



**Belmont Middle & High School Project**

**Building Committee Meeting # 139, 3/2/22 at 7:00 PM**

## **Summary of Change Order Review Process**

- 1. Potential Change Orders (PCO's) are reviewed at a weekly review meeting every Thursday afternoon. This past Thursday Skanska, P&W and CHA had the weekly review meeting with a summary email from Skanska that was 27 pages long and covered 50 PCO's, some of these dating back to November 2021. The meeting lasted 3 hours and 8 PCO's were approved to go into the next PCCO.**
- 2. Skanska maintains a list of CE items (Cost Events) every time a new item is identified that could be an added cost to the project. It is added to the list and a very preliminary potential cost is assigned to the CE. The CE items could be a result of an RFI (Request for Information) that identifies a question or maybe a conflict that needs to be resolved. Or, an ASI (Architect's Supplemental Instructions), that may or may not result in added cost. Or, a CCD (Construction Change Directive) that is a directive from the Design Team to implement a change in scope of work, that could be an Owner's request, or an oversight in the drawings, or an unforeseen condition or a directive from a third party – i.e. a Building Inspector. Or a Proposal Request issued by P&W for Skanska to price an OME (Order of Magnitude Estimate) budget for the Owner to consider if they want to proceed. We are now evaluating if any proposed change is a "Nice to Have" or a "Need to Have" item of work, before a decision is made on whether to proceed.**
- 3. To understand the amount of effort of review that occurs for every change, two recent change orders that were approved highlight the process and time it takes to review and negotiate a change.**
  - A. PCO # 495 – Add 2" of Screened Loam over onsite loam containing glass. The process included:**
    - I. PCO #495 was for having to add 2" of screened loam over the existing loam from on site that was spread. The topping soil was required due to excess glass in the loam – unacceptable for walking surface.**
    - II. Discussion on this started in March of 2021 on reuse of existing loam. It was determined to spread the existing loam then top with the 2" of screened loam.**
    - III. Initial price submitted after the work was complete was \$212,000 on 10/4/21. CHA did their own quantity take off and were less on the quantities of new loam, and over 2 months negotiated this down to a final price of \$163,530, a reduction of \$48,500. It is included in PCCO # 29.**

**B. PCO # 593 – Replacement of Atrium Glass**

- I. **PCO # 511 was submitted in October to furnish and install the replacement glass in the atrium walls to resolve code issues. We released the purchase of the glass only at that time so that it would be available for installation during the Christmas Break.**
- II. **The balance of the change involved the Labor, Misc Materials and Equipment that would be needed to implement this change – that estimate was for \$73,833. We collectively thought it might be less expensive if we proceeded on a T&M (Time and Material) basis to calculate the actual cost – a gamble because it could come in higher than the original estimate. The work proceeded T&M during Christmas Break and came in at a final cost of \$64,871, a savings of \$8,962 under the original estimate. Those are subcontractor costs only (from GVW) and exclude the Skanska mark-ups. This will be in the forthcoming PCCO # 32 that will be presented to the Building Committee at the 3/9/22 meeting.**