

# LEGISLATIVE FILE

File ID No. 13-2284

Introduction Date 10-9-2013

Enactment No. 13-2120

Enactment Date 10/9/13

By OK

## OAKLAND UNIFIED SCHOOL DISTRICT

Office of the Board of Education

October 9, 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 Amber Flooring for Piedmont Painting and  
Flooring Project in an amount of \$4,025.99 increasing the current contract  
from \$39,191.00 to \$43,216.99.

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### 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 Amber Flooring for additional work due to District requested improvements and DSA or Agency requested changes to Piedmont Painting and Flooring Project in the amount not to exceed \$4,025.99, increasing the current contract amount from \$39,191.00 to \$43,216.99.

### BACKGROUND

The scope of work for the original contract was to provide modernization construction services for the Piedmont Painting and Flooring Project. Funding for the project is Deferred Maintenance.

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 10.27% of original contract sum, have been categorized as to source. Percentage figures relate amount of change (by source), to the original contract sum of \$39,191.00.

	Amount \$	Percent %
Changes Due to Owner Requested Change		
(Preliminary Change Order No. 1 )	\$4,025.99	10.27%
TOTAL	\$4,025.99	10.27%

**DISCUSSION**

The work added by this change order includes:

Item No.	Description	Reason	Requested by
PCO 1	Wanted lighter color than originally picked.	Owner Requested Change	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:	\$39,191.00
Sum of previously approved Change Orders:	\$ 0.00
Contract sum prior to this Change Order:	\$39,191.09
Cost of current Change Order No.1	\$ 4,025.99
New Contract Sum:	\$43,216.99
Current Change Order(s) as % of contract	10.27%
Contract completion date as of this Change Order No. 1	8/15/2012

**RECOMMENDATION**

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 1 on behalf of the District with Amber Flooring for additional work due to District requested improvements and DSA or Agency requested changes to Piedmont Painting and Flooring Project in the amount not to exceed \$4,025.99, increasing the current contract amount from \$39,191.00 to \$43,216.99.

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 Deferred Maintenance. The scope of work is included in the Board of Education approved total budget for the Piedmont Painting and Flooring Project. The total budget for this project is \$43,216.99.

**ATTACHMENT**

Change Order No. 1 which includes: Piedmont Painting and Flooring Project PCO Number: 1

Key Codes: 1469000814-6200

# OAKLAND UNIFIED SCHOOL DISTRICT

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

CHANGE ORDER NO. 01

9/24/12

**PROJECT:** Piedmont  
Piedmont Painting and Flooring Project  
**OWNER:** Oakland Unified School District  
**CONTRACTOR:** Amber Flooring  
5652 San Pablo Ave  
Oakland, CA 94608

**DATE:** 8/27/2012  
**DSA FILE NO.:** NA  
**DSA APP NO.:**  
**OUSD PROJECT#:** 07150  
**PROJECT MGR.:** Kenya Chatman

W: Sumie  
Jrm: Kenya  
CC: Shirley

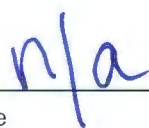
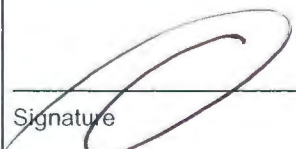
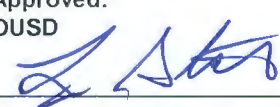

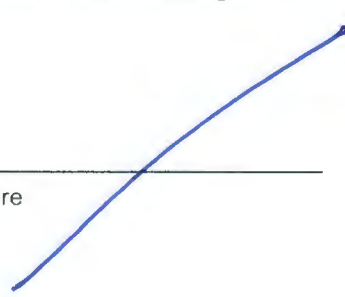
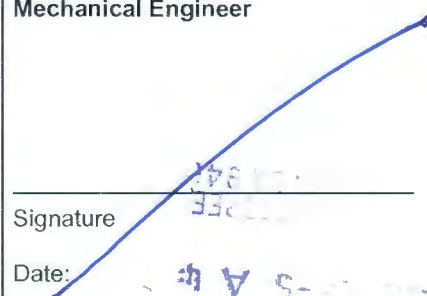
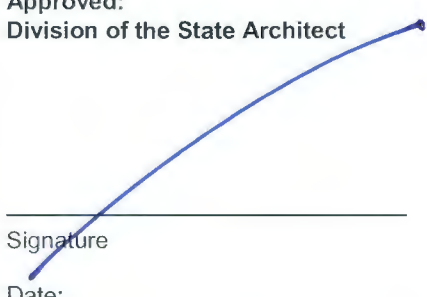
The Contractor is authorized to make the changes listed in the **Summary** and described in **Change Order Attachment** when this Change Order has been approved by the **Board of Education**.

Original Contract Sum \$39,191.00  
Net Change by previously authorized Change Orders  
The Contract sum prior to this change order  
The Contract sum will be increased/decreased \$4,025.99  
The New Contract Sum including the Change Order will be \$43,216.99  
Change Order percentage base contract 10.27%  
The Contract is being changed by (0) Zero Calendar Days 0 days  
Contract completion date as of this Change Order therefore is: 8/15/2012

Summary reference attached items : 1

Reviewed by:

Bond Program Director Date

<b>Approved:</b> Architect of Record   Signature Date:	<b>Approved:</b> General Contractor   Signature Date: 9-14-12	<b>Approved:</b> OUSD   Director of Facilities Signature BUILDINGS/GROUNDS Date: 9-17-12 Asst. Superintendent Signature  Date:
<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:

File ID Number: 13-2284  
Introduction Date: 10/9/13  
Enactment Number: 13-2120  
Enactment Date: 10/9/13  
By: O.A.

RECEIVED  
9-25-2012

# OAKLAND UNIFIED SCHOOL DISTRICT

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

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## SUMMARY OF CHANGE ORDER NO. 01

<b>PROJECT:</b>	Piedmont Piedmont Painting and Flooring Project	<b>DATE:</b>	8/27/2012
<b>OWNER:</b>	Oakland Unified School District	<b>DSA FILE NO.:</b>	NA
<b>CONTRACTOR:</b>	Amber Flooring 5652 San Pablo Ave Oakland, CA 94608	<b>DSA APP NO.:</b>	
		<b>OUSD PROJECT#:</b>	07150
		<b>PROJECT MGR.:</b>	Kenya Chatman

1	PCO # 1	<b>ADD</b>	\$4,025.99
		<b>ADD/DEDUCT</b>	

Description: Change in Flooring Color  
Reason: Wanted lighter color than originally picked.  
Requested By: 2 Owner Requested Change  
DSA Prelim approval date:

<b>CO #1 (1 PCO's)</b>	
<b>Total:</b>	\$4,025.99

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Received  
8/29/12

# OAKLAND UNIFIED SCHOOL DISTRICT

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

9/5/12

W: Susie

From: Kenya  
CC: Stanley

## PRELIMINARY CHANGE ORDER NO. 1

PROJECT: **Piedmont**  
**Piedmont Painting and Flooring Project**

DATE: 8/12/2012

DSA FILE: NA

CONTRACTOR: **Amber Flooring**

DSA APP:

PROJECT MGR: **Kenya Chatman**

Org Key: 146-9000-8-14-6200 (PR 1212)  
OUSD PROJ: 07150

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:

After flooring was delivered, B&G changed color

CODE: 2 Owner Requested Change

#### REASON:

Wanted lighter color than originally picked.

ATTACHMENTS: Change Order Request #16703

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

Amount of Change:	<input checked="" type="checkbox"/> ADD	<input type="checkbox"/> DEDUCT	Final Price: <u>\$4025.99</u>
	<input checked="" type="checkbox"/> Lump Sum	<input type="checkbox"/> Time / Materials Not To Exceed	Date: <u>8/14/12</u>

☒ Contractor to proceed with work described herein, cost not to exceed \$4,026; final cost to be determined after review and negotiation.

Time Extension: 0 calendar days

INITIATED BY:

REVIEWED BY:

REVIEWED BY:

ACKNOWLEDGED BY:

N/A

K Chatman 8/14/12 n/a

Architect of Record

Date

Project Manager

Date

Bond prog. Director

Date

Contractor


Date

### OAKLAND UNIFIED SCHOOL DISTRICT APPROVAL

  
Director of Facilities

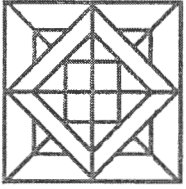
8-14-12  
Date

Buildings & grounds

  
Assistant Superintendent

Date





Amber Flooring, Inc.

Insured & Bonded, Lic. #729137

August 10, 2012

**To:** Oakland Unified School District  
Kenya Chapman

**From:** Amber Flooring, Inc.  
Joe Roman

**Re:** Change Order Add  
Piedmont Elementary Flooring Project #07150  
(Return of original color selection #3075 Shell)

**Change Order #16703**

- |    |                               |            |
|----|-------------------------------|------------|
| 1) | 25% restock fee of Invoice    | \$2,441.99 |
| 2) | Freight to go back Dallas, TX | 1,584.00   |

**Total Change Order Amount    \$4,025.99**

## CHANGE ORDER ROUTING FORM

Project Information			
<b>Project Name</b>	Piedmont Elementary School	<b>Site</b>	146
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	Amber Flooring	Agency's Contact	Joe Roman				
OUSD Vendor ID #	1005749	Title	Contractor				
Street Address	5652 San Pablo Avenue	City	Oakland	State	CA	Zip	94608
Telephone	510-652-6161	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 #	07150 (PR1212)						

Term			
Date Work Will Begin	7-2-2012	Date Work Will End By (not more than 5 years from start date)	12-31-2012

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$43,215.99
Pay Rate Per Hour (If Hourly)	\$	If Amendment, Changed Amount	\$ 4,025.99
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.				
Resource #	Resource Name	Org Key	Object Code	Amount
1414	Deferred Maintenance	1469000814	6200	\$4,025.99
				\$

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.					
1.	Division Head	Charles Love	Phone	510-535-7038	Fax 510-535-7082
	Director, Facilities Planning and Management				
2.	Signature			Date Approved	7/18/13
	General Counsel, Department of Facilities Planning and Management				
3.	Signature			Date Approved	9/19/13
	Assistant Superintendent, Facilities Planning and Management				
4.	Deputy Superintendent				
5.	President, Board of Education				
5.	Signature			Date Approved	