



# Pacifica School District

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*Preparing Students for an Evolving World*

[www.pacificasd.org](http://www.pacificasd.org)

## MEMORANDUM

Administrative Services

Meeting of

08/03/16

**TO:** Wendy S. Tukloff, Ed.D., Superintendent  
For Board of Trustees

**FROM:** Josephine Peterson, Chief Business Official

**SUBJECT:** **Approval of Contract Amendment with Andy's Roofing Company**

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### Recommendation

It is recommended that the Board of Trustees approve a further change order to the contract with Andy's Roofing Company to increase the amount payable under Andy's Roofing Company contract with the District For a total contract of \$412,906.

### Background

Earlier this year, the Board of Trustees approved a contract with Andy's Roofing Company for work at the Ocean Shore School Site. On July 18, 2016 staff conditionally approved, subject to Board ratification, a change order to the contract with Andy's Roofing Company to increase the contract amount by \$27,794 to allow Andy's Roofing Company to proceed with the plywood installation on building B at Ocean Shore School. This work was approved to take place during the summer of 2016 in order to have the roof completely replaced before the start of the 2016-2017 school year in order to avoid delay or possible disruption of classes owing to noise, dust, and possible dangerous site conditions, given the close proximity of the required work to the existing buildings. This first change order amount was within the ten percent change order threshold set forth in the Public Contract Code.

In the process of repairing/replacing the roof at Ocean Shore School Site, Andy's Roofing Company and its subcontractors discovered various unanticipated site conditions that gave rise to unexpected expenses and potential delays. First, they discovered during the demolition of the roof on Building B, there was no existing plywood sheathing. It had been anticipated that there was an existing plywood underlayer from the study of Prior field sampling and construction drawings from a recent modernization project which had indicated that there was an existing plywood underlayer. The plywood underlayer is a necessary element of the new roofing system being installed in order to ensure the water-tightness of the roof system. Buildings A and C will receive the same plywood underlayer as part of the original scope of the project and, now that it has been discovered that building B did not have it as was originally thought, Andy's Roofing Company is required to install it on B in order to have a properly functioning roof system.

However, this work needed to be done immediately in order to avoid a delay of the project that could have prevented the continuance of classes for the 2016-2017 school year and to prevent danger to students and staff due to dust and other site conditions.

Subsequent to discovering this condition, also in the course of removing the existing roof on B wing, it was discovered that the ridge beam, running along the peak of the building's roof, has significant dry rot deterioration in several places. This deterioration was also unforeseen as the corresponding beams on A and C wings do not have the same level of deterioration, and further the deterioration on the B wing was not discovered until the existing roof was removed. The reparation work is necessary to ensure that the roof on B wing is supported safely as the ridge beam is a critical element of the building's structural system.

To summarize, both instances of additional work resulting in each of the two change orders, is additional work that needed to be done immediately, adding an increase in expenses in order to allow the continuance of planned school classes at the beginning of the 2016-2017 school year and to avoid potential danger to students attending Ocean Shore School at the beginning of the school year.

For the foregoing reasons, and in light of the need to avoid disruption of school classes at the beginning of the 2016-2017 school year and to avoid danger to students and staff, staff seeks the Board's approval of a further change order to increase the amount payable under Andy's Roofing Company contract with the District by an additional \$31,912. This amount along with the \$27,794 brings the new total to \$412,906.

Staff also notes that, given the tight timeline and the impending start of the 2016-2017 school year, the District needed to have this work done on in order to avoid the disruptions described above, as well as the extensive coordination that would be required with Andy's Roofing Company and Andy's Roofing Company sub-contractors, Andy's Roofing Company was the only contractor that could timely and cost-effectively perform the work and that no purpose would have been served by seeking further bids for this work.