

# CHANGE ORDER

No. 3-01

PROJECT:	2022 Capital Outlay Project	DATE OF ISSUANCE:	May 31, 2023
OWNER:	Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669	ENGINEER:	BCA Architects & Engineers 15 Public Square Watertown, New York 13601
CONTRACTOR: (Name, Address)	Hyde-Stone Mechanical Contractors, Inc. 22962 Murrock Circle Watertown, New York 13601	ENGINEER'S PROJECT NO.:	2022-013
CONTRACT FOR:	No. 3 - Mechanical	SED PROJ. MGR.:	Wendy Clark
CONTRACT DATE:	August 22, 2022	SED CONTROL NO.:	51-23-00-01-0-006-013 John F. Kennedy

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

Deduct for unused Bid Item No. 1 - Field Directive Allowance \$ (20,081.00)


**Total \$ (20,081.00)**

Attachments: (list documents supporting change)

Contractor's Form of Proposal (pages 3-4)  
Field Order No. 301-01

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.

<b>CHANGE IN CONTRACT PRICE:</b>	<b>CHANGE IN CONTRACT TIME:</b>
Original Contract Price	Original Contract Time
\$ 406,600.00	<u>as per Milestone Construction Schedule</u>
Previous Change Order: N/A	<small>days or date</small>
\$ 0.00	Net Change from previous Change Orders
Contract Price prior to this Change Order	<u>none</u>
\$ 406,600.00	<small>days</small>
Net Decrease of this Change Order	Contract Time prior to this Change Order
\$ (20,081.00)	<u>as per Milestone Construction Schedule</u>
Contract Price with all approved Change Orders	<small>days or date</small>
\$ 386,519.00	Net Increase of this Change Order
	<u>none</u>
	<small>days</small>
	Contract Time with all approved Change Orders
	<u>as per Milestone Construction Schedule</u>
	<small>days or date</small>

RECOMMENDED:	APPROVED:	APPROVED:
BCA ARCHITECTS & ENGINEERS	OGDENSBURG CITY SCHOOL DISTRICT	Hyde-Stone Mechanical Contractors, Inc.
		
Architect/Engineer	Owner	Contractor
Shawn M. Travers, RA		
Print or Type Name	Print or Type Name	Print or Type Name
phone: (315) 782-8130	phone: (315) 393-0900	phone: (315) 788-2037
date: 5/31/2023	date:	date:

Prepared by the Engineers' Joint Contract Documents and endorsed by The American General Contractors of America.

**FORM OF PROPOSAL  
Ogdensburg City School District  
2022 Capital Outlay Project**

The Undersigned Hyde-Stone Mechanical Contractors, Inc.

Contractor

22962 Murrock Circle Watertown, NY

Address

13601

Zip Code

hereby certifies that he/she has examined and fully comprehends the requirements and intent of the drawings and specifications as prepared by BCA Architects & Engineers, for **CONTRACT NO. 3 – 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 Hundred Seventy Thousand and 00/100

DOLLARS (\$ 170,000.00 )

Bid Item No. 1 – Field Directive Allowance

Twenty-Five Thousand

DOLLARS (\$ 25,000 )

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

One Hundred Ninety-Five Thousand and 00/100

DOLLARS (\$ 195,000.00 )

Alternate No. 1 – Counselor Rm. 34 Alterations

Fifty-Seven Thousand Nine Hundred and 00/100

DOLLARS (\$ 57,900.00 )

ADD

Alternate No. 2 – Psychology Office Rm. 48 Alterations

Fifty-Eight Thousand Five Hundred and 00/100

DOLLARS (\$ 58,500.00 )

ADD

Alternate No. 3 – Office Rm. 45 thru 51 Alterations

One Hundred Fifty-Three Thousand Seven Hundred and 00/100

DOLLARS (\$ 153,700.00 )

ADD

Receipt of the following Addenda is hereby acknowledged:

No. 1 dated 8/2/22

No. \_\_\_\_\_ dated \_\_\_\_\_

No. 2 dated 8/4/22

No. \_\_\_\_\_ dated \_\_\_\_\_

No. 3 dated 8/12/22

No. \_\_\_\_\_ dated \_\_\_\_\_

No. \_\_\_\_\_ dated \_\_\_\_\_

No. \_\_\_\_\_ dated \_\_\_\_\_

Hyde-Stone Mechanical Contractors, Inc.  
(Name of Bidder)

Signed



Title

President

Street

22962 Murrock Circle

City/State

Watertown, NY

Zip Code 13601

Telephone

315-788-1300

Fax

315-788-9646

Cell Phone

315-816-2330

Email

bbellin@hyde-stone.com

Date

August 16, 2022

**FIELD ORDER /  
ALLOWANCE  
AUTHORIZATION**

OWNER	<input type="checkbox"/>	Ogdensburg CSD
ARCHITECT	<input type="checkbox"/>	BCA Architects & Engineers
CONSULTANTS	<input type="checkbox"/>	
CONTRACTOR	<input type="checkbox"/>	Hyde Stone
FIELD	<input type="checkbox"/>	
OTHER	<input type="checkbox"/>	NYSED

PROJECT: 2022 Capital Outlay Project

FIELD ORDER NO. 301-01

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

DATE: March 2, 2023

ARCHITECT'S  
PROJECT NO.: 2022-013

TO: Hyde Stone Mechanical Contractors, Inc.  
(Contractor) 22962 Murrock Circle  
Watertown, NY 13601

CONTRACT NO.: No. 3 - Mechanical

CONTRACT DATE: August 22, 2022

SED NO.: 51-23-00-01-0-006-013 Kennedy

SED PROJ. MGR: Wendy Clark

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

Add to provide valves & related fittings for new fin tube radiation, new isolation valves on branch piping to Rooms 45 & 47, and (2) 3-inch isolation valves on hot water supply & return mains within the boiler room. \$ 4,919.00

**Total \$ 4,919.00**

**ATTACHMENTS:**

Hyde Stone Proposals dated February 22, 2023 & March 1, 2023  
BCA Contract Drawings M100 & M101

**ALLOWANCE SUMMARY**

Original Allowance:	\$ 25,000.00
Previous Field Order:	\$ -
Allowance Remaining prior to this Field Order:	\$ 25,000.00
Net Decrease of this Field Order:	\$ (4,919.00)
Allowance Remaining:	\$ 20,081.00

BCA Architects & Engineers

Shawn M. Travers, RA  
Architect/Engineer

Signature

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:

3-01

### 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 6 0 1 3

District BEDS Code

Building Identification Number

Project number

District & Building Name

Ogdensburg City School District, John F. Kennedy Elementary School

Type of Project

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

Project Description

2022 Capital Outlay Project

Architect / Engineer firm

BCA Architects & Engineers 15 Public Square Watertown, NY 13601

name

address

Contact Person

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

name & title

phone number & e-mail

Construction Manager firm

BCA Architects & Engineers 15 Public Square Watertown, NY 13601

name

address

Contact Person

Larry Coburn, Senior Construction Manager (315) 782-8130 lcoburn@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 Project, the Form of Proposal for Contract No. 3 - Mechanical included Bid Item No. 1 - Field Directive Allowance in the amount of \$25,000.00.
C	During construction, there was one (1) Field Directive Orders charged against the allowance in the amount of \$4,919.00; thereby leaving as balance of \$20,081.00.
D	Deduct for unused Field Directive Allowance. <b>DEDUCT (\$20,081.00)</b>

# 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.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mr. Kevin Kendall, 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.

5/31/2023  
\_\_\_\_\_  
Date

\_\_\_\_\_  
BCA Architects & Engineers

\_\_\_\_\_  
Architectural / Engineering Firm Name



\_\_\_\_\_  
Mr. Shawn M. Travers, RA