

## **Transmittal**

15 Public Square, Watertown, New York 13601

PROJECT:

Ogdensburg City School District

10/26/2023

2023 Capital Outlay Project

2023-008

SUBJECT:

PURPOSE:

CO 1-05 MIsc. Items, Deduct Allowance

TRANSMITTAL ID:

00261

For your review and comment

VIA:

DATE:

FedEx/UPS

#### FROM

Stephen Shockley 15 Public Square	BCA Architects &	EMAIL	PHONE
Watertown, New York 13601	Engineers	sshockley@thebcgroup.com	(315) 782-8130

TO

NAME	COMPANY	EMAIL	PHONE
Kevin Kendall 1100 State Street Ogdensburg, New York 13669	Ogdensburg City School District	kkendall@ogdensburgk12.or g	(315) 393-0900

REMARKS:

Mr. Kendall,

Please review and sign the enclosed document. Retain one (1) copy for your records and return the remaining copies to my attention. We will forward a copy to SED on the District's behalf.

Change Order No. 1-05 in the amount of \$11,757.11

Contract No. 1 - General Construction

D.C. Building Systems, Inc.

Thank you.

COPIES

Rachel Barr

(Ogdensburg City School District)



## Change Order

PROJECT: (Name and address)
2023 Capital Outlay Project
OFA/Golden Dome
Ogdensburg City School District
1100 State Street
Ogdensburg, New York

OWNER: (Name and address)
Ogdensburg City School District
1100 State Street

Ogdensburg, New York 13669

CONTRACT INFORMATION:

Contract For: No. 1 - General

Construction Date: July 3, 2023

SED No. 51-23-00-01-0-007-025

ARCHITECT: (Name and address)
BCA Architects & Engineer

15 Public Square

Watertown, New York 13601

**CHANGE ORDER INFORMATION:** 

Change Order Number: 1-05

Date: October 5, 2023

BCA Project No. 2023-008

**CONTRACTOR**: (Name and address)

D.C. Building Systems, Inc.

1015 Water Street

Watertown, New York 13601

### 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.)

- 1. Add for time and material work related to the removal of the remaining portion of sidewalk, integral light poles, and adjacent landscaping at the main entrance to OFA. (add \$12,071.71)
- 2. Credit to Owner for unused Bid Item No. 4 Field Directive Allowance (deduct \$314.60)

The original Contract Sum was \$\, 1,225,000.00\$

The net change by previously authorized Change Orders \$\, 228,189.00\$

The Contract Sum prior to this Change Order was \$\, 1,453,189.00\$

The Contract Sum will be increased by this Change Order in the amount of \$\, 11,757.11\$

The new Contract Sum including this Change Order will be \$\, 1,464,946.11\$

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.

D.C. Building Systems, Inc.	Ogdensburg City School District
CONTRACTOR (Firm manue)	OWNER (Firm name)
SIGNATURE	SIGNATURE
Robert Porter Preside	WKevin Kendall, Superintendent
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
10/25/23 DATE	10 30 23 DATE
	SIGNATURE  PRINTED NAME AND TITLE  10 25/25



SITE DEVELOPMENT / PRE-ENGINEERED BUILDINGS

Project Name

Ogdensburg Schools

Project Number

223-221

Change Order Summary - TM Work

		Remove and Replace Sidewalks			_		_	
	Item	Description	Unit	Quantity		Rate	$oxed{oxed}$	Cost
8/10/2023	Laborers	Sawcut and Jack Hammer around lights and seat bases.	6	HR	\$	85.19	\$	511.1
	Equipment	Jack Hammer & Demo Saw	1	کا	\$	50.00	\$	50.0
8/11/2023	Laborers	Sawcut and Jack Hammer around lights and seat bases.	18	HR "	\$	85.19	\$	1,533.4
	Equipment	Jack Hammer & Demo Saw	1	LS	\$	50.00	\$	50.0
8/14/2023	Operator	Remove, hedges, sidewal blocks and light pole/seat bases.	8	HR	\$	108.40	\$	867.2
	Equipment	PC170 Excavator -	8	HR	\$	77.00	\$	616.0
	Carpenter	Form up new edge of sidewalk where existing was removed.	24	HR	\$	89.45	\$	2,146.8
	Material	Form Lumber	1	L\$	\$	222.05	\$	222.0
8/15/2023	Operator	Remove, hedges, sidewal blocks and light pole/seat bases.	6	HR	\$	108.40	\$	650.4
	Equipment	PC170 Excavator -	6	HR	\$	77.00	\$	462.0
	Carpenter	Form up new edge of sidewalk where existing was removed.	5	HR	\$	89.45	\$	447.2
	Laborers	Form up new edge of sidewalk where existing was removed.	7	HR	\$	85.19	\$	596.3
8/16/2023	Operator	Loadout hedges, sidewalk debris and light pole bases	5	HR	\$	108.40	\$	542.0
	Equipment	PC170 Excavator -	5	HR	\$	77.00	\$	385.0
	Operator	Loadout hedges, sidewalk debris and light pole bases	4	HR	\$	108.40	\$	433.6
	Carpenter	Loadout hedges, sidewalk debris and light pole bases	11	HR	\$	89.45	ŝ	983.9

\$ 10,497.14 \$ 1,574.57 \$ 12,071.71

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SUBCONTRACTORS Subcontractor's Name No. of Employees on Site	OTHER NOTES (Directives by owner, problems, delays, solutions, improvements, comments, safety etc.)	WORK PERFORMED  S and light pole / Seat bases,  salk where existing one was removed

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Subcontractor's Name No. of Employees on Site	Subcontractor's Name No. of Employees on Site
OTHER NOTES (Directives by owner, problems, delays, solutions, improvements, comments, safety etc.)	OTHER NOTES (Directives by owner, problems, del
	Repair mesh from sidewalk removal
WORK PERFORISED	

	ALLOWANCE AUTHORIZATION				
DISTRIBUTIO	N				
Owner Architect CM	Ogdensburg City School Dist. Contra BCA Architects & Engineers Field N/A Other	D.C. Building Systems, Inc.  ARCHITECTS ENGINEERS			
CONTRACT	NFORMATION				
Project:	2023 Capital Outlay Project	Field Order No.: 104-04			
Owner:	Ogdensburg City School District 1100 State Street Ogdensburg, New York 13669	Date: October 5, 2023  Architect's Project No.: 2023-008			
Contractor:	D.C. Building Systems, Inc. 1015 Water Street Watertown, New York 13601	Contract For: No. 1 - General Construction  Contract Date: July 3, 2023			
SED No.:	51-23-00-01-0-007-025 OFA/Golden Dome	SED Project Manager: Wendy Clark			
DESCRIPTION	V				
You are hereb	by directed to execute promptly this Fie	ld Order:			
Add for time & materials work related to construction of a new plywood wall to support & protect the \$ 13,073.96 (2) snow melt system manifold cabinets provided by the Mechanical Contractor within Gym Storage F121; and lawn restoration related to the additional removal of sidewalks & landscaping at the main entrance to OFA as requested by the District.					
		Total Allowance Authorization Amount \$ 13,073.96			
ATTACHMENTS					
Cost Proposal BC07 from D.C. Building Systems dated 10/2/23 Contract Drawing L220, L320, M100, & M101					
SUMMARY					
Origina	al Allowance:	\$ 50,000.00			
	Previous Allowance Authorization: \$ 36,611				
	nce Remaining prior to this Authorization	· · · · · · · · · · · · · · · · · · ·			
l	crease of this Allowance Authorization:	\$ 13,073.96			
	nce Remaining:	\$ 314.60			
AUTHORIZED	SIGNATURES				
AOTTORIZED	JOHA TORES				
BCA	Architects & Engineers Architect/Engineer	D.C. Building Systems, Inc.  Contractor			
Shawn M. Trav	vers, R.A., LEED Green Associate Principal/Architect	Name, Title			
Construc	N/A ction Manager (If Applicable)	Ogdensburg City School District Owner			
	Name, Title	Name, Title			

# FORM OF PROPOSAL Ogdensburg City School District 2023 Capital Outlay Project

The Undersigned	D.C. Building Systems,	Inc.	
	Contractor		
Address	19086 US Route 11, Watertow	<u>/n, NY 13</u>	
			Zip Code
specifications as prepa	e/she has examined and fully comprehends the ared by BCA Architects & Engineers, for CONTI terials, supplies, plant and equipment and other	RACT NO. 1	- GENERAL CONSTRUCTION
BASE BID SUM of			
Ninety Four Thousa	and Six Hundred		DOLLARS (\$ 94,600
Bid Item No. 1 - OFA	Sidewalk Reconstruction		
One Hundred Twenty	Five Thousand Five Hundred		DOLLARS (\$_125,500)
Bid Item No. 2 - Area	2 Parking Lot Reconstruction		
On Hundred Eighty	Seven Thousand Four Hundred		DOLLARS (\$ <u>187,400</u> )
Bid Item No. 3 - Area	3 Parking Lot Reconstruction		
Four Hundred Sixty	Eight Thousand Nine Hundred		DOLLARS (\$468,900)
Bid Item No. 4 - Field	Directive Allowance		
	Fifty	Thousand	DOLLARS (\$ 50,000)
TOTAL BASE BID (Ba	ase Bid and Bid Item No. 1-4)		
Nine Hundred Twen	nty Six Thousand Four Hundred		DOLLARS (\$926,400

#### 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

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.

www.p12.nysed.gov/facplan/

Change Order Number: 1-05

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 7 0 2 5  District BEDS Code Building Identification Number Project number			
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			
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.)

1A	Owner Requested
1B	Under the Capital Outlay Project, concrete sidewalks were scheduled to be replaced with a new snow melt system at the main entrance to Ogdensburg Free Academy as per Contract Drawings L220, L320, M100, & M101.
1C	With favorable bid results and contractors already mobilized, the Owner requested that the remaining older portion of sidewalk, integral light poles & adjacent landscaping be removed in their entirety at the main entrance. This portion of sidewalk was in fair condition and outside the snow melt system; thereby requiring ongoing winter maintenance & salt that posed a potential danger to the new snow melt walks. As such, the General Contractor removed the remaining sidewalk, related light poles & landscaping.
1D	Add for time & materials work related to the removal of the remaining portion of sidewalk, integral light poles & adjacent landscaping at the main entrance to OFA.
2A	Owner Requested
2B	Under the Capital Outlay Project, the Form of Proposal for Contract No. 1 - General Construction included Bid Item No. 4 - Field Directive Allowance in the amount of \$50,000.00.
2C	During construction, there were four (4) Allowance Authorizations issued for the amount of \$49,685.40; thereby leaving a balance of \$314.60.
2D	Deduct for unused Field Directive Allowance in the amount of \$314.60.

## CHANGE ORDER CERTIFICATION

#### Part Three

#### .

#### 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.

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Kevin Kendall, Superintendent of Schools

#### 2

#### 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 asbestosrelated project.

	BCA Architects & Engineers
	Architectural / Engineering Firm Name
October 5, 2023	Sh W.7
Date	Shawn M. Travers, R.A. Principal/Architect

#### 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/

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SED Project Number	5 1 2 3 0 0 0 1 0 0 7 0 2 5 District BEDS Code Building Identification Number Project number			
District & Building Name	Ogdensburg City School District, Ogdensburg Free Academy / Golden Dome			
Type of Project	Reconstruction /Alteration			
Project Description	2023 Capital Outlay Project			
Architect / Engineer firm	BCA Architects & Engineers 15 Public Square; Watertown, New York 13601			
Contact Person	Shawn M. Travers, R.A. Principal/Architect (315) 782-8130 Ext. 235 / stravers@thebcgroup.com			
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10 30 23

Kevin Kendall. Superintendent of Schools

#### 3

#### Certification of the Architect or Engineer

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- 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 asbestosrelated project.

BCA Architects & Engineers	
Architectural / Engineering Firm Name	Τ
Sh W.7	
Shawn M Travers, R.A. Principal/Architect	

October 5, 2023

Date