility.

During the four (4) weeks that the bid was open for review, twenty-three (23) firms downloaded either partial or complete bid packages. Bidders were required to provide a

Grand Total Proposal Price, as well as unit pricing for tasks (i.e. asphalt removal, fuel disposal) above those outlined in the project plans and specifications. RFP 24-010 was opened on March 1, 2024, at which point one (1) firms submitted a proposal. The sole qualifying proposal package and an audit of the submittal are attached for reference. A summary of the proposal price is provided below:

Crowne Industries, Ltd.

Grand Total Proposal Price: \$979,690.00

After speaking with the references provided by Crowne Industries, who all spoke very highly of the company's quality and on time delivery of work, Public Works staff are confident the company will be able to effectively complete the project scope of work. Crowne Industries, Ltd. also provided evidence of being licensed by the State of Illinois for the installation and decommissioning of underground storage tanks (USTs).

Public Works staff reached out to two (2) other fuel and storage tank contractors, both of whom stated that they did not have the bonding capacity to bid on the project. In talking with engineers who work on fuel tank projects, Public Works has also learned that there are not many local contractors who perform this type of work, and many who do are occupied with larger gas station projects.

While only one bid, Crowne bid their proposal as a competitive bid because they didn't know who else might be bidding on the project.

Finally, the engineer of record for this project (Valdes Engineering) reviewed the unit costs in Crowne's proposal and found them to be fair and reasonable.

As such, staff recommends awarding RFP 24-010 to Crowne Industries, Ltd. for \$979,690.00. A contingency of \$50,000.00 is requested to address change orders made necessary by circumstances not reasonably foreseeable at the time the proposal was signed, or work completed under the unit pricing for tasks noted above, for a total contract price not to exceed \$1,029,690.00.

This agenda item is being considered by the Committee of the Whole and the Village Board of Trustees on the same night.

Financial Impact

Funding for the Public Works Fuel Tank Replacement Project was budgeted in Capital account 3008010-570100 in the amount of \$800,000.00. Savings from the Orland Hills West Road Project in Capital account 3008020-571250 in the amount of \$229,690.00 will be used to cover the difference between the budgeted and contract amount.

Recommended Action/Motion

I move to approve awarding RFP 24-010 Public Works Fuel Tank Replacement Project to Crowne Industries, Ltd. for a total contract price not to exceed \$1,029,690.00 (\$979,690.00 plus a contingency of \$50,000.00);

AND

Authorize the Village Manager to approve change orders not to exceed the contingency amount;

AND

To authorize the Village Manager to execute all related contracts subject to Village Attorney review.