

# LEGISLATIVE FILE


File ID No. 14-0607  
Introduction Date 4-9-2014  
Enactment No. 14-0603  
Enactment Date 4-9-14  
By \_\_\_\_\_

## OAKLAND UNIFIED SCHOOL DISTRICT

Office of the Board of Education

April 9, 2014

To: Board of Education

From: Dr. Gary Yee, Acting Superintendent and Secretary, Board of Education  
By: Vernon Hal, Deputy Superintendent, Business Operations   
Timothy E. White, Associate Superintendent of Planning & Management

Subject: Change Order No. 1 with Wickman Development and Construction for Washington Sankofa Portable Installation Project in an amount of \$12,513.00 increasing the current contract from \$254,500.00 to \$267,013.00

### 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 Wickman Development and Construction for additional work due to District requested improvements and DSA or Agency requested changes to Washington Sankofa Portable Installation Project in the amount not to exceed \$12,513.00, increasing the current contract amount from \$254,500.00 to \$267,013.00.

### BACKGROUND

The scope of work for the original contract was to provide modernization construction services for the Washington Sankofa Portable Installation Project. Funding for the project is County School Facilities Fund.

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 \$254,500.00.

Changes due to Unforeseen Condition	Amount \$	Percent %
<i>(Preliminary Change Order No. 8)</i>	\$110.00	0.04%

Changes Due to Owner Requested Change <i>(Preliminary Change Order Nos. 2, 3, 4, 5, 6 and 7)</i>	\$10,788.00	4.23%
DSA and Agency Requested Change <i>(Preliminary Change Order No. 1)</i>	\$1,615.00	0.63%
<b>TOTAL</b>	<b>\$12,513.00</b>	<b>4.92%</b>

**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:	\$254,500.00
Sum of previously approved Change Orders:	<u>\$0.00</u>
Contract sum prior to this Change Order:	\$254,500.00
Cost of current Change Order No. 1	<u>\$ 12,513.00</u>
New Contract Sum:	\$267,013.00
Current Change Order(s) as % of contract	4.92%
Contract completion date as of this Change Order No. 1	June 12, 2014

**RECOMMENDATION**

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 1 on behalf of the District with Wickman Development and Construction for additional work due to District requested improvements and DSA or Agency requested changes to Washington Sankofa Portable Installation Project in the amount not to exceed \$12,513.00, increasing the current contract amount from \$254,500.00 to \$267,013.00.

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 County School Facilities Fund. The scope of work is included in the Board of Education approved total budget for the Washington Sankofa Portable Installation Project. The total budget for this project is \$267,013.00.

**ATTACHMENT**

Change Order No. 1 which includes: Washington Sankofa Portable Installation Project PCO (Preliminary Change Order) Number: 1, 2, 3, 4, 5, 6, 7 and 8.

Key Codes: 1619003890-6271

VO61445

OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management - Phone 510-535-2728 - FAX 510-535-7040

CHANGE ORDER NO. 01

PROJECT: Washington DATE: 11/15/2013
Sankofa Portable Installation
OWNER: Oakland Unified School District
CONTRACTOR: Wickman Development & Construction
319 Rutledge Street
San Francisco, CA 94110
DSA FILE NO.: 1-29
DSA APP NO.: 01-113240
OUSD PROJECT#: 13101
PROJECT MGR.: Wil Newby

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
Net Change by previously authorized Change Orders
The Contract sum prior to this change order
The Contract sum will be increased/decreased
The New Contract Sum including the Change Order will be
Change Order percentage of base contract
The Contract is changed by (0) Zero Calendar Days
Contract completion date as of this Change Order therefore is

4-10-14
David Kakishiba
President, Board of Education
\$254,500.00
\$12,513.00
\$267,013.00
4.92%
0 days

Gary Yee, Ed.D.
Secretary, Board of Education
Reviewed by:
Bond Program Director Date

Summary reference attached items 1 2 3 4 5 6 7 8

Table with 3 columns for approvals: Architect of Record, General Contractor, and Division of the State Architect. Includes signatures and dates for each role.

RECEIVED
12-6-2013

FACILITIES PLANNING & MGMT
ACCOUNTING DEPARTMENT
DEC 6 2013 AM 8:36

File ID Number: 14-060T
Introduction Date: 4-9-14
Enactment Number: 14-0603
Enactment Date: 4-9-14

1619003890-6271

Fund 35
RES 7710

# OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management - Phone 510-535-2728 - FAX 510-535-7040

## SUMMARY OF CHANGE ORDER NO. 01

**PROJECT:** Washington  
Sankofa Portable Installation

**DATE:** 11/15/2013

**OWNER:** Oakland Unified School District

**CONTRACTOR:** Wickman Development & Construction  
319 Rutledge Street  
San Francisco, CA 94110

**DSA FILE NO.:** 1-29  
**DSA APP NO.:** 01-113240  
**OUSD PROJECT#:** 13101  
**PROJECT MGR.:** Wil Newby

1 PCO # 1 ADD \$1,615.00 ✓  
ADD/DEDUCT

Description Add'l GFCI Receptacles  
Reason All 3 portables should have a GFCI receptacle near the sink casework area. They should be provided if not shown.  
Requested By A3 DSA or Agency Requested Change  
DSA Prelim approval date:

2 PCO # 2 ADD \$1,521.00 ✓  
ADD/DEDUCT

Description Liquid Tight Flex Conduit for Fire Alarm and Intrusion  
Reason Since all conduit share a joint trench with sanitary sewer and depth is a problem  
Requested By 2 Owner Requested Change  
DSA Prelim approval date:

3 PCO # 3 ADD \$710.00 ✓  
ADD/DEDUCT

Description Fencing Remobilization  
Reason Field direction for crews to "stand down" was given in field, until conflicts with fence post footings could be resolved  
Requested By 2 Owner Requested Change  
DSA Prelim approval date:

4 PCO # 4 ADD \$6,060.00 ✓  
ADD/DEDUCT

Description H2O Rated Pull Boxes  
Reason The 01-112416 construction drawings call for replacing (E) pullbox lids with traffic rated lids, typical at (3) locations. It was discovered that the (E) pullboxes were in poor condition and required replacement. This scope of work was excluded from the Modernization project contract.  
Requested By 2 Owner Requested Change  
DSA Prelim approval date:

# OAKLAND UNIFIED SCHOOL DISTRICT

Division of Facilities Planning and Management - Phone 510-535-2728 - FAX 510-535-7040

5 PCO # 5 ADD \$708.00 ✓  
ADD/DEDUCT

Description Common Negative  
Reason The 01-112416 ASI 21 - intrusion alarm wiring call for 1 - 12/2 non-shielded, 1 - 12/2 shielded and 1 - #12 common negative. The wiring installed was 3 - 12/2 direct burial cables.  
Requested By 2 Owner Requested Change  
DSA Prelim approval date

6 PCO # 6 ADD \$1,203.00 ✓  
ADD/DEDUCT

Description Copper vs PVC  
Reason Since all conduit share a joint trench with sanitary sewer and depth is a problem  
Requested By 2 Owner Requested Change  
DSA Prelim approval date

7 PCO # 7 ADD \$586.00 ✓  
ADD/DEDUCT

Description Restore Power to Dialer  
Reason (F) IACP in Main Building was without power prior IA testing for the Interim Housing project. Dialer communication needed for Intrusion Alarm final testing  
Requested By 2 Owner Requested Change  
DSA Prelim approval date

8 PCO # 8 ADD \$110.00 ✓  
ADD/DEDUCT

Description Relocate Fence Post  
Reason Field direction to relocate footing was given to avoid conflict with utility trench  
Requested By 1 Unforeseen Conditions  
DSA Prelim approval date

CO #1 (8 PCO's)

Total: \$12,513.00

Interim Housing - Sankofa Academy at Washington ES  
13101

PCO LOG

PCO #	WDA# #	DESCRIPTION OF PCO	Submitted PCO	OK'D Review	T&M or Lump Sum	Approved PCO	Date Rec'd by (M, SD)	System Comments
		5254,500.00						
PCO 1	4	Add CFC I Receptacles	\$ 1,615.00	\$ 1,615.00	LS	\$ 1,615.00	6/30/2013	
PCO 2	5	Liquid Tight Fire Conduit for Fire Alarm and Intrusion	\$ 1,521.00	\$ 1,521.00	LS	\$ 1,521.00	7/7/2013	
PCO 3	7	Feeding Remediation	\$ 710.00	\$ 710.00	LS	\$ 710.00	7/11/2013	
PCO 4	9	H20 Rated Pull Boxes	\$ 8,241.00	\$ 6,751.54	LS	\$ 6,060.00	8/21/2013	Cost of pull boxes appear high. Sub needs to submit invoices to support the pull boxes price. Overall Cost of labor appears high.
PCO 5	11	Common Negative	\$ 708.00	\$ 708.00	LS	\$ 708.00	9/16/2013	
PCO 6	12	Copper vs PVC	\$ 1,203.00	\$ 1,203.00	LS	\$ 1,203.00	8/28/2013	
PCO 7	13	Restore Power to Diner	\$ 706.00	\$ 586.00	LS	\$ 586.00	9/12/2013	
PCO 8	10	Relocate Fence Post	\$ 110.00	\$ 110.00	LS	\$ 110.00	7/22/2013	
			\$ 15,514.00	\$ 13,206.54		\$ 12,513.00		
New Contract Amount								

## CHANGE ORDER ROUTING FORM

Project Information			
Project Name	Washington Sankofa Portable Installation	Site	161
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	Wickman Development & Construction	Agency's Contact	Jonathan Wickman				
OUSD Vendor ID #	V061445	Title	Project Manager				
Street Address	319 Rutledge Street	City	SF	State	CA	Zip	94110
Telephone	510-253-5337	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 #	13101						

Term			
Date Work Will Begin	6-12-2013	Date Work Will End By <small>(not more than 5 years from start date)</small>	6-12-2014

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$267,013.00
Pay Rate Per Hour (If Hourly)	\$	If Amendment, Changed Amount	\$ 12,513.00
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
7710	County School Facilities	1619003890	6271	\$12,513.00

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			
	Signature 		Date Approved	3/20/14
2.	General Counsel, Department of Facilities Planning and Management			
	Signature 		Date Approved	
3.	Associate Superintendent, Facilities Planning and Management			
	Signature 		Date Approved	
4.	Deputy Superintendent			
	Signature 		Date Approved	3/24/14
5.	President, Board of Education			
			Date Approved	