



Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Stefanie Levine, Senior Project Manager.
CC: Edgar Cano - Public Works Agency Director; Lara Biggs - City Engineer
Subject: Approval of Change Order No. 2 with SmithGroup, Inc. for the Evanston Shoreline Repairs (RFQ 21-45)
Date: March 13, 2023

Recommended Action:

Staff recommends that City Council authorize the City Manager to execute Change Order No. 2 with SmithGroup, Inc. (35 East Wacker, Suite 900, Chicago, IL 60601) for the Evanston Shoreline Repairs (RFQ 21-45). This change order will extend the contract time by 244 calendar days, modifying the completion deadline from March 31, 2023, to November 30, 2023.

CARP:

Urban Canopy & Green Space

Council Action:

For Action

Summary:

On April 11, 2022, City Council approved a contract with SmithGroup to develop a plan for long-term improvements to stabilize the City of Evanston's public shoreline. On 10/25/22, a public meeting was held to gather information from the community on how they use the lakefront parks and beaches as well as what they might envision for the future. A second public meeting was held on March 8, 2023.

On November 14, 2022, City Council approved Change Order No. 1. This added the scope to have the consultant look at how to provide ADA-compliant access to the newly reopened dog beach. This change order only approved providing engineering services through a concept design.

On February 27, SmithGroup presented two options for a layout of an ADA-accessible path to the dog beach. City Council requested additional information regarding the potential for a temporary structure that could provide ADA access, as well as further discussions with a group

of residents that currently works to preserve native plantings and habitat at the lakefront. Staff was directed to return to City Council with an updated recommendation on March 13, 2023.

Analysis:

The staff has not had enough time to meet with community members. Staff will return with a recommendation at a later date once more outreach with the residents has occurred. Regardless of this, a separate time extension is still needed for SmithGroup. Scheduling conflicts have delayed public engagement activities for the main shoreline repair project as well as the City's request that this consultant focuses their immediate work on the dog beach access. The resulting work delays have resulted in a requested contract extension of 244 days, extending the completion date from March 31, 2023, to November 30, 2023.

Legislative History:

On April 11, 2022, City Council approved a contract with SmithGroup for consulting services for the Shoreline Repair project.

On November 14, 2022, City Council approved Change Order No. 1 to the contract with SmithGroup.

On February 27, 2023, City Council tabled Change Order No. 2 to March 13, 2023.

Attachments:

[Change Order Form](#)

**CITY OF EVANSTON
CHANGE ORDER**

Change Order No. 002
Date: 02/13/2023
Agreement Date: 04/22/2022

PROJECT: Evanston Shoreline Repairs (RFQ 21-45)
OWNER: City of Evanston
CONSULTANT: SmithGroup, Inc.

The following changes are hereby made to the **AGREEMENT**:

Extend the contract deadline as noted below.

Change to CONTRACT PRICE: \$0.00

Original CONTRACT PRICE:	\$ 333,000.00
Current CONTRACT PRICE adjusted by previous AMENDMENT	\$ 376,520.00
Total change in CONTRACT PRICE for this CHANGE ORDER	\$ 0.00
The CONTRACT PRICE including this CHANGE ORDER will be	\$ 376,520.00

Original Date for Contract Completion	<u>03/31/2023</u>
Current Date for Contract Completion	<u>03/31/2023</u>
Time Extension (in calendar days)	<u>244 days</u>
Modified Date for Contract Completion	<u>11/30/2023</u>

Approved by (Owner): _____ Date _____
City of Evanston

Accepted by (Consultant): Mark Wagstaff Digitally signed by Mark Wagstaff
DN: E=Mark.Wagstaff@smithgroup.com, CN=Mark
Wagstaff, OU=Users, OU=CH, DC=smithgroup, DC=com
Date: 2023.01.24 11:08:06-0600 _____ Date January 24, 2023
SmithGroup, Inc. Mark Wagstaff, Principal

SMITHGROUP

January 24, 2023

Stefanie Levine, PLA
Senior Project Manager
City of Evanston
2100 Ridge Avenue
Evanston, IL 60201

Re Evanston Shoreline Repairs Project Time Extension

Stefanie Levine,

The current contract for the Evanston Shoreline Repairs RFQ Number 21-45 dated April 22, 2022 has a completion date of March 31, 2023. Due to unforeseen delays in scheduling Public Engagement Meetings, SmithGroup is requesting an extension of 8 months revising the completion date to November 30, 2023.

Should you have any questions please feel free to contact myself or Mark Wagstaff at your convenience. Thank You.

Sincerely,



Christopher Devick
Project Manager

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