



City Council Agenda Item Report

FROM: Ryan Cummins, City Manager

MEETING DATE: May 11, 2026

SUBJECT: 2026 Street and Utility Improvements - Change Order #1

DESCRIPTION:

On February 9, City Council awarded a bid for 2026 Street and Utility Improvements to Schippers Excavating. The agreement contained a milestone to complete the Water Street watermain valve work by May 22, 2026.

On May 4, after hearing concerns about planned work on May 5 and 6, City Council passed a motion to change the dates of the Water Street watermain valve work to dates and times that are less impactful to residents and businesses, with appropriate advance notice.

Change Order #1

Based on the assessment of our engineers, contractor, and staff, completing this work the week of May 11 or May 18 would create greater impacts. As a result, staff is requesting City Council approval of a change order to move this work to a window between October 5 and October 23, 2026.

Unfortunately, we cannot eliminate all disruption associated with this type of infrastructure work. While we don't have specific dates this far out, we are aiming for the work to occur on a Monday/Tuesday and avoid the weekend. We will do our best to provide 7 days advance notice.

There is a risk to moving the dates of this work. The valve work was intended to proactively add valves to the system so that future outages will be much more limited in scope. If there is a watermain break before this work occurs, a larger area will be impacted.

Why Not November?

Our engineers, contractor, and public works staff have advised that completing this work in November carries a significant risk of not being able to obtain asphalt for proper road restoration. This could result in major intersections remaining gravel through the winter,

creating plowing challenges and increasing the risk of damage from freeze/thaw cycles. October provides a more reliable construction window to complete the work properly.

LEGAL REVIEW:

N/A at this time.

SAMPLE MOTION:

Motion to approve change order #1 for the 2026 street and utility improvements project.

CHANGE ORDER NO.: 1

Owner: City of Saugatuck Owner's Project No.: N/A
Engineer: Fleis & VandenBrink Engineer's Project No.: 859772
Contractor: Schippers Excavating Contractor's Project No.: N/A
Project: 2026 Street and Utility Improvements
Contract Name: N/A
Date Issued: May 11, 2026 Effective Date of Change Order: May 11, 2026
The Contract is modified as follows upon execution of this Change Order:

Description: This Change Order modifies the Milestones in Section 4.03 of the Agreement as such:

4.03 Milestones

- A. Parts of the Work shall be substantially completed on or before the following Milestones(s).
1. Milestone 1: All work on Mary Street, Coghlin Park, Wicks Park, Francis Street and Spear Street shall be completed on or before **May 22, 2026**.
 2. Milestone 2: All work on Water Street (valve installation and associated work) shall be completed between **October 5, 2026** and **October 23, 2026**.

Remobilization costs will be addressed on a subsequent change order once those costs are known, based on the Contractor's progress in other areas of work at the time of Milestone 2.

Attachments: None

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ 4,334,036.50	Original Contract Times: Substantial Completion: 11/13/2026 Ready for final payment: 5/27/2027
Increase (Decrease) from previously approved Change Orders No. N/A to No. N/A: \$ 0.00	Increase (Decrease) from previously approved Change Orders No. N/A to No. N/A: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price prior to this Change Order: \$ 4,334,036.50	Contract Times prior to this Change Order: Substantial Completion: 11/13/2026 Ready for final payment: 5/27/2027
Increase (Decrease) this Change Order: \$ 0.00	Increase (Decrease) this Change Order: Substantial Completion: 0 days Ready for final payment: 0 days
Contract Price incorporating this Change Order: \$ 4,334,036.50	Contract Times with all approved Change Orders: Substantial Completion: 11/13/2026 Ready for final payment: 5/27/2027

	Recommended by Engineer (if required)	Authorized by Contractor
By:		
Title:	Peter Tierney, PE, Project Manager	Trevor Moelker, Project Manager
Date:		
	Authorized by Owner	Approved by Funding Agency (if applicable)
By:		N/A
Title:	Holly Anderson, City Mayor	
Date:		