

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees
 FROM: Dr. Douglas Treadway
 DATE: May 7, 2008
 SUBJECT: Ratification of Change Orders to Peninsulators, Inc. Contract No. 242-0206-001

On March 29, 2006, the Board approved a contract with Peninsulators, Inc. for window treatments at the Newark Center for Health, Sciences, and Technology in the amount of \$124,175.00. 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 \$9,408.00.

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	Mini blinds for additional security	\$950.00
	Total of Changes	\$950.00
	New Contract Total	\$134,533.00

RECOMMENDATION

The President/Superintendent recommends ratification of Change Order #2 as listed above to Contract No. 242-0206-001 with Peninsulators, Inc. in the amount of \$950.00.