



# Board of Public Works and Safety

## Agenda Item

### Cover Sheet

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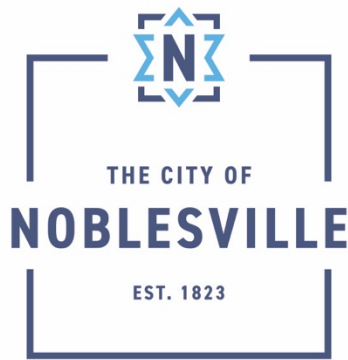
**MEETING DATE:** January 28, 2025

- ☐ Consent Agenda Item
- ☒ New Item for Discussion
- ☐ Previously Discussed Item
- ☐ Miscellaneous

**ITEM #:** 17

**INITIATED BY:** Alison Krupski

- ☒ Information Attached
- ☐ Bring Paperwork from Previous Meeting
- ☐ Verbal
- ☐ No Paperwork at Time of Packets



**TO:** NOBLESVILLE BOARD OF PUBLIC WORKS AND SAFETY  
**FROM:** ALISON KRUPSKI, CITY ENGINEER  
**SUBJECT:** PLEASANT STREET PHASE 2  
CHANGE ORDER 1, 2, 3  
**DATE:** JANUARY 28, 2025

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The City entered into an agreement with Rieth-Riley Construction in 2023 for construction of Phase 2 of the Pleasant Street project. The Phase 2 project limits extend from approximately 11<sup>th</sup> Street east through 19<sup>th</sup> Street. This includes widening the roadway to two lanes in each direction, extending the Midland Trace Trail on the north side of the road, and reconstructing the roundabout at 19<sup>th</sup> Street to two lanes.

Due to complexities with site constraints and conditions, it was known during design and at bid that there was a risk of unknowns being found during construction. A contingency for these unknowns was included in our Bond, so no additional funds will need requested from the Council. Currently, the project has incurred three (3) change orders that are described below.

Change order 1 was mainly for the installation of a temporary signal at the intersection of Greenfield Avenue and 16<sup>th</sup> Street. This installation was installed earlier than planned for Phase 2, and it ultimately resulted in savings to the Phase 1 project contract which had a temporary signal budgeted as well.

Change order 2 is a net increase to the contract. It includes savings for the ground improvement system for the roadway subgrade, and it includes an increase due to the addition of a temporary stormwater diversion pipe for the Elwood Wilson Drain. This additional item came from requirements during environmental permitting with EPA to act as an overflow when work within the drain itself is being performed.

Change order 3 is a result of EPA requirements regarding the handling, excavation, transportation and disposal of contaminated soil in and around the Wilson Drain in accordance with EPA's Toxic Substances Control Act (TSCA). Pre-characterization testing showed that these soils extend beyond the expected limits shown in the bid plans. This is beyond the scope of the contract pay items anticipated for this work.

**I recommend the Board of Public Works approve Construction Change Orders 1, 2, 3 for Pleasant Street Phase 2.**



## Change Order



Project: Pleasant Street Phase 2

Contract Number: EN-324-06

Change Order No: #1

### Description / Justification

- EWA 01 Adding pay item 201 (Black Pedestrian Poles) to electro-coat the pedestrian poles black. 1.0 LS \$3,772.71  
 EWA 02 Adding pay item 202 (Fixed Temporary Signal) to change the planned temporary portable signal to a temporary fixed signal which will be installed at Greenfield Ave. and 16<sup>th</sup> Street. Net Increase \$15,572.28  
 EWA 03 Adding pay item 203 (Walker Irrigation Upgrade) to upgrade the irrigation controllers to the automatic system. 1.0 LS \$1,033.16

### Change to Contract Price:

Original Contract Price	\$ 18,729,804.96
Net Changes from Previous Change Orders	\$ -
Contract Price prior to this Change Order	\$ 18,729,804.96
Net Change of this Change Order	\$ 20,378.15
<b>Contract Price with all Change Orders</b>	<b>\$ 18,750,183.11</b>

### Change to Contract Time

None

### Requested By:

Contractor Rieth-Riley Construction Co., Inc

Contractor Contact Michael A Jaskela, Area Manager

**Michael A Jaskela**

Digitally signed by Michael A Jaskela  
 DN: C=US, E=mjaskela@rieth-riley.com,  
 O=Rieth-Riley Construction, CN=Michael A  
 Jaskela  
 Date: 2024.06.26 13:27:47-04'00'

Date

### Recommended By:

Noblesville Engineering Department or RPR Firm  
 Project Manager / RPR

*Alise Krum*

*1/22/25*  
 Date

All of which is approved by the Board of Public Works and Safety of the City of Noblesville this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

\_\_\_\_\_  
 Jack Martin, President

\_\_\_\_\_  
 John Ditslear, Member

\_\_\_\_\_  
 Laurie Dyer, Member

\_\_\_\_\_  
 Robert J. Elmer, Member

\_\_\_\_\_  
 Rick L. Taylor, Member

ATTEST:

\_\_\_\_\_  
 Evelyn L. Lees, Clerk

## Change Order

Project: Pleasant Street Phase 2Contract Number: EN-324-06Change Order No: 2**Description / Justification**

EWA 04 Adding pay items 204 through 211 for all work associated with adding a temporary 48" diversion pipe to the west side of Wilson Drain for the bridge construction. The pipe will minimize the possibility of the upstream cofferdam being breached during rain events. \$124,257.26

Item 212 Ground Improvement Credit 1.0 LS -\$100,000.00 DOL This credit resulted from a revision to the ground improvement work that eliminated the helical pier system and replaced it with a rigid inclusion system.

**Change to Contract Price:**

Original Contract Price	\$ 18,729,804.96
Net Changes from Previous Change Orders	\$ 20,378.15
Contract Price prior to this Change Order	<b>\$ 18,750,183.11</b>
Net Change of this Change Order	\$ 24,257.26
<b>Contract Price with all Change Orders</b>	<b>\$ 18,774,440.37</b>

**Change to Contract Time**

None

**Requested By:**

Contractor Rieth-Riley Construction Co., Inc  
Contractor Contact Michael A Jaskela, Area Manager

**Recommended By:**

Noblesville Engineering Department or RPR Firm  
Project Manager / RPR

Michael A Jaskela

Digitally signed by Michael A Jaskela  
DN: C=US, E=mjaskela@rieth-riley.com,  
O=Rieth-Riley Construction, CN=Michael A Jaskela  
Date: 2024.07.10 14:31:38-04'00'

Date

*Alvin Kasper* 1/22/25  
Date

All of which is approved by the Board of Public Works and Safety of the City of Noblesville this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

Jack Martin, PresidentJohn Ditslear, MemberLaurie Dyer, MemberRobert J. Elmer, MemberRick L. Taylor, Member

ATTEST:

Evelyn L. Lees, Clerk  
CITY OF NOBLESVILLE, INDIANA

## Change Order



Project: Pleasant Street Phase 2

Contract Number: EN-324-06

Change Order No: 3

### Description / Justification

Pre-characterization testing of the existing soils in the Wilson Drain area revealed that the soils had contamination levels that would require special handling, excavation, transportation and disposal in accordance with EPA's Toxic Substances Control Act (TSCA). This is beyond the scope of the contract pay items (Items 190,191,192) that were expected to be used for this work. New pay items 213 through 228 are being established by this change order.

### Change to Contract Price:

Original Contract Price	\$ 18,729,804.96
Net Changes from Previous Change Orders	\$ 44,635.41
Contract Price prior to this Change Order	<b>\$ 18,774,440.37</b>
Net Change of this Change Order	\$ 1,369,722.07
<b>Contract Price with all Change Orders</b>	<b>\$ 20,144,162.44</b>

### Change to Contract Time

67 days Substantial Completion Date is adjusted to 9/6/26

### Requested By:

Contractor Rieth-Riley Construction Co., Inc  
Contractor Contact

### Recommended By:

Noblesville Engineering Department

Michael A Jaskela

Digitally signed by Michael A Jaskela  
DN: C=US, E=mjaskela@rieth-riley.com,  
O=Rieth-Riley Construction, CN=Michael A  
Jaskela  
Date: 2025.01.06 14:13:27-05'00'

Michael A Jaskela, Area Manager      Date

*Alison Kim*

1/22/25  
Date

All of which is approved by the Board of Public Works and Safety of the City of Noblesville this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Jack Martin, President

\_\_\_\_\_  
John Ditslear, Member

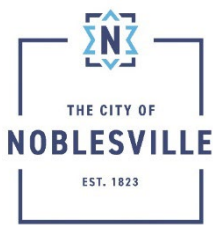
\_\_\_\_\_  
Laurie Dyer, Member

\_\_\_\_\_  
Robert J. Elmer, Member

\_\_\_\_\_  
Rick L. Taylor, Member

ATTEST:

\_\_\_\_\_  
Evelyn L. Lees, Clerk  
CITY OF NOBLESVILLE, INDIANA



## FINANCE & ACCOUNTING

### Funding Verification/Encumbrance Request Form

Date to be submitted to BoW/Park Board: \_\_\_\_\_ (put N/A if not submitting to BoW/Park Board)

Vendor name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

Brief description of purchase: \_\_\_\_\_

**Source of Funding:**

Current Year Operational Budget

Subsequent Year Operational Budget<sup>1</sup>

Funding not yet finalized (attach explanation)<sup>2</sup>

Loan or debt proceeds

Non-Appropriated Fund<sup>3</sup>

Fund #		
Department #		
Project # (NA if no project #)		
	Expense Object #	Amount
#1		
#2		
#3		

1) **This option may only be selected AFTER the adoption of the subsequent year budget.** OFA will create a PO after the start of the next year. If contract details change in between form submission and the start of the year, contact OFA Staff.

2) This option may only be selected in unusual circumstances. An additional FVF will need to be submitted to OFA once funding source has been determined. OFA will not create a PO until this follow-up form has been submitted.

3) These funds are not appropriated through the annual budget process. They include but are not limited to grant funds and impact fee funds.

**Are you requesting that a Purchase Order (PO) be created for this expenditure?**

Yes Select for all purchases/contracts that will not be paid immediately

No Select ONLY if department plans to initiate payment immediately

The Department certifies that sufficient appropriation authority exists in the stated fund and expense series to obligate the expense for future payment.

**Department Director**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Date)

Please email completed form to [OFAbudget@noblesville.in.us](mailto:OFAbudget@noblesville.in.us)

**FOR OFFICE OF FINANCE AND ACCOUNTING USE ONLY**

**OFA Action Taken**

☐ Purchase Order Created

PO # (if applicable): \_\_\_\_\_

☐ Reviewed Availability of funds (Contract/Purchase of over \$50k or paid with debt proceeds only)

OFA Signature \_\_\_\_\_

☐ No Action Taken (Department should still include this form in purchase/contract approval submission)

Comments: \_\_\_\_\_

Initials: \_\_\_\_\_ Date: \_\_\_\_\_

## Instructions

### When should this form be completed?

1. All agreements reviewed or purchases submitted for approval by the Mayor's Office, Board of Works, or Park Board must be accompanied by a Funding Verification Form (FVF). This form should be completed and reviewed by OFA *prior* to submission of purchase or agreement to the Mayor's Office.
  - Therefore, OFA must receive this form **no later** than 4:00 PM on the Friday prior to the Mayor's Office's submission deadline. *Note: To ensure OFA has sufficient time to review and approve the FVF, please submit as early as possible.*
  - For items to be reviewed by the Park Board, please ask OFA for FVF submission deadline.
2. The FVF is also the tool for encumbering funds for agreements with vendors that are not reviewed by the BoW or Park Board. Submitting this form to OFA will initiate the creation of a Purchase Order (PO) when appropriate.
  - *Note: For agreements that do not require review by the BoW or Park Board, it is still advantageous for departments to encumber the funds as soon as an agreement with the vendor is reached.*

### Completing the Form

1. Fill out information related to the vendor agreement and the source of payment.
  - Check one of the options for funding source; if funding is not yet in place (or it is based on next year's budget), a PO will not be created until funding is finalized.
  - Individual PO's can only be associated with only one (1) project, department, and fund. Therefore, if the cost of a contract is going to be split among multiple projects, departments, or funds, a separate FVF must be submitted for each.
  - An individual PO/encumbrance, however, may be split between multiple expense codes. Fill in each expense code associated with the agreement, as well as the cost associated with each expense code.
2. Along with vendor information and funding source, please indicate whether payment of the expense will be made in full on the next claims docket/billing cycle.
  - If you select "Yes", then no PO number will be created. Selecting "No" will initiate the PO creation process.
3. The department director (or designee) must sign the form certifying that funding exists to pay for the full annual cost of the agreement. *Note: The availability of existing appropriation authority can be checked by using the 'Budget vs. Actual' reports in OpenGov.*
  - For agreements with costs exceeding \$50,000, OFA Staff will also review the department's available appropriation authority to certify that funding is available.
  - For agreements with costs funded from debt or loan proceeds, OFA Staff will also review available resources to certify that funding is available.
4. Once completed, transmit the form to [OFABudget@noblesville.in.us](mailto:OFABudget@noblesville.in.us). Please name the file as follows: Year, Month, Day, Fund #/Department #, brief description.
  - *Example: "2020 02 25 – 101003 – OpenGov Contract"*
5. After receiving the FVF, OFA Staff will review the submission, take whatever action is relevant, and will then transmit a copy back to the department. If a PO will be created, the PO number will be listed at the bottom of the form, and the PO will itself will be attached.