

BUSINESS AND FINANCE DIVISION

Report No. 23

OGDENSBURG CITY SCHOOL DISTRICT
OGDENSBURG, NEW YORK

SUBJECT: Board Approval of Change Order 7-03, EXCEL Consolidation and Capital Improvements Project Phase 4—Ogdensburg Free Academy - Project Number: 2007-122E

DATE: November 16, 2015

REASON FOR BOARD CONSIDERATION:

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

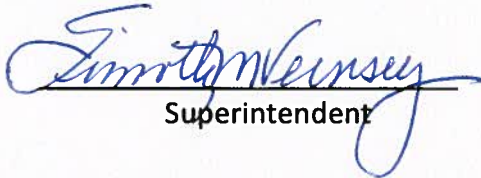
FACTS AND ANALYSIS:

Since the above-mentioned change order **decreases** the contract sum by \$35,072.70, 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 7-03, EXCEL Consolidation and Capital Improvements Project Phase 4 – Ogdensburg Free Academy - Project Number: 2007-122E, presented this 16th day of November, 2015.

APPROVED FOR PRESENTATION TO THE BOARD:


Superintendent

TVM/alf
Attachment

CHANGE ORDER

No. 7-03

PROJECT: EXCEL Capital Improvement Project Phase 4 - OFA OWNER: Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669 CONTRACTOR: ENI Mechanical (Name, Address) 39 S. Gordon St. Gouverneur, NY 13642 CONTRACT FOR: No. 7- Mechanical CONTRACT DATE: January 6, 2014	DATE OF ISSUANCE: October 22, 2015 ENGINEER: Bernier Carr & Associates 327 Mullin Street Watertown, New York 13601 ENGINEER'S PROJECT NO.: 2007-122E SED PROJ. MGR.: Mary Sansaricq SED CONTROL NO.: 51-23-00-01-0-007-017 OFA
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You are directed to make the following changes in the Contract Documents to include all labor, material, and equipment:

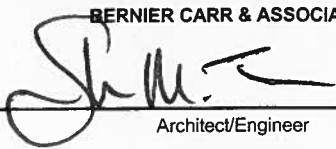
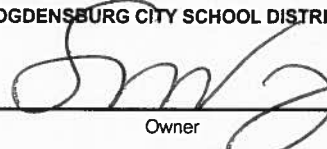
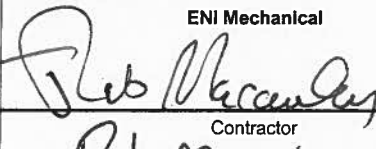
Deduct for the unused portion of the Field Directive Allowance.	\$	(35,072.70)
	Total \$	(35,072.70)

Attachments: (list documents supporting change)

Proposals from ENI with related Bernier, Carr contract documents

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 \$ 1,266,800.00	Original Contract Time as per Milestone Construction Schedule <small>days or date</small>
Previous Change Order: 7-01 to 7-02 \$ 46,146.23	Net Change from previous Change Orders none <small>days</small>
Contract Price prior to this Change Order \$ 1,312,946.23	Contract Time prior to this Change Order as per Milestone Construction Schedule <small>days or date</small>
Net Increase/decrease of this Change Order \$ (35,072.70)	Net Increase of this Change Order none <small>days</small>
Contract Price with all approved Change Orders \$ 1,277,873.53	Contract Time with all approved Change Orders as per Milestone Construction Schedule <small>days or date</small>

RECOMMENDED:  BERNIER CARR & ASSOCIATES Architect/Engineer Shawn M. Travers, RA Print or Type Name phone: (315) 782-8130 date: 10-22-15	APPROVED:  OGDENSBURG CITY SCHOOL DISTRICT Owner Timothy Vernsey, Superintendent Print or Type Name phone: (315) 393-0900 date: 11/5/15	APPROVED:  ENI Mechanical Contractor Bob Macaulay Print or Type Name phone: (315) 287-3528 date:
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FORM OF PROPOSAL
Ogdensburg City School District
Excel Consolidation and Capital Improvements Project - Phase 4

The Undersigned ENI Mechanical, Inc.
Contractor
39 S. Gordon St., Gouverneur, NY 13642
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, for **CONTRACT NO. 7 - 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

ONE MILLION ONE HUNDRED EIGHTY-NINE THOUSAND NINE HUNDRED DOLLARS (\$ 1,189,900)

Bid Item No. 1 - Field Directive Allowance

Fifty Thousand DOLLARS (\$ 50,000.00)

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

ONE MILLION TWO HUNDRED THIRTY-NINE THOUSAND NINE HUNDRED DOLLARS (\$ 1,239,900)

Alternate No. 1 - MS Science Department Reconstruction

forty-five thousand, nine hundred DOLLARS (\$ 45,900)
ADD

Alternate No. 2 - Kitchen Reconstruction

twenty-six thousand, nine hundred DOLLARS (\$ 26,900)
ADD

Alternate No. 3 - Band Room Alterations

twenty-five thousand, nine hundred DOLLARS (\$ 25,900)
ADD

**FIELD ORDER /
ALLOWANCE
AUTHORIZATION**

OWNER	<input type="checkbox"/>	Ogdensburg CSD
ARCHITECT	<input checked="" type="checkbox"/>	Bernier, Carr & Associates
CONSULTANTS	<input type="checkbox"/>	
CONTRACTOR	<input type="checkbox"/>	ENI Mechanical
FIELD	<input type="checkbox"/>	
OTHER	<input type="checkbox"/>	NYSED

PROJECT: EXCEL Consolidation & Capital Improvements
Project - Phase 4

FIELD ORDER NO. 701-04

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

DATE: June 10, 2015

TO: ENI Mechanical
(Contractor) 39 South Gordon St.
Gouverneur, New York 13642

ARCHITECT'S
PROJECT NO.: 2007-122E

CONTRACT NO.: No. 7 -Mechanical

CONTRACT DATE: January 6, 2014

SED NO.: 51-23-00-01-0-007-017 OFA

SED PROJ. MGR: Mary Sansaricq

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

1. Add to relocate existing temperature control panel to accommodate mechanical reconstruction in Mechanical Room C315.	\$	4,203.00
2. Add for miscellaneous ductwork and louver modifications in Planetarium C316, Music Storage C139, and Vestibule F148 to extend outside air, heating, and ventilation system connections.	\$	1,646.55
3. Add to provide additional ductwork and ceiling diffusers to accommodate new backstage Office C120A as per contract drawing JC1-21G.	\$	454.92
Total	\$	6,304.47

ATTACHMENTS:

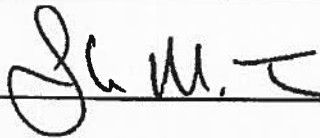
ENI Proposals
Bernier, Carr & Associates related Contract Drawings

ALLOWANCE SUMMARY

Original Allowance:	\$	50,000.00
Previous Field Order: 701-01 to 701-03	\$	8,622.83
Allowance Remaining prior to this Field Order:	\$	41,377.17
Net Decrease of this Field Order:	\$	(6,304.47)
Allowance Remaining:	\$	35,072.70

Bernier, Carr & Associates

Shawn M. Travers, RA
Architect/Engineer



Signature

6.10.15

Date



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:

7-03

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 1 7

District BEDS Code

Building Identification Number

Project number

District & Building Name

Ogdensburg City School District - Ogdensburg Free Academy

Type of Project

☒ Reconstruction / Alteration ☐ Addition & Alteration ☐ New Building ☐ Other

Project Description

EXCEL Consolidation and Capital Improvements Project - Phase 4

Architect / Engineer firm

Bernier Carr & Associates

327 Mullin Street

Watertown, NY 13601

name

address

Contact Person

Shawn Travers, R.A.

(315) 782-8130

stravers@thebcgroup.com

name & title

phone number & e-mail

Construction Manager firm

Bernier Carr & Associates

327 Mullin Street

Watertown, NY 13601

name

address

Contact Person

Stephen Shockley

(315) 782-8130

sshockley@thebcgroup.com

name & title

phone number & e-mail

District Contact Person

Timothy Vernsey, Superintendent of Schools (315) 393-0900 tvernsey@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.)

- Requested By (Who initiated the change request)
- Relationship to Project Scope (How is this change related to the original project scope)
- Basis of Need (Describe why the change is needed)
- 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 7 - Mechanical in the amount of \$50,000. |
| C | During construction, there was a total of (4) field orders written against the Field Directive Allowance in the amount of \$14,927.30; thereby leaving a balance of \$35,072.70. |
| D | Deduct for the unused portion of the Field Directive Allowance. |

A

B

C

D

A

B

C

D

CHANGE ORDER CERTIFICATION

FP-COC 04/10

Page Two

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.

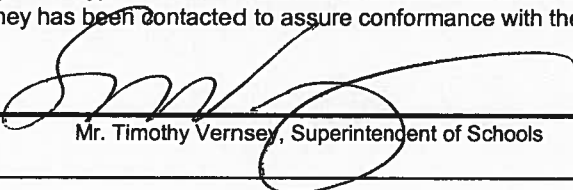
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Certification of the Superintendent of Schools (District Superintendent if a BOCES project)

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.

11/5/15
Date


Mr. Timothy Vernsey, Superintendent of Schools

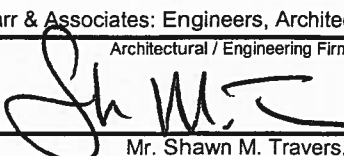
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Certification of the Architect or Engineer

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.

10-22-15
Date

Bernier, Carr & Associates: Engineers, Architects, and Land Surveyors, PC
Architectural / Engineering Firm Name

Mr. Shawn M. Travers, RA