

**MEMORANDUM**

**TO:** Mayor Linda Gorton  
Urban County Council

**FROM:** Susan Plueger, Director  
Division of Environmental Services

**DATE:** November 5, 2020

**SUBJECT:** Change Order No. 1 with E. C. Matthews Co., Inc. for the Versailles Road Welcome Sign Project

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**Request**

The Division of Environmental Services, on behalf of the Corridors Commission, requests authorization to execute Change Order No. 1 with E. C. Matthews Co., Inc. for the Versailles Road Welcome Sign, increasing the amount by \$16,991.00 from \$112,700.00 to a new total of \$129,691.00.

**Why are you requesting?**

On May 7, 2020 (Resolution No. 187-2020), Council approved the award of a contract with E. C. Matthews Co., Inc. in the amount of \$112,700.00 for construction of the Versailles Road Welcome Sign (Bid #6-2020).

The Division of Environmental Services, on behalf of the Corridors Commission, requests an increase in the contract to provide for installation of an electrical system and light fixtures to illuminate the sign. The contract time extension of 192 calendar days extends the contract to March 31, 2021.

**What is the cost in this budget year and future budget years?**

Total cost in this budget year is \$16,991. No future year costs are associated with this change order.

**Are funds budgeted?**

Funds are budgeted in the following bond fund accounts:

2603	313201	1602	90317	2014	CORRIDOR_2014	LAND_IMPROV	\$14,350.00
2609	313201	1602	71299	2019	CORRIDOR_2019	LAND_IMPROV	\$2,641.00

**File Number:** 1121-20

**Director/Commissioner:** Susan Plueger/Nancy Albright

