



"OUR CHILDREN – OUR FUTURE"

Ravenswood City School District
ADMINISTRATIVE OFFICE
2120 Euclid Avenue, East Palo Alto, California 94303
(650) 329-2800 Fax (650) 325-3015

Board Members:
Tamara Sobomehin, President
Stephanie Fitch, Vice President
Marielena Gaona- Mendoza, Clerk
Ana Maria Pulido, Member
Sharifa Wilson, Member

Ms. Gina Sudaria
Interim Superintendent

Date: November 14, 2019

To: Honorable Board of Trustees

From: Ms. Gina Sudaria, Interim Superintendent

Re: Consideration to Approve Change Order #1 to the Contract with Lewis & Tibbitts, Inc. for the Willow Oaks Kindergarten Playground Equipment and Site Work

QUICK SUMMARY/ABSTRACT:

RCS D Administration in conjunction with SVA Architects requested a design change relating to the lime treatment of the soil under the driveway resulting in the need to repair the irrigation lines under the driveway.

Lewis & Tibbitts began construction in July of 2019. The design required the contractor to excavate deep sections of soil under the driveway in order to lime treat. During excavation, they discovered shallow irrigation lines that were unintentionally damaged in the process. The contractor was required to install new irrigation under the driveway. Based on the review and discussions of the proposal received (PCO #2), the recommendation is to award Change Order #1 to the contract with Lewis & Tibbitts, Inc. in the amount of \$ 2,868.59.

RATIONALE:

This is the next part of the continuing improvements to the Willow Oaks Elementary School campus, which one of the goals is ensuring that our students have a safe environment. The following is a brief description of the work that will be done for the campus site:

- Repair broken irrigation lines under the renovated driveway

FINANCIAL IMPACT:

The total cost of this Change Order #1 is not to exceed \$ 2,868.59, which will be funded through Measure H & S bond funds.

RECOMMENDATION:

It is recommended that the Board of Trustees approved the Change Order #1 to the contract with Lewis & Tibbitt, Inc.



**Willow Oaks Elementary School
Bid# 2018-19-PTN#41**

PROPOSED CHANGE ORDER – PCO # 2

TO: Norine Bruno **DATE ISSUED:** 8/1/19

FROM: Nick Benigno **PRICING DUE BY:** _____

REFERENCE RFI _____

REFERENCE RFQ # _____ **Field Discussion** 7/29

CONSTRUCTION CHANGE DIRECTIVE # _____

AMOUNT \$ 2,868.59

DESCRIPTION: Existing Irrigation Repair Work

Please submit an itemized quotation for change in the contract sum and time incidental to the proposed modifications to the Contract Documents as described herein. Cost breakdown format shall be as specified including all back up documentation.

Repair broken existing irrigation lines and wires that were too shallow and excavation subgrade.

Existing irrigation was unforeseen and unmarked after private locating completed.

RAVENSWOOD CITY SCHOOL DISTRICT

THIS IS NOT A CHANGE ORDER. THIS IS A DIRECTIVE TO PROCEED WITH THE WORK HEREIN DESCRIBED WHEN SIGNED BELOW.

REQUESTED BY:

A. Architect

B. DSA Inspector

C. Contractor

D. Owner

COST IMPACT:

A. NONE

B. DEDUCT: \$ _____

C. ADD: \$ 2,868.59

TIME IMPACT:

A. NONE

B. DEDUCT _____ DAYS

C. ADD: _____ DAYS

APPROVAL OF THE PCO BY ALL PARTIES LISTED BELOW SERVES, AS A NOTICE TO PROCEED AND PCO WILL BE FOLLOWED BY A FORMAL CHANGE ORDER.

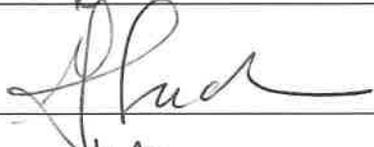
Contractor:

BY: 

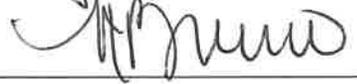
Architect:

BY: 

District:

BY: 

Construction Manager:

BY: 

Eggl Landscape Contractors, Inc.

3585 Haven Ave, Ste G
Menlo Park, CA 94025

Phone: 6503690303

Fax: (650) 365-1789

DATE	INVOICE #
7/30/2019	3865-200-01
PO #	

Request for Change Order

BILL TO

Lewis & Tibbitts, Inc.
1470 Industrial Ave,
San Jose, CA 95112

JOB PHONE: 408-925-0220

SHIP TO

3865 - Willow Oaks Kinder
Willow Oaks ES Kindergarten
Playground Modification
620 Willow Rd
Menlo Park, CA 94025
JOB FAX: 408-925-0245

Scope of Work				Work completed thru
T&M				7/29/19
Quantity	U/M	Unit Price	Description	TOTAL
			Repair broken irrigation lines & wires that were to shallow and in the way of the excavation	
200	lf	0.14	Valve Wire	28.00
4	ea	1.96	2" 45s	7.84
20	lf	0.83	2" Schedule 40 Pipe	16.60
30	ea	2.23	3M DBY Splices	66.90
10	ea	0.43	1 ." PVC Fitting caps	4.30
6	ea	0.46	1" 90	2.76
0.5		554.07	Trencher RT45	277.04
13	hr	97.00	Landscape Laborer	1,261.00
6.5	hr	109.00	Landscape foreman	708.50
Payable to: Eggl Landscape Contractors, Inc.				
				Payments/Credits \$0.00
				Balance Due \$2,372.94
Approved By:				
E-mail jstaana@egglilandscape.com			Web Site www.egglilandscape.com	

