

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Douglas Treadway

DATE: April 9, 2008

SUBJECT: Ratification of Change Order to Duray J.F. Duncan Contract No. 240-0206-001

On March 29, 2006, the Board approved a contract with Duray J.F. Duncan for Kitchen Equipment at the Newark Center for Health, Sciences, and Technology in the amount of \$74,785.00. 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 change orders approved by the Board total a credit of \$598.00.

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
2	Add freezer for kitchen	\$4,953.00
	Total of Changes	\$4,953.00
	New Contract Total	\$79,140.00

RECOMMENDATION

The President/Superintendent recommends ratification of change order 2, as listed above, to contract no. 240-0206-001 with Duray J.F. Duncan in the amount of \$4,953.00.