



October 5<sup>th</sup>, 2023

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

**RE: Change Order #2 Justification: New Storage Sheds at Vargas and Stevenson Elementary Schools.**

**Item # 1 – Added Asphalt at Stevenson (PCO 3)**

This change is due to an unforeseen condition. During construction the contractor noted that the amount of new asphalt being installed around the new storage shed building was not enough to provide a reasonable slope leading inside the new building. To amend this, the contractor was directed to remove and replace an additional portion of asphalt at both sides of the new shed. Additionally, there was one low-voltage utility box that needed to be raised slightly around the additional new asphalt to provide a flush installation between the existing utility box and the new asphalt. The costs in this change include the labor costs to remove a small amount of additional asphalt & raise an existing utility box, and the labor and material costs to install the additional amount of asphalt around the new shed. **\$1,398.00**

**Item # 2 – Credit for Allowance (PCO 4)**

This change is due to a credit for an allowance for unforeseen conditions and unmarked underground utilities, added to the original contract amount by the District, after the contract was awarded to Guerra. **(\$10,000.00)**

**Total Change Order No. 2 – (\$8,602.00)**

In our capacity as the District's Construction Manager, we have completed a review of Change Order # 2.

The total Change Orders to date: **\$21,523.00**

There is **\$38,221.40** remaining in the Change Order Contingency.

To date, **Guerra Construction** has completed **100%** of the contract work.

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

Sincerely,  
Greystone West Company

Juan Sagarra  
Project Manager



# AIA® Document G701® – 2017

## Change Order

**PROJECT:** *(Name and address)*  
MVWSD Storage Sheds  
Stevenson Elementary School  
Vargas Elementary School

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: November 04, 2022

**CHANGE ORDER INFORMATION:**  
Change Order Number: 002  
Date: September 25, 2023

**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)*  
Guerra Construction Group  
984 Memorex Drive  
Santa Clara, CA 95050

**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 #3 Added asphalt at Stevenson \$1,398.00

PCO #4 Credit for Allowance (\$10,000.00)

The original Contract Sum was	\$	597,444.00
The net change by previously authorized Change Orders	\$	30,125.00
The Contract Sum prior to this Change Order was	\$	627,569.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	8,602.00
The new Contract Sum including this Change Order will be	\$	618,967.00

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**

September 25, 2023

**DATE**

Guerra Construction Group

**CONTRACTOR** *(Firm name)*

\_\_\_\_\_

**SIGNATURE**

\_\_\_\_\_

**PRINTED NAME AND TITLE**

\_\_\_\_\_

**DATE**

Mountain View Whisman School District

**OWNER** *(Firm name)*

\_\_\_\_\_

**SIGNATURE**

\_\_\_\_\_

**PRINTED NAME AND TITLE**

\_\_\_\_\_

**DATE**