

BUSINESS AND FINANCE DIVISION

Report No. 33

OGDENSBURG CITY SCHOOL DISTRICT
OGDENSBURG, NEW YORK

SUBJECT: Board Approval of Change Order 1-01, Phase 6
Project 51-23-00-01-0-007-020 OFA

DATE: August 28, 2017

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 **increases** the contract sum by \$19,485.09, 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 1-01, Phase 6 Project 51-23-00-01-0-007-020 OFA, presented this 28th day of August, 2017.

APPROVED FOR PRESENTATION TO THE BOARD:

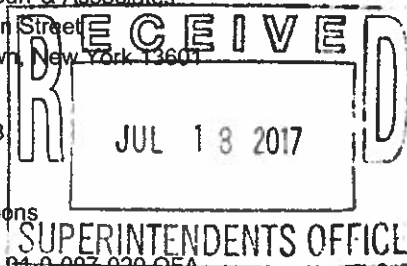

Superintendent

TVM/alf
Attachment

CHANGE ORDER

No. 1-01

| | |
|--------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| PROJECT: Capital Improvements Project Phase 6 | DATE OF ISSUANCE: July 6, 2017 |
| OWNER: Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669 | ENGINEER: Bernier Carr & Associates 327 Mullin Street Watertown, New York 13601 |
| CONTRACTOR: Burns Bros. Contractors (Name, Address) 7504 US Rt. 11 Potsdam, NY 13676 | ENGINEER'S PROJECT NO.: 2016-003 |
| CONTRACT FOR: No. 1 - Mechanical | SED PROJ. MGR.: Sigrid Coons |
| CONTRACT DATE: August 22, 2016 | 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:

Add to replace existing pneumatic operated fire dampers discovered at Mechanical Room G224 with (7) fusible link fire dampers, and (2) motorized fire/smoke dampers as per contract drawing JC-1. \$ 19,485.09

Total \$ 19,485.09

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 | Original Contract Time |
| \$ 375,000.00 | as per Milestone Construction Schedule |
| Previous Change Order: N/A | Net Change from previous Change Orders |
| \$ 0.00 | none |
| Contract Price prior to this Change Order | Contract Time prior to this Change Order |
| \$ 375,000.00 | as per Milestone Construction Schedule |
| Net Increase of this Change Order | Net Increase of this Change Order |
| \$ 19,485.09 | none |
| Contract Price with all approved Change Orders | Contract Time with all approved Change Orders |
| \$ 394,485.09 | as per Milestone Construction Schedule |

| | | |
|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| RECOMMENDED: BERNIER, CARR & ASSOCIATES Architect/Engineer Shawn M. Travers, RA Print or Type Name | APPROVED: OGDENSBURG CITY SCHOOL DISTRICT Owner Timothy Vernsey, Superintendent Print or Type Name | APPROVED: BURNS BROS. CONTRACTORS Contractor Patrick Sweeney Print or Type Name |
| phone: (315) 782-8130 | phone: (315) 393-0900 | phone: (315) 268-0034 |
| date: 7-6-17 | date: 7/19/2017 | date: 7/12/17 |

SUBCONTRACTOR PROPOSAL

or / SUB of SUBCONTRACTOR

No.

Subcontractor Name: Burns Bros Contractors
Address: 7504 US Hwy 11
Potsdam NY 13676
Telephone No.: 315 268-0034

Date: 6/12/2017
Field Order No.: _____
Change Proposal No.: JC-01

Use a separate form for each Subcontractor**A. LABOR**

| WORK DESCRIPTION | Trade | Hours | Total Rate | Total Labor Cost | FOR SUCF USE ONLY |
|----------------------------------------------------------------|-------|-------|------------|------------------|-------------------|
| | | | | | SUCF REVISIONS |
| Burns Bros - Demo | PF | 16 | \$ 60.52 | \$ 968.32 | |
| Burns Bros - Dennis Harper | PFF | 4 | \$ 63.81 | \$ 255.24 | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| Total from additional Labor Worksheet Extension(s) if required | | | | | |
| TOTAL SUBCONTRACTOR LABOR | | | | \$ 1,223.56 | |

B. MATERIAL / EQUIPMENT RENTAL

| MATERIAL DESCRIPTION | Quantity | Unit | Unit Cost | Material Cost | |
|-------------------------------------------------------------------|----------|------|------------------------|-------------------------|-----------|
| Border Proposal | 1 | ea | \$ 15,720.00 | \$ 15,720.00 | |
| Collins-Hammond | 1 | ea | \$ 2,505.00 | \$ 2,505.00 | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| | | | | \$ - | |
| Total from additional Material Worksheet Extension(s) if required | | | | | |
| TOTAL SUBCONTRACTOR MATERIAL | | | | \$ 18,225.00 | 16,943.56 |

C. EQUIPMENT

(From Equipment Expense Proposal)

| | | | | | |
|------------------------------------------|--|--|--|-------------------------|-----------|
| TOTAL SUBCONTRACTOR EQUIPMENT | | | | \$ - | |
| D. SUMMARY | | | | | |
| Total Labor, Material, Equipment (A+B+C) | | | | \$ 18,448.56 | |
| No Mark-up on Sub Of Sub 15% | | | | \$ 2,817.20 | 2541.53 |
| Total Premium Portion of O.T. | | | | | |
| TOTAL SUBCONTRACTOR PROPOSAL | | | | \$ 22,800.00 | 19,485.09 |

Subcontractor Signature _____

Dennis Harper
Name & Title (Please type or print.)

6/12/2017
Date



Office
Norfolk, NY 13667

Mailing Address
8463 State Highway 56
P.O. Box 492
Norfolk, NY 13667

Office
Plattsburgh, NY 12901

Office: 315-384-6137 dwbordermechanicals@hotmail.com Fax: 315-384-6134

Cost Proposal

| |
|-----------------------------------------|
| Date: June 09, 2017 |
| Ref: Burns Bros. |
| Attn: Dennis Harper |
| Project: Ogdensburg CSD: Damper Install |

Description of Work

Provide the following:

Demo Duct & Insulation.

Install Smoke & Fire Dampers (Install 7 Fire Dampers, 2 Smoke/Fire Dampers.

Provide New Duct Sleeves if required.

Reinsulate Damaged Insulation.

Complete Cost

\$15,720.00

Not included

Controls Work

Any Questions:

Diane Woodward

Diane Woodward
315-384-6137



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:

1-01

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

☐

Reconstruction /Alteration

☒

Addition & Alteration

☐

New Building

☐

Other

Project Description

Capital Improvements Project - Phase 6

Architect / Engineer firm

Bernier Carr & Associates

327 Mullin Street

Watertown, NY 13601

name

address

Contact Person

Shawn Travers, R.A. Principal/Architect

(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, Project Administrator

(315) 782-8130

sshockley@thebcgroup.com

name & title

phone number & e-mail

District Contact Person

Timothy Vernsey, Supt. 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 | Mechanical Contractor discovered pneumatic operated dampers. |
| B | As part of the Capital Project, existing mechanical equipment in Mechanical Room G224 was scheduled for pneumatic temperature control upgrades to direct digital control as per contract drawing M-106. |
| C | During construction, Mechanical Contractor discovered existing duct mounted fire dampers were operated by an antiquated pneumatic controls system. As such, the existing pneumatic operated fire dampers were replaced with motorized fire/smoke dampers, and connected to the fire alarm system as part of the overall mechanical systems upgrades in accordance with the attached contract drawing JC-1. |
| D | Add to replace existing pneumatic operated fire dampers discovered at Mechanical Room G224 with (7) fusible link fire dampers, and (2) motorized fire/smoke dampers as per contract drawing JC-1. |

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.

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.

7/19/17
Date

Timothy Vernsey
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.

7.6.17
Date

Bernier, Carr & Associates: Engineers, Architects, and Land Surveyors, PC
Architectural / Engineering Firm Name
Shawn M. Travers
Mr. Shawn M. Travers, RA