



TOWN OF NATICK MASSACHUSETTS

TO: Natick Board of Selectmen
Melissa A. Malone, Town Administrator
James Errickson, Deputy Town Administrator – Operations
Jeremy Marsette, Director, Natick Public Works
Kenneth Mitchell, Communications, Natick Fire Department

FROM: Bryan R. Le Blanc, Procurement Officer

DATE: September 28, 2020

SUBJECT: CONTRACT AWARD
Change Order 1 – South Main Street Project – Fire alarm relocation

On or about March 26, 2020, following proper procurement under M.G.L. c. 30, sec. 39M, the Town of Natick entered into a contract with R.M. Pacella for improvements to South Main Street in Natick. The amount of the contract was for \$4,661,466.75.

Since that time, it has become necessary to relocate fire alarm cable in conjunction with the project.

The Natick Fire Department, through Kenneth Mitchell, has coordinated its efforts to relocate the fire alarm cable with Natick Public Works (through Director Jeremy Marsette and Town Engineer William McDowell). Through this collaboration, it is thought that such fire alarm relocation efforts may be best accomplished through a change order to the overall construction contract for the South Main Street project.

As fire alarm relocation is necessary as a part of the project, it seems to be within the scope of the project. Moreover, the amount of the proposed change order is \$155,211.31. The proposed change order represents approximately 3.33% of the original contract. This is well within the Attorney General's Office "unwritten rule" that a construction contract may be increased by up to twenty percent of its amount without violating public procurement law.

The Town is confident that this approach will allow the project to continue expeditiously.

We request that the Natick Select Board approve the attached change order, with funding coming from the South Main Street project budget through Natick Public Works, and to allow the Town's administration to act as signatory, consistent with past policy of the Natick Select Board.