

OGDENSBURG CITY SCHOOL DISTRICT
OGDENSBURG, NEW YORK

SUBJECT: Board Approval of Change Order 1-02, EXCEL Consolidation and Capital Improvements Project Phase 6—Ogdensburg Free Academy Golden Dome - Project Number: 2016-003

DATE: June 4, 2018

REASON FOR BOARD CONSIDERATION:

The Board of Education must approval all changes that increase or decrease the cost of the current renovation project.

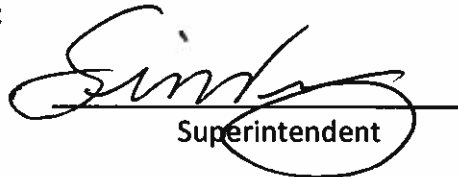
FACTS AND ANALYSIS:

Since the above-mentioned Change Order **decreases** the contract sum by \$5,022.50 and since it carries the recommendation of the Superintendent of Schools, the same is presented to the Commissioners for review and/or approval.

RECOMMENDED ACTION:

Moved by _____ and supported by _____ that, having the approval of the Superintendent of Schools, the Board of Education of the Ogdensburg City School District does hereby approve Change Order 1-02, EXCEL Consolidation and Capital Improvements Project Phase 6— Ogdensburg Free Academy – Golden Dome Project Number: 2016-003, presented this 4th day of June 2018.

APPROVED FOR PRESENTATION TO THE BOARD:


Superintendent

TVM/alf
Attachment

CHANGE ORDER

No. 1-02

PROJECT: Capital Improvements Project Phase 6 OWNER: Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669 CONTRACTOR: Burns Bros. Contractors (Name, Address) 7504 US Rt. 11 Potsdam, NY 13676 CONTRACT FOR: No. 1 - Mechanical CONTRACT DATE: August 22, 2016	DATE OF ISSUANCE: May 14, 2018 ENGINEER: Bernier Carr & Associates 327 Mullin Street Watertown, New York 13601 ENGINEER'S PROJECT NO.: 2016-003 SED PROJ. MGR.: Sigrid Coons SED CONTROL NO.: 51-23-00-01-0-007-020 OFA
--	--

You are directed to make the following changes in the Contract Documents to include all labor, material, and equipment:

Deduct for the remainder of the Field Directive Allowance. \$ (5,022.50)


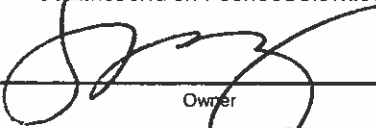
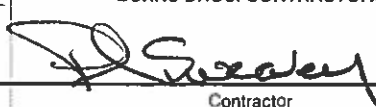
Total \$ (5,022.50)

Attachments: (list documents supporting change)

- Proposals from Collins-Hammond Electrical Contractors
- Bernier, Carr & Associates' related Contract Drawings

This Change Order constitutes compensation in full to the Contractor for all costs attributable to these changes for all delays related thereto and for performance of the work within the time stated herein. The Contractor further waives all rights resulting from the cumulative effect of this and all preceding Change Orders.

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price \$ 375,000.00	Original Contract Time <u>as per Milestone Construction Schedule</u> <small>days or date</small>
Previous Change Order: N/A \$ 19,485.09	Net Change from previous Change Orders <u>none</u> <small>days</small>
Contract Price prior to this Change Order \$ 394,485.09	Contract Time prior to this Change Order <u>as per Milestone Construction Schedule</u> <small>days or date</small>
Net Increase of this Change Order \$ (5,022.50)	Net Increase of this Change Order <u>9 Months</u> <small>days</small>
Contract Price with all approved Change Orders \$ 389,462.59	Contract Time with all approved Change Orders <u>June 1, 2018</u> <small>days or date</small>

RECOMMENDED: BCA Architects & Engineers  Architect/Engineer Shawn M. Travers, RA Print or Type Name phone: (315) 782-8130 date: 5-14-18	APPROVED: OGDENSBURG CITY SCHOOL DISTRICT  Owner Timothy Vernsey, Superintendent Print or Type Name phone: (315) 393-0900 date: 5/24/18	APPROVED: BURNS BROS. CONTRACTORS  Contractor Patrick Sweeney Print or Type Name phone: (315) 268-0034 date: 5/18/2018
--	--	--

**FIELD ORDER /
ALLOWANCE
AUTHORIZATION**

OWNER Ogdensburg CSD
 ARCHITECT Bernier, Carr & Associates
 CONSULTANTS
 CONTRACTOR Burns
 FIELD
 OTHER NYSED

PROJECT: Capital Improvements Project - Phase 6

FIELD ORDER NO. 101-02

OWNER: Ogdensburg City School District
 1100 State Street
 Ogdensburg, New York 13669

DATE: May 14, 2018

TO: Burns Bros. Contracting
 (Contractor) 7504 US Rt. 11
 Potsdam, New York 13676

ARCHITECT'S
 PROJECT NO.: 2016-003

CONTRACT NO.: No. 1 - Mechanical

CONTRACT DATE: August 22, 2016

SED NO.: 51-23-00-01-0-007-020 OFA

SED PROJ. MGR: Sigrid Coons

You are hereby directed to execute promptly this Field Order to include all labor, materials, and equipment:

Add to modify existing concrete block wall and access panel to accommodate motorized damper replacement within Machine Room G209; and provide a galvanized wall sleeve for existing louver installation between exterior area way and Mechanical Room A009. \$ 4,000.00

Total \$ 4,000.00

ATTACHMENTS:

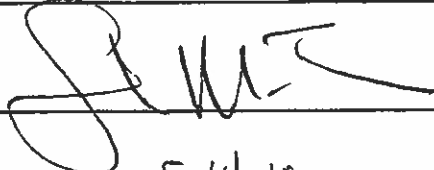
Burns Bros. Proposals
 Bernier, Carr & Associates related Contract Drawings

ALLOWANCE SUMMARY

Original Allowance:	\$ 10,000.00
Previous Field Order:	\$ 977.50
Allowance Remaining prior to this Field Order:	\$ 9,022.50
Net Decrease of this Field Order:	\$ (4,000.00)
Allowance Remaining:	\$ 5,022.50

BCA Architects & Engineers

Shawn M. Travers, RA
 Architect/Engineer



Signature

5.14.18

Date

**FORM OF PROPOSAL
Ogdensburg City School District
Capital Improvements Project – Phase 6**

The Undersigned Burns Bros Contractors, Inc.
Contractor
7504 USH 11, Potsdam, NY 13676
Address Zip Code

hereby certifies that he has examined and fully comprehends the requirements and intent of the drawings and specifications as prepared by Bernier, Carr and Associates, Consulting Engineers and Architects, P.C., for **CONTRACT NO. 1 - MECHANICAL** to furnish all labor, materials, supplies, plant and equipment and other facilities to properly perform the work for the total:

BASE BID SUM of

Three Hundred Sixty Five Thousand DOLLARS (\$ 365,000.00)

Bid Item No. 1 - Field Directive Allowance

Ten Thousand DOLLARS (\$ 10,000.00)

TOTAL BASE BID (Base Bid and Bid Item No. 1)

Three Hundred Seventy Five Thousand DOLLARS (\$ 375,000.00)

Alternate No. 1 – Temperature Control Upgrade at CUHs

Twenty Six Thousand DOLLARS (\$ 26,000.00)
ADD



CHANGE ORDER CERTIFICATION

Must be attached to back of Change Order

FP-COC 09/02, rev 08/06,
rev. 04/10
Page One

THE STATE EDUCATION DEPARTMENT
THE UNIVERSITY OF THE STATE OF NEW YORK / Albany, NY 12234
Office of Facilities Planning, Room 1060 Education Building Annex
Tel. (518) 474-3906 Fax (518) 486-5918
www.emsc.nysed.gov/facplan/

Instructions: This CERTIFICATION is required for all change orders submitted to SED
Fill out all three parts completely.

Change Order Number:
1-02

Part One - General Information

Provide separate Change Orders for each Project Number

SED Project Number	5	1	2	3	0	0	0	1	0	0	0	7	0	2	0
	District BEDS Code							Building Identification Number				Project number			
District & Building Name	Ogdensburg City School District - OFA														
Type of Project	<input type="checkbox"/> Reconstruction /Alteration <input checked="" type="checkbox"/> Addition & Alteration <input type="checkbox"/> New Building <input type="checkbox"/> Other														
Project Description	Capital Improvements Project - Phase 6														
Architect / Engineer firm	BCA Architects & Engineers 327 Mullin Street Watertown, NY 13601 <small>name</small> <small>address</small>														
Contact Person	Shawn Travers, R.A. Principal/Architect (315) 782-8130 stravers@thebcgroup.com <small>name & title</small> <small>phone number & e-mail</small>														
Construction Manager firm	BCA Architects & Engineers 327 Mullin Street Watertown, NY 13601 <small>name</small> <small>address</small>														
Contact Person	Stephen Shockley, Project Administrator (315) 782-8130 sshockley@thebcgroup.com <small>name & title</small> <small>phone number & e-mail</small>														
District Contact Person	Timothy Vernsey, Supt. of Schools (315) 393-0900 tvernsey@ogdensburgK12.org <small>name & title</small> <small>phone number & e-mail</small>														

Part Two

Provide the following information for each individual item in the change order:
(Number each item if there is more than one and provide additional sheets as necessary.)

- A. Requested By (Who initiated the change request)
- B. Relationship to Project Scope (How is this change related to the original project scope)
- C. Basis of Need (Describe why the change is needed)
- D. Description of Work (Provide a detailed description of the work or services provided in the change order. Provide text, a drawing or both as necessary to demonstrate code compliance and the individual cost of each item.)

A	Owner requested credit.
B	As part of the Capital Project, there was a Field Directive Allowance for Contract 1 - Mechanical in the amount of \$10,000.
C	During construction, a total of (2) Field Orders were charged against the Field Directive Allowance in the amount of \$4,977.50, leaving a balance of \$5,022.50
D	Deduct for the remainder of the Field Directive Allowance.

CHANGE ORDER CERTIFICATION

Part Three

1

Change order requirements:

- ✓ The scope of the change order must relate to the project scope previously approved.
- ✓ Dollar amounts applied from allowances toward costs associated with the changes must be provided.
- ✓ If the cost of this change order is not within the approved amount as currently established on the SA-4, please provide a Form FP-FI, Request for Revision of Financial Information, with documentation showing the additional authorization of funds.
- ✓ Each change order shall be signed by the president of the board of education, the architect/engineer, and the contractor.

2

Certification of the Superintendent of Schools (District Superintendent if a BOCES project)

The following statements are true and correct to the best of my knowledge and belief:

- The revised total cost is within the authorized appropriation for this project.
- Where any work of this change order requires a type or kind of work that is not included in the original contract documents, the school district's attorney has been contacted to assure conformance with the Opinion of the State Comptroller No. 60-505.

5/24/18
Date

Mr. Timothy Vernsey, Superintendent of Schools

3

Certification of the Architect or Engineer

The following statements are true and correct to the best of my knowledge and belief:

- Work required by this change order is in accordance with applicable sections of the approved contract documents.
- Any plan, sketch, or attachment referenced in this change order is included herein.
- Work required by this change order is in accordance with applicable provisions of the NYS Uniform Fire Prevention and Building Code, State Education Department's building standards, and NYS Department of Labor's Code Rule 56.
- Work required by this change order was designed by an architect or engineer who is currently licensed by the State of New York.
- Work required by this change order that involves asbestos-containing building material (ACBM) was designed by an architect or engineer who is currently licensed by the State of New York and who is appropriately certified as an asbestos designer by the NYS Department of Labor at the time he/she designed the asbestos-related project.

5-14-18
Date

BCA Architects & Engineers

Architectural / Engineering Firm Name

Mr. Shawn M. Travers, RA