



March 19, 2020

Rebecca Westover
Mountain View Whisman School District
1400 Montecito Ave
Mountain View, CA 94043

RE: Change Order # 1 Justification: District Office Board Room AV Project – PCD - Mountain View Whisman School District

Item # 1 – Relocation and Rewiring for Desktop Monitors (PCO 1)

This change is the result of a design revision by district request. After the initial installation of the desktop monitors per the contract documents, the district requested that all monitors be moved to the dais. The costs associated with Item No. 1 are for all labor and materials required to remove and rewire the monitors at their revised locations. **\$4,252.23**

Item # 2 – Additional Labor for Attending 12/12/2019 Board Meeting (PCO 2)

This change is the result of a district request. In order to assist with any technical problems or troubleshooting that may be needed during the debut of the new Board Room Audio-Visual System, the district requested the help of the contractor during the December 12 Board Meeting. The costs associated with Item No. 2 are for the Technician and Senior Technician's extended workday hours. **\$1,246.46**

Total Change Order No. 1 - \$5,498.69

In our capacity as the District's Construction Manager we have completed a review of Change Order # 1.

The total Change Orders to date: \$5,498.69

This equates to 2.75% of the contract value. To date, PCD has completed 100% of the contract work.

There is \$14,489.61 remaining in the Change Order Contingency.

Based upon the review of the merit and the compensation, it is our recommendation that you approve this change order. If you have any question, please do not hesitate to call.

Sincerely,

Mikael Estrada
Project Manager
Greystone West Company



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Change Order

PROJECT: *(Name and address)*
MVWSD District Office Board Room AV
1400 Montecito Ave.
Mountain View, CA 94043

CONTRACT INFORMATION:
Contract For: General Construction
Date: August 23, 2019

CHANGE ORDER INFORMATION:
Change Order Number: 001
Date: March 3, 2020

OWNER: *(Name and address)*
Mountain View Whisman School District
1400 Montecito Avenue
Mountain View, CA 94043

ARCHITECT: *(Name and address)*
Dreiling Terrones Architecture
1103 Juanita Avenue
Burlingame, CA 94010

CONTRACTOR: *(Name and address)*
PCD
1032 Maxwell Drive
Santa Rosa, California 95401

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

PCO #1 Relocation and Rewiring for Desktop Monitors \$4,252.23
PCO #2 Additional Labor for Attending 12/12/2019 Board Meeting \$1,246.46


The original Contract Sum was	\$	199,883.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	199,883.00
The Contract Sum will be increased by this Change Order in the amount of	\$	5,498.69
The new Contract Sum including this Change Order will be	\$	205,381.69

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Dreiling Terrones Architecture
ARCHITECT *(Firm name)*


SIGNATURE

Richard Terrones
PRINTED NAME AND TITLE

March 3, 2020
DATE

PCD
CONTRACTOR *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

Mountain View Whisman School District
OWNER *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE