

CHANGE ORDER POLICY re: 2019 CAPITAL IMPROVEMENT PROJECT

On May 21, 2019, the qualified voters of the Mahopac Central School District (“District”) approved a referendum to construct and reconstruct various District facilities and sites, including original furnishings, equipment, machinery, apparatus, appurtenances, site and athletic field improvements and incidental improvements and expenses in connection therewith, at a maximum estimated cost of \$53,960,096 (“2019 Capital Improvements Bond Referendum”).

The Board of Education recognizes that to enable work authorized under the 2019 Capital Improvements Bond Referendum to proceed without delay and in accordance with the construction schedule, it may necessary for its on-site representative to review, recommend, approve, and/or authorize change orders up to a limited monetary threshold without first obtaining formal Board approval.

Change orders that exceed the application of the allowances identified in the respective contracts will be approved under the following parameters:

1. Change orders up to \$25,000 on contracts up to \$1,000,000 may be approved by the Superintendent or the Assistant Superintendent for Business.
2. Change orders up to \$50,000 on contracts \$1,000,000 or more may be approved by the Superintendent or Assistant Superintendent for Business.

Any change order approved by the Superintendent or Assistant Superintendent for Business in accordance with this policy will be presented to the Board of Education for ratification and signature at a subsequent Board meeting.

Adoption Date: November 10, 2021