

# City of Willoughby Hills

## Interoffice Memo

**Date:** November 13, 2013

**To:** Members of City Council

**From:** Frank J. Brichacek, Director of Finance *FJB*

**Subject:** Then and Now Purchase Order Certification – PO No. RG037819 Dodd's Hill, Maple Grove Road and Curtiss Wright Parkway Curbs, Gutters & Catch Basin Projects

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The purpose of this memo is to request that City Council authorize a "Then and Now" certification of the modification of Purchase Order Number RG037819 in the amount of \$4,501.00 and to authorize payment of this amount. This purchase order was issued Osborne Concrete & Stone Company in the amount of \$9,665.50 to provide for 95 cubic yards of concrete and fiber mesh for the projects listed above. The three projects actually required approximately 136 cubic yards plus 4 light loads to complete the three projects, resulting in the cost overrun of \$4,501.75. The Service Department did not realize that the project would require more concrete than was estimated until the concrete had been poured. Once the vendor began to lay the concrete, it did not make structural sense to stop until a new purchase order could be issued to authorize the additional work.

In order to pay the vendor, City Council must approve the modification of the original purchase order as a "Then and Now" certification in order for a modified purchase order to be issued and the vendor paid. If you have any questions regarding this project, please do not hesitate to contact City Street Superintendent Nate Catania.

Attachments (2)

**Schedule of Concrete Purchased From the Osborne Concrete and Stone Company  
For the 2013 Curb, Gutter and Catch Basin Program  
As of October 8, 2013**

	<b>Curtiss Wright Parkway</b>									
	Concrete			Fuel Surcharges			Fiber Mesh			Total
7/29/2013	5.00	\$103.00	\$515.00	1.00	\$10.00	\$10.00	5.00	\$6.50	\$32.50	\$557.50
7/29/2013 5.75 yds	1.00	\$50.00	\$50.00			\$0.00			\$0.00	\$50.00
<b>Total</b>			\$565.00			\$10.00			\$32.50	\$607.50
<b>Maple Grove and Pa</b>										
7/15/2013	7.00	\$103.00	\$721.00	1.00	\$10.00	\$10.00	7.00	\$6.50	\$45.50	\$776.50
7/15/2013	6.50	\$103.00	\$669.50	1.00	\$10.00	\$10.00	6.50	\$6.50	\$42.25	\$721.75
7/18/2013	10.00	\$103.00	\$1,030.00	1.00	\$10.00	\$10.00	10.00	\$6.50	\$65.00	\$1,105.00
7/18/2013	10.00	\$103.00	\$1,030.00	1.00	\$10.00	\$10.00	10.00	\$6.50	\$65.00	\$1,105.00
7/18/2013	1.00	\$103.00	\$103.00	1.00	\$10.00	\$10.00	1.00	\$6.50	\$6.50	\$119.50
7/25/2013	3.50	\$103.00	\$360.50	1.00	\$10.00	\$10.00	3.50	\$6.50	\$22.75	\$393.25
7/25/2013 3-3.75 yds	1.00	\$70.00	\$70.00		\$10.00	\$0.00		\$6.50	\$0.00	\$70.00
<b>Total</b>			\$3,984.00			\$60.00			\$247.00	\$4,291.00
7/29/2013	5.00	\$103.00	\$515.00	1.00	\$10.00	\$10.00	5.00	\$6.50	\$32.50	\$557.50
7/29/2013 5-5.75 yds	1.00	\$50.00	\$50.00		\$10.00	\$0.00		\$6.50	\$0.00	\$50.00
<b>Total</b>			\$565.00			\$10.00			\$32.50	\$607.50
<b>Total</b>			\$4,549.00			\$70.00			\$279.50	\$4,898.50
<b>Dodds Hill Dr Off</b>										
10/4/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/4/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/4/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/4/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/4/2013	9.00	\$103.00	\$927.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$939.00
10/4/2013	4.00	\$103.00	\$412.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$424.00
10/4/2013 4-4.75 yds	1.00	\$60.00	\$60.00		\$12.00	\$0.00		\$6.50	\$0.00	\$60.00
<b>Total</b>			\$4,695.00			\$72.00			\$0.00	\$4,767.00
10/8/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/8/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/8/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/8/2013	8.00	\$103.00	\$824.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$836.00
10/8/2013	10.00	\$103.00	\$1,030.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$1,042.00
10/8/2013	1.00	\$103.00	\$103.00	1.00	\$12.00	\$12.00		\$6.50	\$0.00	\$115.00
<b>Total</b>			\$4,429.00			\$72.00			\$0.00	\$4,501.00
<b>Total Dodd's Hill</b>			\$9,124.00			\$144.00			\$0.00	\$9,268.00
Full Loads	136.00		\$14,008.00			\$224.00			\$312.00	\$14,544.00
Partial Loads	4.00		\$230.00			\$0.00			\$0.00	\$230.00
			<u>\$14,238.00</u>			<u>\$224.00</u>			<u>\$312.00</u>	<u>\$14,774.00</u>

PURCHASE ORDER



CITY OF WILLOUGHBY HILLS

35405 CHARDON ROAD  
 WILLOUGHBY HILLS, OHIO 44094  
 PH (440) 946-1234 FAX (440) 975-3535

P.O. NUMBER RG037819  
 REQ. NO. 019601  
 P.O. DATE 03/21/13  
 SHIP VIA  
 TERMS NET ZERO

DELIVER TO:

WILLOUGHBY HILLS SERVICE DEPT  
 ATTN: NATE CATANIA  
 35405 CHARDON ROAD  
 WILLOUGHBY HILLS, OH 44094

ENDOR #:

TO: OSBORNE CONCRETE & STONE CO.  
 P.O. BOX 249  
 ONE WILLIAMS STREET  
 GRAND RIVER, OH 44045

ACCOUNT NUMBER	AMOUNT
270.350.56800	0
270.351.56800	\$14,166.50

TX ID NO. 34-6003085  
 THE ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL BILLS AND PACKAGES.  
 Material on this order is exempted from the Ohio Sales Tax and Federal Excise Taxes

QUANTITY	UNIT	DESCRIPTION	PRICE / UNIT	AMOUNT
95	EA	PROJECT #2013009 DODD'S HILL CURBS, GUTTERS AND CATCH BASINS PROJECT Account: ROAD IMPROVEMENTS 95 CUBIC YARDS OF CONCRETE FOR FOR DODD'S HILL, MAPLE GROVE RD AND AND CURTISS WRIGHT PKWY ***** 8/12/13 CHANGED ENC A/C FROM 270.350.56800 TO 270.351.56800 *****	100.00	\$9,500.00
1	EA	10/30/13 INCREASE FOR PRICE UNDERESTIMATION - PRICE WAS \$103 PER CY, PLUS FUEL SURCHARGE AT \$10 PER CY *****	165.50	\$165.50
43	EA	11/13/13 INCREASE FOR QUANTITY CUBIC YARDS OF CONCRETE POURED 10/8/13	103.00	\$4,429.00
6	EA	FUEL SURCHARGE	12.00	\$72.00
<b>TOTAL:</b>				<b>\$14,166.50</b>

I hereby certify that the amount required to meet the obligation created by this instrument has been lawfully appropriated for such purpose, is in the treasury or in the process of collection to the credit of the proper fund, free from any previous encumbrances.

RESOLUTION NO. 2013-25  
 Exhibit "A"  
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DIRECTOR OF FINANCE

AUTHORIZED SIGNATURE

# OSBORNE INC. -- INVOICE

P.O. BOX 658 - MENTOR, OH 44061-0658  
 Ph: (440)942-7000 Fax: (440)942-0961

CITY OF WILLOUGHBY HILLS  
 35405 CHARDON ROAD  
 WILLOUGHBY HILLS OH 44094

Customer No. WILL105  
 Invoice Date 10/19/2013  
 Invoice Number 114279 Pg 1  
 Job Id DODDS HILL DR OFF  
 Credit Terms Net 30 Days

Date	Ticket	Qty	Description	Price	Amount
10/08/13	386265	8.00 CY	CLASS MS	103.00	824.00
10/08/13	386265	1.00 EA	FUEL SURCHARGE	12.00	12.00
10/08/13	386266	8.00 CY	CLASS MS	103.00	824.00
10/08/13	386266	1.00 EA	FUEL SURCHARGE	12.00	12.00
10/08/13	386270	8.00 CY	CLASS MS	103.00	824.00
10/08/13	386270	1.00 EA	FUEL SURCHARGE	12.00	12.00
10/08/13	386274	8.00 CY	CLASS MS	103.00	824.00
10/08/13	386274	1.00 EA	FUEL SURCHARGE	12.00	12.00
10/08/13	386279	10.00 CY	CLASS MS	103.00	1030.00
10/08/13	386279	1.00 EA	FUEL SURCHARGE	12.00	12.00
10/08/13	386288	1.00 CY	CLASS MS	103.00	103.00
10/08/13	386288	1.00 EA	FUEL SURCHARGE	12.00	12.00
***** PRODUCT SUMMARY *****					
PRODUCT		QUANTITY U/M			
CLASS MS		43.00 CY			
FUEL SURCHARGE		6.00 EA			

*Nate Carter*

1 1/2% SERVICE CHARGE WILL BE BILLED ON PAST DUE AMOUNT	Sub-Total	4501.00
	Sales Tax- LC	0.00
	<b>Invoice Total</b>	<b>4501.00</b>