



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

City of Waukesha Cover Sheet

Committee: Board of Public Works	BPW Meeting Date: 12/4/2025
ID Number: ID#25-02599	Ordinance/Resolution Number (if applicable): N/A
Department Submitting: Department of Public Works	Common Council Meeting Date: 12/16/2025
Agenda Item Title: Review and possible action on Contract Change Order No. 1 with Short Pour Delivery Services, LLC., for the Drop-Off Center Used Oil Collection Improvements Project.	

Issue Before the Council: The Contract Change Order details additional work completed by Short Pour Delivery Services, LLC., at the request of the City.
Options & Alternatives: N/A
Additional Details: Description of changes is as follows: A thickened edge was added to the concrete pad to accommodate anchoring of the roof structure, which required additional concrete and aggregate base quantities. 1. ADD: CONCRETE PAD THICKENED EDGE Lump Sum \$3,500.00 2. Additional Quantity of Unit Bid Items: 1-1/4" CRUSHED AGGREGATE BASE COURSE 8.39 TON \$70.00/TON \$587.30 Restoration and erosion control were unnecessary due to existing site conditions. 1. REMOVE: SILT FENCE 40 LF @ \$12.50/LF (-\$500.00) 2. REMOVE: TOPSOIL, FERTILIZER, NO. 40 SEED, AND EROSION MAT 35 SY @ \$45.00/SY (-\$1,575.00)

Total Amount of this Change Order.....\$2,012.30

What is the Strategic Plan Priority this item relates to:

N/A

What impact will this item have on the Strategic Plan Priority?

N/A

Financial Remarks:

PO# 250364

Original Contract: \$50,180.00

Change Order No. 1: \$2,012.30



Total Contract Amount after Change Order No. 1: \$52,192.30

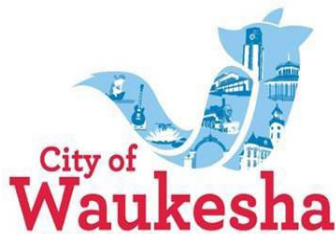
Budget Amount: \$60,000.00

Suggested Motion:

Move to approve Contract Change Order No. 1 with Short Pour Delivery Services, LLC., for the Drop-Off Center Used Oil Collection Improvements Project.

Reviewed By:

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



City of Waukesha
Department of Public Works
201 Delafield Street
Waukesha, WI 53188
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Contract Change Order

Form C107
(Rev 01/22)

Project: Drop-Off Center Used Oil Collection Improvements

Date: 12/4/25

Contract Number: 5378

Branch: Engineering Department.

Change Order Number: 1

Contractor: Short Pour Delivery Services, LLC

Amount of original contract\$50,180.00

Amount of Contract prior this Change Order \$50,180.00

Description of change:

Description of changes is as follows:

A thickened edge was added to the concrete pad to accommodate anchoring of the roof structure, which required additional concrete and aggregate base quantities.

1. ADD: CONCRETE PAD THICKENED EDGE
Lump Sum.....\$3,500.00
2. Additional Quantity of Unit Bid Items:
1-1/4" CRUSHED AGGREGATE BASE COURSE
8.39 TON \$70.00/TON.....\$587.30

Restoration and erosion control were unnecessary due to existing site conditions.

1. REMOVE: SILT FENCE
40 LF @ \$12.50/LF.....(\$500.00)
2. REMOVE: TOPSOIL, FERTILIZER, NO. 40 SEED, AND EROSION MAT
35 SY @ \$45.00/SY.....(\$1,575.00)

Total Amount of this Change Order.....\$2,012.30

Net Contract Amount after this Change Order..... \$52,192.30

City of Waukesha
Director of Public Works

Date

Contractor
Short Pour Delivery Services, LLC

Date