

**ORDINANCE NO. 51-26**

**AN ORDINANCE AUTHORIZING THE MAYOR TO APPROVE CHANGE ORDER #02 TO GMP #3 WITH THE RUHLIN COMPANY FOR RENOVATION WORK AT THE MEDINA MUNICIPAL COURTHOUSE.**

**WHEREAS:** Ordinance No. 84-25, passed April 28, 2025, authorized the Mayor to enter into the Guaranteed Maximum Price Agreement #3 (GMP #3) with the Ruhlin Company for renovation work at the Medina Municipal Courthouse; and

**WHEREAS:** The City Engineer has presented 2026 Change Order #02 to City Council to modify the contract amount.

**NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MEDINA, OHIO:**

**SEC. 1:** That the Mayor is authorized to approve Change Order #02 to GMP #3 with the Ruhlin Company for renovation work at the Medina Municipal Courthouse.

**SEC. 2:** That in accordance with Ohio Revised Code §5705.41(D), at the time that the contract or order was made and at the time of execution of the Finance Director’s certificate, sufficient funds were available or in the process of collection, to the credit of a proper fund, properly appropriated and free from any previous encumbrance.

**SEC. 3:** That the funds to cover Change Order #02, in the amount of \$368,772.00 is available are available as follows: \$184,386.00 in Account No. 301-0716-54412 and \$184,386.00 in Account No. 169-0716-54412.

**SEC. 4:** That a copy of the Change Order is marked Exhibit A, attached hereto and incorporated herein.

**SEC. 5:** That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Ordinance were adopted in an open meeting of this Council, and that all deliberations of this Council and any of its committees that resulted in such formal action, were in meetings open to the public, in compliance with the law.

**SEC. 6:** That this Ordinance shall be in full force and effect at the earliest period allowed by law.

**PASSED:** March 23, 2026

**SIGNED:** John M. Coyne, III  
President of Council

**ATTEST:** Kathy Patton  
Clerk of Council

**APPROVED:** March 24, 2026

**SIGNED:** James A. Shields  
Mayor



# AIA Document G701<sup>®</sup> – 2017

ORD. 51-26  
Exh. A

## Change Order

**PROJECT:** (Name and address)  
Medina Municipal Court Renovations

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: January 14, 2025

**CHANGE ORDER INFORMATION:**  
Change Order Number: 002  
Date: March 02, 2026

**OWNER:** (Name and address)  
City of Medina  
132 North Elmwood Avenue  
Medina, OH 44258

**ARCHITECT:** (Name and address)  
Brandstetter Carroll, Inc.  
1220 West Sixth Street, Suite 300  
Cleveland, OH 44113

**CONTRACTOR:** (Name and address)  
The Ruhlin Company  
6931 Ridge Road  
Sharon Center, OH 44274

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PCO-7 Underground Sanitary & Storm Replacement.

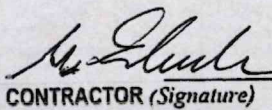
The original Contract Sum was	\$	<u>10,382,775.00</u>
The net change by previously authorized Change Orders	\$	<u>280,270.00</u>
The Contract Sum prior to this Change Order was	\$	<u>10,663,045.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>368,722.00</u>
The new Contract Sum including this Change Order will be	\$	<u>11,031,767.00</u>

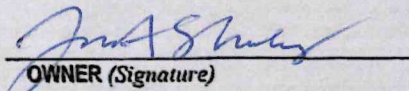
The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be April 08, 2026

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

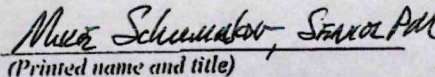
**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

  
ARCHITECT (Signature)

  
CONTRACTOR (Signature)

  
OWNER (Signature)

BY: Nancy K. Nozik, Division  
Principal  
\_\_\_\_\_  
(Printed name, title, and license  
number if required)

  
(Printed name and title)

JAMES A. SHIELDS, MAYOR  
(Printed name and title)

3/2/2026  
Date

3/8/2026  
Date

3/24/26  
Date

# Change Order Form

## State of Ohio Standard Forms and Documents

Project Name and Location <u>Medina Municipal Courthouse Renovation</u>		Contract Number _____		
		Project Number	-	-
		Phase	-	-
		Contract	-	-
Contract Type _____		Modification No.      COR #7      -      -		
Contractor / CM / DB / ESCO Name <u>The Ruhlin Company</u>		Sequence No.	-	-
		Phase	-	-
		Contract	-	-
Description <u>Replace sanitary &amp; storm drains under slab</u>				
Basis of Change Order		Funding Information		
<input type="checkbox"/> Value Engineering	<input type="checkbox"/> Error / Omission	<input type="checkbox"/> Differing Site Condition	State Funds	\$0.00
<input type="checkbox"/> Owner Request	<input checked="" type="checkbox"/> Field Resolution	<input type="checkbox"/> Other	Local Funds	\$0.00
<input type="checkbox"/> Code Directive			Other Funds (LFI)	\$0.00

Adjustment of the Contract Times		Adjustment to the Contract Sum	
Contract Days Changed	<u>0</u>	Change Order Amount	\$368,722.00
Revised Completion Date	_____	Revised Contract Sum	\$0.00

**Description** (attach Change Order Summary and Detail forms and additional pages as necessary)  
 Replacement of existing underslab sanitary & storm drains, originally shown to remain.

**Justification** (attach additional pages as necessary)

Based on initial camera & jetting of existing lines, noted an area of break at south end of basement and significant sediment buildup reducing capacity of lines. Obtained quotes for having the pipe relined but based on similar costs, opted to go with full replacement for longevity of building systems.

This Change Order provides full and complete satisfaction for all adjustments of the Contract Sum, Contract Times, or both, for the described changes and shall not serve as the basis for a cumulative impact Claim.

<b>Architect/Engineer / Criteria A/E Recommendation</b>		<b>Owner 1 Acceptance</b>	
Name _____		Name _____	
Signature _____	Date _____	Signature _____	Date _____
<b>CM Adviser / Owner Agent Recommendation (if any)</b>		<b>Owner 2 Acceptance (if applicable)</b>	
Name _____		Name _____	
Signature _____	Date _____	Signature _____	Date _____
<b>Contractor / CM at Risk / Design-Builder / ESCO Approval</b>		<b>Contracting Authority Approval</b>	
Name <u>Mike Schumaker</u>		Name _____	
Signature _____	Date _____	Signature _____	Date _____

**Proposal Worksheet Summary Form (Contractor)**  
**State of Ohio Standard Forms and Documents**

<b>Project Name and Location</b> Medina Municipal Courthouse Renovation 0 <b>Contract Type</b> <b>Contractor Name</b> The Ruhlin Company	<b>Contract Number</b> 000-0000-000 - 000-0000-000 Project No. Phase 0 - 0 - Sequence No. Phase <b>Description</b> COR #7 - Replace Sewer Lines Below Slab
---	--

Labor	Subcontracts	Prime Contract	Subtotal
B. Personnel Costs (on-site management, supervision, and administrative personnel not subject to prevailing wages) <i>2 weeks extended general conditions</i>		\$17,750	
C. Labor (excluding fringe benefits and overtime premium) <i>32 hrs x 3 mobilizations @ \$78.72/hr</i>	\$7,557	0.00	
D. Fringes (e.g., health and welfare, vacation accrual, apprenticeship training, pension)	0.00	0.00	
E. Allowable Payroll Expenses (e.g., Payroll Tax, Unemployment Compensation)	0.00	0.00	
F. Subcontract Overhead & Profit on Labor			
G. Contractor's Fee ((B+C+D+E+F) x 3%)		\$227	
Q. Miscellaneous			
1) Premium portion of approved overtime	0.00	0.00	
<b>Labor ( B+C+D+E+F+G+Q1 )</b>	<b>\$7,557</b>	<b>\$17,977</b>	<b>\$25,534</b>

Material	Subcontracts	Prime Contract	Subtotal
H. Equipment Rentals (attach itemized quotes or invoices) <i>Visqueen, plywood, sweep compound</i>	\$1,492	0.00	
I. Owned Equipment (attach supporting documentation)	0.00	0.00	
J. Trucking (attach supporting documentation)	\$0	0.00	
K. Material (attach itemized quotes or invoices)	\$0		
1. Reconciliation of Allowances		0.00	
2. Reconciliation of Unit Prices		0.00	
L. General Conditions Costs			
1. Performance and Payment Bond premium	0.00	0.00	
2. Subcontractor Default Insurance (if any)		0.00	
3. Builder's Risk Insurance premium (if any)		0.00	
4. Other General Conditions Costs	0.00	0.00	
M. Subcontract Costs <i>Direct costs for sawcut, excavate, new pipe, backfill</i>	\$331,700		
N. Contractor's Fee ((H+I+J+K+L+M) x 3%)		\$9,996	
Q. Miscellaneous			
2) Sales and Use Tax (see GC Section 12.7.2)	0.00	0.00	
<b>Material ( H+I+J+K+L+M+N+Q2 )</b>	<b>\$333,192</b>	<b>\$9,996</b>	<b>\$343,188</b>

**Total Change Order Amount ( B+C+D+E+F+G+H+I+J+K+L+M+N+Q ) = \$368,722**