

# LEGISLATIVE FILE

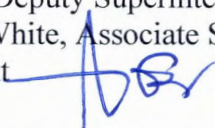
File ID No. 13-2018  
Introduction Date 11/20/13  
Enactment No. 13-2462  
Enactment Date 11-20-13  
By \_\_\_\_\_

## OAKLAND UNIFIED SCHOOL DISTRICT

Office of the Board of Education

November 20, 2013

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. 01 with Bay Construction Co. for Chabot Urban Forestry Grant in an amount of -5667.84, decreasing the current contract from \$285,000.00 to \$279,332.16.

### 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 Bay Construction Co. for additional work due to District requested improvements and DSA or Agency requested changes to Chabot Urban Forestry Grant in the amount not to exceed (\$5,667.84), decreasing the current contract amount from \$285,000.00 to \$279,332.16.

### BACKGROUND

The scope of work for the original contract was to provide modernization construction services for the **Chabot Urban Forestry Grant**. Funding for the project is Grant Funding.

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 -1.99% of original contract sum, have been categorized as to source. Percentage figures relate amount of change (by source), to the original contract sum of \$285,000.00.

|                                       | Amount \$           | Percent %     |
|---------------------------------------|---------------------|---------------|
| Changes Due to Owner Requested Change |                     |               |
| (Preliminary Change Order No. 1)      | (\$8,449.28)        | -2.40%        |
| Design Error or Omission              |                     |               |
| (Preliminary Change Order No. 2)      | \$2,781.44          | .41%          |
| <b>TOTAL</b>                          | <b>(\$5,667.84)</b> | <b>-1.99%</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:                                  | \$285,000.00   |
| Sum of previously approved Change Orders:               | \$ _____ 0     |
| Contract sum prior to this Change Order:                | \$285,000.00   |
| Cost of current Change Order No. 01                     | ( \$ 5,667.84) |
| New Contract Sum:                                       | \$279,332.16   |
| Current Change Order(s) as % of contract                | -1.99%         |
| Contract completion date as of this Change Order No. 01 |                |

**RECOMMENDATION**

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 01 on behalf of the District with Bay Construction Co. for additional work due to District requested improvements and DSA or Agency requested changes to Chabot Urban Forestry Grant in the amount not to exceed (\$5,667.84), decreasing the current contract amount from \$285,000.00 to \$279,332.16.

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 Grant Funding. The scope of work is included in the Board of Education approved total budget for the Chabot Urban Forestry Grant. The total budget for this project is \$279,332.16.

**ATTACHMENT**

Change Order No. 01 which includes: Chabot Urban Forestry Grant PCO (Preliminary Change Order) Number: 1 and 2

Key Codes: 1069020803-6130

# OAKLAND UNIFIED SCHOOL DISTRICT

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

## CHANGE ORDER NO. 01

V011739

2012 JAN 25 P 12:07  
 FACILITIES PLANNING AND MANAGEMENT

**PROJECT:** Chabot  
 Urban Forestry Grant (Chabot Education and  
**OWNER:** Oakland Unified School District  
**CONTRACTOR:** Bay Construction Co.  
 4026 Martin Luther King Jr.  
 Oakland, CA 94609

**DATE:** 1/18/2012  
**DSA FILE NO.:** N/A  
**DSA APP NO.:** N/A  
**OUSD PROJECT#** 07109  
**PROJECT MGR.:** E Scheuermann

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:

\$285,000.00


11-21-13

David Kakishiba  
 President, Board of Education  
 (\$5,667.84)  
 \$279,332.16  
 -1.99%  
 0 days  
 8/26/2011

11-21-13

Gary Yee, Ed.D.  
 Secretary, Board of Education

Summary reference attached items : 1 2

|  |  |   |
|--|--|---|
| <p><b>Approved:</b><br/>Architect of Record</p>  <p>Signature: <u>Tadashi Hara</u><br/>Date: <u>1/20/2012</u></p> | <p><b>Approved:</b><br/>General Contractor</p> <p>Signature: <u>[Signature]</u><br/>Date: <u>1/20/2012</u></p> | <p><b>Approved:</b><br/>OUSD</p> <p>Director of Facilities Signature: <u>[Signature]</u><br/>Date: <u>1/18/12</u></p> <p>Asst. Superintendent Signature: <u>[Signature]</u><br/>Date: _____</p> |
| <p><b>Approved:</b><br/>Electrical or Structural Engineer</p> <p>Signature: _____<br/>Date: _____</p>  | <p><b>Approved:</b><br/>Mechanical Engineer</p> <p>Signature: <u>[Signature]</u><br/>Date: _____</p>           | <p><b>Approved:</b><br/>Division of the State Architect</p> <p>Signature: _____<br/>Date: _____</p>   |

RECEIVED

2-2-2012

1069020803-6130

File ID Number: 13-2613  
 Introduction Date: 11-20-13  
 Enactment Number: 13-2613  
 Enactment Date: 11-20-13  
 By:

# 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:** Chabot  
Urban Forestry Grant (Chabot Education and

**DATE:** 1/18/2012

**OWNER:** Oakland Unified School District

**CONTRACTOR:** Bay Construction Co.  
4026 Martin Luther King Jr.  
Oakland, CA 94609

**DSA FILE NO.:** N/A  
**DSA APP NO.:** N/A  
**OUSD PROJECT#** 07109  
**PROJECT MGR.:** E Scheuermann

|   |         |                   |            |
|---|---------|-------------------|------------|
| 1 | PCO # 1 | <b>ADD</b>        | \$2,781.44 |
|   |         | <b>ADD/DEDUCT</b> |            |

Description: Supply and install 11 sets of pressure regulators and filters.  
Reason: New pressure regulators and filters were not shown on drawings.  
Requested By: 4 Omission  
DSA Prelim approval date:

|   |         |                   |              |
|---|---------|-------------------|--------------|
| 2 | PCO # 2 | <b>DEDUCT</b>     | (\$8,449.28) |
|   |         | <b>ADD/DEDUCT</b> |              |

Description: Credit for unused allowance.  
Reason: Unsued allowance funds are owned by OUSD.  
Requested By: 2 Owner Requested Change  
DSA Prelim approval date:

---

**CO #1 (2 PCO's)**  
**Total:** (\$5,667.84)

---

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

## PRELIMINARY CHANGE ORDER NO. 1

PROJECT: **Chabot**  
**Urban Forestry Grant (Chabot Education and Sculpt**  
CONTRACTOR: **Bay Construction Co.**  
PROJECT MGR **Eric Scheuermann**

DATE: 7/6/2011  
DSA FILE:  
DSA APP:  
OUSD PROJ: 07109

You are hereby directed to make the indicated changes 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:

Supply and install 11 sets of pressure regulators and filters.

|              |                          |
|--------------|--------------------------|
| PROJECT NAME | Chabot<br>Urban Forestry |
| PROJECT NO.  | 07019                    |
| FILE CODE    | C13                      |

CODE: 4 Omission

#### REASON:

New pressure regulators and filters were not shown on drawings.

ATTACHMENTS: Contractor's proposal CO #1.  
RFI #1

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

Amount of Change:  ADD  DEDUCT Final Price: **\$2,781.44**  
 Lump Sum  Time / Materials Not To Exceed Date: **7/11/11**

Contractor to proceed with work described herein, cost not to exceed \$2,781; final cost to be determined after review and negotiation.

Time Extension: calendar days

INITIATED BY:

REVIEWED BY:

ACKNOWLEDGED BY:

Tom Hano 7/8/2011  
Architect of Record Date

Eric Scheuermann 7/11/11  
Project Manager Date

SMC 7/22/2011  
Contractor Date

OAKLAND UNIFIED SCHOOL DISTRICT APPROVAL

[Signature] 7/11/11  
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

FACILITIES PLANNING AND MANAGEMENT

2012 JAN 25 P 12:51

PROJECT: **Chabot**  
**Urban Forestry Grant (Chabot Education and Sculp**

DATE: 1/18/2012

DSA FILE: N/A

CONTRACTOR: **Bay Construction Co.**

DSA APP: N/A

PROJECT MGR **Eric Scheuermann**

OUSD PROJ: 07109

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:

Provide a credit for unused contingency allowance funds per the Contract documents.

CODE: 2 Owner Requested Change

#### REASON:

Unsuad allowance funds are owned by OUSD.




ATTACHMENTS: AED Summary Log

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

Amount of Change:  ADD  DEDUCT Final Price: **(\$8,449.28)**  
 Lump Sum  Time / Materials Not To Exceed Date: 1/18/12

Contractor to proceed with work described herein, cost not to exceed (\$8,449); final cost to be determined after review and negotiation.

Time Extension: calendar days

|   |   |   |
|---|---|---|
| INITIATED BY:   | REVIEWED BY:  | ACKNOWLEDGED BY:  |
| <br>Architect of Record | <br>Project Manager | <br>Contractor |
| <u>1.31.2012</u><br>Date  | <u>1/18/12</u><br>Date  | <u>1/20/2012</u><br>Date  |

### OAKLAND UNIFIED SCHOOL DISTRICT APPROVAL

|   |  |
|---|--|
| <br>Director of Facilities | <br>Assistant Superintendent |
| <u>1/18/12</u><br>Date  | <br>Date   |



## CHANGE ORDER ROUTING FORM

| Project Information  |   |             |     |
|--|---|-------------|-----|
| <b>Project Name</b>  | Chabot Urban Forestry Grant   | <b>Site</b> | 106 |
| 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<br><input type="checkbox"/> Workers compensation insurance certification, unless vendor is a sole provider |             |     |

| Contractor Information    |   |                         |   |              |    |            |       |
|---------------------------|---|-------------------------|---|--------------|----|------------|-------|
| <b>Contractor Name</b>    | Bay Construction  | <b>Agency's Contact</b> | Yong Kay  |              |    |            |       |
| <b>OUSD Vendor ID #</b>   | V011739   | <b>Title</b>            | Project Manager   |              |    |            |       |
| <b>Street Address</b>     | 4026 Martin Luther King Jr. Way   | <b>City</b>             | Oakland   | <b>State</b> | CA | <b>Zip</b> | 94609 |
| <b>Telephone</b>          | 510-253-5337  | <b>Policy Expires</b>   | NA  |              |    |            |       |
| <b>Contractor History</b> | 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 |              |    |            |       |
| <b>OUSD Project #</b>     | 07109   |                         |   |              |    |            |       |

| Term                        |          |  |           |
|-----------------------------|----------|--|-----------|
| <b>Date Work Will Begin</b> | 6-9-2011 | <b>Date Work Will End By</b><br><small>(not more than 5 years from start date)</small> | 8-26-2011 |

| Compensation                         |    |                                     |               |
|--------------------------------------|----|-------------------------------------|---------------|
| <b>Total Contract Amount</b>         | \$ | <b>Total Contract Not To Exceed</b> | \$285,000.00  |
| <b>Pay Rate Per Hour (If Hourly)</b> | \$ | <b>If Amendment, Changed Amount</b> | (\$ 5,667.84) |
| <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 #   | Funding Source | Org Key    | Object Code | Amount       |
| 0000   | Grant Funding  | 1069020802 | 6130        | (\$5,667.84) |

| 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>   | <b>Phone</b>         | 510-535-7038 | <b>Fax</b> 510-535-7082 |
| 1.  | <b>Director, Facilities Planning and Management</b>                      |                      |              |                         |
|   | <b>Signature</b>   | <b>Date Approved</b> | 10/31/11     |                         |
| 2.  | <b>General Counsel, Department of Facilities Planning and Management</b> |                      |              |                         |
|   | <b>Signature</b> NA  | <b>Date Approved</b> |              |                         |
| 3.  | <b>Associate Superintendent, Facilities Planning and Management</b>      |                      |              |                         |
|   | <b>Signature</b>   | <b>Date Approved</b> | 10/31/11     |                         |
| 4.  | <b>Deputy Superintendent</b>   |                      |              |                         |
|   | <b>Signature</b>   | <b>Date Approved</b> |              |                         |
| 5.  | <b>President, Board of Education</b>                                     |                      |              |                         |
|   | <b>Signature</b>   | <b>Date Approved</b> |              |                         |