

# LEGISLATIVE FILE

File ID No.	13-1855
Committee	Facilities
Introduction Date	8-28-2013
Enactment Number	13-1791
Enactment Date	8-28-13

## OAKLAND UNIFIED SCHOOL DISTRICT


Office of the Board of Education

August 28, 2013

To: Board of Education

From: Dr. Gary Yee, Acting Superintendent  
and Secretary, Board of Education  
Timothy E. White, Associate Superintendent of Planning & Management,  
Building & Grounds and Custodial Services

Subject: Change Order No. 1 with Hur Flooring for Lowell Middle School  
Modernization Project in an amount of \$3,110.00 increasing the current  
contract from \$54,559.80 to \$57,669.80.



### ACTION REQUESTED

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 1 on behalf of the District with Hur Flooring for additional work due to District requested improvements and DSA or Agency requested changes to Lowell Middle School Modernization Project in the amount not to exceed \$3,110.00, increasing the current contract amount from \$54,559.80 to \$57,669.80.

### BACKGROUND

The scope of work for the original contract was to provide modernization construction services for the **Lowell Middle School Modernization Project**. 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 6.00% of original contract sum, have been categorized as to source. Percentage figures relate amount of change (by source), to the original contract sum of \$54,559.80.

Changes due to Unforeseen Condition	Amount \$	Percent %
<i>(Preliminary Change Order Nos. )</i>	\$3,110.00	6.00%
<b>TOTAL</b>	\$3,110.00	6.00%

**DISCUSSION**

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:	\$54,559.80
Sum of previously approved Change Orders:	<u>\$0.00</u>
Contract sum prior to this Change Order:	\$54,559.80
Cost of current Change Order No. 1	<u>\$3,110.00</u>
New Contract Sum:	\$57,669.80
Current Change Order(s) as % of contract	6.00%
Contract completion date as of this Change Order No. 1	NA

**RECOMMENDATION**

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 1 on behalf of the District with Hur Flooring for additional work due to District requested improvements and DSA or Agency requested changes to Lowell Middle School Modernization Project in the amount not to exceed \$3,110.00, increasing the current contract amount from \$54,559.80 to \$57,669.80.

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 General Obligation Bond-Measure B. The scope of work is included in the Board of Education approved total budget for the Lowell Middle School Modernization Project. The total budget for this project is \$57,669.80.

**ATTACHMENT**

Change Order No. 1 which includes: Lowell Middle School PCO (Preliminary Change Order) Number: 1

Key Codes: 2049901813-6276

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion: The District certifies to the best of its knowledge and belief, that it and its officials: Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency according to Federal Acquisition Regulation Subpart 9.4, and by signing this contract, certifies that this vendor does not appear on the Excluded Parties List. <https://www.sam.gov/portal/public/SAM>

*Jim Butler*  
8-5-2013

# OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management • Phone 510/879-8385 • Fax 510/879-1860

## PROPOSED CHANGE ORDER NO. 01

PROJECT: Lowell Gym Flooring DATE: 7/8/2013  
OWNER: Oakland Unified School District DSA FILE NO.: N/A  
CONTRACTOR: Hur Flooring DSA APP. NO.: N/A  
PROJECT MGR: Kenya Chatman OUSD PROJECT: 06004

You are hereby directed to make the following change(s) in this Contract. When signed by the Owner and received by the Contractor, this document becomes effective immediately and the Contractor shall proceed as with the changes described below. Once approved work is completed, this AED can be billed against the allocated allowance in the approved schedule of values.

### CONTRACTOR TO COMPLETE THIS SECTION ONLY

DESCRIPTION: Furnish and install additional layer of 3/4" thick CDX SE Plywood and 3/4" pads in lieu of 5/8"

CODE: 1 – unforeseen conditions

REASON: after complete demo of the existing flooring there was a 4 1/4" slab depression that was not expected.

ATTACHMENTS: Change Order No. 1

The proposed basis of adjustment to the Contract Price and Contract time are as follows:

Amount of Change:  Add  Deduct Final Price: \$ 3,110  
Date: \_\_\_\_\_

Lump Sum  T & M Not to Exceed

Contractor to proceed with work described herein, cost not to exceed \$3,110; final cost to be determined after review and negotiation.

Time Extension: 0

INITIATED BY:

N/A  
Architect of Record Date

REVIEWED BY:

KChatman 8/2/13  
Project Manager Date

ACKNOWLEDGED BY:

[Signature] 7/30/13  
Contractor Date

OAKLAND UNIFIED SCHOOL DISTRICT APPROVAL:

[Signature]  
Director of Facilities

8/8/13  
Date

[Signature]  
Assistant Superintendent

\_\_\_\_\_  
Date

1005296

# OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management • 955 High Street Oakland, California 94601 • Phone 510/535-7038 • Fax 510/535-7040

## CHANGE ORDER NO. 01

**PROJECT:**  
Lowell Gym Flooring

**DATE:** JULY 8, 2013

**OWNER:** OAKLAND UNIFIED SCHOOL DISTRICT  
**CONTRACTOR:**  
Hur Flooring  
8930 Independence Ave.  
Canoga Park, CA 91304

**DSA FILE NO.:** n/a  
**DSA APP NO.:** n/a  
**OUSD PROJECT #:** 06004  
**PROJECT MANAGER:** Kenya Chatman

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.....	\$ 54,559.80
Net Change by previously authorized Change Orders.....	\$ 0.00
The contract sum prior to this change order.....	\$ 54,559.80
The Contract sum will be increased/decreased by this Change Order.....	\$ 3,110.00
The New Contract Sum including this Change Order will be.....	\$ 57,669.80
Cumulative Change Order(s) as a percentage of contract including this Change Order	6%
The Contract is changed by (0) Days	
Contract completion date as of this Change Order therefore is:	Not changed

**RECEIVED**  
7-24-2013

Summary reference attached items P.C.O.' 1-

<b>Approved:</b> Architect of Record  N/A  Date:	<b>Approved:</b> General Contractor Hur Flooring Co.   Date: 7/11/2013	<b>Approved:</b>  Director of Facilities Date: 7/11/13   Assistant Superintendent Date:
<b>Approved:</b> Electrical or Structural Engineer  N/A  Date:	<b>Approved:</b> Mechanical Engineer  N/A  Date:	<b>Approved:</b> Div. of the State Architect  N/A  Date:

David Kakishiba 8/29/13  
President, Board of Education

Gary Yee, Ed.D. 8/29/13  
Secretary, Board of Education

FACILITIES PLANNING & MGMT

Fund 21  
RES 9699

2049901813-6276

# Hur Flooring Co.



15204 Stagg Street  
 Van Nuys, CA 91405  
 Phone: (818) 700-4985 Fax: (818) 701-0785  
 E-mail: amy@hurflooring.com  
 License #604929

## Change Order Request #1

<b>attn:</b> Ms. Kenya Chatman <b>company:</b> Oakland USD <b>address:</b> 955 High Street Oakland, CA 94601  <b>tel:</b> 510.535.7079 <b>fax:</b> 510.535.7082	<b>date:</b> 3-Jul-13 <b>project:</b> Lowell MS <b>section:</b> Wood Flooring <b>estimator:</b> Amy Arakelian
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**We hereby submit specifications and estimates for:**

**Justification: Requested by the Owner**

item	description	quantity	unit price	price
Gymnasium	Furnish and install additional layer of 3/4" thick CDX SE plywood and 3/4" pads in lieu of 5/8" pads to accommodate existing 4-1/4" slab depression.			
	23/32" CDX SE plywood 7 sheets	10	\$ 28.50	\$ 285.00
	3/4 pads	5500	\$ 0.35	\$ 1,925.00
	5/8" pads credit	-5500	\$ 0.25	\$ (1,375.00)
	Extra Labor: 1 Journeymen x 3 days x 8 hours	24	\$ 73.88	\$ 1,773.12
	<b>Subtotal</b>			<b>\$ 2,608.12</b>
	O&P	15%		\$ 391.22
	Taxes	9.00%		\$ 25.65
	<b>TOTAL</b>			<b>\$ 3,110.39</b>

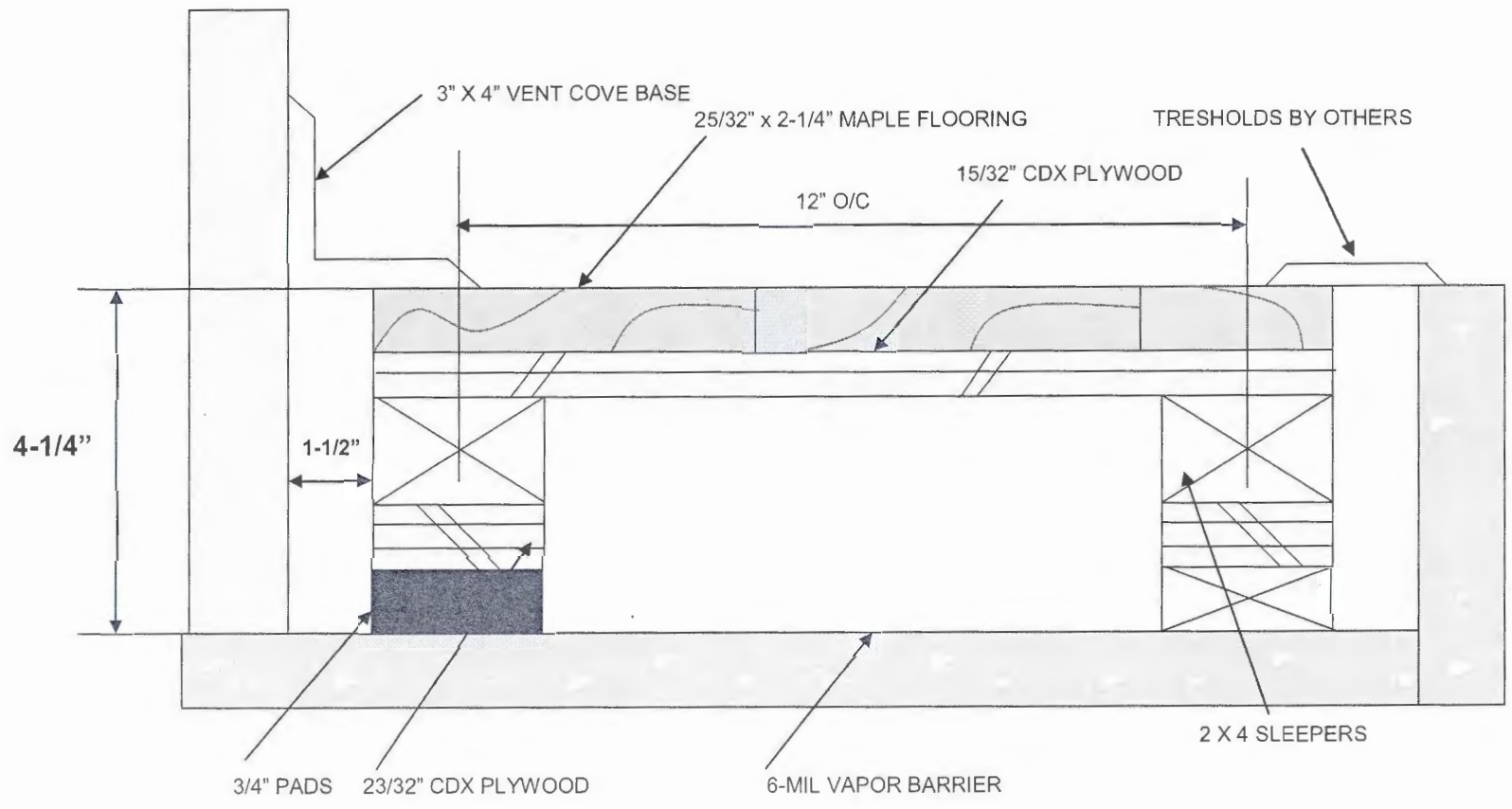
COR #1	Furnish and install additional layer of 3/4" thick CDX SE plywood and 3/4" pads in lieu of 5/8" pads			\$ 3,110.00
				<b>\$ 3,110.00</b>

**Payment to be as follows:**

Per original contract
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**All prices, terms and conditions not stated in this extra work order will remain as stated in original contract.**

This proposal/contract may be withdrawn if not accepted within 10 days.	
authorized signature	<i>Amy Arakelian</i>
Acceptance: The above prices, specifications and conditions are satisfactory and hereby accepted. Payments will be made as said above.	
To start the work we need your authorization below:	
Acceptance Signature: _____	
Name and Title: _____	
Company: _____	



## Change Order No. 1, CUPCCAA CONTRACT ROUTING FORM

Project Information			
Project Name	Lowell Middle School Modernization	Site	204
Basic Directions			
Services cannot be provided until the contract is fully approved and a Purchase Order has been issued.			
Attachment Checklist	<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							
Contractor Name	Hur Flooring Co.	Agency's Contact	Michael Hur				
OUSD Vendor ID #	1005296	Title	Project Manager				
Street Address	8930 Independence Avenue	City	Canoga Park	State	CA	Zip	91304
Telephone	818-700-4985	Policy Expires					
Contractor History	Previously been an OUSD contractor? x Yes <input type="checkbox"/> No		Worked as an OUSD employee? <input type="checkbox"/> Yes x No				
OUSD Project #	06004						

Term			
Date Work Will Begin	8-28-2013	Date Work Will End By <small>(not more than 5 years from start date)</small>	9-1-2013

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$ 57,669.80
Pay Rate Per Hour (If Hourly)	\$	If Amendment, Changed Amount	\$ 3,110.00
Other Expenses		Requisition Number	

Budget Information				
<i>If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.</i>				
Resource #	Funding Source	Org Key	Object Code	Amount
9699	Measure B	2049901813	6274	\$3,110.00

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.				
	Division Head	Phone	510-535-7038	Fax 510-535-7082
1.	Director, Facilities Planning and Management			
		Date Approved	7/31/13	
2.	General Counsel, Department of Facilities Planning and Management			
	NA	Date Approved		
3.	Associate Superintendent, Facilities Planning and Management			
		Date Approved		
4.	President, Board of Education			
	Signature	Date Approved		