

**UNATEGO CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION AGENDA  
MONDAY, MAY 22, 2023  
SPECIAL BOARD OF EDUCATION MEETING  
CALLED TO ORDER  
8:00 A.M.  
UNATEGO MS/SR HIGH SCHOOL  
DISTRICT OFFICE**

**1. ROUTINE MATTERS**

- 1.1 Call to order
- 1.2 Roll Call
- 1.3 Adopt Agenda

**2. ADMINISTRATIVE ACTION**

- 2.1 Approve change order to Day Automation Systems, Inc (5.22.23 G1)

2.1

5.22.23 G1

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the elementary school additional speakers Change Order No. CO-P1-SC-001 to Day Automation Systems, Inc. for the Unatego CSD Capital Improvement Project Phase I in the amount of \$61,368.82 as presented.

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

ASI-P1-001 ES Additional Speakers/Locations, \$61,368.82

The original Contract Sum was	\$ <u>301,054.93</u>
Net change by previously authorized Change Orders	\$ <u>0.00</u>
The Contract Sum prior to this Change Order was	\$ <u>301,054.93</u>
The Contract Sum will be increased by this Change Order in the amount of	\$ <u>61,368.82</u>
The new Contract Sum including this Change Order will be	\$ <u>362,423.75</u>

The Contract Time will be increased by Zero (0) days.

The Contractor's Work shall be substantially complete on 08/23/2024.

**3. ADJOURN**



# Change Order Transmittal

Delta Engineers, Architects, Land Surveyors, & Landscape Architects, DPC | 860 Hooper Road Endwell NEW YORK 13760 United States

PROJECT:	2021.004.001 Unatego Central School Dist Referendum 2021.004.001	DATE SENT:	5/18/2023
		RETURN BY:	5/25/2023
SUBJECT:	Unatego CSD CIP Phase 1 Change Order SC-001	CHANGE ORDER ID:	CO-P1-SC-001
TYPE:	Change Order	TRANSMITTAL ID:	00164
PURPOSE:	For Signature	VIA:	Email
ACTUAL AMOUNT:	\$0.00	ESTIMATED AMOUNT:	\$0.00
ACTUAL DAYS:	0	ESTIMATED DAYS:	0

FROM

NAME	COMPANY	EMAIL	PHONE
Tricia Kunzman	Delta Engineers, Architects, Land Surveyors, & Landscape Architects, DPC	tkunzman@delta-eas.com	607-231-6600 x656

TO

NAME	COMPANY	EMAIL	PHONE
Melisa Secord	Schoolhouse Construction Services, LLC	melisa.secord@schoolhouse.construction	607-434-2010
Andy Jackson	Schoolhouse Construction Services, LLC	andy.jackson@schoolhouse.construction	607-437-6971
Eric Robert	Schoolhouse Construction Services, LLC	eric.robert@schoolhouse.construction	607-437-6971
David Richards	Unatego Central School District	drichards@unatego.stier.org	607-334-9848
Patricia Loker	Unatego Central School District	ploker@unatego.stier.org	607-988-5038
Brian Trask	Unatego Central School District	btrask@unatego.stier.org	607-988-5047

REMARKS: Team,

Attached is Unatego CSD CIP Phase 1 Change Order SC-001 for your

# Change Order Transmittal

DATE: 5/18/2023

ID: 00164

review and signature. Please return a fully executed copy for our records.

If you have any questions or comments, please give us a call.

Thank you,  
**Tricia Kunzman**  
*Construction Administrator*



**Engineers, Architects, & Surveyors**  
860 Hooper Road Endwell, NY 13760 607.231.6656

## DESCRIPTION OF CONTENTS

QTY	TITLE	NUMBER	DATE	SCALE	SIZE
1	G731-2019 - SC-001.pdf		5/18/2023		

## COPIES:

Frederick Allabaugh Jr. (Delta Engineers, Architects, & Land Surveyors, DPC)  
Tricia Kunzman (Delta Engineers, Architects, Land Surveyors, & Landscape Architects, DPC)

# AIA<sup>®</sup> Document G731<sup>™</sup> – 2019

## Change Order, Construction Manager as Adviser Edition

<b>PROJECT:</b> <i>(name and address)</i> Unatego CSD Capital Improvement Project Phase I ES 47-16-01-04-0-009-013	<b>CONTRACT INFORMATION:</b> Contract For: Security Construction Date: 04/17/2023	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001 Date: 05/18/2023
<b>OWNER:</b> <i>(name and address)</i> Unatego Central School District 2641 State Highway 7 Otego, NY 13825-9795	<b>ARCHITECT:</b> <i>(name and address)</i> Delta EAS, DPC 860 Hooper Road Endwell, NY 13760	<b>CONSTRUCTION MANAGER:</b> <i>(name and address)</i> Schoolhouse Construction Services, LLC 20850 State Highway 28 Delhi, NY 13753
<b>CONTRACTOR:</b> <i>(name and address)</i> Day Automation Systems, Inc. 7931 Rae Boulevard Victor, NY 14564		

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

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The Contract Time will be increased by Zero (0) days.  
The Contractor's Work shall be substantially complete on 08/23/2024.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONSTRUCTION MANAGER, CONTRACTOR, AND OWNER.**

Delta Engineers, Architects, & Surveyors, DPC

**ARCHITECT** *(Firm name)*



**SIGNATURE**

Frederick C. Allabaugh, P.E. Project Manager

**PRINTED NAME AND TITLE**

5/18/23

**DATE:**

Day Automation Systems, Inc.

**CONTRACTOR** *(Firm name)*

**SIGNATURE**

Wayne Manderson, Project Manager

**PRINTED NAME AND TITLE**

**DATE:**

Schoolhouse Construction Services, LLC

**CONSTRUCTION MANAGER** *(Firm name)*

**SIGNATURE**

Eric Robert, President

**PRINTED NAME AND TITLE**

**DATE:**

Unatego Central School District

**OWNER** *(Firm name)*

**SIGNATURE**

Dr. David Richards, Superintendent of Schools

**PRINTED NAME AND TITLE**

**DATE:**



**THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK**

Office of Facilities Planning, 89 Washington Avenue, Room 1060 Education Building Annex, Albany, NY 12234  
 Tel. (518) 474-3906  
 Tel. (518) 474-3906  
 www.p12.nysed.gov/facplan/

**CHANGE ORDER CERTIFICATION**

Must be attached to back of Change Order

**Instructions:** This CERTIFICATION is required for all change orders submitted to SED  
 Fill out all three parts completely.

<b>Change Order Number:</b> SC-001
---------------------------------------

**Part One - General Information**

**Provide separate Change Orders for each Project Number**

SED Project Number	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">7</td> <td style="width: 20px; height: 20px; text-align: center;">1</td> <td style="width: 20px; height: 20px; text-align: center;">6</td> <td style="width: 20px; height: 20px; text-align: center;">0</td> <td style="width: 20px; height: 20px; text-align: center;">1</td> <td style="width: 20px; height: 20px; text-align: center;">0</td> <td style="width: 20px; height: 20px; text-align: center;">4</td> <td style="width: 20px; height: 20px; text-align: center;">0</td> <td style="width: 20px; height: 20px; text-align: center;">0</td> <td style="width: 20px; height: 20px; text-align: center;">0</td> <td style="width: 20px; height: 20px; text-align: center;">9</td> <td style="width: 20px; height: 20px; text-align: center;">0</td> <td style="width: 20px; height: 20px; text-align: center;">1</td> <td style="width: 20px; height: 20px; text-align: center;">3</td> </tr> </table>	4	7	1	6	0	1	0	4	0	0	0	9	0	1	3
4	7	1	6	0	1	0	4	0	0	0	9	0	1	3		
	<table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">District BEDS Code</td> <td style="width: 33%;">Building Identification Number</td> <td style="width: 33%;">Project number</td> </tr> </table>	District BEDS Code	Building Identification Number	Project number												
District BEDS Code	Building Identification Number	Project number														
District & Building Name	Unatego Central School District, Unatego Elementary School															
Type of Project	<input checked="" type="checkbox"/> Reconstruction /Alteration <input type="checkbox"/> Addition & Alteration <input type="checkbox"/> New Building <input type="checkbox"/> Other															
Project Description	Capital Improvement Project - Phase 1															
Architect / Engineer firm	Delta Engineers, Architects, Land Surveyors, Inc. 860 Hooper Road, Endwell, NY 13760															
	name <span style="float: right;">address</span>															
Contact Person	Frederick C. Allabaugh, P.E., PM 607-231-6634 rallabaugh@delta-eas.com															
	name & title <span style="float: right;">phone number &amp; e-mail</span>															
Construction Manager firm	Schoolhouse Construction Services, Inc. 20850 State Hwy 28, Delhi, NY 13753															
	name <span style="float: right;">address</span>															
Contact Person	Eric Robert, President 607-930-4888 eric.robert@schoolhouse.com															
	name & title <span style="float: right;">phone number &amp; e-mail</span>															
District Contact Person	David S. Richards, PhD, Superintendent 607-988-5038 drichards@unatego.stier.org															
	name & title <span style="float: right;">phone number &amp; e-mail</span>															

**Part Two**

**Provide the following information for each individual item in the change order:**  
 (Number each item if there is more than one and provide additional sheets as necessary.)

- A. Requested By** (Who initiated the change request)
- B. Relationship to Project Scope** (How is this change related to the original project scope)
- C. Basis of Need** (Describe why the change is needed)
- D. Description of Work** (Provide a detailed description of the work or services provided in the change order. Provide text, a drawing or both as necessary to demonstrate code compliance and the individual cost of each item.)

A. Unatego Central School District  
 B. Addition of speakers at the Elementary School  
 C. Additional speakers needed to enhance communication and increase safety  
 D. Provide additional combination digital clock/speaker, wall mount and ceiling mount speakers at locations shown per the attached plans and cost proposal.

# CHANGE ORDER CERTIFICATION

**Part Three**

**1** Change order requirements:

- ✓ The scope of the change order must relate to the project scope previously approved.
- ✓ Dollar amounts applied from allowances toward costs associated with the changes must be provided.
- ✓ If the cost of this change order is not within the approved amount as currently established on the SA-4, please provide a Form FP-FI, Request for Revision of Financial Information, with documentation showing the additional authorization of funds.
- ✓ Each change order shall be signed by the president of the board of education, the architect/engineer, and the contractor.

**2** Certification of the Superintendent of Schools (District Superintendent if a BOCES project)

The following statements are true and correct to the best of my knowledge and belief:

- The revised total cost is within the authorized appropriation for this project.
- Where any work of this change order requires a type or kind of work that is not included in the original contract documents, the school district's attorney has been contacted to assure conformance with the Opinion of the State Comptroller No. 60-505.

\_\_\_\_\_ Date \_\_\_\_\_ Signature and printed name of the School Superintendent or District Superintendent if a BOCES project

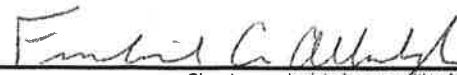
**3** Certification of the Architect or Engineer

The following statements are true and correct to the best of my knowledge and belief:

- Work required by this change order is in accordance with applicable sections of the approved contract documents.
- Any plan, sketch, or attachment referenced in this change order is included herein.
- Work required by this change order is in accordance with applicable provisions of the NYS Uniform Fire Prevention and Building Code, State Education Department's building standards, and NYS Department of Labor's Code Rule 56.
- Work required by this change order was designed by an architect or engineer who is currently licensed by the State of New York.
- Work required by this change order that involves asbestos-containing building material (ACBM) was designed by an architect or engineer who is currently licensed by the State of New York and who is appropriately certified as an asbestos designer by the NYS Department of Labor at the time he/she designed the asbestos-related project.

**Delta Engineers, Architects, & Land Surveyors**

\_\_\_\_\_ Architectural / Engineering Firm Name

5/18/2023 \_\_\_\_\_ 

\_\_\_\_\_ Date \_\_\_\_\_ Signature and printed name of the Architect or Engineer

# Day

## Automation

Security Solutions | Building Automation | Instructional Technology | Network Infrastructure | Energy Services

May 12, 2023

David S. Richards, PhD  
Superintendent of Schools  
Unatego Central School District

**Re: Capital Improvement Project Phase 1 Change Order**  
**Estimate: DAY-015889**

Dear Dr. Richards,

Day Automation is pleased to provide the following proposal for your review and approval.

**Project Summary:** Day Automation is proposing to provide a change order to the Capital Improvement Project as listed in scope below.

### Scope of Work

- **High School**
  - Credit access control on vestibule door **162.A1 & 162.A2**
- **Unadilla Elementary**
  - Provide (3) clock displays with speakers
  - Provide (5) exterior Horn speakers
  - Provide (12) interior speakers
  - Provide (2) Zone Controllers
  - **Installation included**

### Clarifications and Exclusions:

- All required system programming, testing, and system commissioning performed by Day Automation.
- InformaCast Licensing is not included for material above. Should additional licensing be needed, to be quoted separately.
- All cable furnished and installed by Day Automation.
- All network switch/ switches furnished and installed by customer
- Management of network switches by the customer
- All network connectivity and static IP addresses will be provided by the customer.
- All field terminations by Day Automation
- All head end terminations by customer
- All door hardware by others
- All door hardware power supplies by others
- All required 120vac for system power requirements will be furnished by others
- All work to be performed during regular business hours (7:00AM to 3:30PM, Monday – Friday; excluding holidays).
- Day Automation technicians assume either free access or escorted access to all required areas of the facility during the installation.
- Includes 1-year warranty. Warranty does not apply to existing equipment/cable.
- Prices quoted herein will be honored for a period of 30 days.
- The customer is responsible for any permits, fees as required.
- Not included
  - Performance and Payment Bond
  - **Demolition, painting, patching and sound caulking**
  - Electric door hardware and door hardware power supplies
  - Work required to connect to or within elevators
  - Hazardous material abatement
  - Sales or use tax
  - Premium time

# Day Automation

**System Engineering to include the following:**

- Submittals to include site specific riser diagrams, termination details, floor plans showing device locations and spec sheets. Day Automation requires the customer to furnish facility drawings in order to provide system As-Built drawings.
- Warranty, Close-Out Documentation.
- O&M's

**Project management / Field Implementation:**

- Coordinate the implementation of the project with the customer.
- Coordinate the implementation of the project with site Construction Manager.
- Coordinate the implementation of the project with site Engineer.
- Coordinate the implementation of the project with Electrical Contractor.
- Programming.
- Field testing.

**Pricing Summary:**

	<b>Non-NYSC Equipment</b>	<b>NYSC Equipment</b>	<b>Day Technical Services</b>	<b>Subcontractor</b>	<b>Total</b>
Otego Elementary	\$64.98	\$18,901.09	\$10,668.75	\$31,734.00	\$61,368.82
Jr/sr High	\$-540.88	\$-1,949.46	\$-3,275.00	\$0.00	\$-5,765.34
<b>Totals</b>	<b>\$-475.90</b>	<b>\$18,951.63</b>	<b>\$7,393.75</b>	<b>\$31,734.00</b>	<b>\$55,603.48</b>

**Project Cost.....\$55,603.48**

*Please be advised that this proposal was prepared and is in strict accordance with the requirements of Day Automation Systems' NYS OGS contract PT-68783.*

*This proposal has been prepared prior to final project engineering and design. As such, the selection of the equipment is preliminary and may change based upon project design. Technical Services and installation may also change as a function of these modifications however the project pricing is firm and fixed unless these adjustments ultimately result in an overall lower cost for the project.*

*The project will be progress billed monthly.*

Please contact me if you have any questions or would like additional information.

Sincerely,

**Wayne Manderson**  
Account Executive  
**Day Automation**

m: 315-926-2855

e: [wayne.manderson@dayautomation.com](mailto:wayne.manderson@dayautomation.com)



## ARCHITECT'S SUPPLEMENTAL INSTRUCTIONS

SUPPLEMENTAL INSTRUCTION	NO. 001 ES Additional Speakers and Locations
DATE OF ISSUANCE	2023-05-18
PROJECT	Unatego Central School District CIP - Phase 1
PROJECT LOCATION	Elementary School, 265 Main Street, Unadilla, NY 13849
PROJECT NUMBER DELTA	2021.004.001
CONTRACTOR	Day Automation Systems, Inc.
DISTRIBUTION	Project Team

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents. Identified Scope of Work changes resulting in Contract Sum or Contract Time should be presented to the Owners Representative for consideration and follow up. Proceeding with the Work in accordance with these instructions indicates the Contractor's acknowledgment that there will be no change in the Contract Sum or Contract Time.

### DESCRIPTION

At owner request provide additional combination digital clock/speaker, wall mount and ceiling mount speakers at location shown per the attached plans.

### ATTACHMENTS

- E-107-R003 ASI-P1-001 FIRST FLOOR DIGITAL CLOCK & PA SYSTEM RENOVATION PLAN
- E-108-R002 ASI-P1-001 SECOND FLOOR DIGITAL CLOCK & PA SYSTEM RENOVATION PLAN

### ISSUED BY

DELTA ENGINEERS, ARCHITECTS, LAND SURVEYORS, & LANDSCAPE ARCHITECTS, DPC



Rick Allabaugh, PE, LEED AP  
Project Manager