

City of Green River
City Council Meeting
Agenda Documentation

Preparation Date: September 13, 2016	Department: Public Works
Meeting Date: September 20, 2016	Department Head: Mark Westenskow
	Presenter: Holden Wright

Subject:

Approval of Change Order #1 for 2016 Wayfinding Signage Project.

Background/Alternatives:

With the original bid price coming in well under the \$168,000 grant amount, the Wyoming Business Council is allowing the City of Green River to revise the scope of the grant to include the installation of banner poles on the east side of the city. Item is for custom built banner poles, painted verde green with anchor bolts, breakaway system, eyelets for cable system to allow 3'X20' banner as per approved design by the City of Green River. This price includes all labor and materials for installation.

Attachments:

Change Order #1, Estimate from Wyoming Signs, LLC, and correspondence from Wyoming Business Council

Fiscal Impact:

The Wyoming Business Council Enhancement Grant is for \$168,000. The Wayfinding Signage Project contract is for \$107,542.00. Change Order #1 would increase the cost of the project to \$140,662.00.

Staff Impact:

In House Project Management and Inspection by the Engineering Division

Legal Review:

Pending.

Suggested Motion:

"I move to approve Change Order #1 for the 2016 Wayfinding Signage Project, in the amount of \$33,120.00, and authorize the Mayor to sign the Change Order."

CHANGE ORDER

PROJECT: 2016 WAYFINDING SIGNAGE PROJECT

DATE OF ISSUANCE: September 20, 2016

OWNER'S NAME: City of Green River
OWNER'S ADDRESS: 50 East 2nd North
Green River, WY 82935

CONTRACTOR'S NAME: Wyoming Signs, LLC
CONTRACTOR'S ADDRESS: PO Box 785
Mills, WY 82644

TYPE OF CONTRACT: 2016 WAYFINDING SIGNAGE PROJECT

You are directed to make the following changes in the Contract Documents.

Description: ADD Item 8-Banner Pole to the Base Bid. Item is for custom built banner poles, painted verde green with anchor bolts, breakaway system, eyelets for cable system to allow 3'X20' banner as per approved design by the City of Green River. This price includes all labor and materials for installation. This item price shall be for each banner pole, and there will be 2 banner poles.

Purpose of Change Order: With the original bid price coming in well under the \$168,000 grant amount, the Wyoming Business Council is allowing the City of Green River to revise the scope of the grant to include the installation of banner poles on the east side of the city. Main Street URA has been working for some time to get these banner poles installed.

Attachments: (List documents supporting change) Wyoming Signs, LLC Estimate #5317
Wyoming Business Council correspondence

CHANGE IN CONTRACT PRICE:

Original Contract Price
\$107,542.00
Previous Change Orders No. to No. ____
\$0
Contract Price prior to this Change Order
\$107,542.00
Net Increase (decrease) of this Change Order
\$33,120.00
Contract Price with all approved Change Orders
\$140,662.00

CHANGE IN CONTRACT TIME:

Original Contract Time
150 Days
Net Change from previous Change Orders
0 Days
Contract Time prior to this Change Order
150 days
Net Increase (decrease) of this Change Order
30 days
Contract Time with all approved Change Orders
180 days

RECOMMENDED:

APPROVED:

APPROVED:

by: _____
City Project Representative

by: _____
Owner

by: _____
Contractor



Wyoming Signs, LLC

PO Box 785
Mills, WY 82644
Ph: (307) 235-0002
FAX: (307) 234-6620
Web: <http://www.WyoSigns.us>

Estimate #: 5317

Created Date: 9/8/2016 3:45:00PM	Prepared For: City of Green River
Salesperson: House Account	Contact: Holden Wright
Email:	Office Phone: (307) 872-0524
Phone: N/A	Email: hwright@cityofgreenriver.org
Entered by: Enoch Hart	Address: 50 East Second Street Green River, WY 82935

Description: Option #1 Banner Poles

		Quantity	Price	Unit Price	Subtotal
1	Product: Misc	2	\$33,120.00	\$16,560.00	\$33,120.00
	Description: Price Includes: two custom built banner poles, painted verde green with anchor bolts, breakaway system, eyelets for cable system to allow 3'x20' banner as per approved design by the city of Green River. This price includes all labor and materials for installation.				
	• 2 Ea., 24' Steel Banner Poles				

Estimate Total: \$33,120.00
Subtotal: \$33,120.00
Total: \$33,120.00

Payment Terms: Due upon completion unless customer has Net 30 agreement.
1.5% per month service charge on all accounts after 30 days. 18% per annum.
FOB: 172 Progress Circle, Mills, WY 82644

Client Reply Request

- Estimate Accepted "As Is". Please proceed with Order.
- Changes required, please contact me.

Other: _____
SIGN: _____ **Date:** / /



MAYOR PETE RUST
City of Green River 50 E 2nd North Street
Green River WY 82935
307 – 872 – 0599 prust@cityofgreenriver.org
www.cityofgreenriver.org

March 31, 2016

Julie Kozlowski
Business Ready Communities &
Community Facilities Program Manager
Wyoming Business Council
214 15th Street
Cheyenne, Wyoming 82002

Ms. Kozlowski,

RE: City of Green River Wayfinding Project expansion

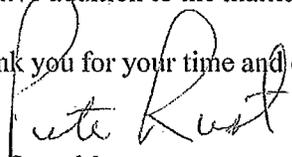
Next week the City will be awarding a bid for the Wayfinding project. The bid to be awarded to Wyoming Signs has come in under the projected budget. I am writing this formal request to increase the scope and expansion of this project and to obtain a positive consideration.

The expansion will benefit the Green River URA/Main as well as our community as a whole. We would like to include the installation of two (2) banner poles on Flaming Gorge Way demarcating the borders of our downtown's Main Street District. The banner poles will be a permanent installation and will become part of our publically owned infrastructure. The fabrication of promotional banners will be excluded from the scope of this project and shall be financially secured separately by the URA/Main Street Agency's budget.

Because installing banner poles in the downtown district is in keeping with the signage, community promotion and branding objectives set forth in the Wayfinding proposal, it seems both logical and economical to simply increase the scope of the current project to include these elements. By doing so, Wyoming Main Street Technical assistance funds, which might have been sought for a downtown banner project can now be appropriated to fund other valuable endeavors.

Our URA/ Main Street Administrator, Jennie Melvin, has already obtained a quote from Wyoming Signs for \$20,000; this is the same company being awarded the Wayfinding bid. The bid price, along with the work that expands the original Wayfinding project still falls within the scope of the original Wayfinding budget and timelines. We are confident that the addition of these banner poles will enhance the overall branding objectives of the original project, demonstrate smart fiscal practices and be a positive addition to the marketing goals for downtown Green River.

Thank you for your time and consideration.


Pete Rust, Mayor
Green River Wyoming

Approved
4/5/16
J.K.