

**Parkrose School District #3**

**Agenda Item #\_\_\_\_\_**

<b>SUBMITTED BY:</b> Mary Larson	( ✓ )	<b>DATE</b> 8/27/12
<b>APPROVED BY:</b> Building Administrator	( )	
Superintendent Karen Fischer Gray	( X )	8/27/12
Director of Business Services Mary Larson	( X )	8/27/12

**TOPIC: RESOLUTION TO ACCEPT PRESCOTT CHANGE ORDERS SUMMER 2012 RENOVATION PROJECT**

**PURPOSE OF AGENDA ITEM: [Why are you asking for Board review]:**

Information \_\_\_\_\_ Policy Change \_\_\_\_\_ Action/Approval  X  Presentation/Special Request \_\_\_\_\_

**BACKGROUND:** Attachments: Y \_\_\_\_\_ N \_\_\_\_\_ **LIST:**

**RATIONALE/DISCUSSION:**

Emerick Construction was awarded the bid for the Prescott 2012 Renovation Project. Knowing that this project was complex, with a short time for the construction project and considering that there could be unknown situations that would appear as the project started an amount was budgeted for contingency and change orders.

The Board of Education had earlier established that change orders under \$25,000 could be authorized by staff. This action is typical of school construction projects so that there is not a delay in approval so that projects are completed in a timely manner.

Any request for information submitted by the contractor is reviewed by the Architect, additionally reviewed by the Project Manager and then reviewed by Parkrose School District staff. Items or questions submitted are also reviewed at the weekly construction meeting. Often further review is required by the mechanical engineer or other consultants before an approval is given.

The list attached is complete as of August 16, 2012. There will be some additional change orders submitted that will be presented to the Board at the September 2012 business meeting. We are within budget estimates for this project.

**FINANCIAL IMPLICATIONS:**

Funds for change orders will be paid from the Bond Construction Fund.

**RELATION TO GOALS:**

Parkrose Board of Education goal of passage of a construction bond levy for May 2011 was successful. Renovation of Prescott Elementary was part of the voter approved bond.

**ACTION REQUESTED:**

Hereby resolved; approve the attached change order log as approved by Architect, Project Manager and staff for 2012 Prescott Elementary Bond Projects.