

**BALTIMORE COUNTY PUBLIC SCHOOLS**

Joe A. Hairston, Superintendent

Towson, Maryland 21204-3711

**BOARD EXHIBIT****September 25, 2001**

**TO:** Dr. Joe A. Hairston

**FROM:** Department of Physical Facilities

**RE:** Change Order – Consultant Design Services for Major Maintenance Renovation Project – Riderwood Elementary School

On March 29, 2001, the Board of Education approved a negotiated fee with Gilbert Architects to provide design services under the Major Maintenance Renovation Program at Riderwood Elementary School. In order to complete this project, it has become necessary to provide additional structural and mechanical design services to implement the HVAC upgrades. The Department of Physical Facilities has received a proposal from the consultant in the amount of \$15,300.00 to complete the additional scope of work. This fee has been reviewed by 3D/International and was found reasonable. Based upon this review, we recommend approval of a change order in the amount of \$15,300.00 with Gilbert Architects to provide additional structural and mechanical design services for HVAC upgrades as stipulated above.

Funding for this Change Order is available from Capital Budget Project # 665 – Major Maintenance.

APPROVED:



Donald F. Kempel, Ph.D.  
Executive Director