

BUSINESS AND FINANCE DIVISION

Report No. 7

OGDENSBURG CITY SCHOOL DISTRICT  
OGDENSBURG, NEW YORK

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SUBJECT: Board Approval of Change Order 2-03, EXCEL Consolidation and Capital Improvements Project Phase 3—Ogdensburg Free Academy - Project Number: 2007-122C

DATE: January 4, 2016

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 \$120,240.45, 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 2-03, EXCEL Consolidation and Capital Improvements Project Phase 3— Ogdensburg Free Academy - Project Number: 2007-122C, presented this 4<sup>th</sup> day of January, 2016.

APPROVED FOR PRESENTATION TO THE BOARD:

TVM/alf  
Attachment

  
Superintendent

# CHANGE ORDER

No. 2-03

PROJECT:	EXCEL Consolidation and Capital Improvements Project - Phase 3	DATE OF ISSUANCE:	November 12, 2015
OWNER:	Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669	ENGINEER:	Bernier Carr & Associates 327 Mullin Street Watertown, New York 13601
CONTRACTOR: (Name, Address)	Murnane Building Contractors 104 Sharon Ave. Plattsburg, NY 12901	ENGINEER'S PROJECT NO.:	2007-122C
CONTRACT FOR:	No. 2 -General Construction	SED PROJ. MGR.:	Mary Sansaricq
CONTRACT DATE:	July 17, 2012	SED CONTROL NO.:	51-23-00-01-0-002-009 Dome

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

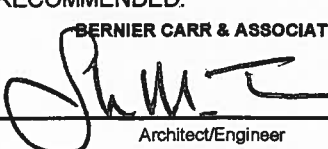

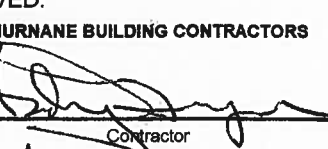
1. Deduct for the remainder of the Field Directive Allowance.	\$	(41,106.95)
2. Deduct for the remainder of the Signage Allowance.	\$	(10,844.00)
3. Deduct for the remainder of the Hazardous Materials Removal Allowance.	\$	(32,411.50)
4. Deduct for the remainder of the Masonry Restoration Allowance.	\$	(35,878.00)
<b>Total</b>	<b>\$</b>	<b>(120,240.45)</b>

Attachments: (list documents supporting change)

Proposals from Murnane 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	Original Contract Time
\$ 5,177,900.00	as per Milestone Construction Schedule
Previous Change Order: 2-02	Net Change from previous Change Orders
\$ 33,029.00	none
Contract Price prior to this Change Order	Contract Time prior to this Change Order
\$ 5,210,929.00	as per Milestone Construction Schedule
Net Increase of this Change Order	Net Increase of this Change Order
\$ (120,240.45)	none
Contract Price with all approved Change Orders	Contract Time with all approved Change Orders
\$ 5,090,688.55	as per Milestone Construction Schedule

RECOMMENDED:	APPROVED:	APPROVED:
BERNIER CARR & ASSOCIATES	OGDENSBURG CITY SCHOOL DISTRICT	MURNANE BUILDING CONTRACTORS
		
Architect/Engineer	Owner	Contractor
Shawn M. Travers, RA	Timothy Vernsey, Superintendent	ANDY BIZER
Print or Type Name	Print or Type Name	Print or Type Name
phone: (315) 782-8130	phone: (315) 393-0900	phone: (518) 561-4010
date: 11.12.15	date: 12/17/15	date: 03-DEC-15

**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"/>	Murnane
FIELD	<input type="checkbox"/>	
OTHER	<input type="checkbox"/>	NYSED

PROJECT: EXCEL Consolidation & Capital Improvements Project - Phase 3	FIELD ORDER NO. 201-13
OWNER: Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669	DATE: January 12, 2015
TO: Murnane Building Contractors (Contractor) 104 Sharon Ave. Plattsburgh, New York 12901	ARCHITECT'S PROJECT NO.: 2007-122C
	CONTRACT NO.: No. 2 - General Construction
	CONTRACT DATE: July 11, 2013
SED NO.: 51-23-00-01-0-007-016 OFA	SED PROJ. MGR: Mary Sansaricq

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

Add to upgrade to low profile automatic door closers at Special Education room doors G109A, G111A, and G113A to accommodate clearance requirements and proximity of existing gypsum soffit.	\$	898.59
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Total \$ 898.59

**ATTACHMENTS:**

Murnane Proposals  
Bernier, Carr & Associates related Contract Drawings

**ALLOWANCE SUMMARY**

Original Allowance:	\$ 100,000.00
Previous Field Order: 201-01 to 201-12	\$ 55,361.58
Allowance Remaining prior to this Field Order:	\$ 44,638.42
Net Decrease of this Field Order:	\$ (898.59)
Allowance Remaining:	\$ 43,739.83

Bernier, Carr & Associates

Shawn M. Travers, RA  
Architect/Engineer

Signature

Date

**FIELD ORDER /  
ALLOWANCE  
AUTHORIZATION  
(Signage)**

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

PROJECT:	EXCEL Consolidation & Capital Improvements Project - Phase 3	FIELD ORDER NO.	202-02
OWNER:	Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669	DATE:	February 6, 2015
TO:	Murnane Building Contractors	ARCHITECT'S	
(Contractor)	104 Sharon Ave. Plattsburg, New York 12901	PROJECT NO.:	2007-122C
		CONTRACT NO.:	No. 2 - General Construction
		CONTRACT DATE:	July 11, 2013
SED NO.:	51-23-00-01-0-007-016 OFA	SED PROJ. MGR:	Mary Sansaricq

**You are hereby directed to execute promptly this Field Order:**

Add for (1) maximum occupancy sign for Library E202, and (7) floor loading capacity signs \$ 704.00  
for Mechanical Room F147, Mechanical F203, Library E202, Office E204, Group Media  
E205, Reference E207, and Library Storage E209 in accordance with the construction  
documents.

Total \$ 704.00

**ATTACHMENTS:**

Murnane Building Contractors' Proposals  
Bernier, Carr & Associates related Contract Drawings

**ALLOWANCE SUMMARY**

Original Allowance:	\$ 20,000.00
Previous Field Order: N/A	\$ 8,452.00
Allowance Remaining prior to this Field Order:	\$ 11,548.00
Net Decrease of this Field Order:	\$ (704.00)
Allowance Remaining:	\$ 10,844.00

Bernier, Carr & Associates

Shawn M. Travers, RA  
Architect/Engineer

Signature

Date

**FIELD ORDER /  
ALLOWANCE  
AUTHORIZATION  
(Hazmat)**

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

PROJECT:	EXCEL Consolidation & Capital Improvements Project - Phase 3	FIELD ORDER NO.	203-05
OWNER:	Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669	DATE:	October 6, 2014
TO:	Murnane Building Contractors (Contractor) 104 Sharon Ave. Plattsburg, New York 12901	ARCHITECT'S PROJECT NO.:	2007-122C
		CONTRACT NO.:	No. 2 - General Construction
		CONTRACT DATE:	July 11, 2013
SED NO.:	51-23-00-01-0-007-016 OFA	SED PROJ. MGR:	Mary Sansaricq

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

1. Add to remove asbestos containing pipe fittings insulation discovered above ceiling after abatement contractor completed contract hazardous materials removals in MS Office C213.	\$	2,753.23
2. Add to remove lead based paint discovered on existing structural steel to accommodate exterior window lintel replacement and connection of new supports.	\$	3,118.32
3. Add to remove vinyl asbestos floor tile discovered in former Guidance Room E119.	\$	1,550.69
<b>Total</b>	<b>\$</b>	<b>7,422.24</b>

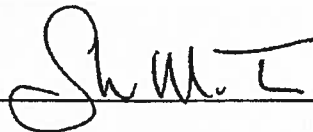
ATTACHMENTS:  
Murnane Building Contractors' Proposals  
Bernier, Carr & Associates related Contract Drawings

**ALLOWANCE SUMMARY**

Original Allowance:	\$	100,000.00
Previous Field Order: 203-01 to 203-04	\$	60,166.26
Allowance Remaining prior to this Field Order:	\$	39,833.74
Net Decrease of this Field Order:	\$	(7,422.24)
Allowance Remaining:	\$	32,411.50

Bernier, Carr & Associates

Shawn M. Travers, RA  
Architect/Engineer



Signature

10/6/14

Date

**FIELD ORDER /  
ALLOWANCE  
AUTHORIZATION  
(Masonry)**

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

PROJECT:	EXCEL Consolidation & Capital Improvements Project - Phase 3	FIELD ORDER NO.	204-05
OWNER:	Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669	DATE:	December 3, 2014
TO:	Murnane Building Contractors (Contractor) 104 Sharon Ave. Plattsburgh, New York 12901	ARCHITECT'S PROJECT NO.:	2007-122C
		CONTRACT NO.:	No. 2 - General Construction
		CONTRACT DATE:	July 11, 2013
SED NO.:	51-23-00-01-0-007-016 OFA	SED PROJ. MGR:	Mary Sansaricq

**You are hereby directed to execute promptly this Field Order:**

Add for replacement of deteriorated brick, masonry mortar joints, and limestone panel joints as per Elevations A, D, E, G, H, L and M on contract drawings A1-500 and A1-501. \$ 23,070.00

Total \$ 23,070.00

**ATTACHMENTS:**

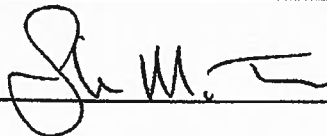
Murnane Building Contractors' Proposals  
Bernier, Carr & Associates related Contract Documents

**ALLOWANCE SUMMARY**

Original Allowance:	\$ 150,000.00
Previous Field Order: 204-01	\$ 88,080.00
Allowance Remaining prior to this Field Order:	\$ 61,920.00
Net Decrease of this Field Order:	\$ (23,070.00)
Allowance Remaining:	\$ 38,850.00

Bernier, Carr & Associates

Shawn M. Travers, RA  
Architect/Engineer



Signature

12.4.14

Date

**FORM OF PROPOSAL**  
**Ogdensburg City School District**  
**Excel Consolidation and Capital Improvements Project - Phase 3**

The Undersigned Murnane Building Contractors, Inc.  
Contractor  
104 Sharron Avenue, Plattsburgh, NY 12901  
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. 2 - GENERAL CONSTRUCTION** to furnish all labor, materials, supplies, plant and equipment and other facilities to properly perform the work for the total:

BASE BID SUM of

FOUR MILLION, THREE HUNDRED SEVENTY-THREE THOUSAND, NINE HUNDRED DOLLARS (\$4,373,900.00)

Bid Item No. 1 - Field Directive Allowance

One Hundred Thousand DOLLARS (\$ 100,000.00 )

Bid Item No. 2 - Signage Allowance

Twenty Thousand DOLLARS (\$ 20,000.00 )

Bid Item No. 3 - Hazardous Material Removal Allowance

One Hundred Thousand DOLLARS (\$ 100,000.00 )

Bid Item No. 4 - Masonry Restoration Allowance

One Hundred Fifty Thousand DOLLARS (\$ 150,000.00 )

Bid Item No. 5 - Concession Building

TWO HUNDRED TWENTY-SEVEN THOUSAND DOLLARS (\$ 227,000.00 )

Bid Item No. 6 - Golden Dome Roof Restoration

TWO HUNDRED SEVEN THOUSAND DOLLARS (\$ 207,000.00 )

TOTAL BASE BID (Base Bid and Bid Item No. 1 - 6)

FIVE MILLION, ONE HUNDRED SEVENTY-SEVEN THOUSAND, NINE HUNDRED DOLLARS (\$5,177,900.00)



# 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:

2-03

### 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	2	0	0	9
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District BEDS Code

Building Identification Number

Project number

District & Building Name

Ogdensburg City School District - Golden Dome

Type of Project

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

Project Description

EXCEL Consolidation and Capital Improvements Project - Phase 3

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 2 - General Construction in the amount of \$100,000.
C	During construction, there was a total of (14) field orders written against the Field Directive Allowance in the amount of \$58,893.05 leaving a balance of \$41,106.95.
D	Deduct for the remainder of the Field Directive Allowance.
A	Owner requested credit.
B	As part of the Capital Project, there was a Signage Allowance for Contract 2 - General Construction in the amount of \$20,000.
C	During construction, there was a total of (2) field orders written against the Signage Allowance in the amount of \$9,156 leaving a balance of \$10,844.
D	Deduct for the remainder of the Field Directive Allowance.
A	Owner requested credit.
B	As part of the Capital Project, there was a Hazardous Materials Removal Allowance for Contract 2 - General Construction in the amount of \$100,000.
C	During construction, there was a total of (5) field orders written against the Hazardous Materials Removals Allowance in the amount of \$67,588.50 leaving a balance of \$32,411.50.
D	Deduct for the remainder of the Field Directive Allowance.
A	Owner requested credit.
B	As part of the Capital Project, there was a Masonry Restoration Allowance for Contract 2 - General Construction in the amount of \$150,000.
C	During construction, there was a total of (5) field orders written against the Masonry Restoration Allowance in the amount of \$114,122 leaving a balance of \$35,878.
D	Deduct for the remainder of the Field Directive Allowance.



# 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.

12/17/15  
Date

John Fairchild, Superintendent

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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.

11.12.15  
Date

Bernier, Carr & Associates  
Architectural / Engineering Firm Name

Shawn M. Travers, RA