



**City of Waukesha**  
201 Delafield Street  
Waukesha, WI 53188  
Tel: 262.542.3700  
waukesha-wi.gov

## City of Waukesha Cover Sheet

<b>Committee:</b> Board of Public Works	<b>BPW Meeting Date:</b> 12/4/2025
<b>ID Number:</b> ID#25-02600	<b>Ordinance/Resolution Number (if applicable):</b> N/A
<b>Department Submitting:</b> Department of Public Works	<b>Common Council Meeting Date:</b> 12/16/2025
<b>Agenda Item Title:</b> Review and possible action on Contract Change Order No. 1 with Garland/DBS, Inc., for the Schuetze Building Roof Rehabilitation Project.	

<b>Issue Before the Council:</b> The Contract Change Order details for work completed by Garland/DBS, Inc..
<b>Options &amp; Alternatives:</b> N/A
<b>Additional Details:</b> Description of changes is as follows:  The items listed below are for the extra costs encountered during the Schuetze Building Roof Rehabilitation Project, mostly due to the deteriorated condition of existing wood decking and fascia:  <ol style="list-style-type: none"><li>1. Removed abandoned brick chimney to fill old roof penetration.</li><li>2. Replaced (11) sheets of plywood decking.</li><li>3. Removed and replaced sub-fascia and fascia boards</li></ol> Lump Sum.....\$3,467.00  Total Change Order .....\$ <u>3,467.00</u>

<b>What is the Strategic Plan Priority this item relates to:</b> N/A
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**What impact will this item have on the Strategic Plan Priority?**

N/A

**Financial Remarks:**

PO# 250216

Original Contract: \$103,350.00

Change Order 1: \$ 3,467.00

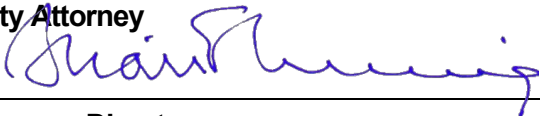
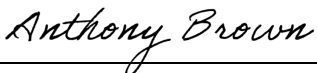
Total Contract after Change Order 1: \$106,817.00

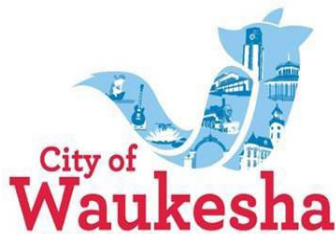
Budget Amount: \$120,000.00

**Recommended Motion:**

Move to approve Contract Change Order No. 1 with Garland/DBS, Inc., for the Schuetze Building Roof Rehabilitation Project.

**Reviewed By:**

<b>City Attorney</b> 	<b>Date Reviewed</b> 24 Nov 2025
<b>Finance Director</b> Joseph P. Ciarro	<b>Date Reviewed</b>
<b>City Administrator</b> Anthony W. Brown 	<b>Date Reviewed</b> 11/25/2025



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## Contract Change Order

Form C107  
(Rev 01/22)

Project: Schuetze Building Roof Rehabilitation

Date: 12/4/25

Branch: Engineering Department

Change Order Number: 1

Contractor: Garland/DBS, Inc.

Amount of original contract .....\$103,350.00

Amount of Contract prior this Change Order ..... \$103,350.00

### Description of change:

The items listed below are for the extra costs encountered during the Schuetze Building Roof Rehabilitation Project, mostly due to the deteriorated condition of existing wood decking and fascia:

1. Removed abandoned brick chimney to fill old roof penetration.
2. Replaced (11) sheets of plywood decking.
3. Removed and replaced sub-fascia and fascia boards

Lump Sum.....\$3,467.00

Total Change Order ..... \$ 3,467.00

Net Contract Amount after this Change Order ..... \$106,817.00

\_\_\_\_\_  
City of Waukesha  
Director of Public Works

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor  
Garland/DBS, Inc.

\_\_\_\_\_  
Date