**Board Memo**

**DATE:** 10/12/2023

**AGENDA ITEM DETAILS:**

**School/Department**

Ockerman Middle and New Haven Elementary Schools

**Product Vendor or Grant Issuer**

Change Order

**Product or Grant Name**

Change Order #2 for HVAC Upgrades, BG 22-250

**Date/Term (Beginning and End Dates/Year)**

9/8/2023

**APPLICABLE BOARD POLICY & STRATEGIC PLAN GOAL:**

05.1  
Goal 4E: Boone County Schools will provide safe, clean, learner ready facilities. 1. Prioritize the district facilities plan to ensure alignment with the desired state as directed by the strategic plan.

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

This change order includes the following:

Proposal 3 – Existing ductwork, roof curb and control damper were found intact and were able to be utilized for ventilation in the mechanical room in lieu of providing a roof curb for the fan and intake louver as designed. There was no impact on the design or final function of the space, but cost savings were realized for utilizing existing equipment found during construction.

DEDUCT - $1,108.00  
Proposal 4R – Existing circuit breakers and motor disconnect were found to be non-code compliant during the electrical inspection. These required replacement to pass inspection. New electrical components are code compliant and safe for continued use by BCS maintenance.

ADD - $2,106.00

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

$998.00

**Funding Source**

ESSER and Capital Outlay

**\*If more than one funding source, list below along with amount or percent for each source**

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

Click or tap here to enter text.

**RECOMMENDATION:**

I recommend the Board approve the Change Order #2 for HVAC Upgrades, BG 22-250, as presented.

**CONTACT PERSON: (submitter)**

Kim Best, Assistant Superintendent of Operations