


LEGISLATIVE FILE

File ID No. 11-2753
Introduction Date 10-18-2011
Enactment No. 11-2337
Enactment Date 10-26-11
By JS

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. 04 with Suarez & Munoz for Jefferson Lower
Playgrounds Improvements in an amount of \$9,390.00 increasing the
current contract from \$152,860.00 to \$162,250.00

ACTION REQUESTED

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 04 on behalf of the District with Suarez & Munoz for additional work due to District requested improvements and DSA or Agency requested changes to Jefferson Lower Playgrounds Improvements in the amount not to exceed \$9,390.00, increasing the current contract amount from \$152,860.00 to \$162,250.00.

BACKGROUND

The scope of work for the original contract was to provide modernization construction services for the **Jefferson Lower Playgrounds Improvements**. 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 7.54% of original contract sum, have been categorized as to source. Percentage figures relate amount of change (by source), to the original contract sum of \$124,500.00.

	Amount \$	Percent %
Changes due to Unforeseen Condition	\$6,446.00	5.18%
<i>(Preliminary Change Order Nos. 4,8)</i>		

Changes Due to Owner Requested Change (Preliminary Change Order Nos.7)	\$2,944.00	5.36%
TOTAL	\$9,390.00	7.54%

DISCUSSION

The work added by this change order includes:

Item No.	Description	Reason	Requested by
PCO 4	Pave Over Existing Landscaped Area to Extend Play Yard	Owner Requested Change Reason: Replacement of existing planting area extends the play yard and mitigates tripping hazard for children playing in yard.	Owner
PCO 7	Irrigation Controller, Control Valve and Power for New BioSwale Planting	Unforeseen Condition Reason: Due to unforeseen conditions, connection to existing controller would require demolition and extension of water main and control wiring. Installation of a new controller in close proximity to bioswale is the best option to save cost and to complete prior to school opening.	Owner
PCO 8	Repair to water pipe servicing Irrigation system	Unforeseen Condition Reason: Water service line was discovered leaking (outside scope of work).	Owner

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:	\$124,500.00
Sum of previously approved Change Orders:	\$28,360.00
Contract sum prior to this Change Order:	\$152,860.00
Cost of current Change Order No. 04	<u>\$9,390.00</u>
New Contract Sum:	\$162,250.00
Cumulative Change Order(s) as % of contract	7.54%

RECOMMENDATION

Authorize the President and Secretary of the Board to enter into and execute Change Order No. 04 on behalf of the District with Suarez & Munoz for additional work due to District requested improvements and DSA or Agency requested changes to Jefferson Lower Playgrounds Improvements in the amount not to exceed \$9,390.00, increasing the current contract amount from \$152,860.00 to \$162,250.00.

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 General Obligation Bond- Measure B. The scope of work is included in the Board of Education approved total budget for the Jefferson Lower Playgrounds Improvements. The total budget for this project is \$162,250.00.

ATTACHMENT

Change Order No. 04 which includes: Jefferson Lower Playgrounds Improvements PCO (Preliminary Change Order) Number: 4,7,8

Key Codes: 1289901831-6271

OAKLAND UNIFIED SCHOOL DISTRICT

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

CHANGE ORDER NO. 04

V060280

PROJECT: Jefferson
Lower Playground Improvements

DATE: 8/9/2011

OWNER: Oakland Unified School District

DSA FILE NO.: 01-100211

CONTRACTOR: Suarez & Munoz
20975 Cabot Blvd
Hayward, Ca 94545

DSA APP NO.: 01-110415

OUSD PROJECT#: 06002-2

PROJECT MGR.: Mary Ledezma

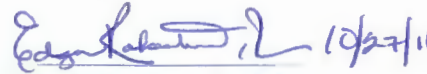
The Contractor is authorized to make the changes listed in the **Summary** and described in **Change Order Attachment** when this Change Order has been approved.


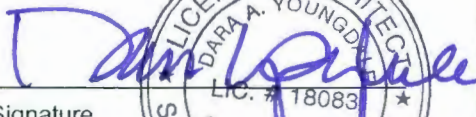

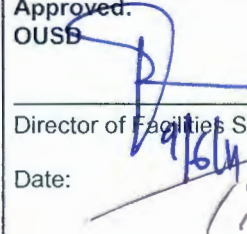
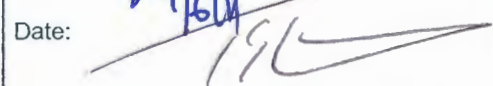

Original Contract Sum
Net Change by previously authorized Change Orders
The Contract sum prior to this change order
The Contract sum will be increased/decreased
The New Contract Sum including the Change Order will be
Change Order percentage of base contract
The Contract is changed by **(5) Five Calendar Days**
Contract completion date as of this Change Order therefore is:


Jody London 10/27/11
President, Board of Education

\$124,500.00
\$28,360.00
\$152,860.00
\$9,390.00
\$162,250.00
7.54%
5 days
8/17/2011

Summary reference attached items : 4 7 8


Edgar Rakestraw, Jr., Secy
Board of Education

<p>Approved: Architect of Record</p> <div style="text-align: center;">  </div> <p>Signature: </p> <p>Date: 9/2/11</p>	<p>Approved: General Contractor</p> <p>Signature: </p> <p>Date: 9/1/11</p>	<p>Approved: OUSB</p> <p>Director of Facilities Signature: </p> <p>Date: 9/1/11</p> <p>Asst. Superintendent Signature: </p> <p>Date:</p>
<p>Approved: Electrical or Structural Engineer</p> <p>Signature:</p> <p>File ID Number: <u>11-2753</u> Introduction Date: <u>10-18-11</u> Enactment Number: <u>11-2337</u> Enactment Date: <u>10-26-11</u></p> <p>By: </p>	<p>Approved: Mechanical Engineer</p> <p>Signature:</p> <p>Date: 8-25-11</p>	<p>Approved: Division of the State Architect</p> <p>Signature:</p> <p>Date:</p>

1289901831-6271

RECEIVED

9-8-2011

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. 04

PROJECT: Jefferson
Lower Playground Improvements

OWNER: Oakland Unified School District

CONTRACTOR: Suarez & Munoz
20975 Cabot Blvd
Hayward, Ca 94545

DATE: 8/9/2011

DSA FILE NO.: 01-100211

DSA APP NO.: 01-110415

OUSD PROJECT#: 06002-2

PROJECT MGR.: Mary Ledezma

1	PCO # 4	ADD	\$5,866.00
		ADD/DEDUCT	

Description: Pave Over Existing Landscaped Area to Extend Play Yard

Reason: Replacement of existing planting area extends the play yard and mitigates tripping hazard for children playing in yard.

Requested By: 2 Owner Requested Change

DSA Prelim approval date:

2	PCO # 7	ADD	\$2,944.00
		ADD/DEDUCT	

Description: Irrigation Controller, Control Valve and Power for New BioSwale Planting

Reason: Due to unforeseen conditions, connection to existing controller would require demolition and extension of water main and control wiring. Installation of a new controller in close proximity to bioswale is the best option to save cost and to complete prior to school opening.

Requested By: 1 Unforeseen Conditions

DSA Prelim approval date:

3	PCO # 8	ADD	\$580.00
		ADD/DEDUCT	

Description: Repair to water pipe servicing Irrigation system

Reason: Water service line was discovered leaking (outside scope of work).

Requested By: 1 Unforeseen Conditions

DSA Prelim approval date:

CO #4 (3 PCO's)
Total: \$9,390.00

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

CHANGE ORDER NO. 04

PROJECT: Jefferson Lower Playground Improvements	DATE: 8/9/2011
OWNER: Oakland Unified School District	DSA FILE NO.: 01-100211
CONTRACTOR: Suarez & Munoz 20975 Cabot Blvd Hayward, Ca 94545	DSA APP NO.: 01-110415 OUSD PROJECT#: 06002-2 PROJECT MGR.: Mary Ledezma

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	\$124,500.00
Net Change by previously authorized Change Orders	\$28,360.00
The Contract sum prior to this change order	\$152,860.00
The Contract sum will be increased/decreased	\$9,390.00
The New Contract Sum including the Change Order will be	\$162,250.00
Change Order percentage of base contract	7.54%
The Contract is changed by (5) Five Calendar Days	5 days
Contract completion date as of this Change Order therefore is:	8/17/2011

Summary reference attached items : 4 7 8

Approved: Architect of Record  Signature Date: 9/2/11 	Approved: General Contractor  Signature Date: 9/1/11	Approved: OUSD  Director of Facilities Signature Date: 8/16/11  Asst. Superintendent Signature Date:
Approved: Electrical or Structural Engineer _____ Signature Date:	Approved: Mechanical Engineer _____ Signature Date:	Approved: Division of the State Architect _____ Signature Date:

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. 04

PROJECT:	Jefferson Lower Playground Improvements	DATE:	8/9/2011
OWNER:	Oakland Unified School District	DSA FILE NO.:	01-100211
CONTRACTOR:	Suarez & Munoz 20975 Cabot Blvd Hayward, Ca 94545	DSA APP NO.:	01-110415
		OUSD PROJECT#:	06002-2
		PROJECT MGR.:	Mary Ledezma

1	PCO # 4	ADD	\$5,866.00
		ADD/DEDUCT	

Description: Pave Over Existing Landscaped Area to Extend Play Yard
Reason: Replacement of existing planting area extends the play yard and mitigates tripping hazard for children playing in yard.
Requested By: 2 Owner Requested Change
DSA Prelim approval date:

2	PCO # 7	ADD	\$2,944.00
		ADD/DEDUCT	

Description: Irrigation Controller, Control Valve and Power for New BioSwale Planting
Reason: Due to unforeseen conditions, connection to existing controller would require demolition and extension of water main and control wiring. Installation of a new controller in close proximity to bioswale is the best option to save cost and to complete prior to school opening.
Requested By: 1 Unforeseen Conditions
DSA Prelim approval date:

3	PCO # 8	ADD	\$580.00
		ADD/DEDUCT	

Description: Repair to water pipe servicing Irrigation system
Reason: Water service line was discovered leaking (outside scope of work).
Requested By: 1 Unforeseen Conditions
DSA Prelim approval date:

CO #4 (3 PCO's)
Total: \$9,390.00

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



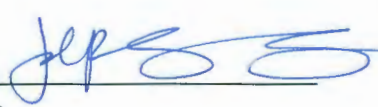
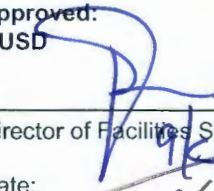
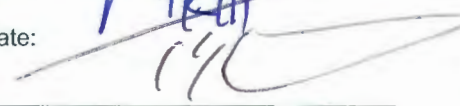
CHANGE ORDER NO. 04

PROJECT: Jefferson Lower Playground Improvements OWNER: Oakland Unified School District CONTRACTOR: Suarez & Munoz 20975 Cabot Blvd Hayward, Ca 94545	DATE: 8/9/2011 DSA FILE NO.: 01-100211 DSA APP NO.: 01-110415 OUSD PROJECT#: 06002-2 PROJECT MGR.: Mary Ledezma
---	--

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	\$124,500.00
Net Change by previously authorized Change Orders	\$28,360.00
The Contract sum prior to this change order	\$152,860.00
The Contract sum will be increased/descreased	\$9,390.00
The New Contract Sum including the Change Order will be	\$162,250.00
Change Order percentage of base contract	7.54%
The Contract is changed by (5) Five Calendar Days	5 days
Contract completion date as of this Change Order therefore is:	8/17/2011

Summary reference attached items : 4 7 8

Approved: Architect of Record  Signature Date: 9/2/11 	Approved: General Contractor  Signature Date: 9/11/11	Approved: OUSD  Director of Facilities Signature Date: 9/11/11  Asst. Superintendent Signature Date:
Approved: Electrical or Structural Engineer Signature Date:	Approved: Mechanical Engineer Signature Date:	Approved: Division of the State Architect Signature Date:

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. 04

PROJECT:	Jefferson Lower Playground Improvements	DATE:	8/9/2011
OWNER:	Oakland Unified School District	DSA FILE NO.:	01-100211
CONTRACTOR:	Suarez & Munoz 20975 Cabot Blvd Hayward, Ca 94545	DSA APP NO.:	01-110415
		OUSD PROJECT#:	06002-2
		PROJECT MGR.:	Mary Ledezma

1	PCO # 4	ADD	\$5,866.00
		ADD/DEDUCT	

Description: Pave Over Existing Landscaped Area to Extend Play Yard
Reason: Replacement of existing planting area extends the play yard and mitigates tripping hazard for children playing in yard.
Requested By: 2 Owner Requested Change
DSA Prelim approval date:

2	PCO # 7	ADD	\$2,944.00
		ADD/DEDUCT	

Description: Irrigation Controller, Control Valve and Power for New BioSwale Planting
Reason: Due to unforeseen conditions, connection to existing controller would require demolition and extension of water main and control wiring. Installation of a new controller in close proximity to bioswale is the best option to save cost and to complete prior to school opening.
Requested By: 1 Unforeseen Conditions
DSA Prelim approval date:

3	PCO # 8	ADD	\$580.00
		ADD/DEDUCT	

Description: Repair to water pipe servicing Irrigation system
Reason: Water service line was discovered leaking (outside scope of work).
Requested By: 1 Unforeseen Conditions
DSA Prelim approval date:

CO #4 (3 PCO's)	
Total:	\$9,390.00

Change Order 2-2 (Revised 1/19/2006)



PROFESSIONAL SERVICES CONTRACT ROUTING FORM

Project Information			
Project Name	Jefferson Lower Playground Improvements	Site	Jefferson Elementary School
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	Suarez & Munoz Construction, Inc.	Agency's Contact	John Suarez
OUSD Vendor ID #	New Vendor	Title	Project Manager
Street Address	20975 Cabot Blvd.	City	Hayward State CA Zip 94545
Telephone	510-782-6065	Policy Expires	
Contractor History	Previously been an OUSD contractor? <input checked="" type="checkbox"/> Yes X No		Worked as an OUSD employee? <input type="checkbox"/> Yes X No
OUSD Project #	06002		

Term			
Date Work Will Begin	6-17-2011	Date Work Will End By <small>(not more than 5 years from start date)</small>	8-17-2011

Compensation			
Total Contract Amount	\$	Total Contract Not To Exceed	\$162,250.00
Pay Rate Per Hour <small>(If Hourly)</small>	\$	If Amendment, Changed Amount	\$ 9,390.00
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 #	Resource Name	Org Key	Object Code	Amount
2122	GO Bond-Measure B	1289901831	6271	\$9,390.00
				\$

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.						
1.	Division Head	Charles Love	Phone	510-535-7081	Fax	510-414-5779
	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		