

Brick Township Board of Education District Policy Manual 3

Property & Facilities

Series 7000

Construction Change Orders

Policy 7430

Date Adopted:

Date Revised:

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Purpose

To specify the authority for the approval of construction contract change orders.

Process and Content

1. All change orders in excess of \$20,000 will be submitted by the Superintendent to the Board of Education for consideration/approval.
2. The Superintendent or his/her designee shall have the authority to consider for approval all change orders for \$20,000 or less with the stipulation that the change orders will not:
 - a) Provide facilities not included in the standards for facilities as approved by the Board of Education;
 - b) Authorize bid alternatives specifically excluded in the award of the original contract.;
 - c) Extend the contract completion date;
 - d) Significantly alter the design or extent of facilities provided for in the original contract documents.
3. Board of Education approval must be obtained for all change orders which would alter contracts as indicated in Items 2 a) through d) above.
4. The Superintendent or his/her designee will forward a copy of all change orders authorized by the Superintendent or his/her designee to the Board of Education.

Legal References

NJSA 18A:11-1 General mandatory powers and duties
18A:18A-7 Emergency contracts

NJAC 6A:23-7.1et seq. Management of Public School Contracts
6A:26-4.9 Submission of change orders