Exhibit O

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: December 16, 2003

TO: BOARD OF EDUCATION

FROM: Dr. J. Hairston, Superintendent

SUBJECT: Request for Change Order – Reroofing Project at General John Stricker

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 Cornell S. Brown, Administrator

Office of Comprehensive Maintenance and Construction MacArthur Chavis, Project Administrator, Supervisor Office of Comprehensive Maintenance and Construction

RECOMMENDATION

That the Board of Education approves a Change Order Request.

Change Order – Reroofing Project at General John Stricker Middle School.

Appendix I – Recommendation for Approval of Change Order

Recommendation for Approval of Change Order Reroofing Project at General John Stricker Middle School December 16, 2003

On June 10, 2003, the Board of Education approved an award of a contract with Top Construction, Inc. to replace the roof at General John Stricker Middle School. During the course of construction, it was determined that the existing roof drain piping at various locations are improperly sized for the number of roofing drains connected. Apparently, when this roof was replaced in 1986, several 3-inch roof drain leaders were connected into common 3-inch, horizontal drain lines creating the potential for back-ups. This unforeseen condition was not documented on the existing as-built drawings and was only discovered once construction had commenced. To address this problem, the Department of Physical Facilities has requested a proposal from Top Construction, Inc. to provide a price for replacing smaller drain piping with properly sized drain piping. Their price proposal has been reviewed by the design consultant on this project and found reasonable.

Based upon this review, the Department of Physical Facilities recommends a change order in the amount of \$39,745.00 with Top Construction, Inc. to replace the selected drain leader piping at General John Stricker Middle School. Funding for this change order is available through Capital Budget Project #671 - Roof Rehabilitation.

APPROVED:

Donald F. Krempel, Ph.D.

Executive Director