

# MEMO

**To:** Park Board

**From:** Greg Vitale, Director of Parks and Recreation

**Date:** November 17, 2015

**Re:** West Lakes Park Construction Change Order

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Staking and tie-down is not included in the specifications for the new trees at West Lake Park. It is not uncommon to not include this because it is usually left to the discretion of the owner. The wind and snow loads at the park are extremely heavy, and there is very little currently holding the tree trunks to the bulbs. Considering the total cost of the project, this relatively inexpensive add-on will only help to protect the investment. The extra expense will be paid for using the built-in contingency with the 2015 West Lakes Park bond.

Recommendation

It is recommended that the Park Board approve the change order and the allocation thereof in the amount of \$3,052.80 for the staking and tie-down of the trees for West Lakes Park Phase III Construction.