CCO #EC-001

C&S Companies
499 Col Eileen Collins Blvd.
Syracuse, New York 13212-3930
Phone: (315) 455-2000
Fax: (315) 455-9667

Project: AS7.001.001 - Ogdensburg CSD Capital Improvement Project
1100 State Street
Ogdensburg, New York 13669

Change Order Authorization #EC-001:
CE #027 - RFI #Ph1-29: Electrical Primary Duct Bank

CONTRACT COMPANY:	**Collins-Hammond Electrical Contractors** PO Box 1034 Ogdensburg, New York 13669	**CONTRACT FOR:**	Contract No. 4 (EC):Electrical
DATE CREATED:	12/03/2025	**CHANGE REASON:**	Design Modification
REFERENCE:	SED Control No. 51-23-00-01-5-022-001	**TOTAL AMOUNT:**	$20,079.38

ATTACHMENTS:
CH RFQ Electrical Primary Duct Bank_C&S Review.pdf Trench Requirements.pdf

CHANGE ORDER LINE ITEMS:

CE #027 - RFI #Ph1-29: Electrical Primary Duct Bank: Per RFI #Ph1-29 (see below), the below grade primary electrical feed from the utility pole to the pad-mounted transformer is required by National Grid standards (see attached) to be in Schedule 80 PVC conduit encased in a concrete duct bank. The contract drawings call for rigid conduit with sand bedding under the parking lot and Schedule 80 PVC under grassy areas. No concrete encasement is called out. ***RFI #Ph1-29: Electrical Primary Duct Bank Question (Collins-Hammond Electrical Contractors, Inc.): After speaking with National Grid, we are required to provide schedule 80 PVC conduit with concrete encased from National Grid Pole to Pad mounted transformer. EL100 calls for 4" GRC with sand bedding for under parking lot and schedule 80 under grassy areas. Please confirm the change and add for concrete encased. Response (BCA Architects & Engineers): Please provide concrete encasement per National Grid's Requirements. Submit the detail intended for clarification. Follow up response 10/7/25: place below grade primary as required by National Grid standards.	$20,079.38

The Original Contract Sum	$ 1,481,700.00
Net change by previously authorized Change Orders	$ 0.00
The contract sum will be changed by this Change Order in the amount of	$ 20,079.38
The Revised Contract Value including this Change will be	$ 1,501,779.38
The contract time will be changed by this Change Order by 0 days	

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

SIGNATURE **DATE**

BCA Architects & Engineers
15 Public Square
Watertown, New York 13601

12/4/25

SIGNATURE **DATE**

C&S Companies
499 Col Eileen Collins Blvd.
Syracuse New York 13212-3930

Signed by:
Jessica Miller
DD43512BDE364C0...
12/4/2025

SIGNATURE **DATE**

Collins-Hammond Electrical Contractors
PO Box 1034
Ogdensburg New York 13669

DocuSigned by:
Gary Hammond
3F8E359F708A4F1...
12/4/2025

SIGNATURE **DATE**

20.0 Trench Requirements

Final grades shall be established; the surface rough graded with in 6" from finished grade, roadway and property boundaries shall be staked or marked by the *Customer* before any trenching is started. Trench spoils shall be kept a distance of 2' minimum from excavated trench.

The *Customer* shall adhere to the construction plan and specifications specifying trench locations, trench depth and concrete encasement. Any deviation shall be subject to approval by the *Company*.

The *Company* shall be notified in advance of the backfilling of any electric facility (e.g. concrete, conduit, manholes, riser bends). The *Company* reserves the right to require re-excavation of the conduits and foundations if the *Customer* fails to have inspection done or backfills before inspection.

Trenches shall not be backfilled until concrete has set (for at least two hours) and until after approval by authorized *Company* personnel. *Note: if trench is subjected to traffic then the trench shall set for at least 12 hours.* All backfill shall be sand or gravel containing stones less than 1" in any dimension. Backfilling shall not take place over any open-ended (unplugged) conduits. *Company* approved red "Warning" tape shall be installed directly above the *Company's* cable eight to twelve inches below finished grade. Laying the warning tape directly on the cable, concrete or conduit is not acceptable. Certain installations in the public way may require flowable fill instead in place of normal backfill.

20.1 Trench Depth New York/New England Concrete Encased Conduit

Burial depths for electrical conduit shall be maintained not less than 30" from the top of the concrete encasement to grade during all phases of construction. The trench bottom shall be solid, undisturbed earth. Earth showing signs of peat, cinders, rubble, or any conditions not suitable for a stable foundation shall be reported to the *Company* for recommendation. Small pockets of unsuitable soil shall be replaced with compacted gravel (max. 2" stone). At riser pole end concrete encasement just before riser sweep.

20.2 Trench Depth Conduit Direct Buried New York (under certain circumstances agreeable with the *company*)

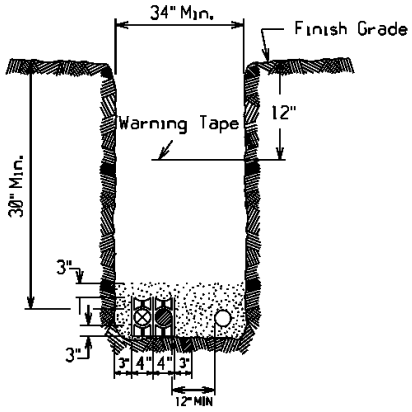
Burial depths for electrical conduit shall be maintained not less than 30" from the top of the conduit to grade during all phases of construction. The trench bottom shall be solid, undisturbed earth. Earth showing signs of peat, cinders, rubble, or any conditions not suitable for a stable foundation shall be reported to the *Company* for recommendation. Small pockets of unsuitable soil shall be replaced with compacted gravel (max. 2" stone).

20.3 Trench Depth Direct Buried New York

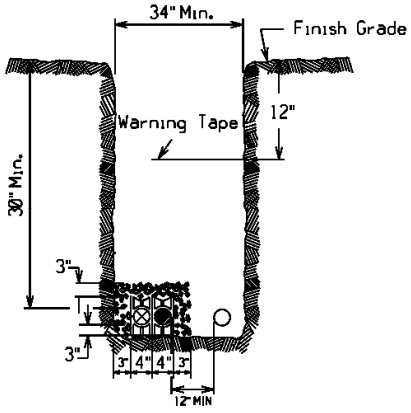
Burial depths for electrical cable shall be maintained not less than 30" to grade during all phases of construction. The trench bottom shall be solid, undisturbed earth. Earth showing signs of peat, cinders, rubble, or any conditions not suitable for a stable foundation shall be reported to the *Company* for recommendation. Small pockets of unsuitable soil shall be replaced with compacted gravel (max. 2" stone). Then 2" minimum of sand shall be the base to lay the cable on top of with another 4" minimum of sand to cover cable.

Figure 20.0-1 Typical Trenches

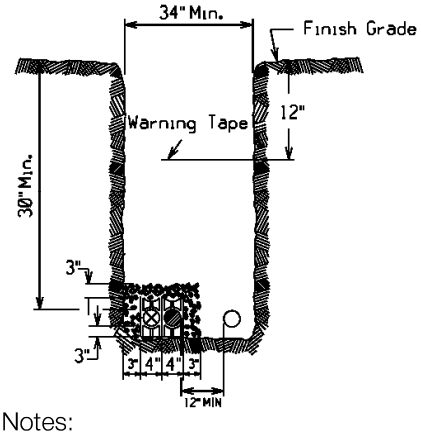
Conduit Trench



Conduit in Concrete Trench



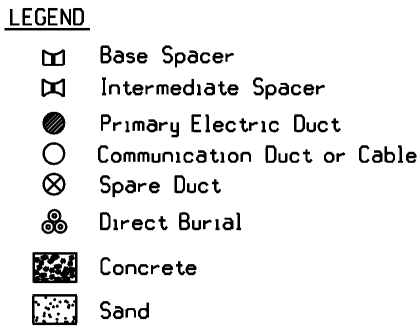
Direct Burial Trench

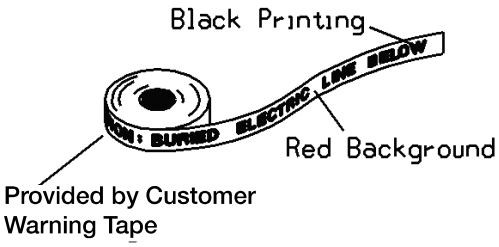


Notes:

1) If more than one set of primary is installed in the trench, separate primary by 6" minimum.
2) Nantucket MA area to use this trench with a spare 4" conduit to be installed at least 6" away from the direct burial cable.

Legend





21.0 Conduit Requirements

The *Customer* shall be responsible for all trenching, excavating, backfilling, and installation of the primary duct system. Exceptions to this shall be in areas where there is an existing manhole and duct system and the limits of trenching by the *Customer* shall be determined by the *Company*. The *Customer* is also responsible to supply and install any necessary manhole, pullboxes, heavy duty handholes, frames and covers. Concrete encasement shall be provided and installed by the *Customer* as specified by the *Company*.

The *Customer* shall ascertain the requirements of the specific municipality in which the development is located. For example, some municipalities may require that the *Customer* employ a licensed electrician to direct the installation of all conduit intended for electric facilities.

Temporary mechanical protection over buried conduit and encasements is recommended to prevent crushing or damage during construction. This is the *Customer's* responsibility.

All road crossings shall, when practical, be perpendicular to the sidelines of the road.

The minimum size conduit shall be 4" schedule 60 DB. All sweeps at foundations and risers shall have a minimum radius of thirty-six inches (36"). The riser sweep shall be galvanized steel. The padmount transformer sweeps shall be galvanized rigid steel or schedule 40 - PVC, with the transformer sweeps rising typically 1" above the concrete pad. The *customer* shall install bell ends on the conduits. The *Customer* shall install conduit plugs in all unused conduits and pulling tape. At the riser pole, the galvanized rigid steel sweeps and the PVC/steel adaptors shall not be concrete encased. The *Customer* shall be responsible to install rigid galvanized steel straight conduit up the pole as shown on page 20, including conduit ground straps, up the riser pole (unless directed otherwise by the *Company*). The *Company* will specify on which quarter of the pole the riser shall be installed, usually away from oncoming traffic.

Except as noted on construction prints, curves and bends in conduit shall be gradual, and the radius of curvature shall not be less than forty feet. All curves shall be formed with 5-degree couplings. The minimum length between single, 5-degree couplings is 42". Heat bending is not allowed.

Conduit grade shall be such as to cause all ducts to drain toward one or both equipment foundations or pullboxes. Minimum pitch shall be three inches (3") per one hundred feet (100').

The *Customer* shall insure that clearances are met and maintained, and that they are inspected by the *Company*. Unless local jurisdictions require greater clearances, the minimum clearances shall be as follows:

Communication Systems – *Company* conduit shall not be directly above or below communication conduit, except when crossing below communication conduit at approximately right angles. *Company* conduit and communication conduit shall be separated by a minimum of 3" of concrete encasement.

Water, Gas, Sewer – *Company* conduit shall not be directly above or below these utilities, except when crossing above these utilities at approximately right angles. Where the paths of these utilities cross under *Company* conduits at approximately right angles, the minimum separation is 12". A minimum separation of 24" shall be maintained between parallel placement of any of these utilities and electrical conduit.

A 6-inch clearance shall be between conduit envelopes and major subsurface pipes (e.g. drainage pipes).

The *Customer* shall mandrel all primary conduits to insure their integrity **before** the *Company* shall attempt to pull any primary cable. The *Customer* shall furnish and install an approved synthetic, 2,500 pound test tape in each primary conduit run including risers. Pulling tape installation and mandrilling the duct shall be witnessed by the *Company*.

***Company* owned duct shall not share a concrete encasement with foreign utilities (e.g. do not place communication or private electrical duct in the same concrete encasement as *Company* duct).**

21.1 Pulling Tape

All conduits shall have a pulling tape, also known as "Mule Tape". This tape is to be to be rated for 2,500#. Manufacturers of this tape are listed on page 54.

21.2 Trench and Conduit System Inspection

In the applicable area, a designated *Company* inspector shall be responsible for the inspection of the trench and or conduit system being prepared and installed by the *Customer*, at stages of installation. The *Customer* shall provide the *Company* inspector with a minimum of 24 to 72 hours notice. Required inspections are:

1) After conduit, ground system, reinforcing bars and forming are completed; but before concrete is poured.

2) After concrete is poured but before backfilling.

3) After backfilling.

The inspection shall not be limited to the above.

22.0 Primary Cable and Electrical Equipment

The majority of installations will have the Company provide, install, and maintain the entire primary electrical system including the transformer, cable, cable accessories, terminations, and other miscellaneous primary electrical system components.

In some areas the *Customer* will (mostly New Hampshire) provide and maintain the entire primary electrical system. The *Company* will provide install and maintain the transformer and other miscellaneous primary electrical system components.

The designation and location of the riser pole(s) shall be determined by the *Company*.

The location of primary cable pull/splice boxes and/or heavy duty handholes shall be determined by the *Company*.

At those locations where manholes or above ground switchgear are required, additional specifications will be provided by the *Company*.

23.0 Secondary Cable and Conduit System

Secondary cables shall be installed underground in customer/developer furnished, installed, owned and maintained conduit system or raceway. Conditions requiring more secondary cables than the *Company*'s transformer secondary terminals can accommodate may require the customer/developer to supply an intermediate splice box to make a transition from National Electrical Code required cable capabilities (required to match main switch), to actual load cable capabilities. Page 56 lists manufacturers of the splice box.

RFC / RCO

C&S: Approved 12/3/2025

RFC#: 11

Project: Ogdensburg CSD 2024 CIP Phase 1 | **DATE:** 11/4/2025

Contractor: Collins-Hammond Electrical Contractors | **C&S Proj. No.:** aAS7.001.001

Contract No.: 4 | **Ref. No.:**

Scope: Electrical Primary Duct Bank

Subject:

Description of work

Subcontractor Costs - From Worksheet				0.00	
Note: Copies of Sub-Quote Break-Downs Required.	Overhead & Profit @	0%	= $	0.00	
	Total Subcontractor Costs:				**$0.00**
Material Costs - From Worksheet				13,408.64	
Note: Copies of Invoices Required	Overhead & Profit @	15%	= $	2,011.30	
	Total Material/ Equipment Costs:				**$15,419.94**
Labor Costs - From Worksheet				4,051.68	
** Rate Break-Down to be provided.	Overhead & Profit @	15%	= $	607.76	
	Total Labor Costs:				**$4,659.44**
	Total RFC Value.....				**$20,079.38**

Reviewed by _____ *Date:* _____

Architect/Engineer

Reviewed & recommended by _____ *Date:* _____

CM

Mod. No.		C.O. No.		*Owner Approved by:* _____ *Date:*_____

RFC / RCO

LABOR BREAK-DOWN SHEET

Project: Ogdensburg CSD 2024 CIP Phase 1 **DATE:** 9/11/2025
Contractor: Collins-Hammond Electrical Contractors **Proj.No.:** aAS7.001.001
Contract No.: 4
Scope: Electrical Primary Duct Bank **Rates Expire:** 4/1/2026

Labor Classification	Base Rate (A)	Fringe Benefits (on Base Rate / Hr.) (B)	Payroll Insur&Taxes (%on Gross Rate) (C)				Total Base Rate per Hour
			FICA	Sta&Fed Unemply	W/C	Liability & Property Insur.	
Percentages Where Applicable:			7.7%	11.7%	4.8%	7.3%	A + B+ C
Foreman	$47.85	$31.36	$3.66	$5.60	$2.30	$3.50	$94.26
Journeyman	$43.50	$30.90	$3.33	$5.09	$2.09	$3.18	$88.09
App. 1st Period	$19.57	$14.65	$1.50	$2.29	$0.94	$1.43	$40.38
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00

Labor Classification	Overtime Rate	Fringe Benefits (on Base Rate / Hr.)	Payroll Insur&Taxes (%on Gross Rate)				Total Overtime Rate per Hour
			FICA	Sta&Fed Unemply	W/C	Liability & Property Insur.	
Percentages Where Applicable:							
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00
			$0.00	$0.00	$0.00	$0.00	$0.00

RFC Material Break-Down

C&S COMPANIES®

RFC#:
DATE: 11/4/2025

Project: Ogdensburg CSD 2024 CIP Phase 1
Contractor: Collins-Hammond Electrical Contractors
Contract No.: 104
Scope: Electrical Primary Duct Bank
Subject:

Mat'l / Eqpmnt Costs: description	Qty	Unit	@	Unit Price	=	Cost
Concrete per yard	70.0	ea	@	177.00	=	$12,390.00
#4 steel rebar	1,300.0	ft	@	0.4	=	$520.00
Snap-Loc Duct Bank PVC Chairs	232.0	ea	@	1.84	=	$426.88
Tie Wire	4.0	ea	@	17.94	=	$71.76
			@		=	$0.00
			@		=	$0.00
			@		=	$0.00
			@		=	$0.00
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Note: Copies of Invoices Required

Sub-Total Material costs: **$13,408.64**

RFC/RCO Labor Break-Down

RFC#:

Project: Ogdensburg CSD 2024 CIP Phase 1
Contractor: Collins-Hammond Electrical Contractors
Contract No.:
Scope: Electrical Primary Duct Bank
Subject:

Labor Costs: Description	Mnhrs	Class	@	Mnhr Ttl Rate **	=	Cost
70 yards concrete encasement labor	16.0	Journeyman	@	88.08	=	$1,409.28
Snap-Loc PVC Chairs	6.0	Journeyman	@	88.08	=	$528.48
Steel Rebar & Tie Wire Labor	24.0	Journeyman	@	88.08	=	$2,113.92
			@		=	$0.00
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** Rate Break-Down to be attached or previously approved.

Sub-Total Labor Costs: **$4,051.68**

SEISMIC REQUIREMENTS

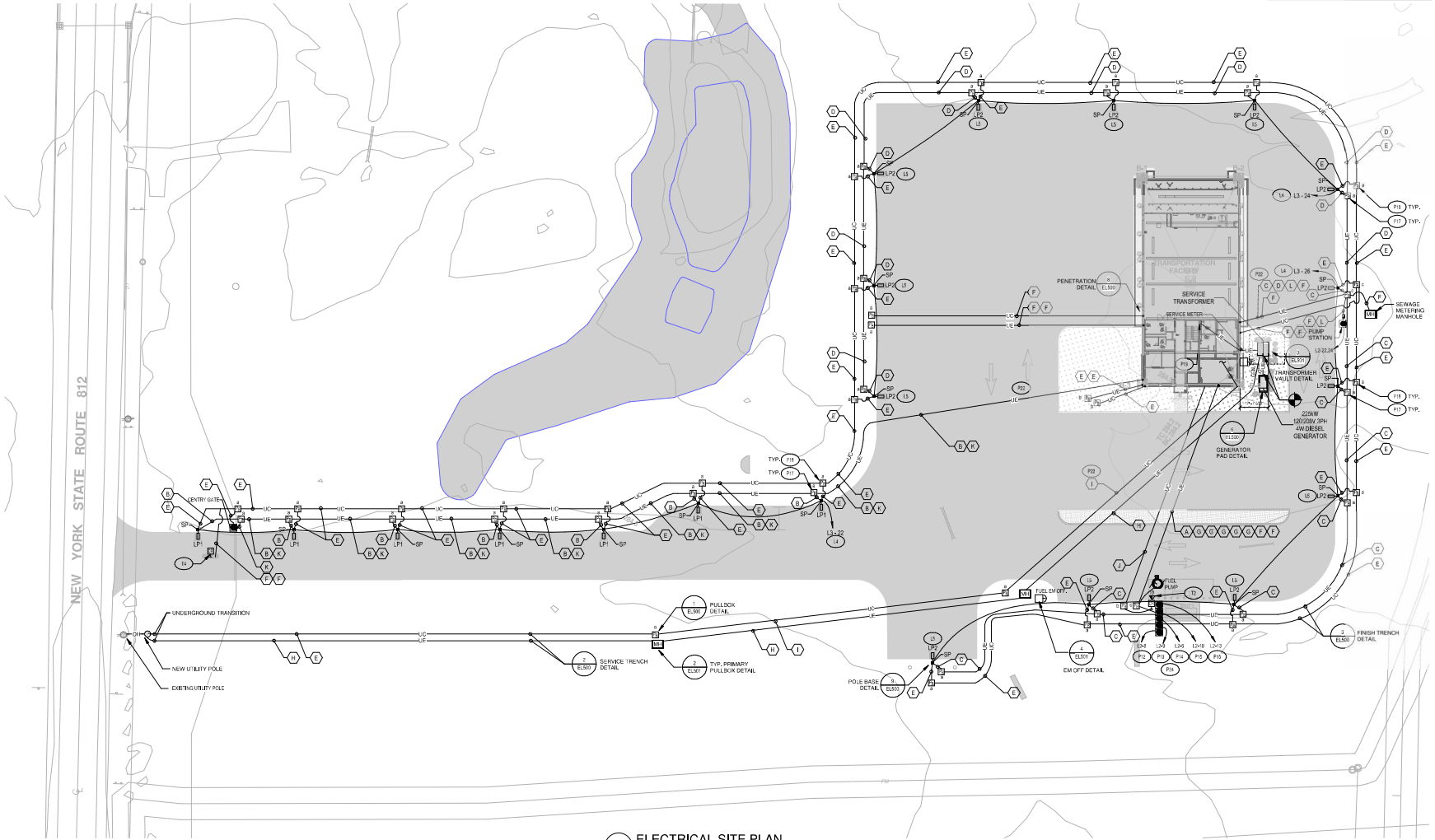
ELECTRICAL CONTRACTOR SHALL PROVIDE SEISMIC RESTRAINT OF NON-STRUCTURAL COMPONENTS AND EQUIPMENT IN ACCORDANCE WITH THE REQUIREMENTS OF STANDARD ASCE-7 BASED ON A SEISMIC DESIGN CATEGORY D AND IMPORTANCE FACTOR OF 1.0.

ELECTRICAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING THE SERVICES OF A PROFESSIONAL STRUCTUAL ENGINEER TO EVALUATE SEISMIC DESIGN FORCES AND PROVIDE SEISMIC RESTRAINT DESIGNS FOR ALL INSTANCES WHERE STANDARD ASCE-7 EXCEPTIONS ARE NOT MET.

SEE SPECIFICATION SECTION 26 0548 FOR ADDITIONAL INFORMATION.

SITE CONDUIT AND CONDUCTOR SCHEDULE

ITEM	WIRE SIZE	CONDUIT SIZE
A	3-#1-1-#10G	1½" RGS
B	2-#1-1-#10G	1½" SCHEDULE 80 PVC
C	2-#1-1-#8G	1½" SCHEDULE 80 PVC
D	2-#1-1-#6G	1½" SCHEDULE 80 PVC
E	SPARE CONDUIT W/ PULL STRING	2" SCHEDULE 80 PVC
F	SPARE CONDUIT W/ PULL STRING	2" RGS
G	2-#10-1-#10G	1" RGS
H	4 SETS 4-#500 W/ 1-#1/0G	(4) 4" RGS
H	3-#2 COPPER HIGH VOLTAGE CABLE	(2) 4" RGS
I	8 STRAND ARMORED OS2 INDOOR/OUTDOOR	2" SCHEDULE 80 PVC
J	CAT. (3) 6E DATA DROP	1" RGS
K	3-#4-1-#8G	1½" SCHEDULE 80 PVC
L	3-#4-1-#6G	2" RGS



1 ELECTRICAL SITE PLAN
SCALE: 1" = 30'-0"

GENERAL NOTES:

1. SEE DRAWING ES000 FOR APPLICABLE GENERAL NOTES, ABBREVIATIONS, SYMBOLS AND LEGENDS.
2. EC TO COORDINATE ALL UNDERGROUND UTILITIES WITH SC AND GC PRIOR TO INSTALLATION.

SITE PLAN SHEET NOTES

A ALL LIGHTING AND POWER CONDUCTORS SHALL BE INSTALLED BETWEEN 24" (MINIMUM) AND 36" (MAXIMUM) BELOW FINISHED GRADE.

B ALL COMMUNICATIONS CONDUIT AND CABLES SHALL BE INSTALLED 30" (MINIMUM) BELOW FINISHED GRADE.

KEYNOTE LEGEND

L4 CIRCUIT EXTERIOR LIGHTING THROUGH LIGHTING CONTACTOR AND THEN TIME CLOCK IN STORAGE RM 117.

L5 LIGHT FIXTURES TO BE ANGLED UP 45 DEGREES FROM HORIZONTAL.

P12 PROVIDE CIRCUIT AND CONNECTION DEDICATED FOR TANK MONITORING SYSTEM, FUEL MANAGEMENT SYSTEM, AND CONDITIONING CONNECTIONS. CIRCUIT TO CONTROL PANEL IN DISPATCH RM 101A. COORDINATE WITH SC FOR FINAL LOCATIONS OF EQUIPMENT PRIOR TO INSTALLATION.

P13 PROVIDE CIRCUIT AND CONNECTION DEDICATED FOR OIL WATER MONITOR SYSTEM, AND OIL WATER TANK ALARM SYSTEM. CIRCUIT TO CONTROL PANEL IN DISPATCH RM 101A. COORDINATE WITH SC FOR FINAL LOCATIONS OF EQUIPMENT PRIOR TO INSTALLATION.

P14 PROVIDE CIRCUIT AND CONNECTION DEDICATED FOR FIRE SUPPRESSION SYSTEM AT PUMP STATION. COORDINATE WITH SC FOR FINAL LOCATIONS OF EQUIPMENT PRIOR TO INSTALLATION.

P15 PROVIDE CIRCUIT AND CONNECTION DEDICATED FOR FUEL DISPENSER. COORDINATE WITH SC FOR FINAL LOCATIONS OF EQUIPMENT PRIOR TO INSTALLATION.

P17 PROVIDE PULLBOX AT LOCATION SHOWN. PROVIDE PULLBOX COVER WITH "ELECTRIC". TYPICAL FOR ALL SHOWN IN SERIES.

P18 PROVIDE PULLBOX AT LOCATION SHOWN. PROVIDE PULLBOX COVER WITH "COMMUNICATIONS". TYPICAL FOR ALL SHOWN IN SERIES.

P19 CONTRACTOR TO ROUTE ELECTRICAL SERVICE IN DEDICATED CHASE UP TO SECOND FLOOR ELECTRICAL ROOM UNDER MDP. REFER TO E1.00 AND ONE-LINE DIAGRAM FOR ADDITIONAL INFORMATION.

P22 ALL CONDUITS UNDER ASPHALT TO BE RGS CONDUIT ONCE TO PULL BOX AND IN GRASS AREA PVC CAN BE USED.

P24 ALL FITTINGS, CONNECTORS, BOXES AT FUEL STATION TO BE CLASS 1 DIVISION 1 EXPLOSION PROOF.

T2 PROVIDE (3) CATEGORY 6E UTP PLENUM RATED DATA DROP AND CONNECTIONS FROM LOCATION SHOWN TO IDF-1 IN STORAGE RM 117. TYPICAL ALL DATA DROPS SHOWN.

T4 PROVIDE A CORNING PRODUCT NUMBER 006EBP-31131-26 SINGLE MODE 8 STRAND (OS2) PLENUM RATED INDOOR/OUTDOOR FIBER OPTIC CABLE FROM BUS GARAGE MDF TO A NEMA 4 X BOX AT MOTORIZED GATE LOCATION. PROVIDE FIBER OPTIC PATCH PANELS ON BOTH ENDS AND TERMINATE ALL FIBER WITH LC CONNECTORS. ALL FIBER TO BE TESTED.

KEY PLAN: FIRST FLOOR

KEYPLAN
SCALE: NTS

SED NO. 51-23-00-01-5-022-001

BCA Architects & Engineers
Watertown | Ithaca | Saratoga Springs
Rochester | Troy | Binghamton | Syracuse
WWW.THEBCGROUP.COM

OGDESNBURG CITY SCHOOL DISTRICT
NEW TRANSPORTATION BUILDING
CAPITAL IMPROVEMENTS PROJECT - PHASE 1
Ogdensburg - St. Lawrence - New York

REV	DATE	DESCRIPTION

DRAWN BY	PROJECT NUMBER
SMG	2022-014A
CHECKED BY	DATE
SOV	02/07/2025

ELECTRICAL SITE PLAN

BUILDING NUMBER	SHEET NUMBER
2	EL100 BID SET

2/7/2025 2:09:26 PM

CHANGE ORDER CERTIFICATION

Must be attached to back of Change Order

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:
CO EC-001

Part One - General Information

Provide separate Change Orders for each Project Number

SED Project Number: 5 1 2 3 0 0 0 1 5 0 2 2 0 0 1
(District BEDS Code | Building Identification Number | Project number)

District & Building Name	Ogdensburg City School District - New Transportation Facility		
Type of Project	☑ Reconstruction /Alteration ☐ Addition & Alteration ☐ New Building ☐ Other		
Project Description	Capital Improvements Project - Phase 1		
Architect / Engineer firm	BCA Architects & Engineers (name)	15 Public Square	Watertown, NY 13601 (address)
Contact Person	Shawn M. Travers, R.A. Principal/Architect (name & title)	(315) 782-8130	stravers@thebcgroup.com (phone number & e-mail)
Construction Manager firm	C&S Engineers, Inc. (name)	499 Col Eileen Collins Blvd	Syracuse NY 13212 (address)
Contact Person	Jessica R. Miller, P.E. Project Manager (name & title)	(315) 703-4383	jmiller@cscos.com (phone number & e-mail)
District Contact Person	Kevin Kendall, Superintendent of Schools (name & title)	(315) 393-0900	kkendall@ogdensburgk12.org (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.	National Grid
B.	Under the Capital Project, a new underground primary electrical feed was being routed from an existing utility pole on New York State Route 812 to a pad mounted transformer adjacent to the new transportation facility as per Contract Drawing EL100.
C.	During construction, the Electrical Contractor had to coordinate and comply with the power utility (National Grid) requirements for the installation of the new electrical primary feed. Rather than install the cabling & related 4-inch conduits in a sand bed trench, National Grid requested that all conduits be encased in a concrete duct bank for its entirety from the utility pole to the transformer. As such, the Electrical Contractor provided the concrete encasement in accordance with the National Grid standards.
D.	Add for all labor, materials & equipment to provide a concrete encased duct bank for the primary electrical feed from the existing utility pole on New York State Route 812 to the pad mounted transformer adjacent to the new transportation facility.

CHANGE ORDER CERTIFICATION

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

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.

BCA Architects & Engineers
Architectural / Engineering Firm Name

12/4/25
Date

Shawn M. Travers, R.A.