

BALTIMORE COUNTY PUBLIC SCHOOLS

DATE: March 9, 2004

TO: **BOARD OF EDUCATION**

FROM: Dr. J. Hairston, Superintendent

SUBJECT: **REQUEST FOR CHANGE ORDER – DESIGN AND CONSTRUCTION
ADMINISTRATION SERVICES AT WINDSOR MILL 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
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.

Request for Change Order – Design and Construction Administration Services at Windsor Mill Middle School.

Appendix I

Recommendation of Approval of a Change Order Design and Construction Administration Services at Windsor Mill Middle School March 9, 2004

On January 14, 2002, the Board of Education granted approval for the Department of Physical Facilities to enter into negotiations with Grimm & Parker Architects, Inc. for the design and construction administration services associated with the construction of Windsor Mill Middle School. Following this approval, a fee of \$1,481,993.00 was negotiated for all design phase services including bidding and construction administration services. On December 3, 2002, the Board approved an award of the initial phase of the design services for the preparation of schematic designs in the amount of \$222,158.00. The negotiated fees for the remaining phases of design, formal bidding, and construction administration services total \$1,259,835.00.

In order to open this school by the Fall 2006, the Department of Physical Facilities will need to fast track this design. Due to potential unknowns in the required site testing and in the design process, the Department of Physical Facilities requests a 7% design contingency, in the amount of \$104,000.00, to address these potential items and maintain an accelerated schedule.

At this time, the Department of Physical Facilities requests approval of an award with Grimm & Parker Architects, Inc. in the amount of \$1,259,835.00 for the remaining design services, formal bidding, and construction administration services and a contingency for accelerated design services in the amount of \$104,000.00.

Funding of \$750,000 for the services is currently available in the FY 2004 Capital Budget Project #091 – Windsor Mill Middle School. The remaining dollars necessary for funding these services is included in the FY 2005 Capital Budget Request.

APPROVED:



Donald F. Krempe, Ph.D.
Executive Director