

West Chester Area School District

Property and Finance Committee

Memo Item for August 17, 2026

Change Orders – Renovations & Additions to Mary C Howse Elementary School

Attached is the spreadsheet which identifies change orders that were needed to complete the ongoing renovations and additions to Mary C Howse Elementary School. The change orders are considered time sensitive to complete this phase of the renovations.

GC-15	Paint the glazed block base in 12 classrooms	\$5,757.68
GC-16	Modify the existing gym/cafeteria soffit larger than the original.	\$5,267.00
GC-17	Demolish the existing boiler plant chimney.	\$9,777.60
GC-18	Provide a new concrete pad at the new kitchen door.	\$6,565.65
EC-14	Provide the labor and material to add a Type D recessed light fixture in the Main entrance soffit.	\$5,511.00
SC-07	Provide rapid seal for new boiler room sanitary pipe connection to the main sanitary line per request from the Township.	\$2,800.00
SC-08	Additional concrete replacement at the new ADA sidewalk at the Gym.	\$6,600.00
RC-07	Provide additional roof drain in low area of main lobby roof	\$4,200.50
RC-08	Provide roof infill at boiler room roof after the chimney was demolished.	\$1,864.00

If you have any questions, please do not hesitate to contact me.

Thank you,
Damon Gonzaga
Capital Program Manager

General Contractor: LJ Paoella Construction, Inc.

Original Contract: \$6,318,000.00

Change Orders to Date: \$119,488.03

Revised Contract: \$6,437,488.03

- A. Unforeseen Field Conditions
- B. Design Errors
- C. Design Omissions
Changes Required by Public Bodies, Code
- D. Changes
- E. Contract Completion Date Changes
- F. Owner Requested Changes
- G. Staff Requested Credits, Back charges

Change Order	Issue	Cost/(Credit)	Approved		Change Order	Time Sensitive		Remarks
Number			Yes	No	Type	Yes	No	
GC-01	Provide new ceramic tile base in seven toilet rooms throughout the school.	\$16,277.80	X		C	X		The contract documents show rubber wall base in these toilet rooms. Rubber wall base will not stay adhered to the wall surface as well as ceramic tile. Ceramic wall base is more durable and will retain its factory finish longer than rubber base.
GC-02	Remove the fire rating from four individual doors and upgrade two other individual doors to a 90 min rating.	(\$840.00)	X		B	X		A change was requested after a final review from the door supplier.
GC-03	Provide a new teacher's wardrobe cabinet for the new Design Lab rm 211.	\$2,675.20	X		C	X		The contract documents do not show a new teacher's wardrobe cabinet for this room. The cabinet is required for the staff to secure their personal belongings during the school day.
GC-04	Provide additional floor prep in the phase 1 classrooms 109, 110, and 111.	\$23,829.00	X		A	X		There was some type of coating under the existing floor tile in these rooms that had to be removed prior to installing the new floor. There was a concern that the new floor would not properly adhere to this coating.
GC-05	Replace the carpet tile installed in design lab rm 213 with new VCT.	\$4,401.00			F			The project had designed the floor covering as carpet tile. Some of the devices used in this space would not operate properly on the carpet.
GC-06	Additional steel framing along the roof bar joist at column line C on the new addition.	\$6,270.00	X		C	X		At the additional steel was necessary to transition the roof decking from the high point at column line C-3 down to the bar joist at B-3.

GC-07	Provide concrete infill at offices 303 and 306.	\$30,328.85	X		A	X		The existing floor in where office 303 is slopes down 6" from the back of the room to the front. Concrete infill is needed to level this area and create a new ADA ramp into these rooms.
GC-08	Provide new slab and reinforced concrete wall between room 302 and toilet room 021.	\$9,127.19	X		A	X		The existing part of the building that was removed for the new toilet rooms was at a higher elevation than the toilet rooms. This wall and slab was added to support the higher slab in the OT/PT room.
GC-09	Provide an additional dry erase board in the Art Room.	\$2,012.57	X		C	X		A marker board was added to the back of the classroom that was not shown on the contract drawings. The classroom ed spec requires two marker boards in each classroom.
GC-10	Change the handrails to the existing courtyard ramp.	\$3,531.68	X		A	X		The handrails were changed at the existing courtyard ramp because the existing railings were in poor condition. They were changed to enhance the appearance and safety on this ramp.
GC-11	Remove and replace the courtyard door to an outswing door.	\$4,153.88	X		B	X		The door was originally designed to swing out into the courtyard. This could allow someone to be locked in the courtyard.
GC-12	Add an additional roof hatch and ladder in room 033.	\$11,104.28	X		F	X		The new roof hatch is installed at the gym roof level. This second hatch would permit better access for main roof level maintenance.
GC-13	Provide additional railings at the new boiler room stairs and concrete infill.	\$4,629.98	X		A	X		Additional concrete is needed to provide a larger landing for the stairs and to support the new railing. The additional railing is for the chimney side of the boiler room stair
GC-14	Modify the new aluminum window frame for the calming room.	\$1,986.60	X		C	X		The new calming room window needs to be adjusted to be able to accommodate an existing steel lintel that need to remain in place in order for the new calming room to be built.
GC-15	Paint the glazed block base in 12 classrooms	\$5,757.68	X		F	X		After the demolition in the phase 2 and phase 3 classrooms, it was noted that the wall base was not rubber cove base but was glazed block base. In lieu of the new rubber base, the existing base was primed and painted black.
GC-16	Modify the existing gym/cafeteria soffit larger than the original.	\$5,267.00	X		A	X		The new motorized operable partition requires a larger soffit for the motor and track.
GC-17	Demolish the existing boiler plant chimney.	\$9,777.60	X		F	X		The existing chimney was in poor condition and the new boiler plant did not need the high chimney for draft. The new boilers are vented through the roof so the chimney could be demolished.

GC-18	Provide a new concrete pad at the new kitchen door.	\$6,565.65	X		C	X		The drawings did not clearly identify the new frost proof concrete pad at the new kitchen door.
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Electrical Contractor: Wescott Electric Company

Original Contract: \$ 3,498,000.00
 Change Orders to Date: \$ 119,539.00
 Revised Contract: \$ 3,617,539.00

- A. Unforeseen Field Conditions
- B. Design Errors
- C. Design Omissions
- D. Changes Required by Public Bodies, Code Changes
- E. Contract Completion Date Changes
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Change Order	Issue	Cost/(Credit)	Approved		Change Order	Time Sensitive		Remarks
Number			Yes	No	Type	Yes	No	
EC-01	Remove a section of the existing cable tray to permit new HVAC duct install and refeed existing 2 duplex receptacles in room 1.	\$3,769.00	X		A	X		A four-foot section of the existing cable tray above the suspended ceiling in the corridor outside of the library had to be removed to permit the installation of new hvac duct work from RTU2. There was not enough room with the cable tray in place to install and insulate the new ducts. The existing receptacles on the teaching wall in room 1 were on the same circuit as the receptacles in room 3 that had to be demolished as part of phase 1.
EC-02	Provide the labor to replace the phase 1A classroom electrical receptacles with tamper proof receptacles and change the rest of the receptacles on future phases to tamper proof receptacles.	\$7,440.00	X		B	X		When the phase 1 classrooms were completed, the electrical inspector required all receptacles in all the rooms being renovated have tamper proof receptacles installed in lieu of the typical receptacle that were specified. The current electrical code requires these tamper proof receptacles in schools.
EC-03	Provide the material and labor to add a fire alarm graphic annunciator panel at the main entrance	\$13,746.00	X		F		X	The graphic annunciator will permit the fire department to locate the source of a possible fire faster by showing the location in the building of the initiating fire alarm device instead of the room number.
EC-04	Provide three (3) new type H1 exterior wall mounted light fixtures on the walls of rooms 307 and 308.	\$2,854.00	X		F	X		The existing fixtures in this area were scheduled to be demolished but not replaced. Installing new fixtures will provide light to the walkway around this side of the building.
EC-05	Provide new local time clock, photocell and lighting contactor to control the new site lighting.	\$4,735.00	X		F	X		These controls will provide an easier control system that will not require a unique computer and software to turn the outside lights on and off.

EC-06	Provide an additional fire alarm heat detector for the boiler room mezzanine	\$2,123.00	X		F		X	The mezzanine is an additional separated room in the boiler room. This required an additional heat detector to be installed. The mezzanine wall was not demolished due to excessive work necessary to add structural steel.
EC-07	Replace the existing 1600A main circuit breaker in the existing switch gear lineup.	\$44,240.00	X		F		X	The existing main breaker was a remanufactured unit and has been installed for several years. This breaker is in poor condition and is being replaced with a new (not remanufactured unit).
EC-08	Provide relay contacts in the new ATS switches that will send the correct start signal to either the stand-by emergency generator or the portable emergency generator.	\$1,803.00	X		F		X	If we do not add these relays, a start signal will be sent to the emergency generator even when the emergency generator is not functioning. This could cause a short in the generator requiring new circuit boards. The current procedure is to switch this wiring as needed. With the relays, this operation will happen automatically.
EC-09	Replace the specified corridor type C fixtures with flat panel light fixtures.	\$1,449.00	X		A	X		The corridor ceiling in the "300" hallway had to be lowered due to conflicts with the building structure. The fixture was changed to a lay-in type fixture in lieu of the specified fixture which is mounted to the ceiling grid.
EC-10	Provide the labor and material to add a Type C light fixture in closet 033.	\$1,804.00	X		F	X		This closet was not specified to receive a new light fixture. This space is changing to a roof access area and a new light fixture is necessary to safely access the roof.
EC-11	Provide the labor and material to add a Type D recessed light fixture in the rear entrance soffit.	\$2,380.00	X		A	X		The existing lighting layout conflicted with the new soffit panels. The fixture locations needed to be adjusted, and an additional fixture was added to ensure proper lighting coverage.
EC-12	Provide the labor and material to add a projector connection in room 305.	\$8,377.00	X		F		X	A projector was requested in the counselor's office room 305.
EC-13	Provide the labor and material to install a new service pole for the new PECO service.	\$19,308.00	X		D	X		This pole is a Verizon service pole. The pole needs to change before PECO will change the new service which will be needed for the new chiller. VZ has not responded to requests to change the pole. This pole will be added and the PECO service moved to the new pole.
EC-14	Provide the labor and material to add a Type D recessed light fixture in the Main entrance soffit.	\$5,511.00	X		F	X		The existing main entrance canopy was scheduled to be reduced in size. It was decided to keep the canopy at the current size to provide inclement weather protection at the main entrance for students, staff and visitors. Additional lighting was added to match the new designed lighting.

Site Contractor: DiRocco Bros., Inc.

Original Contract: \$ 1,858,345.50
 Change Orders to Date: \$ 92,000.75
 Revised Contract: \$ 1,950,346.25

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Number			Yes	No	Type	Yes	No	
SC-01	Revised site plans due to Township plans review. Additional erosion control, change from 6" of 2A to 8" of 3A subbase, directional signage for drop off and additional landscaping,	\$33,812.50	X		D		X	Additional changes were requested as part of the townships review. There wasn't enough time after the reviews to amend the contract documents prior to bidding the project.
SC-02	Additional brush had to be removed to install the erosion controls along the tree line on the east side of the property.	\$3,500.00	X		C	X		This issue was not identified clearly on the contract documents and was seen after the work area was surveyed. The brush had to be removed so that the silt sock and tree protection could be properly installed.
SC-03	Change concrete outlet structure ST13 from 4'x4' to 4'x6'.	\$3,830.00	X		C	X		During the submittal process, the outlet structure was deemed too small for the four connection pipes and the required access ladder. The structure was enlarged to permit the ladder installation.
SC-04	Excavate and lower the fire service and domestic service water lines where the lines cross DP-1 storm swale. The domestic line was sanitized after the work was completed.	\$18,000.00	X		A	X		It was discovered that after site contractor cut down the site for the storm swale the existing fire and domestic water service lines would be too close to the surface. These lines were lowered to prevent them from damage from cold weather.
SC-05	Remove 300 ft of the existing fence, trees and shrubbery along the east property line near the new retaining wall location.	\$8,200.00	X		A	X		The existing fence was required to be removed to permit the excavation for the new retaining wall and new storm sewer installation.

SC-06	Provide additional fence along retaining wall and property line with landscaping changes to accommodate the retaining wall and new fence.	\$15,258.25	X		C	X		The existing was removed in SC05. This is new fence to replace the existing at the retaining wall and along the property line. The landscaping was changed because the designed landscape could not be installed as shown because of the new drainage pipe behind the retaining wall.
SC-07	Provide rapid seal for new boiler room sanitary pipe connection to the main sanitary line per request from the Township.	\$2,800.00	X		D	X		Inspector from West Whiteland Township required the new connection to be sealed with hydraulic patch cement in addition to the specified flexible sealant.
SC-08	Additional concrete replacement at the new ADA sidewalk at the Gym.	\$6,600.00	X		F	X		The concrete scheduled to remain was cracked and deteriorating. The concrete was replaced in provide a smooth transition from the ADA ramp to the Main Entrance and Gym doors.

Roofing Contractor: Garvey Roark, LLC

Original Contract: \$ 4,519,149.00
 Change Orders to Date: \$ (399,916.11)
 Revised Contract: \$ 4,119,232.89

- A. Unforeseen Field Conditions
- B. Design Errors
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Change Order	Issue	Cost/(Credit)	Approved		Change Order	Time Sensitive		Remarks
Number			Yes	No	Type	Yes	No	
RC-01	Delete the installation of vapor barrier and base cover board from the roof assembly. Modify roofing system to average R-30 from minimum R-30.	-\$445,000.00	X		F		X	Credit to reduce the overall construction cost of the new roof.
RC-02	Replace approximately 20 feet of rotted wood 2x12 fascia on the library roof along the courtyard side of the library roof.	\$1,326.00	X		A	X		The deteriorated wood fascia was discovered when the existing aluminum gutter and fascia was removed. New pressure treated wood will be installed to securely attach new roofing material, aluminum fascia and gutters.
RC-03	Infill a low area of roof with insulation above the boy's restroom across from the library.	\$5,022.39	X		A	X		After the existing roof material was removed, it was noted that a section of the roof was tapered down away from the roof drains. The area was infilled with insulation material so that the finish roof was flat and the water would drain into the roof drains.
RC-04	Install two layers of 3/4" plywood at the top of the perimeter masonry walls of the new classroom addition.	\$19,126.00	X		B	X		The plywood is necessary to close off the top of the masonry walls and to have something to secure the new metal coping blocking cleats. The scope of work is not clearly identified to which prime contractor is responsible.
RC-05	Infill a low area of roof with insulation above the existing counselors office.	\$6,024.56	X		A	X		After the existing roof material was removed, it was noted that a section of the roof was tapered down and away from the roof drains. The area was infilled with insulation material so that the finish roof was flat and the water would drain into the roof drains.
RC-06	Provide additional tapered on the roof over the new OT/PT room.	\$7,520.44	X		A	X		There is an expansion joint in this area at the inside corner of the courtyard above this room. The expansion joint was covered with the roof stone ballast. The additional tapered is needed because the new roofing material for these roof areas need to terminate at the expansion joint.

RC-07	Provide additional roof drain in low area of main lobby roof	\$4,200.50	X		A	X		There was a low area between phase 2 and phase 5 roof areas. A drain was installed in this area to prevent ponding on the main lobby roof.
RC-08	Provide roof infill at boiler room roof after the chimney was demolished.	\$1,864.00	X		A	X		The chimney was removed by the GC under separate change order. The RC will patch the roof with new metal deck, roof insulation and membrane.

Mary C Howse ES Additions and Renovations 2024	
Contingency Tabulation	
Beginning Contingency Balance ¹	\$717,344.84
GC COs approved to date	\$ 146,855.96
EC COs approved to date	\$ 119,539.00
HVAC COs approved to date	\$ 30,765.30
PC COs approved to date	\$ 9,934.10
SC COs approved to date	\$ 92,000.75
RC COs approved to date	\$ (399,916.11)
SPK COs approved to date	\$ 2,180.00
Approved MCH COs to date	\$ 1,359.00
Remaining Contingency Balance	\$ 715,985.84

¹ Contingency was established at 3% of the construction budget.