

# MEMO

**DATE:** September 8<sup>th</sup>, 2022

**TO:** Minaz David  
Yonkers Public Schools

**FROM:** Richard Markgraf  
KG+D Architects, PC

**RE:** CIP #10888- Lincoln HS – **Change Order Companion Justification Letter**  
Northbrook Contracting Corporation



KG+D Architects provided enhanced construction administration services for Yonkers Public School CIP #10888: a full reconstruction of the exterior field bleachers at Lincoln High School for which Fuller + D'Angelo is the Architect of Record (AOR). As with any project, unforeseen conditions and additional owner requested work were encountered during construction. Adjustments to the scope of work were made as potential change orders (PCOs). KG+D Architects and Fuller + D'Angelo reviewed the quoted time and materials to evaluate alignment with the overall project scope of work. After review, the AOR provided final recommendation of approval.

This memo details the change orders made by Northbrook Contracting Corporation (GC Contract 5 – SITE), the most notable (1) grading under bleachers, (2) new light poles and pole bases and (3) North End Site improvements.

Items of additional scope within the project area, included the rip-rap stone underneath the bleachers and new light poles and bases at the top of the bleachers, the former providing much needed erosion and water control measures for the grade considering the existing trench drainage at the track edge and the latter incorporating the owner's desire for increased visibility at the top of the bleachers adjacent to the parking lot and park spaces.

The major item of added scope conducted under 'North End Improvements' provided much needed repairs to the existing ramp/stair access on the north side of Lincoln High School. Aspects of the work included removal/replacement of existing concrete slab, repairs to (20) railing posts at the ramp and stair, joint repairs, installation of missing fencing at side door, and sanding, priming, and painting of impacted metal and masonry surfaces. Iterations of this work have been suggested for some time and the incorporation of these necessary improvements was both timely and appropriate.

Several other minor scope change orders were implemented over the course of the project which were in line with general contingency or allowance planning.

The accompanying change order log details the necessary adjustments to the original project scope of work to maintain Lincoln High School and extend the usable life of the complex.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Richard Markgraf', is written over a light blue horizontal line.

RICHARD MARKGRAF  
KG+D ARCHITECTS, PC

Encl: YPS 10888 – Lincoln HS Auditorium Upgrades – Change Order Log – Northbrook

**KG+D Architects, PC**

285 Main Street, Mount Kisco, New York 10549

914.666.5900 kgdarchitects.com

# MEMO

**DATE:** September 21<sup>st</sup>, 2022  
**TO:** Minaz David  
Yonkers Public Schools  
**FROM:** Richard Markgraf  
KG+D Architects, PC  
**RE:** CIP #10888- Lincoln HS – **Change Order Justification Supplement**  
Northbrook Contracting Corporation



Supported by the included backup and Change Order Log this supplement serves to detail the negotiated pricing for change orders completed by Northbrook Contracting Corporation (GC Contract 5 – SITE) for CIP #10888 – Lincoln HS – Bleachers:

- (1) COP – 01 Rip rap Grading and Geofabric Under Bleachers to Stabilize Slope:  
original proposal was reduced to account for overlapping mobilization: staff would have already been available to oversee corresponding demolition. Similarly, necessary machinery/equipment will have already been on site. No extension of demolition schedule.
- (2) COP – 02 North End Site Improvements:  
Pricing was initially provided for the extent of scope provided by drawings per proposal dated Aug 4 with an additional proposal submitted the same day with negotiated pricing. Refinement of scope and cost verification by CM office yielded a final proposal of selected elements of necessary repair at approximately half of the original quoted amount.
- (3) COP – 03 End Closures:  
Pricing approved by YPS as reasonable.
- (4) COP – 04 Drainage Piping at New Footings:  
Pricing approved by F+D as reasonable.
- (5) COP – 05 Concrete Footing Extensions at Bleachers:  
Pricing approved by F+D as reasonable.
- (6) COP – 06 + COP – 07 New Light Poles and Pole Bases:  
Proposal was provided to complete the work. Revised pricing was provided which included bid from electrical subcontractors/suppliers. Pricing between NCC and the low bidder sub was consistent. An additional minor charge was incurred when larger bases were approved to accommodate the desired conduit sizing.
- (7) COP – 08 Curb at South End, Tennis Courts:  
Pricing approved by K+GD as reasonable.

Respectfully submitted,

RICHARD MARKGRAF  
KG+D ARCHITECTS, PC

Encl: (1) YPS 10888 – Lincoln HS Upgrades – Change Order Log – Northbrook;  
(2) Relevant backup proposals and correspondence: COP 01 through COP 08

**KG+D Architects, PC**

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GC CONTRACT 1: Site - Northbrook Contracting

Change Order Proposal (COP)	NYSED Part Two B: Requested By:	NYSED Part Two B: Relationship to Project Scope	NYSED Part Two C: Basis of Need	Category	NYSED Part Two D: Description	Status	Proposed Amount	Negotiated Amount
COP - 01	Contractor	Additional scope of work within project work area.	Site Improvements	Field Condition	Grading and Rip Rap under bleachers	Approved	\$ 46,653	\$ 42,295.33
COP - 02	Owner Directed	Added scope.	Site Improvements	Owner Directed	North End Site Improvement drawings A201 and A400. Scope reduced. Rev 2 as per clarifications made on 8-19-21 Proposal 1 (\$86,987.65), Atl 10.1 (\$5,614.27) Add Alt 2: To Re-anchor existing railing with new brackets on lower end of handicap accessible ramp as per clarification on 8-19-21 (\$1,034.21)	Approved	\$ 210,023	\$ 93,636.13
COP - 03	Owner Directed	Added scope.	Improvements to Walkways	Owner Directed	Six (6) end closures on upper precast planks, Stainless steel plates.	Approved	\$ 4,135	\$ 4,134.62
COP - 04	Contractor	Additional scope of work within project work area.	Improvements to Walkways	Unforeseen	Reroute and installation of drainage piping around new proposed footings at (5) stair locations	Approved	\$ 8,483	\$ 8,482.68
COP - 05	Contractor	Additional scope of work within project work area.	Site Improvements	Field Condition	Concrete footing extensions at bleachers	Approved	\$ 7,164	\$ 7,163.55
COP - 06	Owner Directed	Additional scope of work within project work area.	Site Improvements	Owner Directed	new light poles and pole bases	Approved	\$ 81,535	\$ 81,535.35
COP - 07	Owner Directed	Additional scope of work within project work area.	Site Improvements	Owner Directed	Increase diameter of light pole bases by 6"	Approved	\$ 1,646	\$ 1,646.42
COP - 08	Owner Directed	Additional scope of work within project work area.	Site Improvements	Owner Directed	Curb at South End, Tennis Courts	Approved	\$ 2,087	\$ 2,087.29
						<b>Subtotal</b>	<b>\$ 361,726</b>	<b>\$ 240,981.37</b>

Total Approved Change Orders	\$ 240,981
Contract Allowance	\$ 50,000.00
Amount Applied to Allowance (PAID)	\$ 49,458.88
Balance of Allowance	\$ 541.12
Original Contract Amount	\$ 2,163,000.00
Total Contract Amount	\$ 2,213,000.00
<b>Revised Contract Amount (Total Original Contract + COs)</b>	<b>\$ 2,403,981.37</b>
<b>Amount of Change Orders / Additional Funds Required</b>	<b>\$ 190,981.37</b>
<b>Amount to be Paid to Contractor (Bal of Allowance + Add'l Funds)</b>	<b>\$ 191,522.49</b>

Lincoln High School  
YPS NO.: 10873 10888  
GC CONTRACT 1: Site - Northbrook Contracting

Lincoln HS Auditorium Upgrades Site Improvements


AE: Fuller D'Angelo  
ECM: KG+D Architects  
Printed on 10/20/2022

Amount of Change Orders / Additional Funds Required \$ 190,981.37

Logs are signed and contract is financially closed


Architect Engineer:

**William J. Means, RA, LEED AP**

(Print)  
  
(Signature)

Construction Manager:

**RICHARD MARKGRAF**

(Print)  
  
(Signature)  
**MINAZ DAVID**

By Yonkers Public

(Print)  
  
(Signature)

Contractor: Dillon Taylor

(Print)  
**Dillon Taylor**  
(Signature)

**FULLER AND D'ANGELO, PC**

(Company Name)

**10/24/2022**

(Date)

**KG+D ARCHITECTS, PC**

(Company Name)

**10/24/2022**

(Date)

**SR. DEVELOPMENT PROJECT MANAGER**

(Job Title)

**10-24-2022**

(Date)

**Northbrook Contracting Corp**

(Company Name)

**10/20/2022**

(Date)