

RESOLUTION NO. 2014-277

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 1 TO CONTRACT NO. C14-0048, ISSUED TO WILLIAMS SCOTSMAN, INC., CHERRY HILL, NJ.

WHEREAS, the City Council of the City of Vineland, on March 25, 2014, adopted Resolution No. 2014-127, entitled “A RESOLUTION AWARDED A CONTRACT TO WILLIAMS SCOTSMAN, INC., CHERRY HILL, NJ FOR THE FURNISHING OF OFFICE TRAILERS FOR CLAYVILLE UNIT 1 CONSTRUCTION SITE FOR THE VINELAND MUNICIPAL ELECTRIC UTILITY – GENERATION DIVISION”; and

WHEREAS, N.J.A.C. 5:30-11.1, et seq., sets forth the requirements for the processing of change orders; and

WHEREAS, the Municipal Electric Utility has requested that an amendment be made to contract awarded to Williams Scotsman, Inc., Cherry Hill, NJ for furnishing of Office Trailers for Clayville Unit 1 Construction Site for the Vineland Municipal Electric Utility – Generation Division, as authorized by Resolution No. 2014-127, said amendment is made necessary to provide for stamped and sealed drawings of the tie-down arrangements for each model of office trailer to be installed, a requirement in obtaining Construction and Zoning Permits; and

WHEREAS, the City of Vineland desires to comply with said requirements of N.J.A.C. 5:30-11.1, et seq., and to that end herewith files with the governing body a report stating the facts involved and indicating that the proposed change order may be allowed under these regulations; and

WHEREAS, the City Comptroller has certified the availability of funds for the amendatory supplemental change order for which authorization is requested in the amount of \$1,625.00; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said amendatory supplemental change order to Contract No. C14-0048, issued to Williams Scotsman, Inc., Cherry Hill, NJ, in the amount of \$1,625.00, be and the same is hereby ratified and approved.

Adopted:

President of Council

ATTEST:

City Clerk



July 1, 2014

REPORT

TO: THE MAYOR AND COUNCIL

RE: Amendatory Supplemental Change Order No. 1
Contract No. C14-0048
Office Trailers for Clayville Unit 1 Construction Site - VMEU
Williams Scotsman, Inc., Cherry Hill, NJ

Dear Mayor and Members of Council:

We are requesting that an amendatory supplemental change order be issued for Contract No. C14-0048, issued to Williams Scotsman, Inc., Cherry Hill, NJ for furnishing of Office Trailers for Clayville Unit 1 Construction Site for the Vineland Municipal Electric Utility – Generation Division. This contract was authorized by Resolution No. 2014-127, adopted by City Council on March 25, 2015.

The change order requested, in the amount of \$1,625.00, will provide for stamped and sealed drawings of the tie-down arrangements for each model of office trailer to be installed, a requirement in obtaining Construction and Zoning Permits. This change order represents an increase of approximately 2.6053% over the original contract amount of \$62,373.00.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:30-11.1 et seq.

Respectfully submitted,

A handwritten signature in cursive script that reads "Denise Monaco".

Denise Monaco
Assistant Business Administrator

/wr
Encl.

REQUEST FOR CHANGE ORDER

FOR:

Office Trailers for Clayville Unit 1 Construction Site
PROJECT NAME



TO: BUSINESS ADMINISTRATION

DEPARTMENT: VMEU Generation Engineering FROM: ^{JMO} Jeff Davis, Assistant Engineer

This is a request for change order # 1 to Contract # C14-0048 for:

Project Name: Office Trailers for Clayville Unit 1 Construction Site

Name/Address of Contractor: Williams Scotsman, Inc.
1900 Old Cuthbert Road
Cherry Hill, NJ 08034

The change order is necessary because: (Use additional pages if necessary to explain your reason and you must attach *documentation to support the necessity of this change order.)

*(Documentation from contractor, engineer, etc.)

VMEU has contracted with William Scotsman for the rental of three (3) office trailers. Before installing the office trailers at the Clayville Unit 1 construction site, VMEU is required to obtain a Construction Permit and a Zoning Permit from the City of Vineland Department of Licenses and Inspections. To obtain these permits, VMEU is required to submit stamped and sealed drawings of the tie-down arrangements for each model of office trailer to be installed. Attached is a quote from Williams Scotsman for the provision of the required drawings. Also attached are samples of the required permit applications.

Original Contract Amount: \$ 62,373.00
Amount of This Change Order: \$ 1,625.00
Previous Change Orders: \$ 0.00
Total Revised Amount: \$ 63,998.00

APPROVED BY: John Boyle, Ass. G.M.
Print/Type

[Signature]
Signature

NOTE:
CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT

Please provide the account number that the change order will be charged to:

Account # 022-0-00-00-0000-2-7511600 E346Y

CC: Purchasing Division

[Handwritten notes: 6/25/14]

Reid Wanda

Subject: FW: Change Order - Williams Scotsman

-----Original Message-----

From: Davis Jeffrey M
Sent: Monday, June 23, 2014 8:40 PM
To: Lewis Yvonne
Subject: RE: Change Order - Williams Scotsman

Hi Yvonne,

Sorry for not responding sooner. Things are getting a little "exciting" around here.

Regarding the change order: This was an oversight on our part, and we apologize. We were progressing through the Clayville project using Unit 11 as a template. Unfortunately, with Unit 11 and other recent construction projects, our subcontractors supplied the office trailers (and related permits) for VMEU. With Clayville, to save money for the City, we decided to procure our own trailers. We mistakenly thought that the only permit required was the electrical hook-up permit. As we have recently ascertained, we also require a zoning permit and construction permit, which we originally thought were not required because the trailers are temporary. These additional permits require the drawings from Williams Scotsman.

I am sorry to further complicate things, but in reviewing our correspondence with the City's L&I department, it turns out we need two (2) copies of each drawing instead of one (1). Again, I apologize for the confusion, but there is a lot going on over here at the moment, especially with Jose Cruz's retirement. I have requested an updated quote from Williams Scotsman for the additional drawings, which I suspect will be somewhat more. Is it possible to submit a substitute Change Order Request at this point?

Perhaps it will be helpful to point out that the engineer's estimate for the trailers was over \$120,000, and we were able to contract for about half that. I understand that an additional \$1500 or more of the City's money is not trivial, but even so, I believe that procuring the trailers ourselves has saved the City much more than that. In any event, we would have had to pay for the drawings -- either directly or through a subcontractor.

Again, I apologize for all the confusion -- we are doing our best to keep things running smoothly.

As always, many thanks for your help!

Jeff

From: Lewis Yvonne
Sent: Monday, June 23, 2014 10:23 AM
To: Davis Jeffrey M
Subject: Change Order - Williams Scotsman

Hi Jeff,

Can you please send me an email explaining the details of the change order for the above as We discussed this morning.

Thanks



An ALGECO SCOTSMAN Company

Williams Scotsman, Inc.
1901 Old Cuthbert Road
Cherry Hill, NJ 08034-1416

Your Williams Scotsman Representative
Patricia Collins
Phone: (856)470-1230 Ext. 74230
Fax: (856) 429-7478
Toll Free: 800-782-1500

Contract Number:452400
Revision: 2
Date: June 17, 2014

Work Quote Summary - Q#452400

Customer:
CITY OF VINELAND
640 E WOOD ST
VINELAND, New Jersey 08362

Contact:
Jeff Davis
640 E Wood St
Vineland, NJ 08360-3713
Phone: 856-794-4000
Fax:
Email: jdavis@vinelandcity.org

Ship To Address:
VINELAND, NJ
08362 US

Product Descriptions

QTY	PRODUCT
1	MISC

Pricing Summary - All Options (excluding taxes)

TOTAL CHARGES WITH ALL OPTIONS: \$1,625.00

Comments

IF ADDITIONAL ANCHORS ARE REQUIRED BASED ON SEALED DRAWINGS THERE WILL BE AN ADDITIONAL CHARGE.





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Williams Scotsman, Inc.
1901 Old Cuthbert Road
Cherry Hill, NJ 08034-1416

Your Williams Scotsman Representative
Patricia Collins
Phone: (856)470-1230 Ext. 74230
Fax: (856) 429-7478
Toll Free: 800-782-1500

Contract Number:452400
Revision: 2
Date: June 17, 2014

Work Quote

Customer: 10430389
CITY OF VINELAND
640 E WOOD ST
VINELAND, New Jersey, 08362

Contact:
Jeff Davis
640 E Wood St
Vineland, NJ, 08360-3713
Phone: 856-794-4000
Fax:

Ship To Address:
VINELAND, NJ, 08362

Delivery Date(on or about):
6/27/2014

E-mail: jdavis@vinelandcity.org

Description and Pricing	Quantity	Price	Extended
NJ Arch sealed drawings for SM6436	1	\$1,062.50	\$1,062.50
NJ Arch sealed drawings for MO4412	1	\$562.50	\$562.50
Total Purchase Price Including Delivery & Installation (if applicable)* :			\$1,625.00

