

Date: 9 May 2019  
For ACTION  X   
For INFORMATION       
Board Agenda: Yes  x   
No    

**FROM:** David F. Banks, Director of Procurement

**THROUGH:** Dominic Turner, Acting Chief Financial Officer  
Anita Cordova, Acting Director of Educational Facilities  
Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

**TO:** The Honorable Cindy Anderson, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Request to Modification to Increase Contract Value (F.H. Paschen)

**SUMMARY:** ACPS Procurement would like to move forward with the execution of a contract modification, which increases the value of this General Construction Contract.

**BACKGROUND:** On August 17, 2017, ACPS awarded a GCC to F.H.Paschen to perform construction services for the relocatables projects at T.C. Williams High School and James K. Polk Elementary School. During an audit of the prior contracts, Procurement noticed a discrepancy between the work noted as completed and the final contract value of the work. Upon further investigation, it was discovered that additional work was directed for completion that had not subsequently been funded and incorporated into the contract for payment to the contractor. As it is ACPS' obligation to ensure it compensates all vendors for the work completed to our benefit, and funding has been identified by Facilities to compensate this contractor, a change order is required to fulfill that obligation.

As this was a CIP project, the value of which increases an original contract by greater than 10% or \$50,000, this action is being presented to the Board prior to proceeding.

The appropriate office has been notified of its non-compliance.

**RECOMMENDATION:** The Superintendent recommends the Board approve the modification of this contract as defined herein.

**IMPACT:** Not approving this action will result in ACPS being in breach of its contractual obligation to the contractor for the work completed.

**ATTACHMENTS:** Attachment 1 – Change Order Request and Backup

**CONTACT:** David F. Banks, 703-619-8343