



Stanwood Camano
School District

TO : BOARD OF DIRECTORS
FROM : GARY PLATT, EXEC. DIRECTOR – CAPITAL PROJECTS
SUBJECT : POLICY 6957 – CHANGE ORDERS
DATE : JULY 3, 2017
TYPE : ACTION NEEDED – SECOND READING & ADOPTION

This policy was last revised on May 5, 2015, as we were beginning to issue construction contracts for projects approved under the Facilities and Technology Capital Levy. The policy has worked fairly well for most of those projects. However, there have been a couple of instances where multiple, but unrelated, items that are within the construction project contingency allowance were combined into a single change order that was close, in total, to the current \$50,000 limit.

On June 6, 2017, this policy update was presented to the board for a first reading and was approved.

Recommendation:

We recommend the board *move to approve the second reading and adoption of Policy 6957 - Change Orders, as attached.*

CHANGE ORDERS

The Board will approve change orders in excess of \$~~50,000~~, \$100,000, which arise during construction. In order to facilitate timely progress during construction, the Board ~~grants~~ delegates to the superintendent authority to ~~authorize~~ execute change orders if additional cost to the district does not exceed the approved contingency for the project ~~or extend beyond its original scope~~ within the original scope of the contract. The superintendent may further delegate such authority with approval of the board.