

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees
FROM: Dr. Douglas Treadway
DATE: September 12, 2007
SUBJECT: Ratification of Change Orders to Otis Elevator Co. Contract No. 217-1005-001

On November 28, 2005, the Board approved a contract with Otis Elevator Co. for hydraulic elevators in the amount of \$286,380.00. During the normal course of construction, it is periodically necessary to make changes to the scope of work and amend the contract to respond to conditions at the site or to the changing market.

To meet these needs, to comply with legal requirements, and to ensure timely payment to contractors, it is recommended that the following changes to the existing contract be ratified:

CO #	SCOPE OF CHANGE	CHANGE AMOUNT
1	ACWD Revisions to Elevator Jack Requirements	\$20,784.00
2	Battery Operated Return Units	\$6,000.00
	Total of Changes	\$26,784.00
	New Contract Total	\$313,164.00

RECOMMENDATION

The President/Superintendent recommends ratification of Change Orders 1 - 2 as listed above to contract number 217-1005-001 with Otis Elevator Co. in the amount of \$26,784.00.