

1316 COUNTY-CITY BUILDING  
227 W. JEFFERSON BOULEVARD  
SOUTH BEND, INDIANA 46601-1830



PHONE 574/ 235-9251  
FAX 574/ 235-9171

CITY OF SOUTH BEND JAMES MUELLER, MAYOR  
**BOARD OF PUBLIC WORKS**

October 8, 2024

Mr. Ruben Alvarado  
Rieth-Riley Construction Co., Inc.  
25200 State Road 23  
South Bend, IN 46614  
[ralvarado@rieth-riley.com](mailto:ralvarado@rieth-riley.com)

RE: Change Order No. 1 – Boehm Park Mill and Resurface

Dear Mr. Alvarado:

At its October 8, 2024 meeting, the Board of Public Works approved the above referenced Change Order be increased by \$2,446.40, bringing the revised contract amount to \$29,989.60.

Enclosed is a copy of the Change Order for your records.

If you have any further questions, please call this office at (574) 235-9251.

Sincerely,

/s/ Theresa Heffner

Theresa Heffner, Clerk

Enclosures  
TH/hh



**INTER-OFFICE MEMORANDUM**  
**DEPARTMENT OF PUBLIC WORKS**  
**DIVISION OF ENGINEERING**

**TO:** Theresa Heffner, Clerk  
Board of Public Works

**FROM:** Rebecca Maenhout

**SUBJECT:** Changer Order: Boehm Park Mill and Resurface  
PO-0033853

**DATE:** 10/05/2024

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On September 17th, BPW/Engineering Department awarded the Boehm Park Mill and Resurface project to Rieth Riley. During the Pre-construction Meeting, it was determined by engineering and the contractor that that Patching would not be necessary. The entire entrance was milled at an approx. 4" depth and paved back with 1.5" of 9.5MM surface HMA PG64-22 over 2.5" of 12.5MM Base/Binder HMA PG64-22. An undistributed quantity of 2" mill and resurface patching areas up to the 131 SYS quantity stated above are included for patching areas within the parking lot to be determined in the field. These changes are as requested by the City of South Bend at our on-site meeting earlier today (9/17/2024). The new quoted total for the newly requested scope of work for this project is below:

	<b><u>Totals</u></b>
Original Amount	\$27,543.20
Increase Amount	\$2,446.40
<b>FINAL:</b>	<b>\$29,989.60</b>

Please call with any questions.

Accepted By

CITY OF SOUTH BEND, INDIANA  
BOARD OF PUBLIC WORKS



Elizabeth A. Maradik, President



Gary A. Gilot, Member



Murray L. Miller, Member



Joseph R. Molnar, Vice President



Briana Micou, Member



Attest: Theresa M. Heffner, Clerk

Date: October 8, 2024

**BOARD OF PUBLIC WORKS  
AGENDA ITEM REVIEW REQUEST FORM**

Date: 09/30/2024  
 Name: Rebecca Maenhout Department of Public Works – Engineering Division  
 BPW Date: 10/08/2024 Phone Extension: 5996

**Required Prior to Submittal to Board**

BPW Attorney  X Attorney Name Michael Schmidt  
 Dept. Attorney  Attorney Name \_\_\_\_\_  
 Purchasing  X **Mickey Lovey**

**Check the Appropriate Item Type – Required for All Submissions**

<input type="checkbox"/> Professional Services Agreement	<input type="checkbox"/> Contract	<input type="checkbox"/> Proposal
<input type="checkbox"/> Open Market Contract	<input type="checkbox"/> Amendment/Addendum	<input type="checkbox"/> Special Purchase, QPA
<input type="checkbox"/> Bid Opening	<input type="checkbox"/> Bid Award	<input type="checkbox"/> Req. to Advertise <input type="checkbox"/> Title Sheet
<input type="checkbox"/> Quote Opening	<input type="checkbox"/> Quote Award	<input type="checkbox"/> Reject Bids/Quotes
<input type="checkbox"/> Proposal Opening	<input type="checkbox"/> C/O & PCA No. _____	<input type="checkbox"/> PCA
<input checked="" type="checkbox"/> Chg. Order, No. <u>1</u>	<input type="checkbox"/> Traffic Control	<input type="checkbox"/> Resolution
<input type="checkbox"/> Other: _____		<input type="checkbox"/> Ease./Encroach

**Required Information**

Company or Vendor Name \_\_\_\_\_  
 New Vendor  Yes  If Yes, Approved by Purchasing  
 No  
 MBE/WBE Contractor  MBE  Completed E-Verify Form Attached  Yes  
 WBE  No  
 Project Name Boehm Park Mill and Resurface  
 Project Number \_\_\_\_\_  
 Funding Source 201-11-201-201-436000  
 Account No. PO-0033853  
 Amount \_\_\_\_\_  
 Terms of Contract \_\_\_\_\_  
**Special Contract Provisions** \_\_\_\_\_  
 Purpose/Description Change Order needed to cover the cost of asphalt overrun as Rieth Riley Patched an additional spot in the drive and did not do any full depth patching.

**For Change Orders Only**

Amount of	<input checked="" type="checkbox"/> Increase	<u>\$ 2,446.40</u>
	<input type="checkbox"/> Decrease	<u>(\$ )</u>
Previous Amount	<u>\$ 27,543.20</u>	
	Increase	<u>8.9%</u>
Current Percent of Change:	Decrease	<u>( ) %</u>
New Amount	<u>\$ 29,989.60</u>	
	Increase	<u>%</u>
Total Percent of Change:	Decrease	<u>( ) %</u>
Time Extension Amount:	_____	
New Completion Date:	_____	

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