

LEGISLATIVE FILE

File ID No. 11-2749

Introduction Date 10-18-2011

Enactment No. 11-2333

Enactment Date 10-26-11

By [Signature]

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 DAN Electric for Cesar Chavez Education Center Fire Alarm Replacement in an amount of \$25,179.00 increasing the current contract from \$512,000.00 to \$537,179.00.

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 DAN Electric for additional work due to District requested improvements and DSA or Agency requested changes to Cesar Chavez Education Center Fire Alarm Replacement in the amount not to exceed \$25,179.00, increasing the current contract amount from \$512,000.00 to \$537,179.00.

BACKGROUND

The scope of work for the original contract was to provide modernization construction services for the **Cesar Chavez Education Center Fire Alarm Replacement**. Funding for the project is GO 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 4.92% of original contract sum, have been categorized as to source. Percentage figures relate amount of change (by source), to the original contract sum of \$512,000.00.

Changes due to Unforeseen Condition	Amount \$	Percent %
<i>(Preliminary Change Order Nos. 1)</i>	\$3,322.00	.64%
Changes Due to Owner Requested Change		
<i>(Preliminary Change Order Nos. 5)</i>	(\$2,868.00)	-.56%
Design Omission		

<i>(Preliminary Change Order Nos. 2 and 3)</i>	\$11,530.00	2.25%
Design Error		
<i>(Preliminary Change Order Nos. 4)</i>	\$13,195.00	2.57%
TOTAL	\$25,179.00	4.92%

DISCUSSION

The work added by this change order includes:

Item No.	Description	Reason	Requested by
PCO 1	RFI #6-Installation of 3 New Electrical In-Ground Pull Boxes	<p>Unforeseen Condition</p> <p>Reason: The 3 existing fire alarm in-ground pull boxes in the playground area are too small. Their internal dimensions are 8"x12". The conduits are 3 feet deep in the ground. Pulling cables through these boxes is very difficult and may damage the cables.</p>	Owner
PCO 2	RFI #7 – Installation of 17 Ceiling Access Doors in Building A, D and E	<p>Design Omission</p> <p>Reason: Ceiling access doors must be installed in order to provide access space for heat detector installation. Currently accessing heat detectors in the toilet rooms is very difficult. The detectors can be reached only by one hand and it is practically impossible to do any work that requires two hands. A couple of the toilet rooms in Building A have no ceiling access.</p>	Architect
PCO 3	RFI #9 – Installation of 2 CAT 6 Data Cables	<p>Design Omission</p> <p>Reason: District standards require 2 CAT 6 data cables from the existing MDF to the FACU and DACT. However, it was not shown in the contract drawings.</p>	Architect
PCO 4	RFI #10-Relocation of TAC Panel and Rerouting of Conduits in Building C.	<p>Design Error</p> <p>Reason: There is no physical connection between the proposed TAC location in the Electrical Room in Building C2 (as shown in the contract documents) and the First</p>	Architect

		Floor of the Building. Therefore the First Floor of Building C2 needed to be altered to accommodate the existing condition which was not shown accurately in the as-builts drawings and contract documents.	
PCO 5	Cer3edit for the unused AED balance of \$2,868.00	Owner Requested Change Reason: Only \$17,132.00 was used of the \$20,000.00 allowance contingency.	District

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:	\$512,000.00
Sum of previously approved Change Orders:	<u>\$0</u>
Contract sum prior to this Change Order:	\$512,000.00
Cost of current Change Order No. 01	<u>\$25,179.00</u>
New Contract Sum:	\$537,179.00
Current Change Order(s) as % of contract	4.92%
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 DAN Electric for additional work due to District requested improvements and DSA or Agency requested changes to Cesar Chavez Education Center Fire Alarm Replacement in the amount not to exceed \$25,179.00, increasing the current contract amount from \$512,000.00 to \$537,179.00.

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 Bond-Measure B. The scope of work is included in the Board of Education approved total budget for the Cesar Chavez Education Center Fire Alarm Replacement. The total budget for this project is \$537,179.00.

ATTACHMENT

Change Order No. 01 which includes: Cesar Chavez Education Center Fire Alarm Replacement PCO (Preliminary Change Order) Number: 1,2,3,4 and 5

Key Codes: 18699018901-6271

OAKLAND UNIFIED SCHOOL DISTRICT

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

V052410


CHANGE ORDER NO. 01

PROJECT: Cesar Chavez Education Cent Fire Alarm Replacement	DATE: 7/22/2011
OWNER: Oakland Unified School District	DSA FILE NO.: 1-29
CONTRACTOR: Dan Electric 2990 Teagarden St. San Leandro, CA 94577	DSA APP NO.: 01-111600 OUSD PROJECT#: 07103 PROJECT MGR.: April Chu

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	\$512,000.00
Net Change by previously authorized Change Orders	
The Contract sum prior to this change order	
The Contract sum will be increased/decreased	\$25,179.00
The New Contract Sum including the Change Order will be	\$537,179.00
Change Order percentage of base contract	4.92%
The Contract is changed by (0) Zero Calendar Days	0 days
Contract completion date as of this Change Order therefore is:	8/12/2011

Summary reference attached items : 1 2 3 4 5

<p>Approved: Architect of Record <i>ENGINEER</i></p>  <p>Signature: <i>[Signature]</i></p> <p>Date:</p>	<p>Approved: General Contractor</p> <p>Signature: <i>[Signature]</i></p> <p>Date: 9/17/11</p>	<p>Approved: OUSD</p> <p>Director of Facilities Signature: <i>[Signature]</i></p> <p>Date: 8/29/11</p> <p>Asst. Superintendent Signature: <i>[Signature]</i></p> <p>Date:</p>
<p>Approved: Electrical or Structural Engineer</p> <p>Signature:</p> <p>Date:</p> <p>File ID Number: <u>11-2749</u></p> <p>Introduction Date: <u>10-18-11</u></p> <p>Enactment Number: <u>11-2333</u></p> <p>Enactment Date: <u>10-26-11</u></p> <p>By: <i>da</i></p>	<p>Approved: Mechanical Engineer</p> <p><i>[Signature]</i></p> <p>Jody London President, Board of Education</p> <p>Signature: <i>[Signature]</i></p> <p>Date: <i>[Signature]</i></p>	<p>Approved: Division of the State Architect</p> <p>Signature: <i>[Signature]</i></p> <p>Date: <i>[Signature]</i></p>

RECEIVED

9-12-2011

1869901891-6271

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

PROJECT:	Cesar Chavez Education Cent Fire Alarm Replacement	DATE:	7/22/2011
OWNER:	Oakland Unified School District	DSA FILE NO.:	1-29
CONTRACTOR:	Dan Electric 2990 Teagarden St. San Leandro, CA 94577	DSA APP NO.:	01-111600
		OUSD PROJECT#:	07103
		PROJECT MGR.:	April Chu

1	PCO # 1	ADD	\$3,322.00
		ADD/DEDUCT	

Description: RFI #6 - Installation of 3 New Electrical In-Ground Pull Boxes
Reason: The 3 existing fire alarm in-ground pull boxes in the playground area are too small. Their internal dimensions are 8"x12". The conduits are 3' deep in the ground. Pulling cables through these boxes is very difficult and may damage the cables.
Requested By: 1 Unforeseen Conditions
DSA Prelim approval date:

2	PCO # 2	ADD	\$7,687.00
		ADD/DEDUCT	

Description: RFI #7 - Installation of 17 Ceiling Access Doors in Buildings A, D, and E
Reason: Ceiling access doors must be installed in order to provide access space for heat detector installation. Currently accessing heat detectors in the toilet rooms is very difficult. The detectors can be reached only by one hand and it is practically impossible to do any work that requires two hands. A couple of the toilet rooms in Building A have no ceiling access.
Requested By: 4 Omission
DSA Prelim approval date:

3	PCO # 3	ADD	\$3,843.00
		ADD/DEDUCT	

Description: RFI #9 - Installation of 2 CAT 6 Data Cables
Reason: District standards require 2 CAT 6 data cables from the existing MDF to the FACU and DACT. However, it was not shown in the contract drawings.
Requested By: 4 Omission
DSA Prelim approval date:

OAKLAND UNIFIED SCHOOL DISTRICT

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

4	PCO # 4	ADD	\$13,195.00
		ADD/DEDUCT	

Description: RFI #10 - Relocation of TAC Panel and Rerouting of Conduits in Building C

Reason: There is no physical connection between the proposed TAC location in the Electrical Room in Building C2 (as shown in the contract documents) and the First Floor of the Building. Therefore the TAC needed to be relocated. Also, the circuitry routing on the First Floor of Building C2 needed to be altered to accommodate the existing condition which was not shown accurately in the as built drawings and contract documents.

Requested By: 5 Design Error

DSA Prelim approval date:

5	PCO # 5	DEDUCT	(\$2,868.00)
		ADD/DEDUCT	

Description: Credit for the unused AED Balance of \$2,868.00

Reason: Only \$17,132.00 was used of the \$20,000 allowance contingency.

Requested By: 2 Owner Requested Change

DSA Prelim approval date:

CO #1 (5 PCO's)

Total: \$25,179.00

OAKLAND UNIFIED SCHOOL DISTRICT

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

PRELIMINARY CHANGE ORDER NO. 1

PROJECT: **Cesar Chavez Education Ce
Fire Alarm Replacement**

DATE: **7/22/2011**

CONTRACTOR: **Dan Electric**

DSA FILE:

PROJECT MGR: **April Chu**

DSA APP:

OUSD PROJ: **07103**

You are hereby directed to make the indicated change(s) in the 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. An official change order shall be issued to follow up on this preliminary change proposal as soon as possible.

CONTRACTOR TO COMPLETE THIS SECTION ONLY

DESCRIPTION:

Installation of 3 new electrical N30 in-ground pull boxes and extensions in place of the smaller N16 existing boxes to accommodate the new fire alarm cable installation per RFI #6.

CODE: 1 Unforeseen Conditions

REASON:

The 3 existing fire alarm in-ground pull boxes in the playground area are too small. Their internal dimensions are 8"x12". The conduits are 3' deep in the ground. Pulling cables through these boxes is very difficult and may damage the cables.

ATTACHMENTS: Dan Electric's quote dated 7/11/11 and RFI #6

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

Amount of Change: ADD DEDUCT
 Lump Sum Time / Materials Not To Exceed

Final Price: **\$3,322.⁰⁰**
Date: **8/26/11** AC

Contractor to proceed with work described herein, cost not to exceed \$3,322; final cost to be determined after review and negotiation.

Time Extension: 0 calendar days

INITIATED BY:

REVIEWED BY:

ACKNOWLEDGED BY:

Frank Mohr 8/25/11
Architect of Record Date

AC 7/22/11
Project Manager Date

[Signature] 8-25-11
Contractor Date

OAKLAND UNIFIED SCHOOL DISTRICT APPROVAL

[Signature] 7/26/11
Director of Facilities Date

[Signature]
Assistant Superintendent Date

OAKLAND UNIFIED SCHOOL DISTRICT

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

PRELIMINARY CHANGE ORDER NO. 2

PROJECT: Cesar Chavez Education Ce
Fire Alarm Replacement

DATE: 7/22/2011

CONTRACTOR: Dan Electric

DSA FILE:

PROJECT MGR: April Chu

DSA APP:

OUSD PROJ: 07103

You are hereby directed to make the indicated change(s) in the 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. An official change order shall be issued to follow up on this preliminary change proposal as soon as possible.

CONTRACTOR TO COMPLETE THIS SECTION ONLY

DESCRIPTION:

Installation of 17 ceiling access doors, 14"x14" in size, in Buildings A, D, and E per RFI #7.

CODE: 4 Omission

REASON:

Ceiling access doors must be installed in order to provide access space for heat detector installation. Currently accessing heat detectors in the toilet rooms is very difficult. The detectors can be reached only by one hand and it is practically impossible to do any work that requires two hands. A couple of the toilet rooms in Building A have no ceiling access.

ATTACHMENTS: Dan Electric quote dated 7/15/11 and RFI #7

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

Amount of Change: ADD DEDUCT
 Lump Sum Time / Materials Not To Exceed

Final Price: \$7,687.00
Date: 8/26/11 AC

Contractor to proceed with work described herein, cost not to exceed \$7,687; final cost to be determined after review and negotiation.

Time Extension: 0 calendar days

INITIATED BY:

REVIEWED BY:

ACKNOWLEDGED BY:

Frank Molina 8/25/11
Architect of Record Date

AC 7/22/11
Project Manager Date

[Signature] 8-25-11
Contractor Date

OAKLAND UNIFIED SCHOOL DISTRICT APPROVAL

[Signature] 7/26/11
Director of Facilities Date

[Signature]
Assistant Superintendent Date

OAKLAND UNIFIED SCHOOL DISTRICT

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

PRELIMINARY CHANGE ORDER NO. 5

PROJECT: **Cesar Chavez Education Ce
Fire Alarm Replacement**

DATE: **8/29/2011**

DSA FILE: **1-29**

CONTRACTOR: **Dan Electric**

DSA APP: **01-111600**

PROJECT MGR: **April Chu**

OUSD PROJ: **07103**

You are hereby directed to make the indicated change(s) in the 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. An official change order shall be issued to follow up on this preliminary change proposal as soon as possible.

CONTRACTOR TO COMPLETE THIS SECTION ONLY

DESCRIPTION:

Credit for the unused AED Balance of \$2,868.00.

CODE: 2 Owner Requested Change

REASON:

Only \$17,132.00 was used of the \$20,000 allowance contingency.

ATTACHMENTS:

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

Amount of Change: ADD DEDUCT
 Lump Sum Time / Materials Not To Exceed

Final Price:

(\$2,868.00)
Date: 9/7/11 AC

Contractor to proceed with work described herein, cost not to exceed (\$2,868); final cost to be determined after review and negotiation.

Time Extension: 0 calendar days

INITIATED BY:

REVIEWED BY:

ACKNOWLEDGED BY:

Frank P. [Signature] 9/7/11
Architect of Record Date

APC 8/29/11
Project Manager Date

[Signature] 9/7/11
Contractor Date

OAKLAND UNIFIED SCHOOL DISTRICT APPROVAL

[Signature] 8/29/11
Director of Facilities Date

[Signature]
Assistant Superintendent Date



PROFESSIONAL SERVICES CONTRACT ROUTING FORM

Project Information			
Project Name	Change Order No. 1-Cesar Chavez Education Center	Site	Cesar Chevaz Education Center
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	DAN Electric	Agency's Contact	Rayo Michovich
OUSD Vendor ID #	V052410	Title	Project Manager
Street Address	2990 Teagarden Street	City	San Leandro State CA Zip 94577
Telephone	510-351-7100	Policy Expires	
Contractor History	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Worked as an OUSD employee? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
OUSD Project #	07103		

Term			
Date Work Will Begin	5-12-2011	Date Work Will End By (not more than 5 years from start date)	8-12-2011

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$ 537,179.00
Pay Rate Per Hour (if Hourly)	\$	If Amendment, Changed Amount	\$ 25,179.00
Other Expenses		Requisition Number	

Budget Information				
If you are planning to multi-fund a contract using LEP funds, please contact the State and Federal Office before completing requisition.				
Fund #	Resource Name	Org Key	Object Code	Amount
2122	GO Bond-Measure B	1869901891	6271	\$ 25,179.00
				\$

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	Charles Love	Phone	510-535-7081 Fax 510-879-3673
1.	Capital Program Contract & Accounting Manager		Signature	Date Approved 9-12-11
2.	General Counsel, Department of Facilities Planning and Management		Signature N/A	Date Approved
3.	Assistant Superintendent, Facilities Planning and Management		Signature	Date Approved
4.	President, Board of Education		Signature	Date Approved