

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** February 26, 2003

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

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

**SUBJECT:** **Request for Change Order – Science Room Renovations at Owings Mills High 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  
George Thomas, Project Manager, Office of Engineering and Construction

**RECOMMENDATION**

That the Board of Education approves a change order.

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Request for Change Order – Science Room Renovations at Owings Mills High School.

**Request for Approval of Change Order  
Science Room Renovations at Owings Mills High School  
February 26, 2003**

On September 25, 2001, the Board of Education approved an award of contract with the Chilmar Corporation to renovate six science classrooms, seven science preparation rooms, one student project room, and the greenhouse at Owings Mills High School. As part of the original scope of work, many modifications were made to the greenhouse including new humidifiers, new evaporator coolers, new exhaust fans, a new misting system, and various plumbing and lighting modifications. The original scope of work also required the contractor to investigate and determine if the existing structure is weather proof and sound. The contractor hired the original manufacturer of the greenhouse to perform this assessment and it was determined that the greenhouse was structurally sound but required numerous repairs to broken and leaking window panels. The Department of Physical Facilities requested that Chilmar Corporation prepare a proposal for addressing these deficiencies. Chilmar Corporation submitted a not-to-exceed proposal in the amount of \$28,000.00 to replace all broken windows and to seal and reinstall all leaking window panels. This proposal has been reviewed by our in-house design staff and found reasonable.

Based on this review, the Department of Physical Facilities recommends approval of a change order with the Chilmar Corporation in the not-to-exceed amount of \$28,000.00 to make repairs to the windows of the greenhouse at Owings Mills High School. Funding for this Change Order is available from Capital Budget Project # 666 – Alterations/Code Updates/Restorations.

APPROVED:

  
Donald F. Kremmel, Ph.D.  
Executive Director