

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Douglas Treadway

DATE: February 27, 2008

SUBJECT: Ratification of Change Order 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 at the Newark Center for Health, Sciences, and Technology 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. Previous changes approved by the Board total \$26,784.00.

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
3	Deeper elevator frames required	\$10,372.00
	Total of Changes	\$10,372.00
	New Contract Total	\$323,536.00

RECOMMENDATION

The President/Superintendent recommends ratification of Change Order No. 3 as listed above to Contract No. 217-1005-001 with Otis Elevator Co. in the amount of \$10,372.00.