



CITY OF SOUTH BEND

BOARD OF PUBLIC WORKS

February 24, 2026

Mr. Brett Bowman
Etna Supply
1212 S. Walnut St.
South Bend, IN 46619
bbowman@etnasupply.com

RE: Change Order No. 1 – The Pointe at Riverwalk Building Materials – Project No. 124-069M

Dear Mr. Bowman:

At its February 24, 2026 meeting, the Board of Public Works approved the above referenced Change Order be increased by \$20,000, bringing the revised contract amount to \$83,839.

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/ Hillary Horvath

Hillary Horvath, Clerk

Enclosures
HH/cb

**CITY OF SOUTH BEND
DEPARTMENT OF PUBLIC WORKS
PROJECT CHANGE ORDER**



DATE: 2/16/2026
 PROJECT NO: 124-069M
 PROJECT NAME: The Pointe at Riverwalk Building Materials
 CONTRACT DATE: 9/23/2025
 CHANGE ORDER NO. 1
 SUBJECT OF CHANGE ORDER: Additional materials needed for developer. Materials for original scope were missed, leading to change order of 31.3%.

All items completed substantially as planned.
 See attached Comparison of Estimate for overruns and underruns.

The original contract sum		\$	<u>63,839</u>	
Net change by previously authorized change orders		\$	<u> </u>	
The contract sum prior to this change order		\$	<u>63,839</u>	
By this Change Order, the project amount is	<input checked="" type="checkbox"/> Increased <input type="checkbox"/> Decreased	\$	<u>20,000</u>	
The new contract sum including this change order		\$	<u>83,839</u>	
This Change Order represents a total change of			<u>31.3</u>	%
Total change for entire project			<u>31.3</u>	%

Original contracted completion date/time _____
 Extension of date/time by previous change orders _____
 Date/time extension by this change order _____
 New completion date/time _____

RECOMMENDED FOR APPROVAL

Project Engineer

CONTRACTOR

Contractor Signature

Brett Bowman Account Manager

Printed Name and Title

ETNA SUPPLY

Company name

1212 S. Walnut

Address

South Bend, IN, 46619

City, State, Zip

CITY OF SOUTH BEND, INDIANA
BOARD OF PUBLIC WORKS

Elizabeth A. Maradik, President

Murray L. Miller, Member

Abigail E. Magas, Member

Joseph R. Molnar, Vice President

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Attest: Hillary R. Horvath, Clerk

Date: February 24, 2026

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

Date: 2/16/2026
 Name: Gemma Stanton Department of Public Works – Engineering Division
 BPW Date: 2/24/2026 Phone Extension: 9083

Required Prior to Submittal to Board

BPW Attorney _____ Attorney Name _____
 Dept. Attorney Attorney Name _____
 Purchasing _____

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 Etna Supply
 Yes If Yes, Approved by Purchasing
 New Vendor No

MBE/WBE Contractor MBE WBE **Completed E-Verify Form Attached** Yes No

Project Name The Pointe at Riverwalk Building Materials
 Project Number 124-069M
 Funding Source PO-41086
 Account No. River East TIF
 Amount \$83,839
 Terms of Contract Unit price
 Purpose/Description Change order for additional materials

For Change Orders Only

Amount of Increase \$20,000
 Decrease (\$ _____)
 Previous Amount \$ 63,839
 Increase 31.3%
 Current Percent of Change: Decrease (_____ %)
 New Amount \$ 83,839
 Increase 31.3%
 Total Percent of Change: Decrease (_____ %)
 Time Extension Amount: _____
 New Completion Date: _____