

**BALTIMORE COUNTY PUBLIC SCHOOLS**

**DATE:** September 23, 2003  
**TO:** **BOARD OF EDUCATION**  
**FROM:** Dr. J. Hairston, Superintendent  
**SUBJECT:** **Request for Change Order – Design and Construction Administration Services at Woodholme 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  
J. Kurt Buckler, P.E., Head of Engineering  
Office of Engineering and Construction

**RECOMMENDATION**

That the Board of Education approves a change order.

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Request for Change Order – Design and Construction Administration Services at Woodholme Elementary School.

## Appendix I

### **Recommendation of Approval of a Change Order Design and Construction Administration Services for Woodholme Elementary School September 23, 2003**

On June 10, 2003, the Board of Education approved a fee acceptance with Grimm and Parker Architects, Inc. for the design services associated with the construction of Woodholme Elementary School. The original concept for this school was to provide storm water management with an aboveground pond. Because of wetland areas on-site and previously developed site improvements, the decision has been made to address storm water management utilizing three underground storage areas. In order to prepare the necessary design for these underground areas, a more precise site survey is needed to locate the soil test borings. In order to perform this precision survey, the design consultant has requested a change order in the not-to-exceed amount of \$2,000.00.

This change order has been reviewed by our in-house engineering staff and found reasonable. At this time, the Department of Physical Facilities requests approval of a change order in the not-to-exceed amount of \$2,000.00 with Grimm and Parker Architects, Inc. for additional survey work associated with the design of underground storm water management ponds at Woodholme Elementary School.

Funding for these additional services is available from Capital Budget Project #111 – Woodholme Elementary School.

APPROVED:



Donald F. Krempe, Ph.D.  
Executive Director