

RESOLUTION NO. 2025- 189

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 1 TO CONTRACT NO. C24-0142, ISSUED TO MATHIS CONSTRUCTION CO., INC., LITTLE EGG HARBOR, NJ, IN THE AMOUNT OF \$88,770.00.

WHEREAS, the City Council of the City of Vineland, on November 26, 2024, adopted Resolution No. 2024-542, entitled “A RESOLUTION AWARDING A CONTRACT TO MATHIS CONSTRUCTION CO., INC., LITTLE EGG HARBOR, NJ, FOR 2025 CITYWIDE DRAINAGE IMPROVEMENTS.”; and

WHEREAS, N.J.A.C. 5:30-11.1, et seq., sets forth the requirements for the processing of change orders; and

WHEREAS, the City Engineer has requested that an amendment be made to contract awarded to Mathis Construction Co., Inc., Little Egg Harbor, NJ, for the 2025 Citywide Drainage Improvements, as authorized by Resolution No. 2024-542: said amendment will provide for supplemental work due to a sinkhole/pipe failure that occurred on School Lane and added work for a cost not to exceed \$88,770.00 in accordance with the quotes received; and

WHEREAS, the City of Vineland desires to comply with said requirements of N.J.A.C. 5:30-11.1, et seq., and to that end herewith files with the governing body a report stating the facts involved and indicating that the proposed change order may be allowed under these regulations; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for the amendatory supplemental change order for which authorization is requested in the amount of \$88,770.00; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said amendatory supplemental change order #1 to Contract No. C24-0142, issued to Mathis Construction Co., Inc. Little Egg Harbor, NJ, in the amount of \$88,770.00, be and the same is hereby ratified and approved.

Adopted: April 22, 2025

ATTEST:

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President of Council                      pfs

\_\_\_\_\_  
City Clerk                                      rgf



April 15, 2025

REPORT

TO: THE MAYOR AND COUNCIL

Amendatory Supplemental Change Order No. 1  
Contract No. C24-0142  
2025 Citywide Drainage Improvements  
Mathis Construction Co., Inc. Little Egg Harbor, NJ

We are requesting that an amendatory supplemental change order be issued to Contract No. C24-0142, issued to Mathis Construction Co., Inc. Little Egg Harbor, NJ, for 2025 Citywide Drainage Improvements. This contract was authorized by Resolution No. 2024-542, adopted by City Council on November 26, 2024.

The change order requested, in the amount of \$88,770.00, provides for supplemental work due to a sinkhole/pipe failure that occurred on School Lane.

This change order represents, an increase of approximately 5.62633% over the original contract amount of \$1,577,761.00.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:30-11.1 et seq.

Respectfully submitted,

Robert E. Dickenson, Jr.  
Business Administrator

RD/wr  
Encl.



REQUEST FOR CHANGE ORDER FOR  
CONTRACTS

PROJECT NAME: 2025 CITYWIDE DRAINAGE

CONTACT NAME: STEPHANIE WAKELEY DEPARTMENT: ADMIN / ENGINEERING

CHANGE ORDER REQUEST NUMBER: 1 CONTRACT NUMBER: 24-0142

PO NUMBER: 24-07166

NAME AND ADDRESS OF CONTRACTOR: MATHIS CONSTRUCTION CO., INC.  
1510 ROUTE 539 - SUITE 1, LITTLE EGG HARBOR, NEW JERSEY 08087

REASON FOR CHANGE ORDER (DOCUMENTATION MUST BE SUBMITTED TO SUPPORT THIS REQUEST.

USE ADDITIONAL PAGES IF NECESSARY):

Supplemental work based on a pipe failure location and added work.

See attached change order summary

ORIGINAL CONTRACT AMOUNT: \$ 1,577,761.00

AMOUNT OF THIS CHANGE ORDER REQUEST: \$ 88,770.00

PREVIOUS CHANGE ORDER AMOUNTS: \$ 0.00

TOTAL REVISED CONTRACT AMOUNT: \$ 1,666,531.00

ACCOUNT NUMBER FOR CHANGE ORDER: C-04-00-000-2420-78001

TRACKING ID(S): COMMODITY CODE(S):

APPROVED BY: DAVID J. MAILLET - CITY ENGINEER

(PRINT NAME)

David J. Maillet

(SIGNATURE)

PLEASE NOTE: CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT

COPY TO:

PurchasingOffice@vinelandcity.org

April 3, 2025

MEMORANDUM TO: Bob Dickenson, Business Administrator

RE: 2025 Citywide Drainage  
Various Locations  
Change Order #1  
Engineering File#: 24-003  
CT #: 24-0142

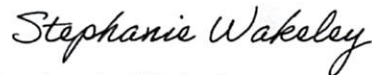
Attached is a Positive (+) change order for \$88,770.00 (5.63%). This is Change Order #1 for this project.

The original contract amount for this project is \$1,577,761.00. Change Order No. 1 increases the total contract amount to \$1,666,531.00.

One additional project location was added to this contract due the existing drainage pipe being corrugated metal. A sinkhole / pipe failure recently occurred on School Lane just west of the intersection of Brewster Road. The location is School Lane from Knoll Drive to Brewster Road. The City requested the Contractor (Mathis Construction) to remove and replace 330 feet of pipe. Asphalt removal and restorations is also included for this work. A portion of the pipe replacement is within Cumberland County's jurisdiction (County Road 672, Brewster Road). County Engineering requires additional asphalt thickness for restorations. This was also included as part of the negotiated cost. As such, a supplemental item was added for this pipe failure replacement (i.e., A1).

If you have any questions or comments, please feel free to contact me at any time.

Sincerely,



Stephanie Wakeley  
Assistant Engineer – Traffic, E.I.T.

cc: Jim Neher, Director of Public Works  
Susan Baldosaro, C.F.O.  
Jeanine Brownlee, Purchasing Agent



Special arrangements for persons with disabilities may be made if requested in advance by contacting the Business Administrator's office at 856-794-4144.



## Change Order

Contract Number C24-0142  
Project Number 24-003  
Managing Office Office of the City Engineer

**STATUS** PENDING

### DESCRIPTION

Date 03/19/2025 Number 1  
Description Change Order #1 - Additional project location for School Lane drainage pipe replacement  
Remarks No Data  
Estimated Amount 88,770  
Date Approved 03/19/2025 Approved By Stephanie Wakeley  
Creator Stephanie Wakeley

### ITEMS

Items	Qty Changed	Amount Changed
A1	1	1

### ADDRESS

Contributors		Email	Company	Default Role	Account Title	Phone Number
First Name	Last Name					
Stephanie	Wakeley	swakeley@vinelandcity.org	City of Vineland	Resident Engineer	Vineland Assistant Engineer - Traffic	(856)794-4000

### COMMENTS

No Comments Made

### REFERENCE

References			
File	Notes	Date	Creator



## Change Order

Contract Number C24-0142  
Project Number 24-003  
Managing Office Office of the City Engineer

Sales Price Summary REV 4-COV approved 3.20.25.pdf

School Lane CO 1 03/20/2025 Stephanie Wakeley

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# Change Order

Contract Number C24-0142  
Project Number 24-003  
Managing Office Office of the City Engineer



Sales Price Summary REV 4-COV approved 3.20.25.pdf  
School Lane CO 1  
03/20/2025

## WORKFLOW

User	Label	Field	Date
Stephanie Wakeley	Status	New Entry Created - Draft	03/19/2025 11:27 AM
Stephanie Wakeley	Status	Draft to Pending	03/20/2025 05:59 AM

## Mathis Construction Final Bid Sheet

TPL Estimate

Client No.: VIN.24.11.A02      Name: Vineland - Citywide Drainage - School Lane      Closing Date:  
Internal No.:      Description: Vineland - Citywide Drainage - School Lane

Number	Description	Bid Quantity	Bid Unit	Final Price	Final Amount
A1	24" HDPE Pipe (School Lane) 6-10'	1.00	LS	\$88,770.00	\$88,770.00

**Sub-total:** \$88,770.00  
**Tax 1:** \$0.00  
**Sub-total with tax 1:** \$88,770.00  
**Tax 2:** \$0.00  
**Grand total:** \$88,770.00

Printed by: Mathis, Melissa  
3/20/2025 7:43:55 AM

**APPROVED**  
**By Stephanie Wakeley at 8:58 am, Mar 20, 2025**

Estimator: Mathis, Melissa  
Page 1 of 2



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## Mathis Construction Final Bid Sheet

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TPL Estimate

Client No.:	VIN.24.11.A02	Name:	Vineland - Citywide Drainage - School Lane	Closing Date:
Internal No.:		Description:	Vineland - Citywide Drainage - School Lane	

**Note :**

Note #1 : VIN.24.11.A02

The following was taken into considering for the additional costs:

Additional thickness of asphalt in S. Brewster.

Additional thickness of asphalt to remove in S. Brewster.

Additional time to excavate in S. Brewster along with excavation around the transmission line and force main which originally would not have been considered.