

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** March 11, 2003

**TO:** **BOARD OF EDUCATION**

**FROM:** Dr. J. Hairston, Superintendent

**SUBJECT:** **Request for Fee Acceptance – Construction Administration Services for Systemic Renovations at Stemmers Run Middle 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 H. Cassell, Administrator, Office of Engineering and Construction

**RECOMMENDATION**

That the Board of Education approves a request for fee acceptance.

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Request for Fee Acceptance – Construction Administration Services for Systemic Renovations at Stemmers Run Middle School.

**Request for Fee Acceptance  
Construction Administration Services for Systemic Renovations  
at Stemmers Run Middle School  
March 11, 2003**

On February 12, 2002, the Board of Education approved Siegel, Rutherford, Bradstock & Ridgeway, Inc. to provide consultant services for the systemic renovations planned for Stemmers Run Middle School. At this time, the Department of Physical Facilities requests approval to utilize the services of this consultant to provide construction administration services in conjunction with the project. These services will include attending preconstruction and progress meetings, reviewing and approving submittals including shop drawings and schedules, reviewing requests for information, issuing proposal requests, reviewing and recommending change orders, reviewing and approving contractor's requests for payment, reviewing contractor's close-out documentation, and providing final completion documentation including as-built drawings.

The Department of Physical Facilities has negotiated a not-to-exceed fee of \$115,000.00 with Siegel, Rutherford, Bradstock & Ridgeway, Inc. to provide construction administration services at Stemmers Run Middle School. At this time, the Board's approval of the negotiated fee is requested. Funding for these services is available in Capital Budget Project #665 – Major Maintenance.

APPROVED:

  
Donald F. Krempe, Ph.D.  
Executive Director