

**WILLOWS UNIFIED SCHOOL DISTRICT**  
**Office of the Superintendent**

**Date: April 29, 2024**

**Request For Placement on Board Agenda:**

**[ X ] ACTION                      [ ] INFORMATION**

**AGENDA TOPIC:    Ginno Construction General Contractor – Willows High School Front Office Modernization Project – Change Order No. 01 for Additional Abatement**

**PRESENTER:    Debbie Costello, Director of Business Services**

---

**Background Information:**

In the process of modernization of the Willows High School front office, it was discovered that there were three areas requiring additional abatement of asbestos containing materials that were not anticipated in the original scope of work:

Item No 1 – PCO #001: Represents the cost removal Transite siding on the exterior west and south walls of the counseling offices that was not identified in the AHERA report. Added cost of \$7,415.10.

Item No. 2 – PCO #002: Represents additional tile removal in the WHS front office lobby outside of the new office area to facilitate the replacement of the lobby area flooring in the summer of 2024. Added cost of \$6,108.13.

Item No. 3 – PCO #007: Represents the additional abatement required to remove a second layer of flooring and adhesive under existing flooring in the front office reception area. Added cost of \$13,444.20.

Total cost of Change Order No. 01 is **\$26,967.43**

The work has been monitored by the District, the Architect and the Inspector of Record and is now complete.

**Recommendations:**

The administration requests the Board accept and approve payment of the attached change order.

**CHANGE ORDER NO. 01**

April 29, 2024

HMC Architects  
 2101 Capitol Ave, Suite 100  
 Sacramento, CA 95816

Attention: Bryan Ginno, President

Subject: Willows High School Front Office Modernization  
 Willows Unified School District  
 Architect's Project No.: 3592003000

You are hereby authorized to make the following changes in the subject work.

Workmanship and materials shall be in accord with standards established by the original specifications.

**ITEM NO. 1:** Additional abatement – Removal of Transite Siding

Requested by: Contractor

Reason: During demolition, transite siding was discovered that was not noted on the AHERA report. This required the abatement of the siding as part of the demolition work.

Attachments: PCO #001

Change in Contract Amount	ADD	\$7,415.10
---------------------------	-----	------------

No Change in Contract Performance Period

**ITEM NO. 2:** Additional Abatement and Removal of Tile in Existing Lobby

Requested by: Owner

Reason: At start of construction, District requested that additional tile removal be demolished as part of the contractor's scope in preparation for the district's future summer reflooring. The tile also required abatement.

Attachments: PCO #002

Change in Contract Amount	ADD	\$6,108.13
No Change in Contract Performance Period		

**ITEM NO. 3:** Additional Demolition and Abatement of Flooring Under Existing Flooring in the Administration Area

Requested by: Contractor

Reason: During demolition, a second layer of flooring and adhesive was discovered under the existing flooring, requiring additional demolition. This flooring was not indicated previously in AHERA reports, therefore requiring additional abatement.

Attachments: PCO #007

Change in Contract Amount	ADD	\$13,444.20
No Change in Contract Performance Period		

Original Contract Amount.....	\$	1,072,600.00
Amount Changed by Previous Change Order(s) .....	\$	0.00
Contract Amount Prior to this Change Order.....	\$	1,072,600.00
Amount Changed by this Change Order..... ADD.....	\$	26,967.43
Revised Contract Amount .....	\$	1,099,567.43

% Change by this Change Order	2.5%
Total % Change of Original Contract Amount	2.5%

Original Completion Date	July 21, 2024 (Substantial Completion)
Revised Completion Date Revised by Previous Change Order(s)	Not changed
Calendar Days added by this Change Order	None
Revised Completion Date through this Change Order	Not Changed

*The acceptance and approval of this change order constitutes full and final settlement for all work and costs (including extended overhead, inefficiency and impact or delays) related to the items addressed herein with no exceptions.*

APPROVED: \_\_\_\_\_  
 Willows Unified School District Date

ACCEPTED: \_\_\_\_\_  
 Ginno Construction Date

APPROVED: \_\_\_\_\_  
 HMC Architects Date



p:\sacramento\3592 willows unified school district\003-000\_whs front office modernization\10 construction\12 co\02 co\willows hs front office\_change order #01-1.docx



**PROPOSED CHANGE ORDER:** 1

**Date:** 3/5/24

**Project:** Willows HS Front Office  
3592003

**To:** HMC Architects  
Willows Unified School Dist.

You are hereby authorized and directed to make the changes to your contract with the above project as described below:

AFM Environmental - Additional Abatement per Asbestos Survey \$7,062.00  
(see attached)

	Subtotal	\$7,062.00
Contractor Markup (5%)	=	\$353.10
Total		\$7,415.10

Additional Contract days (if none, state "NONE"): **None**

For the labor, and material or any other necessary costs to make the change or for omitting labor and material and any other costs.

You will be allowed the additions or deductions to the amount of your contract as follows:

**ADDITION TO CONTRACT:** \$7,415.10

**DEDUCTION FROM CONTRACT:**

It is hereby understood that the Net Contract Amount has changed as stated above and the provisions of the contract will not be changed or affected by this Change Order.

**RECOMMENDED BY:** Bryan Ginno, President

**ACCEPTED BY:**

*Bryan Ginno*

Signature

*Fernanda Cardenas Alfaro*

Signature

Fernanda Cardenas Alfaro, Project Designer

Name/Title

SHOP DRAWING/SUBMITTAL

No Exception Taken This does not authorize changes to the Contract Sum or Contract Time

Make Corrections Noted

Revise/Resubmit Fabrication and/or Installation MAY NOT be undertaken, in resubmitting, until corrections to items marked

Rejected

Not Reviewed

This substitution submittal per the specific direction of the Owner is accepted as noted for this project only and does not guarantee approval for any other project designed and specified by the Architect

Reviewer neither extends nor alters any contractual obligations of the Architect or Contractor.

Reviewing is only for conformance with the design concept of the project and compliance with the applicable laws in the Contract Documents. The Contractor is responsible for compliance, fabrication and installation of the information that pertains to the fabrication process or to the means, methods, techniques, sequences and schedules of construction and for supervision of the work of all trades. The Architect's action on this specific item does not indicate approval of an quantity of which the item is a component.

HMC ARCHITECTS  
ARCHITECTURE, PLANNING, INTERIOR DESIGN  
SACRAMENTO, CALIF. (916) 325-1100

By FCA Date 03/21/2024

APPROVED PER E-MAIL BY  
DISTRICT ON 03/21/24

o CA 95973  
) .894.6061



# AFM

## ENVIRONMENTAL, INC

**Ginno Construction, Inc.  
855 Marauder St. Suite 100  
Chico, CA. 95973  
(530) 894-6859**

**March 4, 2024**

**RE: Change Order for Transite Siding Removal at Willows High School**

**Bryan,**

**We propose to furnish all labor, material, disposal, equipment, and supervision necessary to perform the work on the above referenced project, all in accordance with the drawings, for the lump sum of**

**Transite Siding Removal**

**\$7,062.00**

**DIR# 1000011390**

**AFM maintains a \$5,000,000.00 aggregate liability policy for this project.**

**All work will be performed in accordance with the Federal, State and Local regulations governing asbestos removal. AFM Environmental, Inc. California Contractors license number is 689596, and expires June 2024. If you have any questions regarding this proposal, please call me at Cell 916-997-7521.**

**Sincerely,  
AFM Environmental, Inc.**

**Mark Gillming  
Construction Manager**

**752 Northport Drive, #C \* West Sacramento, CA 95691 \* 916-374-9526 \* Fax 916-374-9527  
California Contractors License Number 689596 \* DOSH Registration Number 559**

# AFM ENVIRONMENTAL, INC.

AFM ENVIRONMENTAL, INC.  
Willows High School

Exterior Transite Material

<b>DIRECT WAGES</b>					
Supervisor	8	HRS	\$100/ hr	\$800.00	
Laborer	32	HRS	\$90/ hr	\$2,880.00	
Per diem	5 men	150/day		\$750.00	
Disposal	1			\$650.00	
Materials				\$865.00	
Equipment/ Tools				\$475.00	
				\$0.00	
				\$0.00	
<b>SUBTOTAL (Add lines 1-7)</b>					<b>\$6,420.00</b>
<b>OVERHEAD and PROFIT</b>	10%		10.00%	\$642.00	
<b>Total</b>					<b>\$7,062.00</b>



**GE Laboratories, Inc.**  
**3710 Bridgeway Lakes Dr**  
**West Sacramento, CA 95691**  
**Phone: (916) 871-5423**

**Asbestos Report**

---

**Date:** *February 29th 2024*

**Client:** ***AFM***

**ATTN:** Mark

**Site:** ***Willows High School***

*203 N. Murdock Ave*  
*Willows, CA 95988*

On February 27th, 2024 an Asbestos Survey was conducted at the above location. Site inspection, sample collection, laboratory analyses, and written report are attached. The inspection area is an occupied site subject to future restoration/renovation around various areas of the school, including the Admin Building & Counseling Center.

This is a limited investigation per scope of work at this time. The areas impacted by the scope of work include multiple functional spaces throughout the buildings such as hallways, office spaces, bathrooms, closets etc.



An assessment of suspected Asbestos Containing Materials (ACM) throughout the areas of impact was made and a representative number of samples were collected per contractor's scope of work. This asbestos survey was conducted to confirm whether or not asbestos is identified in all suspect building material.

Results indicate that Asbestos was identified at the site above. The identified asbestos containing material must be properly removed prior to any renovation and/or demolition that may disturb asbestos containing material. The information provided in this report can be used to obtain accurate bids from abatement contractors.

The above site address falls under the jurisdiction and is subject to the requirements of the local Glenn Air Quality Management District. The building material sample collection was conducted by a State OSHA Certified "Site Surveillance Technician" and/or "Asbestos Consultant" under GE Laboratories Inc. (in accordance with Rule 902 Section 401.3). The location of asbestos containing material, quantity, percent, friability, type of asbestos, and date sampled can be found on the attached analytical lab report.

\*Because of possible "mix-match" wall remodel and/or history of repairs, it is difficult to determine exact locations and/or amount of wallboard (sheetrock, tape, and joint compound) that contains asbestos. Therefore, all wallboard inside the structure is classified as Asbestos Containing Material. Results indicate that the asbestos concentration of composite wallboard is less than one percent (<1%), and is not regulated waste according to EPA. However, OSHA requires that levels down to a tenth of percent (0.1%) of ACM can be remove only by a DOSH Licensed Asbestos Abatement Contractor with trained personnel holding valid asbestos worker certification, and proper PPE (Personal Protection Equipment). Work must be in accordance with State and Federal Law (Cal/OSHA and EPA).

The below table lists identified asbestos containing material with concentrations of asbestos greater than one percent. The building material tested is hereafter quantified and categorized according to the present physical conditions, physical characteristic properties, and potential ability to be rendered airborne otherwise know as friability. Friable asbestos containing material is more hazardous than non-friable asbestos and can be rendered airborne by hand pressure. According to the local AQMD, the abbreviation RACM is used to classify friable or/and the potential to become friable asbestos containing material and is therefore categorized as Regulated Asbestos Containing Material (RACM).

<b>Sample Number</b>	<b>Suspected Material</b>	<b>EPA Category</b>	<b>Asbestos Contents % PLM</b>	<b>Total Quantity Square/Linear/ Cubic Feet</b>
<b>9,14,16,23</b>	<b>9" VFT/Floor Mastic &amp; 12"VFT/Mastic</b>	<b>Cat # 1</b>	<b>3%-5%</b>	<b>Undetermined</b>
<b>24</b>	<b>Transite Panels</b>	<b>Cat # II</b>	<b>15 %</b>	<b>Undetermined</b>

Employed asbestos abatement must be performed in accord with State OSHA, and Federal Regulations (CCR & CFR) by a Licensed Asbestos Abatement Contractor certified by the State of California Division of Occupational Safety and Health (DOSHS). Containment and disposal of ACM must be in accordance with Local EPA (Air Quality Management District).

An Asbestos Abatement Plan can be provided by request, if so please contact us at the number provided in the letterhead.

Approved by,



---

*Greg Candelario, Certified Asbestos Consultant ( DOSH #08-4441)*

Any building materials not mentioned in this report should be assumed as ACM until proven otherwise through proper sampling and analysis. This includes other areas that are not mentioned with similar materials. Upon discovery of unmentioned material, work must cease until further sampling is conducted.

This document is filed under lab identification number 24ABR-103



**Assessment and Analysis of Bulk Asbestos by Polarized Light Microscopy (PLM) EPA 600/M4 Method**

**CLIENT:** AFM  
Marck

**SITE:** Willows High School  
203 N. Murdock Ave  
Willows CA 95988

**CLAIM#** n/a

No.	LAYERS	AREA <sup>2</sup>	LOCATION	DESCRIPTION	I.D.	RACM	RESULT
1	*		Counseling Center Hallway Ceiling	Plaster Ceiling	Cellulose Fibers		NAD
2	*		Counseling Center Hallway Ceiling	Finish Coat/Paint	Cellulose Fibers		NAD
3	*		Office Space	Composite Wallboard	Cellulose Fibers		NAD
4	*		Office Space	Texture Coat/Paint	Cellulose Fibers		NAD
5	*		Counseling Center Dividing Walls	Composite Wallboard	Cellulose Fibers		NAD
6	*		Counseling Center Dividing Walls	Texture Coat/Paint	Cellulose Fibers		NAD
7	*		Office Space Blue Wall	Composite Wallboard	Cellulose Fibers		NAD
8	*		Office Space Blue Wall	Texture Coat/Paint	Glass and Cellulose Fibers		NAD
9	*		Office Space Floor	Green 9"VFT/Mastic	Cellulose Fibers		NAD
10	*		Counseling Center Hallway Walls	Pricle Board/Paint	Chrysotile 3%-5%		Non-friable Asbestos
11	*		Office Space Flooring	Carpet/Glue	Cellulose Fibers		NAD
12	*		Counseling Center Partition Walls	Particle Board Panels	Synthetic and Cellulose Fibers		NAD
13	*		Counseling Center Hallway Baseboard	Cove Base/Mastic	Cellulose Fibers		NAD
14	*		Admin. Bldg Entry Area	12"VFT/Mastic	Cellulose Fibers		NAD
15	*		Admin. Bldg Office Space	Green 9"VFT/Mastic	Chrysotile 1%-3%		Non-friable Asbestos
16	*		Admin. Bldg Office Space Closets	Green 9"VFT/Mastic	Chrysotile 3%-5%		Non-friable Asbestos
17	*		Admin. Bldg Walls	Plaster Walls	Cellulose Fibers		NAD
18	*		Admin. Bldg Walls	Finish Coat/Paint	Cellulose Fibers		NAD
19	*		Admin. Bldg Bathroom	Vinyl Flooring	Synthetic and Cellulose Fibers		NAD
20	*		Admin. Bldg Office Spaces	Cove Base/Mastic	Cellulose Fibers		NAD

**LEGEND**

NAD = Non Asbestos Detected. DL = detection limit: <1% asbestos (trace).

Friable Asbestos = NESHAP RACM (Regulated Asbestos Containing Material): can be crumbled, pulverized or reduced to powder by hand pressure.

Non-friable Asbestos = NESHAP Category I material (resilient floor covering, vinyl floor tile, asphalt roofing products, packings and gaskets that cannot be rendered airborne by hand pressure) and/or NESHAP Category II material (all other non-friable asbestos containing material). Note that because of age or treatment, Category I and Category II materials, can be, and/or have the potential to become RACM.

RACM = NESHAP Regulated Asbestos Containing Material is all Friable ACM (> 1% asbestos), including some conditions of Non-friable Category I & II ACM.

NESHAP = US EPA National Emissions Standards for Hazardous Air Pollutants

**APPROVED BY:**

  
Greg Candelario, Lab Director  
Certified Asbestos Consultant  
CAL/OSHA: 08-4441

Analytical results represent the analysis of samples collected by GE Laboratories INC. This report is generated at the request and for the exclusive use of the person or entity (client) named on such report. Results, reports or copies will not be released to a third party without written request from the client. Sample(s) will be retained for a period of twelve months for possible future analytical verification, after which, the sample(s) will be disposed of according to all state and federal guidelines. GE Laboratories Inc. is a participant in the BAPAT (Bulk Asbestos Proficiency Analytical Testing) quality assurance program by AIHA (American Industrial Hygiene Association).



**Assessment and Analysis of Bulk Asbestos by Polarized Light Microscopy (PLM) EPA 600/M4 Method**

**CLIENT:** AFM  
Marck

**SITE:** Willows High School  
203 N. Murdock Ave  
Willows CA 95988

**CLAIM#** n/a

No.	LAYERS	AREA FT <sup>2</sup>	LOCATION	DESCRIPTION	I.D.	RACM	RESULT
21	5	*	Admin. Bldg Pricipal Office Wall	Composite Wallboard	Chrysotile < 1%		Trace Asbestos (as composite)
22	3	*	Admin. Bldg Pricipal Office Wall	Texture Coat/Paint	Cellulose Fibers		NAD
23	3	*	Admin. Bldg Pricipal Closet	Green 9"VFT/Mastic	Chrysotile 3%-5%		Non-friable Asbestos
24	3	*	Bldg. Exterior Walls Panels	Transite Panels	Chrysotile 15%		Non-friable Asbestos

**LEGEND**

NAD = Non Asbestos Detected. DL = detection limit. <1% asbestos (trace). I.D. = fiber identification and/or asbestos type - percent.  
 Friable Asbestos = NESHAP RACM (Regulated Asbestos Containing Material): can be crumbled, pulverized or reduced to powder by hand pressure.  
 Non-friable Asbestos = NESHAP Category I material (resilient floor covering, vinyl floor tile, asphalt roofing products, packings and gaskets that cannot be rendered airborne by hand pressure) and/or NESHAP Category II material (all other non-friable asbestos containing material). Note that because of age or treatment, Category I and Category II materials, can be, and/or have the potential to become RACM.  
 RACM = NESHAP Regulated Asbestos Containing Material is all Friable ACM (>1% asbestos), including some conditions of Non-friable Category I & II ACM.  
 NESHAP = US EPA National Emissions Standards for Hazardous Air Pollutants

**APPROVED BY:**

  
 Greg Candelario, Lab Director  
 Certified Asbestos Consultant  
 CAL/OSHA: 08-4441

Analytical results represent the analysis of samples collected by GE Laboratories INC. This report is generated at the request and for the exclusive use of the person or entity (client) named on such report. Results, reports or copies will not be released to a third party without written request from the client. Sample(s) will be retained for a period of twelve months for possible future analytical verification, after which, the sample(s) will be disposed of according to all state and federal guidelines. GE Laboratories Inc. is a participant in the BAPAT (Bulk Asbestos Proficiency Analytical Testing) quality assurance program by AIHA (American Industrial Hygiene Association).



PROPOSED CHANGE ORDER: 2

Date: 3/21/24

Project: Willows HS Front Office  
3592003

To: HMC Architects  
Willows Unified School Dist.

**SHOP DRAWING/SUBMITTALS**

No Exception ~~This does not authorize changes to the Contract Sum or Contract Time.~~

Make Corrections Noted

Revise / Resubmit Fabrication and/or Installation MAY NOT be undertaken. In resubmitting, limit corrections to items marked.

Rejected

Not Reviewed

This substitution submittal per the specific direction of the Owner is accepted as noted for this project only, and does not guarantee approval for any other project designed and specified by the Architect.

Review neither extends nor alters any contractual obligations of the Architect or Contractor.

Reviewing is only for conformance with the design concept of the project and compliance with the information given in the Contract Documents. The Contractor is responsible for dimensions to be confirmed and correlated at the site for information that pertains solely to the fabrication processes or to the means, methods, techniques, sequences and procedures of construction and for coordination of the work of all trades. The Architect's action on a specific item does not indicate approval of an assembly of which the item is a component.

**HMC ARCHITECTS**  
ARCHITECTURE, PLANNING, INTERIOR DESIGN  
SACRAMENTO, CALIF. - (916) 325-1100

By Lujane Aboud Date 04/01/2024

to make the changes to your contract with the above project as described below:

Acoustic Abatement - flooring	\$5,032.50
	\$5,032.50
Contractor Markup (5%)	\$251.63
Subtotal	\$5,284.13
Ginno Construction GCs: 1 day @ \$824/day	\$824.00
Total	\$6,108.13

to make the change or for omitting labor and material and any other costs.  
amount of your contract as follows:

**ADDITION TO CONTRACT:** \$6,108.13  
**DEDUCTION FROM CONTRACT:**

changed or affected by this Change Order.

RECOMMENDED BY: Bryan Ginno, President

ACCEPTED BY:

Signature

Signature

Name/Title



# AFM

## ENVIRONMENTAL, INC

**Ginno Construction, Inc.**  
**855 Marauder St. Suite 100**  
**Chico, CA. 95973**  
**(530) 894-6859**

**March 21, 2024**

**RE: Change Order #02 for Extra Tile in Lobby**

**Bryan,**

**We propose to furnish all labor, material, disposal, equipment, and supervision necessary to perform the work on the above referenced project, all in accordance with the drawings, for the lump sum of**

**\$5,032.50**

**AFM maintains a \$5,000,000.00 aggregate liability policy for this project.**

**All work will be performed in accordance with the Federal, State and Local regulations governing asbestos removal. AFM Environmental, Inc. California Contractors license number is 689596, and expires June 2024. If you have any questions regarding this proposal, please call me at Cell 916-997-7521.**

**Sincerely,**  
**AFM Environmental, Inc.**

**Mark Gillming**  
**Construction Manager**

**752 Northport Drive, #C \* West Sacramento, CA 95691 \* 916-374-9526 \* Fax 916-374-9527**  
**California Contractors License Number 689596 \* DOSH Registration Number 559**





PROPOSED CHANGE ORDER: 7

Date: 3/28/24

Project: Willows HS Front Office  
3592003

To: HMC Architects  
Willows Unified School Dist.

You are hereby authorized and directed to make the changes to your contract with the above project as described below:

AFM Environmental - Additional Abatement - flooring	\$12,804.00
Throughout the office area (not the lobby), there are 2 layers of mastic needing to be abated. The section we are dealing with is VCT tile over mastic, over self-leveling compound, over mastic, which is over the foundation. (see attached photo for verification)	
	\$12,804.00
Contractor Markup (5%)	\$640.20
Total	<u>\$13,444.20</u>

Additional Contract days (if none, state "NONE"): 1

For the labor, and material or any other necessary costs to make the change or for omitting labor and material and any other costs.

You will be allowed the additions or deductions to the amount of your contract as follows:

**ADDITION TO CONTRACT:** \$13,444.20  
**DEDUCTION FROM CONTRACT:**

It is hereby understood that the Net Contract Amount has changed as stated above and the provisions of the contract will not be changed or affected by this Change Order.

RECOMMENDED BY: **Bryan Ginno, President**

ACCEPTED BY:

**Lujane Aboud / Debbie Costello**

Signature

Signature

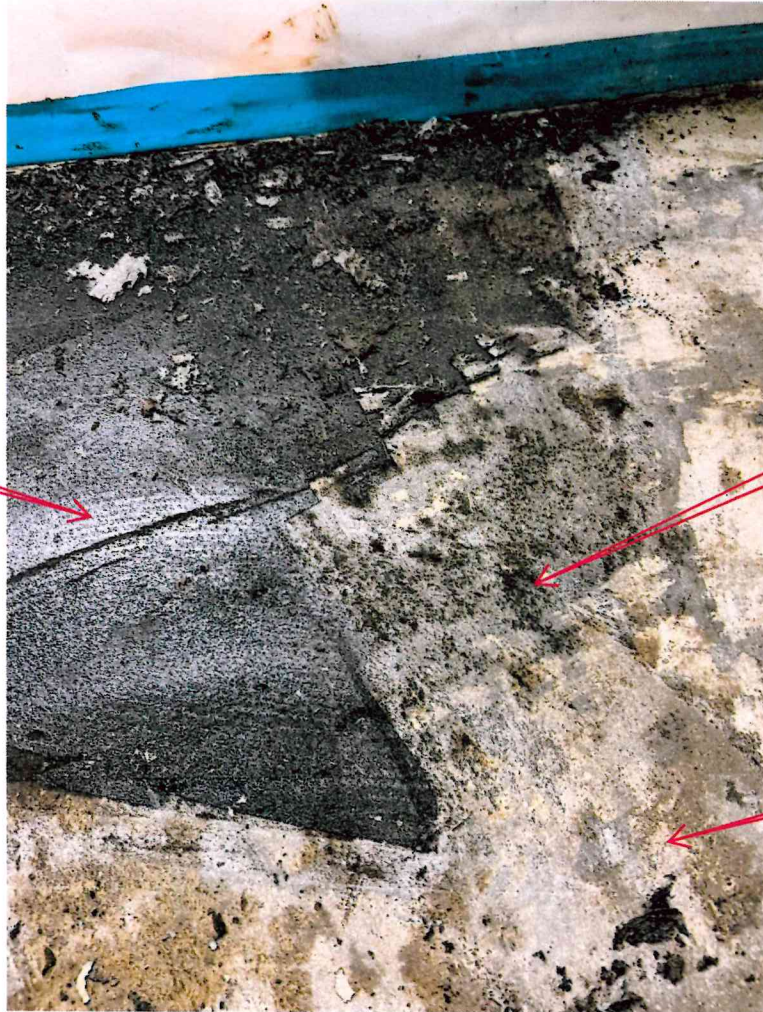
SHOP DRAWING/SUBMITTALS	
<input checked="" type="checkbox"/> No Exception	<i>This does not authorize changes to the Contract Sum or Contract Time.</i>
<input type="checkbox"/> Make Corrections Noted	
<input type="checkbox"/> Revise / Resubmit	Fabrication and/or Installation <b>MAY NOT</b> be undertaken. In resubmitting, limit corrections to items marked.
<input type="checkbox"/> Rejected	
<input type="checkbox"/> Not Reviewed	
<input type="checkbox"/> This substitution submittal per the specific direction of the Owner is accepted as noted for this project only, and does not guarantee approval for any other project designed and specified by the Architect.	
<small>Review neither extends nor alters any contractual obligations of the Architect or Contractor.</small>	
<small>Reviewing is only for conformance with the design concept of the project and compliance with the information given in the Contract Documents. The Contractor is responsible for dimensions to be confirmed and controlled at the site for information that pertains solely to the fabrication processes or to the means, methods, techniques, sequences and procedures of construction and the coordination of the work of all trades. The Architect's action on a specific item does not indicate approval of an assembly of which the item is a component.</small>	
<b>HMC ARCHITECTS</b> ARCHITECTURE, PLANNING, INTERIOR DESIGN SACRAMENTO, CALIF. - (916) 325-1100	

**Cost is acceptable to district**

Name/Title

855 Marauder St., Ste. 100, Chico CA 95973  
Phone 530.894.6859 / Fax 530.894.6061





This is the second layer of mastic that had to be removed below white underlayment

This is what remains of the first layer of mastic removed.

This white material is the underlayment found throughout offices

This is the typical condition found throughout the offices. This condition was not in the lobby.