

TO: Board of Acquisition and Contract

FROM: John J. Hsu, P.E.
Acting Commissioner of Public Works

DATE: January 15, 2010

SUBJECT: Change Order No. 1
Contract No. **07-509**
Fire Alarm System Upgrade
Westchester County Center
White Plains, New York

Contractor: RLJ Electric Corporation
Amount of Change Order No. 1: \$25,255.00

On June 21, 2007 your Honorable Board awarded Contract No. 07-509 for Fire Alarm System Upgrade, Westchester County Center, White Plains, New York, to RLJ Electric Corporation, 860 Washington Street, Peekskill, New York 10566 in the amount of \$288,600.00.

After award of this contract, there were several instances where field conditions had changed or conditions existed that could not have been determined at the time of design. These conditions require additional work to complete the specified project.

Upon installation of the new fire alarm system, it was discovered that several rooms which were shown on the contract drawings as single rooms were actually rooms that had been sub-divided into smaller rooms and never documented and reflected in "as-built" drawings. Therefore, in order to bring the entire building fire alarm system up to code, it was required that the additional fire alarm equipment be purchased and installed in these additional rooms.

The objective of this Change Order is to add additional fire alarm detection and notification equipment to areas which were not known to exist.

This Change Order is in the public's best interest because it will promote the safety of the general public by providing a safe and code compliant working environment throughout the entire facility, thus addressing the County Executive's priority area of Safety and Security (SS). There are no environmental or energy components associated with this Change Order.

If this Change Order is not approved, certain rooms would not be covered by the new fire alarm system and thus not meet the current code requirements.

The department will utilize Primavera Software Management tools to track scheduling and accomplishments by the contractor and perform on-site inspections to ensure the successful completion of this project.

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This additional work is incidental to the original work and does not materially alter the main purpose of the contract as to constitute a new undertaking. The work is of the same nature as the initial work, is to be performed in the same general vicinity, is necessary to efficiently complete the project and was unanticipated until work under the contract began. The term of the contract is July 5, 2007 to February 28, 2010.

It is requested that your Honorable Board take action on the following:

Approval of Change Order No. 1

Total Amount of Change Order No. 1.....\$25,255.00

This Change Order has been reviewed by the Law Department and a proposed form of Resolution is attached hereto for your approval.

Approval is recommended.

APPROVED BOARD OF ACQUISITION & CONTRACT - 1-28-2010 - JOMAR VIERA, SECRETARY

RESOLUTION

RE: CONTRACT NO. 07-509
CONTRACT AMOUNT: \$288,600.00
CHANGE ORDER NO. 1 \$ 25,255.00
NET INCREASE: \$ 25,255.00
REVISED CONTRACT AMOUNT: \$313,855.00

CHANGE ORDER NO. 1

Upon communication from the Acting Commissioner of Public Works,

WHEREAS, John J. Hsu, P.E., Acting Commissioner of Public Works, requests approval of Change Order No. 1 on Contract No. 07-509 between the County of Westchester and RLJ Electric Corporation, 860 Washington Street, Peekskill, New York 10566 for Fire Alarm System Upgrade, Westchester County Center, White Plains, New York; and

WHEREAS, it is requested that Contract No. 07-509 be amended to provide for additional fire alarm detection and notification equipment; and

WHEREAS, this matter has been discussed by the Board; now, therefore, be it

RESOLVED, that said Change Order No. 1 on Contract No. 07-509 be and the same is hereby approved in the amount of \$25,255.00; and be it further

RESOLVED, that all other terms and conditions of Contract No. 07-509 shall remain in full force and effect; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute any and all documents necessary or appropriate to effectuate the purposes hereof.

Total Amount of Change Order No. 1 \$25,255.00

Account to be Charged/Credited	Fund	Dept.	Major Program, Program & Phase Or Unit	Object/ Sub Object	Trust Account	Dollars
	372	42	RCC0403C	6210-99		\$25,255.00

Budget Funding Year(s) 2010 **Start Date:** July 5, 2007 **End Date:** February 28, 2010
 (must match resolution)

Funding Source: **Tax Dollars** 100% County **Contractor Federal I.D. No./**
State Aid _____ **Social Security No.:** 13-3475523
\$25,255.00 **Federal Aid** _____ **Vendor No.:** _____
 (must match resolution) **Other** _____ **Encumbrance No.:** _____