



14 October 2025

Mayor Guy Titus  
Board of Works and Public Safety  
10 South State St.  
Greenfield, IN 46140

Re: Water Administration Building Generator Change order #1

Mayor and Board Members,

During the contractor's preliminary work to install new electric conduits in our facility, it was found that the supply wire from the meter into the automatic switch to the generator itself is not sized properly. This is probably due to a change in the electrical code since the building was constructed. The contractor stopped work and properly notified us that this condition was found.

After consulting with the Building Commissioner and our contractor's electrical engineer, we have been presented with the recommendation to install new wire from meter to generator at the proper size and rating to serve the needs of the utility. This change order includes all work and material necessary to achieve the up size of the electric service wire.

At this time, I am requesting the Board approve Change Order #1 from Hudson Electric for the total amount of \$ 10,517.00 for a new contract total of \$ 90,117 and an increase in contract time of 5 days to complete the project.

I welcome any questions the Board may have on this request.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Charles Gill".

Charles Gill  
Water Utility Manager

cc: Jane Webb, Utility Coordinator  
Gregg Morelock, City Attorney  
Lori Elmore, Clerk-Treasurer  
Erikk Knapp, Building Commissioner

TO: Jimmy Griffith

CONTRACT CHANGE REQUEST NO.: 1

DATE: 10-8-25

PROJECT NAME: City of Greenfield Generator WTP

FROM: Bill Rees- Huston Electric

IT IS REQUESTED THAT A CONTRACT CHANGE BE MADE TO THE ABOVE REFERENCED CONTRACT.

1. SCOPE OF WORK (USE ADDITIONAL PAGES IF REQUIRED. ALSO LIST OTHER CONTRACTS INVOLVED.)

Demo existing wire from meter base to ATS, ATS to Main breaker and ATS to new generator (Please see attached scope)

2. REASON FOR CHANGE:

Existing wire is not rated for the ATS, generator, or main breaker.

3. APPROXIMATE COST CHANGE TO CONTRACT PRICE:  
\$10,517.00

4. WILL THE CONTRACT NEED ADDITIONAL CONTRACT TIME TO COMPLETE THE CHANGE IN WORK SCOPE? x -YES 5 -NO 5 -(CALENDAR DAYS)

5. WILL THE CONTRACTOR NEED ADDITIONAL PERSONNEL TO COMPLETE THE CHANGE IN WORK SCOPE? x -YES x -NO

IF NO, TRADE(S): \_\_\_\_\_

NO. OF PERSONNEL: \_\_\_\_\_

DURATION: \_\_\_\_\_

6. IDENTIFICATION OF ATTACHMENTS:

Service Entrance Conductor Upgrade

DATE: 10-8-25 DATE: \_\_\_\_\_

PREPARED

REVIEWED BY: Bill Rees

REVIEWED BY: \_\_\_\_\_

Project Manager

Comments and Recommendation:



**HUSTON**  
powering innovation

electrical services | home & business technology  
signage & graphics | solar | generators

October 3, 2025

Re: Service Entrance Conductor Upgrade

**Huston is pleased to provide you with the following proposal for the scope of work below.**

Scope:

- Supply Electrical permit
- Work with utilities to perform shutdown
- Remove existing 2/0 copper wiring from meter to ATS
- Remove existing 2/0 copper wiring from ATS to 1<sup>st</sup> panel
- Remove existing 2/0 copper wiring from 1<sup>st</sup> panel to 2<sup>nd</sup> panel
- Install new 3/0 copper wiring from meter to ATS
- Install new 3/0 copper wiring from ATS to 1<sup>st</sup> panel
- Install new 3/0 copper from 1<sup>st</sup> panel to 2<sup>nd</sup> panel
- Terminate all wiring as needed
- Energize and test for proper operation

Total Project Price: \$5,286.00

Optional Extra:

- Remove existing 2/0 copper wiring from ATS to generator
- Install new 3/0 copper wiring from ATS to generator
- Terminate all wiring as needed
- Energize and test circuit for proper operation

Optional Price: \$5,231.00

Total Project Price with Option: \$10,517.00

Clarifications:

- *All work will be completed during normal working hours Monday through Friday unless otherwise specifically noted above.*
- *IN sales tax of 7% is shown above in the total pricing. If you are tax exempt, please provide st-105 form at time of proposal approval, and request that Indiana sales tax be removed from the project pricing.*
- *This proposal may be withdrawn / not valid if not accepted within 30 days.*
- *Engineering or engineered drawings are not included unless specifically stated in the above scope of work.*
- *Payment terms are standard net 30 days due after work is completed unless otherwise stated above or standard other agreement is in effect with Huston Electric with your company.*

*Thank you for the opportunity to be of service to you!*

www.hustonelectric.com

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**Brent Johnson**

Indianapolis Area Service/Generators

**HUSTON ELECTRIC**

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