

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: May 27, 2003
TO: **BOARD OF EDUCATION**
FROM: Dr. J. Hairston, Superintendent
SUBJECT: **Request for Change Order – Design Services for Major Maintenance Renovation Projects at Chapel Hill 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, P.E., Administrator
Office of Engineering and Construction
E. Phillip Schied, P.E., Systemic Program Manager
Office of Engineering and Construction

RECOMMENDATION

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

Request for Change Order – Design Services for Major Maintenance Renovation Projects at Chapel Hill Elementary School.

**Request for Approval of a Change Order
Design Services for Major Maintenance Renovation Project
at Chapel Hill Elementary School
May 27, 2003**

On May 16, 2000, the Board of Education awarded a contract to Grieves, Worrall, Wright & O'Hatnick, Inc. to provide design services for the Major Maintenance Renovation Project at Chapel Hill Elementary School. Under the original scope of work, the design required the contractor to remove the underground fuel oil storage tanks along with the associated fuel oil piping and transfer pumps in anticipation of the installation of new gas fired boilers. Due to delays with the installation of the new gas service, our design consultant was directed by the Program Manager to prepare the necessary design documents to reinstall fuel oil transfer pumps and the associated piping to fire the new boilers with oil until the new gas service was available.

At this time, the Department of Physical Facilities recommends a change order in the amount of \$3,784.00 with Grieves, Worrall, Wright & O'Hatnick, Inc. to reimburse the costs associated with the additional designs services performed at Chapel Hill Elementary Schools. Funding for this change order is available in Capital Budget Project #665 – Major Maintenance.

APPROVED:



Donald F. Kremmel, Ph.D.
Executive Director