



BCA ARCHITECTS & ENGINEERS

Change Order | Allowance | Pay App Transmittal

BCA Architects & Engineers | 15 Public Square Watertown, New York 13601

PROJECT:	Ogdensburg City School District 2023 Capital Outlay Project 2023-008	DATE SENT:	2/8/2024
		RETURN BY:	2/14/2024
SUBJECT:	CO 2-01 Deduct FDA	CHANGE ORDER ALLOWANCE PAY APP ID:	02 (MC) PA-006
TYPE:	Change Order Allowance Pay App	TRANSMITTAL ID:	00378
PURPOSE:	CO/AA For Signature to Owner	VIA:	Email
ACTUAL AMOUNT:	(\$8,152.15)	ESTIMATED AMOUNT:	(\$8,152.15)
ACTUAL DAYS:	0	ESTIMATED DAYS:	0

FROM

NAME	COMPANY	EMAIL	PHONE
Linda Rohde	BCA Architects & Engineers	lrohde@thebcgroup.com	(315) 782-8130

TO

NAME	COMPANY	EMAIL	PHONE
Kevin Kendall	Ogdensburg City School District	kkendall@ogdensburgk12.org	(315) 393-0900

REMARKS: Please sign the attached document on the 1st and last pages and email back to me in color.

Thank you.

DESCRIPTION OF CONTENTS

QTY	TITLE	NUMBER	DATE	SCALE	SIZE
1	2 (MC) 2-01 G701-2017 - Deduct FDA.pdf		2/6/2024		

COPIES:

Rachel Barr (Ogdensburg City School District)



AIA[®]

Document G701[®] – 2017

Change Order

PROJECT: (Name and address)
2023 Capital Outlay Project
Ogdensburg City School District
1100 State Street
Ogdensburg, NY

CONTRACT INFORMATION:
Contract For: No. 2 - Mechanical
Date: July 3, 2023
SED No. 51-23-00-01-0-007-025
OFA/Golden Dome

CHANGE ORDER INFORMATION:
Change Order Number: 2-01
Date: January 11, 2024
Project No. 2023-008

OWNER: (Name and address)
Ogdensburg City School District
1100 State Street
Ogdensburg, New York 13669

ARCHITECT: (Name and address)
(BCA Architects & Engineers
15 Public Square
Watertown, New York 13601

CONTRACTOR: (Name and address)
Burns Bros. Contractors, LLC
400 Leavenworth Avenue
Syracuse, New York 13204

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.)


Credit to Owner for unused Bid Item No. 1 - Field Directive Allowance.


The original Contract Sum was	\$ 210,000.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 210,000.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 8,152.15
The new Contract Sum including this Change Order will be	\$ 201,847.85
The Contract Time will be unchanged by Zero (0) days.	
The new date of Substantial Completion will be	

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.

BCA Architects & Engineers
 ARCHITECT (Firm name)

 SIGNATURE
 Shawn M. Travers, R.A., Principal/Project Architect
 PRINTED NAME AND TITLE
 01/11/24
 DATE

Burns Bros. Contractors, LLC
 CONTRACTOR (Firm name)

 SIGNATURE
 Patrick Sweeney / Regional Manager
 PRINTED NAME AND TITLE
 02/01/2024
 DATE

Ogdensburg City School District
 OWNER (Firm name)

 SIGNATURE
 Kevin Kendall, Superintendent
 PRINTED NAME AND TITLE
 2/8/24
 DATE



ALLOWANCE AUTHORIZATION



DISTRIBUTION

Owner	<input checked="" type="checkbox"/> Ogdensburg CSD	Contractor	<input checked="" type="checkbox"/> Burns Bros.
Architect	<input checked="" type="checkbox"/> BCA Architects & Engineers	Field	<input type="checkbox"/>
CM	<input type="checkbox"/> N/A	Other	<input checked="" type="checkbox"/> NYSED

CONTRACT INFORMATION

Project:	2023 Capital Outlay Project	Field Order No.:	201-01
Owner:	Ogdensburg City School District 1100 State Street Ogdensburg, New York 13689	Date:	December 13, 2023
Contractor:	Burns Bros. Contractors, LLC 400 Leavenworth Ave. Syracuse, NY 13204	Architect's Project No.:	2023-008
SED No.:	51-23-00-01-0-007-025 Ogdensburg Free Academy / Golden Dome	Contract For:	No. 2 - Mechanical
		Contract Date:	July 3, 2023
		SED Project Manager:	Wendy Clark

DESCRIPTION

You are hereby directed to execute promptly this Field Order:

Add for all labor, materials, and equipment to provide magnetic motor starters and related temperature control interface on pumps P-1 & P-2 located in Mechanical Room F147 that serve the new snow/ice melt sidewalk system. \$ 1,847.85

Total Allowance Authorization Amount \$ 1,847.85

ATTACHMENTS

Cost Proposal from Burns Bros. dated 12/8/23
Contract Drawing M100 & M101

SUMMARY

Original Allowance:	\$ 10,000.00
Previous Allowance Authorization:	\$ -
Allowance Remaining prior to this Authorization:	\$ 10,000.00
Net Decrease of this Allowance Authorization:	\$ 1,847.85
Allowance Remaining:	\$ 8,152.15

AUTHORIZED SIGNATURES

BCA Architects & Engineers
Architect/Engineer

Shawn M. Travers, R.A., LEED Green Associate
Principal/Architect

Burns Bros. Contractors, LLC
Contractor

Name, Title

N/A

Construction Manager (if Applicable)

Name, Title

Ogdensburg City School District
Owner
Kevin Kendall, Superintendent 11/24
Name, Title



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK

Office of Facilities Planning, 89 Washington Avenue, Room 1060 Education Building Annex, Albany, NY 12234
 Tel. (518) 474-3906
 Tel. (518) 474-3906
 www.p12.nysed.gov/facplan/

CHANGE ORDER CERTIFICATION
 Must be attached to back of Change Order

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

Change Order Number: 2-01

Part One - General Information BCA Project No. 2023-008

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	5
	<small>District BEDS Code</small>					<small>Building Identification Number</small>					<small>Project number</small>				

District & Building Name Ogdensburg City School District, Ogdensburg Free Academy / Golden Dome

Type of Project Reconstruction /Alteration Addition & Alteration New Building Other

Project Description 2023 Capital Outlay Project

Architect / Engineer firm BCA Architects & Engineers 15 Public Square; Watertown, New York 13601

name address

Contact Person Shawn M. Travers, R.A. Principal/Architect (315) 782-8130 Ext. 235 / stravers@thebcgroup.com

name & title phone number & e-mail

Construction Manager firm BCA Architects & Engineers 15 Public Square; Watertown, New York 13601

name address

Contact Person Stephen Shockley Project Administrator (315) 782-8130 Ext. 290 / sshockley@thebcgroup.com

name & title phone number & e-mail

District Contact Person Kevin Kendall, Superintendent of Schools (315) 393-0900 kkendall@ogdensburgK12.org

name & title phone number & e-mail

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.
B	Under the Capital Outlay Project, the Form of Proposal for Contract No. 2 - Mechanical included Bid Item No. 1 - Field Directive Allowance in the amount of \$10,000.00.
C	During construction, there was one (1) Allowance Authorization issued for the amount of \$1,847.85; thereby leaving a balance of \$8,152.15.
D	Deduct for unused Field Directive Allowance in the amount of \$8,152.15.

CHANGE ORDER CERTIFICATION

Part Three

1	<u>Change order requirements:</u>
<ul style="list-style-type: none"> ✓ 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	<u>Certification of the Superintendent of Schools (District Superintendent if a BOCES project)</u>
<p>The following statements are true and correct to the best of my knowledge and belief:</p> <ul style="list-style-type: none"> ● 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. 	
<p><u>2/9/24</u> Date</p>	 <hr style="border: 0; border-top: 1px solid black;"/> <p>Kevin Kendall, Superintendent of Schools</p>

3	<u>Certification of the Architect or Engineer</u>
<p>The following statements are true and correct to the best of my knowledge and belief:</p> <ul style="list-style-type: none"> ● 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. 	
<p><u>01/11/24</u> Date</p>	<p>BCA Architects & Engineers <small>Architectural / Engineering Firm Name</small></p>  <hr style="border: 0; border-top: 1px solid black;"/> <p>Shawn M. Travers, R.A. Principal/Architect</p>