

# LEGISLATIVE FILE

File ID No. 11-2750  
Introduction Date 10-18-2011  
Enactment No. 11-2334  
Enactment Date 10-26-11  
By AS

## OAKLAND UNIFIED SCHOOL DISTRICT

Office of the Board of Education

October 26, 2011

To: Board of Education

From: Tony Smith, Ed.D., Superintendent  
Timothy E. White, Assistant Superintendent of Planning & Management,  
Building & Grounds and Custodial Services

Subject: Change Order No. 01 with Suarez & Munoz for Jefferson Lower  
Playgrounds Improvements in an amount of \$10,377.00 increasing the  
current contract from \$124,500.00 to \$134,877.00

### ACTION REQUESTED

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 01 on behalf of the District with Suarez & Munoz for additional work due to District requested improvements and DSA or Agency requested changes to Jefferson Lower Playgrounds Improvements in the amount not to exceed \$10,377.00, increasing the current contract amount from \$124,950.00 to \$134,877.00

### BACKGROUND

The scope of work for the original contract was to provide modernization construction services for the **Jefferson Lower Playgrounds Improvements**. Funding for the project is General Obligation Bond- Measure B.

All costs associated with this change order have been thoroughly monitored and documented by the Architect, Inspector of Record, and Project Manager.

All changes pertaining to this change order, amount to 8.33% of original contract sum, have been categorized as to source. Percentage figures relate amount of change (by source), to the original contract sum of \$124,500.00.

Changes due to Unforeseen Condition	Amount \$	Percent %
<i>(Preliminary Change Order Nos. 2 )</i>	\$10,377.00	8.33%
<b>TOTAL</b>	<b>\$10,377.00</b>	<b>8.33%</b>

**DISCUSSION**

The work added by this change order includes:

Item No.	Description	Reason	Requested by
2	Offhaul Contaminated Soil	Unforeseen Condition  Reason: The existing soil conditions within the lower yard were presumably clean at the time of bid. Geosphere has since determined the existing soil is contaminated and must be taken to a class II landfill.	Owner

Under a separate series of actions not related to this change order approval, the District will review and adjust the consultant fees to acknowledge costs resulting from their errors and omissions.

Original Contract Sum:	\$124,500.00
Sum of previously approved Change Orders:	\$0.00
Contract sum prior to this Change Order:	\$124,500.00
Cost of current Change Order No. 01	\$10,377.00
New Contract Sum:	\$134,877.00
Cumulative Change Order(s) as % of contract	8.33%
Contract completion date as of this Change Order No. 01	No Change

**RECOMMENDATION**

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 01 on behalf of the District with Suarez & Munoz for additional work due to District requested improvements and DSA or Agency requested changes to Jefferson Lower Playgrounds Improvements in the amount not to exceed \$10,377.00, increasing the current contract amount from \$124,950.00 to \$134,877.00.

All remaining portions of the agreement shall remain in full force and effect as originally stated.

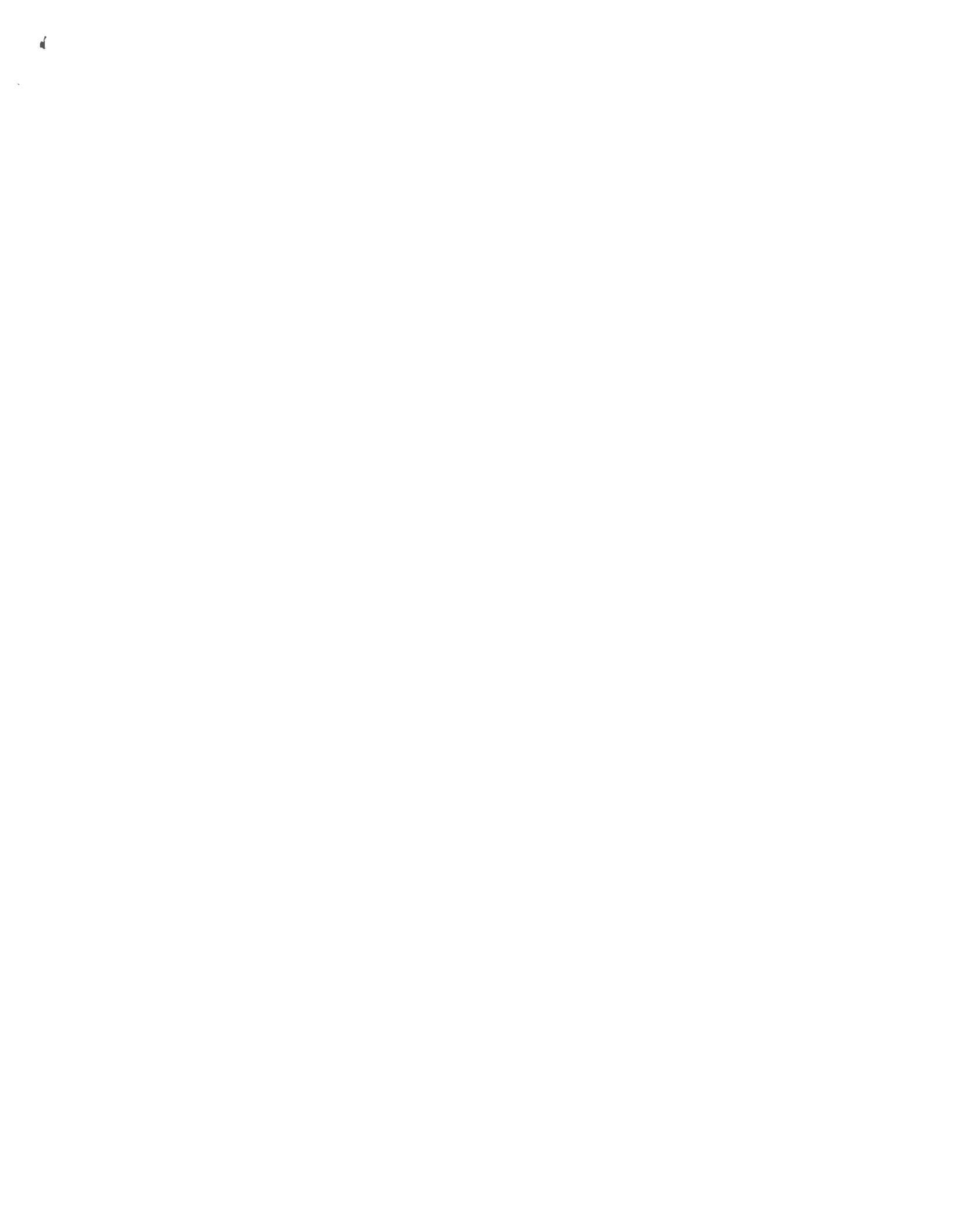
**FUNDING SOURCE**

The funding source for this change order is the Go Bonds- Measure B. The scope of work is included in the Board of Education approved total budget for the Jefferson Lower Playgrounds Improvements. The total budget for this project is \$134,877.00.

**ATTACHMENT**

Change Order No. 01 which includes: Jefferson Lower Playgrounds Improvements PCO (Preliminary Change Order) Number: 2

Key Codes: 1289901831-6271



# OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management - Phone 510-879-8385 - FAX 510-879-1860

## CHANGE ORDER NO. 01

V060280

**PROJECT:** Jefferson  
Lower Playground Improvements

**DATE:** 7/13/2011

**OWNER:** Oakland Unified School District

**DSA FILE NO.:** 01-100211

**CONTRACTOR:** Suarez & Munoz  
20975 Cabot Blvd  
Hayward, Ca 94545

**DSA APP NO.:** 01-110415


**OUSD PROJECT#:** 06002-2

**PROJECT MGR.:** Mary Ledezma

The Contractor is authorized to make the changes listed in the **Summary** and described in **Change Order Attachment** when this Change Order has been approved.

Original Contract Sum	\$124,500.00
Net Change by previously authorized Change Orders	
The Contract sum prior to this change order	
The Contract sum will be increased/decreased	\$10,377.00
The New Contract Sum including the Change Order will be	\$134,877.00
Change Order percentage of base contract	8.33%
The Contract is changed by <b>(0) Zero Calendar Days</b>	0 days
Contract completion date as of this Change Order therefore is:	8/12/2011

Summary reference attached items : 2

<p><b>Approved:</b> Architect of Record</p> <div style="text-align: center;">  </div> <p>Signature: <i>[Signature]</i></p> <p>Date: 9/2/11</p>	<p><b>Approved:</b> General Contractor</p> <p>Signature: <i>[Signature]</i></p> <p>Date: 9/11/11</p>	<p><b>Approved:</b> OUSD</p> <p>Director of Facilities Signature: <i>[Signature]</i></p> <p>Date: 9/1/11</p> <p>Asst. Superintendent Signature: <i>[Signature]</i></p> <p>Date: 11/1/11</p>
<p><b>Approved:</b> Electrical or Structural Engineer</p> <p>Signature: _____</p> <p>Date: _____</p> <p>File ID Number: <u>11-2750</u></p> <p>Introduction Date: <u>10-18-11</u></p> <p>Enactment Number: <u>11-2334</u></p> <p>Enactment Date: <u>10-26-11</u></p> <p>By: <i>[Signature]</i></p>	<p><b>Approved:</b> Mechanical Engineer</p> <p>Signature: _____</p> <p>Date: _____</p>	<p><b>Approved:</b> Division of the State Architect</p> <p style="text-align: center;"><i>[Signature]</i></p> <p style="text-align: center;"><b>Jody London</b> President, Board of Education</p> <p>Signature: _____</p> <p>Date: 10/27/11</p> <p style="text-align: center;"><i>[Signature]</i> Rakestraw, Jr., Secretary</p>

1284401831-6271

RECEIVED

9-6-2011

# OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management - Phone 510-879-8385 - FAX 510-879-1860

Change Order 1-2 (Revised 1/19/2006)

## SUMMARY OF CHANGE ORDER NO. 01

<b>PROJECT:</b>	Jefferson Lower Playground Improvements	<b>DATE:</b>	7/13/2011
<b>OWNER:</b>	Oakland Unified School District	<b>DSA FILE NO.:</b>	01-100211
<b>CONTRACTOR:</b>	Suarez & Munoz 20975 Cabot Blvd Hayward, Ca 94545	<b>DSA APP NO.:</b>	01-110415
		<b>OUSD PROJECT#:</b>	06002-2
		<b>PROJECT MGR.:</b>	Mary Ledezma

1 PCO # 2

**ADD** \$10,377.00  
**ADD/DEDUCT**

Description: Offhaul Contaminated Soil

Reason: The existing soil conditions within the lower yard were presumably clean at the time of bid. Geosphere has since determined the existing soil is contaminated and must be taken to a class II landfill.

Requested By: 1 Unforeseen Conditions

DSA Prelim approval date:

**CO #1 (1 PCO's)**

**Total:** \$10,377.00

Change Order 2-2 (Revised 1/19/2006)

# OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management - Phone 510-879-8385 - FAX 510-879-1860

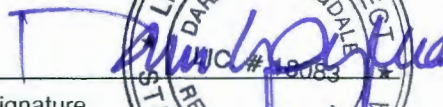

## CHANGE ORDER NO. 01

<b>PROJECT:</b> Jefferson Lower Playground Improvements	<b>DATE:</b> 7/13/2011
<b>OWNER:</b> Oakland Unified School District	<b>DSA FILE NO.:</b> 01-100211
<b>CONTRACTOR:</b> Suarez & Munoz 20975 Cabot Blvd Hayward, Ca 94545	<b>DSA APP NO.:</b> 01-110415 <b>OUSD PROJECT#:</b> 06002-2 <b>PROJECT MGR.:</b> Mary Ledezma

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<b>Approved:</b> Electrical or Structural Engineer   Signature Date:	<b>Approved:</b> Mechanical Engineer   Signature Date:	<b>Approved:</b> Division of the State Architect   Signature Date:

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<b>CONTRACTOR:</b>	Suarez & Munoz 20975 Cabot Blvd Hayward, Ca 94545	<b>DSA APP NO.:</b>	01-110415
		<b>OUSD PROJECT#:</b>	06002-2
		<b>PROJECT MGR.:</b>	Mary Ledezma

1	PCO # 2	ADD	\$10,377.00
		ADD/DEDUCT	

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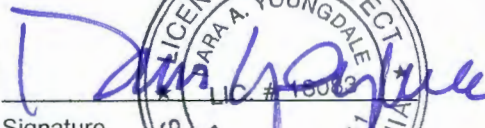


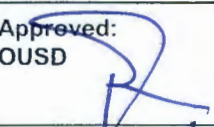
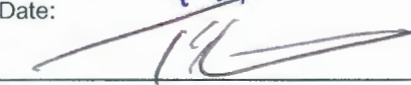
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<b>Approved:</b> Electrical or Structural Engineer   Signature Date:	<b>Approved:</b> Mechanical Engineer   Signature Date:	<b>Approved:</b> Division of the State Architect   Signature Date:





# OAKLAND UNIFIED SCHOOL DISTRICT Direct Success PROFESSIONAL SERVICES CONTRACT ROUTING FORM

## Project Information

<b>Project Name</b>	Jefferson Lower Playground Improvements	<b>Site</b>	Jefferson Elementary School
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## Basic Directions

**Services cannot be provided until the contract is fully approved and a Purchase Order has been issued.**

<b>Attachment Checklist</b>	<input type="checkbox"/> Proof of general liability insurance, including certificates and endorsements, if contract is over \$15,000
	<input type="checkbox"/> Workers compensation insurance certification, unless vendor is a sole provider

## Contractor Information

<b>Contractor Name</b>	Suarez & Munoz Construction, Inc.	<b>Agency's Contact</b>	John Suarez
<b>OUSD Vendor ID #</b>	New Vendor	<b>Title</b>	Project Manager
<b>Street Address</b>	20975 Cabot Blvd.	<b>City</b>	Hayward
<b>Telephone</b>	510-782-6065	<b>State</b>	CA
<b>Contractor History</b>	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes X No	<b>Zip</b>	94545
<b>OUSD Project #</b>	06002	<b>Worked as an OUSD employee?</b>	<input type="checkbox"/> Yes X No

## Term

<b>Date Work Will Begin</b>	6-17-2011	<b>Date Work Will End By</b> (not more than 5 years from start date)	8-12-2011
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## Compensation

<b>Total Contract Amount</b>	\$	<b>Total Contract Not To Exceed</b>	\$134,877.00
<b>Pay Rate Per Hour (If Hourly)</b>	\$	<b>If Amendment, Changed Amount</b>	\$ 10,377.00
<b>Other Expenses</b>		<b>Requisition Number</b>	

## Budget Information

*If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.*

Resource #	Resource Name	Org Key	Object Code	Amount
2122	GO Bond-Measure B	1289901831	6271	\$10,377.00
				\$

## Approval and Routing (in order of approval steps)

Services cannot be provided before the contract is fully approved and a Purchase Order is issued. Signing this document affirms that to your knowledge services were not provided before a PO was issued.

	<b>Division Head</b>	Charles Love	<b>Phone</b>	510-535-7081	<b>Fax</b>	510-414-5779
1.	<b>Capital Program Contract &amp; Accounting Manager</b>	Signature 		<b>Date Approved</b>	9-12-11	
2.	<b>General Counsel, Department of Facilities Planning and Management</b>	Signature N/A		<b>Date Approved</b>		
3.	<b>Assistant Superintendent, Facilities Planning and Management</b>	Signature 		<b>Date Approved</b>		
4.	<b>President, Board of Education</b>	Signature		<b>Date Approved</b>		