



# CITY OF SOUTH BEND

## BOARD OF PUBLIC WORKS

January 13, 2026

Mr. Josh Burris  
Milestone Contractors, L.P.  
24358 State Road 23  
South Bend, IN 46614  
[jburriss@milestonelp.com](mailto:jburriss@milestonelp.com); [akrueger@milestonelp.com](mailto:akrueger@milestonelp.com)

RE: Change Order No. 2 (Final) – 2024 Community Crossings Round 1 – Project No. 124-006

Dear Mr. Burris:

At its January 13, 2026 meeting, the Board of Public Works approved the above referenced Change Order be increased by \$390,461.95, bringing the revised contract amount to \$2,722,927.27.

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

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



**DATE:** 4/22/2025  
**PROJECT NO:** 124-006  
**PROJECT NAME:** 2024 Community Crossing  
**CONTRACT DATE:** 5/3/2024  
**CHANGE ORDER NO:** 2 (Final)  
**SUBJECT OF CHANGE ORDER:** PCR #17-Manhole and Sewer Repair PCR #18-Additional HMA for Segment Tie-ins PCR #19-Final Quantity Adjustment

All items completed substantially as planned.

See attached Comparison of Estimate for overruns and underruns.

The original contract sum	\$	<u>2,223,500.00</u>
Net change by previously authorized change orders	\$	<u>108,965.32</u>
The contract sum prior to this change order	\$	<u>2,332,465.32</u>
By this Change Order, the project amount is	<input checked="" type="checkbox"/> Increased <input type="checkbox"/> Decreased	
	\$	<u>390,461.95</u>
The new contract sum including this change order	\$	<u>2,722,927.27</u>
This Change Order represents a total change of		<u>16.74 %</u>
Total change for entire project		<u>22.46 %</u>

Original contracted completion date/time	<u>8/31/2024</u>
Extension of date/time by previous change orders	<u>60 days</u>
Date/time extension by this change order	<u>0 days</u>
New completion date/time	<u>10/30/2024</u>

**CONTRACTOR**

A blue ink signature of Josh Burris.

Contractor Signature

**RECOMMENDED FOR APPROVAL**

A blue ink signature of Kyle Ludlow.

CONSTRUCTION MANAGER

Josh Burris General Superintendent

Printed Name and Title

Milestone Contractors, L.P.

Company Name

24358 SR 23

Address

South Bend, IN

City, State, Zip

CITY OF SOUTH BEND, INDIANA  
BOARD OF PUBLIC WORKS

A blue ink signature of Elizabeth A. Maradik.

Elizabeth A. Maradik, President

A blue ink signature of Murray L. Miller.

Murray L. Miller, Member

A blue ink signature of Abigail E. Magas.

Abigail E. Magas, Member

A blue ink signature of Joseph R. Molnar.

Joseph R. Molnar, Vice President

A blue ink signature of Breana N. Micou.

Breana N. Micou, Member

A blue ink signature of Hillary R. Horvath.

Attest: Hillary R. Horvath, Clerk

Date: January 13, 2026



## INTER-OFFICE MEMORANDUM

### DEPARTMENT OF PUBLIC WORKS DIVISION OF ENGINEERING

**TO:** Hillary Horvath, Clerk  
Board of Public Works

**FROM:** Dan Jones, Senior Engineer

**SUBJECT:** Change Order #2 – 2024 Community Crossings (#124-006)

**DATE:** December 23, 2025

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This memorandum is being provided to explain why this project has exceeded 20% in change orders.

There was a scope change to resurface the Charles Black Center parking lot (CO#1) as well as other general line item overruns (final quantities) upon completion of the project. The total breakdown of scope changes and final quantity additions are shown below:

<u>Item</u>	<u>Cost</u>
• CO#1 (CBC Parking Lot)	\$108,965.32
• Additional HMA for Segment Tie-ins	\$66,993.44
• Final Quantity Adjustment	<u>\$87,708.51</u>
	<b>\$263,667.27 (11.86%)</b>

There were also unforeseen items added into the project. These include repair items to fix a brick sewer manhole which was beginning to unravel and created a sinkhole in the roadway surface. In lieu of creating an emergency repair project, these repairs were added to this project due to the vicinity of the repair being located within the project limits. This item was added as follows:

<u>Item</u>	<u>Cost</u>
• Manhole and Sewer Repair	<b>\$235,760.00 (10.40%)</b>

Please feel free to contact me with any questions at x9245.

