

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

**Date: August 1, 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. 02 for Additional Abatement**

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

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**Background Information:**

In the process of modernization of the Willows High School front office, it was discovered that there were three areas requiring additional work that exceeded the original scope of work and for which additional costs exceeded the remaining project contingency funds:

**ITEM NO. 1: Electrical and Low Voltage Changes and Coordination**

Requested by: Contractor

Reason: During construction, low voltage routing had to be reconfigured as existing pathways were found to be different than shown on plans per as-built drawings and existing conditions. Lighting layouts were adjusted and additional data outlets were added. The PCO includes credits as well as costs for coordination between all mentioned items.

Attachments: PCO #010R2                      Change in Contract Amount ADD \$29,552.70  
Change in Contract Performance Period ADD 1 Calendar Days

**ITEM NO. 2: Ceiling and HVAC Adjustments**

Requested by: Contractor / Architect

Reason: After demolition, it was discovered that the existing heights to bottom of joist was lower than anticipated, impacting sizing and locations of HVAC ducting, as well as height and detailing of ceilings (both suspended ceilings and gypsum wallboard), requiring revisions.

Attachments: PCO #013R2                      Change in Contract Amount ADD \$32,796.70  
Change in Contract Performance Period ADD 2 Calendar Days

### **ITEM NO. 3: Added Insulation**

Requested by: Owner

Reason: After demolition, it was discovered that the existing roofing didn't have any insulation at bottom of deck. Insulation was added throughout the area of work to bottom of deck (between joists) to improve building envelope.

Attachments: PCO #019

Change in Contract Amount ADD \$11,769.11

Change in Contract Performance Period ADD 1 Calendar Days

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. 02**

July 29, 2024

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

Attention: Bryan Ginno, Project Manager

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:** Electrical and Low Voltage Changes and Coordination

Requested by: Contractor

Reason: During construction, low voltage routing had to be reconfigured as existing pathways were found to be different than shown on plans per as-builts and existing conditions. Lighting layouts were adjusted and additional data outlets were added. The PCO includes credits as well as costs for coordination between all mentioned items.

Attachments: PCO #010R2

Change in Contract Amount	ADD	\$29,552.70
Change in Contract Performance Period	ADD	1 Calendar Days

**ITEM NO. 2:** Ceiling and HVAC Adjustments

Requested by: Contractor / Architect

Reason: After demolition, it was discovered that the existing heights to bottom of joist was lower than anticipated, impacting sizing and locations of HVAC ducting, as well as height and detailing of ceilings (both suspended ceilings and gypsum wallboard), requiring revisions.

Attachments: PCO #013R2

Change in Contract Amount	ADD	\$32,796.70
Change in Contract Performance Period	ADD	2 Calendar Days

**ITEM NO. 3:** Added Insulation

Requested by: Owner

Reason: After demolition, it was discovered that the existing roofing didn't have any insulation at bottom of deck. Insulation was added throughout the area of work to bottom of deck (between joists) to improve building envelope.

Attachments: PCO #019

Change in Contract Amount	ADD	\$11,769.11
Change in Contract Performance Period	ADD	1 Calendar Days

Original Contract Amount.....	\$	1,072,600.00
Amount Changed by Previous Change Order(s) .....	\$	26,967.43
Contract Amount Prior to this Change Order .....	\$	1,099,567.43
Amount Changed by this Change Order.....	ADD \$	74,118.51
Revised Contract Amount .....	\$	1,173,685.94

% Change by this Change Order	6.9%
Total % Change of Original Contract Amount	9.42%

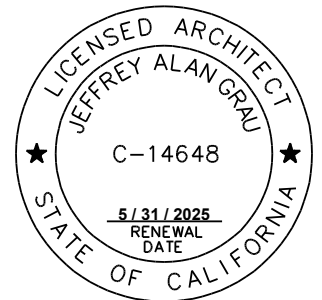
Original Completion Date	July 21, 2024 (Substantial Completion)
Revised Completion Date Revised by Previous Change Order(s)	Not changed
Calendar Days added by this Change Order	4
Revised Completion Date through this Change Order	July 25, 2024 (Substantial Completion)

*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: \_\_\_\_\_  
 Gino Construction Date

APPROVED: \_\_\_\_\_ 07-29-2024  
 HMC Architects Date



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**PROPOSED CHANGE ORDER:** 10R2

**Date:** 5/14/24

**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:

Firebolt Electrical - Electrical changes, per RFIs (see attached)	\$27,360.67
	\$27,360.67
Contractor Markup (5%)	<u>\$1,368.03</u>
Subtotal	\$28,728.70
Ginno Construction GCs: 1 day @ \$824/day	\$824.00
Total	\$29,552.70

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:** \$29,552.70  
**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:**

Signature

<b>SHOP DRAWING/SUBMITTALS</b>	
<input checked="" type="checkbox"/> No Exception <input type="checkbox"/> Make Corrections Noted	This does not authorize changes to the Contract Sum or Contract Time.
<input type="checkbox"/> Revise / Resubmit <input type="checkbox"/> Rejected <input type="checkbox"/> Not Reviewed	Fabrication and/or Installation MAY NOT be undertaken. In resubmitting, limit corrections to items marked.
<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.	
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 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 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.	
<b>HMC ARCHITECTS</b> <b>ARCHITECTURE, PLANNING, INTERIOR DESIGN</b> <b>SACRAMENTO, CALIF. - (916) 325-1100</b>	
By <u>Lujane Aboud</u> Date <u>05/15/2024</u>	

Cost is approved by district

855 Marauder St., Ste. 100,  
Phone 530.894.6859 / Fa:



**Firebolt Electrical**  
 14745 Whispering Oaks Dr.  
 Red Bluff, CA 96080  
 (530) 518 -1319

**CSL#837554** (Exp. 07/31/2024)  
**DIR#1000969819** (Exp. 06/30/2025)  
**SBE-PW#2029798** (Exp. 09/30/2024)  
[floyd@fireboltelectrical.com](mailto:floyd@fireboltelectrical.com)

**Project Name:** Willows High School Front Office Mod.

**RFI Number:** #01,02,10

**Request date:** 05/14/2024

**Change Order Number:** 03

### Change Order #03

<b>Item#</b>	<b>Description</b>	<b>Cost</b>
1)	Labor & Materials for panel J and ground for panel M (360')	\$ 3,978
2)	Labor & Materials keyed Switches for corridor Lights	\$ 4,266
3)	Labor & Materials 4" conduits at roof top (X2) for Data cable pathways	\$ 7,795
4)	Lighting changes/additions. (Includes credits for fixtures removed/substituted)	\$ 7,756
5)		
	<b>Taxes (7.25%) &amp; markup(10%)</b>	<b>\$ 3,565.67</b>
	<b>Total Amount</b>	<b>\$ 27,360.67</b>



**Terms and Conditions:**

Will adhere to the terms and conditions set forth in the project manual.  
 Otherwise, all standard terms and conditions will apply.  
 Payment Method (Net 30). Progressive Payments calculated monthly.

# Willows High School Front Office Mod

## Extra Work Report From: Firebolt Electrical

Discription: This Includes Panel J Feeders from MDP to new location at Officce per(E0.2) this sheet was not part of the bid sheets. Includes grounding for panel M and panel M that was added.Keyed Switches for corridor Lights. 4" conduits at roof top for data pathway Lighting changes and additions this includes all credits and substitutions to the lighting layout

Work Requested By: Ginno

Date work performed: TBD

**Delta/Revision:**

**C/O # 3**

**RFI: # 01, 02, 10**

**Addendum #: (E0.2)**

**LABOR: (See Daily Reports/Time Cards Attached for T&M work)**

Classification	Payrate	Hours Worked	Total
Feeders for pnel J and ground for panel M (360')	\$126.00	48	0.00
Keyed switches for corridor lights	\$126.00	27	\$3,402.00
4' Conduits at rooftop (50ft x 2)	\$126.00	32	\$4,032.00
Lighting changes	\$126.00	43	\$ 0.00
<b>Labor Subtotal</b>			<b>\$ 7,434.00</b>
<b>Mark up 10%</b>			<b>\$ 743.40</b>
<b>LABOR TOTAL</b>			<b>\$ 8,177.40</b>

**MATERIALS: (See invoice/quote attached)**

Item Description	Qty	Unit Price	Total Amount
Feeders panel J and ground for panel M (360')	1	\$7956.00	\$ 3978.00
Keyed switches for corridor lights	1	\$864.00	\$864.00
4" Conduits at rooftop (50ftx2)	1	\$3763.00	\$3,763.00
Lighting changes (Includes credits/subs/adds)	1	\$7756.00	\$7,756.00
<b>Material Subtotal</b>			<b>\$16,361.00</b>
<b>Mark up 10%</b>			<b>\$1,636.10</b>
<b>Sales Tax 7.25%</b>			<b>\$1,186.17</b>
<b>MATERIAL TOTAL</b>			<b>\$19,183.27</b>

**Additional Quote:**

	Unit (hr/day/week)	Rate	Total Cost
			\$0.00
			\$0.00
			\$0.00
			\$0.00
<b>Subtotal</b>			<b>\$0.00</b>
<b>Mark up 5%</b>			
<b>Sales Tax 7.25%</b>			
<b>Additional Quote TOTAL</b>			<b>\$0.00</b>

**LABOR/MATERIALS/EQUIPMENT TOTAL:**

**\$ 27,360.67**





**PROPOSED CHANGE ORDER:** 13 R2

**Date:** 5/29/24

**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:

Additional Work per CCD 03 (see attached):

Grimes Heating & Air - HVAC changes	\$8,512.90
Ultra Ceilings - Additional Axiom trim, wood veneer	\$20,367.77
	\$28,880.67
Contractor Markup (5%)	<u>\$1,444.03</u>
Subtotal	\$30,324.70
Ginno Construction GCs: 3 days @ \$824/day	\$2,472.00
Total	\$32,796.70

Additional Contract days:

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:** \$32,796.70  
**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:**

Signature

**This PCO will be processed as a change order**

Signature

Name/Title

SHOP DRAWING/SUBMITTALS	
<input checked="" type="checkbox"/> No Exception	This does not authorize changes to the Contract Sum or Contract Time.
<input type="checkbox"/> Make Corrections Noted	
<input type="checkbox"/> Revise / Resubmit	Fabrication and/or installation MAY NOT 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>Reviewing 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 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.</small>	
<b>HMC ARCHITECTS</b> <b>ARCHITECTURE, PLANNING, INTERIOR DESIGN</b> <b>SACRAMENTO, CALIF. - (916) 325-1100</b>	
By <u>Lujane Aboud</u> Date <u>06/05/2024</u>	

Chico CA 95973

Phone 530.894.6859 / Fax 530.894.6061



QUOTE #

DATE

Quote

13085

05/29/2024

### Grimes Heating & Air Inc.

6210 Miners Ranch Rd.  
Oroville, California  
95966

(530) 589-1272  
info@grimesac.com  
https://grimesac.com/

CA License Number: 950254

DIR Number: 1000827820

BILL TO	Brian Ginno (Owner) Ginno Construction Inc. 203 North Murdock Avenue Willows, CA 95988	JOB ADDRESS	203 North Murdock Avenue Willows, CA 95988
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DESCRIPTION	Change order #03 CCO#03 Revisión 1
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ITEM	QTY	UNIT PRICE	AMOUNT
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<b>New duct layout</b>	1	\$1,912.90	\$1,912.90
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Material cost increase going from off the shelf spiral duct to fabricated rectangular ductwork.  
 22x12x48 - 4 each (\$583)  
 16x10x48 -10 each (\$920)  
 14x10x48 -4 each (\$348)  
 14x8x48 - 4 each (\$348)  
 22 x 12 90° elbows 1 each (\$675)  
 16x10 90° elbows 1 each (\$420)  
 Rectangular tapers and squared around... (\$320)  
 Form locked rectangular 24 gauge duck work with S and drive connections.  
 \*any additional offsets or plenum connections unknown  
 \$3614  
 Spiral credit \$1875  
 (\$1739+ 10%)

<b>Labor increase</b>	1	\$6,600.00	\$6,600.00
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Labor increase to install rectangular duct rather than spiral @ current prevailing wage.  
 Estimated 48 hours at \$125 additional labor  
 (\$6000 +10%)

**TOTAL \$8,512.90**

### How To Accept

Quote #13085  
Total amount \$8,512.90

To accept this quote, please call or email us using the details at the top of the page.

Thank you for considering Grimes Heating & Air, have a great day!

# SUBCONTRACT WORK TAG

**Ultra Ceiling Inc**  
6900 somerville way  
Fair Oaks CA 95628

Phone: 916-225-9351  
Fax: 916 N/A

**Date:** 5/7/2024  
**Project Number:** 222-4894  
**Project Name:** Willows Unified School District  
**Project Address:** 823 W. Laurel St  
**City & State:** Willows, Ca 95988

**TAG #: 2** per CCD 3  
**General Contractor:** Ginno Construction

**Change Order For:** additional axiom trim transtitions with extra wood veneer SF. (AXTR6CUR will cost extra for a custom color )  
Credit for 80 LF per original bid

Equipment	Quantity	Unit of Measure	Unit Cost	Equipment Costs
Credit for Axiom trim per original bid	80	SF	\$ 30.00	\$ 2,400.00
				\$ -
				\$ -
				\$ -
<b>Subtotal</b>				\$ 2,400.00

Materials	Quantity	Unit of Measure	Unit Cost	Material Costs
AX12STR	6	pcs	\$ 460.00	\$ 2,760.00
AXTR6CUR	80	LF	\$ 84.00	\$ 6,720.00
AXTR12STR	4	pcs	\$ 595.00	\$ 2,380.00
Wood Veneer	50	SF	\$ 47.50	\$ 2,375.00
			\$ 0	\$ -
			\$ -	\$ -
				\$ -
<b>Subtotal</b>				\$ 14,235.00

Labor	Quantity	Unit of Measure	Unit Cost	Labor Costs
1m	60	hr	\$ 90.00	\$ 5,400.00
			\$ -	\$ -
				\$ -
				\$ -
				\$ -
<b>Subtotal</b>				\$ 5,400.00

<b>Total Columns:</b>			\$ 2,400.00	\$ 14,235.00	\$ 5,400.00
<b>Taxes: 9.00%</b>			\$ -	\$ 1,281.15	
<b>Total Costs:</b>			\$ 2,400.00	\$ 15,516.15	\$ 5,400.00

<b>Total Cost:</b>	\$ 18,516.15
<b>OH&amp;P 10%</b>	\$ 1,851.62
<b>TOTAL:</b>	\$ 20,367.77

The above change order has been approved and accepted:

**Ultra Ceiling Inc**

By: Michael Kovalchuk

Title: Michael Kovalchuk - project engineer

Date: 05/07/24

**Ginno Construction**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## RE: Change Estimate : Ceilings - WUSD WHS Front Office

Michael Kovalchuk <michael@ultraceilings.com>

Fri 05/24/2024 1:50 PM

To: Bryan Ginno <bryan@ginnoconstruction.net>; Stephanie Haverlock <stephanie@ginnoconstruction.net>

Cc: Josh Sage <josh@ginnoconstruction.net>; Peter Makovey <peter@ultraceilings.com>

Bryan,

Please send us proof of pricing that can state \$52/LF, and we will gladly push it back to our supplier.

60 hr for this job is a fair amount. After all changes , now we must connect 2 systems together with a custom curved trim .

This will include all calculations done prior and making sure everything is aligning per plans .

Bid before was including installation of these systems separately which is less complex.

Bryan, I am waiting for a proof of price and response from architect.

Let me know if you have any questions .

Sincerely,

**Michael Kovalchuk / PE**

C: 267.616.2413

**License** #1082174 | **DIR** #1000850176

**Email** [michael@ultracceilings.com](mailto:michael@ultracceilings.com) | **Web** [www.ultracceilings.com](http://www.ultracceilings.com)

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**PROPOSED CHANGE ORDER:** 19

**Date:** 5/29/24

**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:

Coast Building Products - Add R30 Insul to roof deck per Ray Dalton (see attached)	\$10,423.91
	\$10,423.91
Contractor Markup (5%)	\$521.20
Subtotal	\$10,945.11
Ginno Construction GCs: 1 day @ \$824/day	\$824.00
Total	\$11,769.11

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

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:** \$11,769.11  
**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

Signature

**SHOP DRAWING/SUBMITTALS**

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

**Make Corrections Noted**

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

**Rejected**

**Not Reviewed**

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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 About Date 6/17/2024

**ACCEPTED BY:**

Signature

Name/Title

CA 95973  
94.6061

# CHANGE ORDER REQUEST

1.1



**Title:** CHANGE ORDER 1.1 ROOF INSULATION REVISED  
**Project Name:** WILLOWS HS FRONT OFFICE MOD  
**Project Address:** 203 North Murdock Avenue  
 Willows, CA 95988

**COR Date:** 05/29/2024  
**Coast Building Products - Thermal Insulation Job Number:**  
**Customer Job Number:**  
**Customer Reference Number:**

## Our Information

**Coast Building Products - Thermal Insulation**  
 731 North Market Boulevard  
 Sacramento, CA 95834  
**Phone:** (916)-440-8761

## Customer Information

**Ginno Construction**  
 855 Marauder Street  
 Chico, CA 95973

## Description of Change Order Request

Install R30 type III foil faced fiber glass batts at roof

due to insulation shortages, we will be installing 1 layer of R19 FSK and 1 layer of R11 unfaced batts to achieve R30

## Labor

Description	Qty (HR)	Unit (HR)	Rate (HR)	Total Cost
JM	32	ST	\$97.54	\$3,121.28
<b>Hours Subtotals: ST: 32</b>			<b>Total Labor:</b>	<b>\$3,121.28</b>

## Material

Description	Qty of Material	Unit of Measure	Rate	Total Cost
R11 TYPE I UNFACED FIBERGLASS	3650	SQFT	\$0.45	\$1,642.50
R19 TYPE III FSK FIBERGLASS	3650	SQFT	\$1.05	\$3,832.50
			<b>Total Material:</b>	<b>\$5,475.00</b>

## Equipment

Description	Qty of Equipment	Unit of Measure	Rate	Total Cost
LIFT	1	EACH	\$880.00	\$880.00
			<b>Total Equipment:</b>	<b>\$880.00</b>

<b>Subtotal</b>		<b>\$9,476.28</b>
Tax Rate (Materials)	0.000%	\$5,475.00
Mark Up Rate (Subtotal)	10.000%	\$947.63
<b>Requested Total</b>		<b>\$10,423.91</b>

## Terms & Conditions

Reference Contract