

# *Glassboro Public Schools*



## **MEMO**

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To: Mark Silverstein

From: Lisa Ridgway

Date: August 16, 2022

Re: Resolution – Approval of Bowe Project Change Order #1

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Be it Resolved that the board approve the Bowe Renovation Project #702 Change Order #1 in the amount of \$25,149. The change order is for the addition of signage scope to the project for building letter sign, light fixture, and new dedication plaque.

### Project 702

Original Contract Amount	\$1,574,000
Change Order (Add)	\$ 25,149
Revised Contract Amount	\$1,599,149



www.fvhdp.com  
George R. Duthie, AIA, PP  
William D. Hopkins III, AIA, LEED AP

■ Corporate Office:  
1515 Lower Ferry Road  
Trenton, New Jersey 08618  
tel: 609.883.7101  
fax: 609.883.2694

■ Pennsylvania:  
140 Whitaker Avenue, Suite 300  
Mont Clare, Pennsylvania 19453  
tel: 610.933.6269  
fax: 610.933.6296

## DRAFT CHANGE ORDER

CLEAR FORM

Date of Draft: **08/15/2022**

Original Contract Amount: **\$1,574,000.00**

FVHD Project No: **5204A2**

Contract Amount Previous **\$1,574,000.00**  
to this Change Order:

Change Order No: **01**

Amount this Change Order **Add**  
(Add/Deduct): **\$25,149.00**

Revised Contract Amount: **\$1,599,149.00**

Contractor Name: **Kavi Construction, LLC**

Prime Contract Trade: **General Contractor**

Contractor Address: **50 Egg Harbor Road, Berlin, NJ 08009**

In connection with your contract dated 04/14/2022 the following changes are ordered:

**Addition of signage scope to the project for building letter sign, light fixture and new dedication plaque.**

The Contract Time is:

### FVHD IN-HOUSE INFORMATION

Reason for Change	Amount	Billable	Non-billable	PRINCIPAL REVIEW
✓ Scope Changes	<b>\$25,149.00</b>		✓	
Field Changes				
Omissions				
Errors				
Attribution: <b>Owner Added Scope</b>				
Reviewed By: <b>DPS</b>				
<b>ENGINEER'S APPROVAL LETTER MUST BE ATTACHED</b>				
Percentage of Contract: <b>1.50%</b>				

**NOTE:** IF A CHANGE ORDER CONTAINS BOTH BILLABLE AND NON-BILLABLE AMOUNTS, PLEASE NOTE "P" FOR PARTIAL PAYMENT.

#### Definitions:

**Scope Change:** Owner requested changes to the documents. Changes to the drawings required by governmental officials or others prior to the start of work.

**Field Changes:** Changes due to unforeseen conditions (concealed or unknown); changes due to field conditions (water, soils, etc.); back charges amongst contractors; changes required by officials having jurisdiction while work is in progress; costs due to delays.

**Omissions:** Items left out of the contract documents that are required to complete the work and that should have been included at the time of document preparation-attributable to architect's or engineering consultant's mistake.

**Errors:** Items shown incorrectly in the contract documents the result of which was the work had to be removed and properly reinstalled-attributable to architect or engineering consultant's mistake.



**A General Contractor and Construction Management Firm**

**TITLE:** Proposed Change Order

### PROPOSED CHANGE ORDER

NO. 2

**PROJECT:** Thomas Bowe Elementary School Renovations

**DATE:** 07/21/2022

**JOB:** 2022-018

TO: Attn: Daniel P. Schittone, AIA, CSI, LEED AP BD+C  
Fraytak Veisz Hopkins Duthis, P.C.  
1515 Lower Ferry Road  
Trenton NJ 08618

**CONTRACT/PO: FVHD #5204A2**

**SUBMITTED:** 07/21/2022

**COMPLETED:**

**REQUIRED:**

### DESCRIPTION

Requested PCO to remove and relocate (1) exterior wall mounted fixture, install (6) linear exterior wall mounted fixtures for future 16" high water jet cut aluminum lettering (sign). All raceways will be exposed on both classroom interior wall and exterior stucco wall. Leadtime on fixtures is 8-10 weeks.

PCO also included providing and installing (1) 24" x 34" cast aluminum dedication plaque. Leadtime for both signs is approximately 8 weeks from submittal approval.

Cost based on bulletin #2 dated 7/6/2022.

Num	Item	Description	Ref	Qty	Unit	Unit Price	Amount
1	Signage	Dedication plaque		1.000	Each	3,089.00	3,089.00
2	Signage	Aluminum lettering		1.000	Each	5,478.00	5,478.00
3	Signage labor	Labor to install signage		24.000	Hrs	128.87	3,092.88
4	Electric	Lighting & labor	Sub	1.000	Each	11,435.20	11,435.20
5	Markup	Markup on material @ 10%		1.000	Each	856.70	856.70
						<b>Item Total:</b>	<b>\$23,951.78</b>
						<b>OH/Profit @ 5%</b>	<b>\$1,197.58</b>
						<b>Total:</b>	<b>\$25,149.36</b>

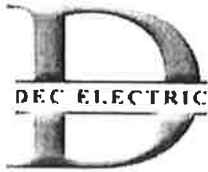
**APPROVAL**

By: Joseph Buttari

Date: 07/21/2022

By: \_\_\_\_\_

Date: \_\_\_\_\_



EST.  
MARCH 23, 1975

Kavi Construction  
50 Egg Harbor RD  
Berlin, NJ 08009

Attention: Joe Buttari

DEC Electrical Contractors Inc.  
PO Box 326, Berlin, NJ 08009

## Thomas E Bowe School Change Order

Date: 7/20/2022

Job No.: 1953

Change Order No.: 1

Submitted by: T.Spencer

Summary of work: COR 1 New Sign Lighting

Remove and Relocate one exterior wall mounted fixture. Install 6 linear exterior wall mounted fixtures. All raceway will be exposed on both classroom interior wall, and exterior stucco wall. Fixtures are subject to approval.

Description	Quantity	Unit Price	Unit	Total Material	Hours	Total Labor Incl benefits and ins
Demolition	1		ea		2.000	\$296.00
wall pack reinstallation	1	\$25.80	ea	\$25.80	2.000	\$296.00
3/4" EMT with WP Compression Fittings	50	\$1.15	lf	\$57.50	0.062	\$458.80
Raco 232	6	\$11.23	ea	\$67.38	0.534	\$474.19
700 series wire mold	30	\$7.74	lf	\$232.20	0.080	\$355.20
V5744 Wiremold boxes	6	\$11.96	ea	\$71.76	0.600	\$532.80
Exterior LED lights per attached Spec Sheet TRP-ILL-4-3000K-45	6	\$718.00	ea	\$4,308.00	2.500	\$2,220.00

Miscellaneous/Equipment Cost	Amount
Lift	1 #####

Miscellaneous Cost \$1,000.00  
 Total Material Cost: \$4,762.64  
 Total Labor Cost: \$4,632.99  
 \$10,395.63  
 10% O/P \$1,039.56  
 \$11,435.20  
 Bond  
 Total Cost: \$11,435.20

JULY 6, 2022

metrosigns

KAVI CONSTRUCTION LLC  
ATTN: JOE BUTTARI  
50 EGG HARBOR ROAD, #16  
BERLIN, NJ 08009

REF: THOMAS BOWE ELEMENTARY SCHOOL  
- BULLETIN NO. 02

DEAR JOE,

I AM PLEASED TO SUBMIT THE FOLLOWING  
QUOTATION FOR YOUR CONSIDERATION.

ITEM #1                      SUPPLY qty=1 24"x34" CAST ALUMINUM DEDICATION  
PLAQUE, PER STANDARD SPECS.

COST:                      \$3089.00 ; install by others

ITEM #2                      SUPPLY 16"high x 1/2"thick WATER JET CUT ALUMINUM  
LETTERS, CONDENSED LETTER FONT TO SPAN 22', PAINTED  
FINISH WITH MOUNTING TEMPLATE/STUDS, TO READ:

THOMAS E. BOWE MIDDLE SCHOOL

COST:                      \$5478.00 ; install by others

TERMS:                      50% DEPOSIT, BAL DUE NET20 AFTER DELIVERY

DELIVERY:                      apprx 25-35 WORKING DAYS, AFTER APPROVAL OF SUBMITTAL/DEPOSIT

I LOOK FORWARD TO ASSISTING YOU.  
SINCERELY,  
METRO SIGNS

JOSHUA S. LEES

P.O. BOX 865  
CHERRY HILL, NJ 08003  
856-428-9050  
856-428-5520 FAX  
METROSIGNSCHNJ@HOTMAIL.COM

- ▶ ENGRAVING
- ▶ BUILDING IDENTIFICATION
- ▶ CAST BRONZE & ALUMINUM PLAQUES
- ▶ TRAFFIC SIGNS
- ▶ DIRECTORIES
- ▶ CAST METAL LETTERS
- ▶ PLASTIC LETTERS
- ▶ PRESPACED VINYL LEGENDS
- ▶ INTERIOR SIGNS