



**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** July 9, 2002  
**TO:** BOARD OF EDUCATION  
**FROM:** Dr. J. Hairston, Superintendent  
**SUBJECT:** Request for Change Order – Major Maintenance Renovation Project at Pine Grove Elementary School

**ORIGINATOR:** J. Robert Haines, Deputy Superintendent of Business Services

**RESOURCE**

**PERSON(S):** Donald F. Krempel, Ph.D., Executive Director, Department of Physical Facilities  
Richard Cassell, Administrator, Office of Engineering and Construction  
E. Phillip Schied, P.E., Systemic Renovations Program Manager, Office of Engineering and Construction

**RECOMMENDATION**

That the Board of Education approves a request for a change order.

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Request for Change Order – Major Maintenance Renovation Project at Pine Grove Elementary School.

Appendix I – Request for Change Order.

**Request for Change Order  
Major Maintenance Renovation Project at Pine Grove Elementary School  
July 9, 2002**

On January 29, 2002, the Board of Education approved an award of contract with Phillips Way, Inc. to perform the Major Maintenance Renovation Project at Pine Grove Elementary School. The original contract award was for the Base Bid only due to the available funding. Subsequently, the replacement of unit ventilators was added to the scope of work at the March 26, 2002 meeting of the Board of Education. During the course of construction, it has been discovered that the existing supply and return lines for the unit ventilators are beyond repair and must be replaced. The contractor has agreed to replace the existing supply and return lines, as well as the installation of isolation valves, for a not-to-exceed price of \$40,000.00.

At this time, the Department of Physical Facilities recommends approval of a change order in the not-to-exceed amount of \$40,000.00 with Phillips Way, Inc. to install new supply and return lines for the unit ventilators at Pine Grove Elementary School. Funding for this change order is through Capital Budget Project #665 – Major Maintenance.

APPROVED:

  
Donald F. Krempel, Ph.D.  
Executive Director