



**STILLWATER PUBLIC SCHOOLS**  
**STILLWATER BOARD OF EDUCATION**

**PREPARED BY:** Bo Gamble, Assistant Superintendent of Operations  
**APPROVED BY:** Dr. Janet Vinson, Acting Superintendent  
**DATE:** December 10, 2024

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**AGENDA ITEM: 4J**

Consider and Vote to Approve Lippert Bros., Inc. Potential Change Orders for SPS OES North Building Renovations and SPS OES South Building Renovations Project.

**BOARD ACTION REQUESTED:**

Vote to Approve Lippert Bros., Inc. Potential Change Orders for SPS OES North Building Renovations and SPS OES South Building Renovations Project.

**BACKGROUND INFORMATION:**

The attached report lists the requested use of owner contingency and allowances for the eight (8) PCO's reviewed for approval on the SPS OES North Building Renovations and SPS OES South Building Renovations Project to be funded out of the current Owner's Contingency.

The requests made in this agenda item do not impact the GMP.



November 27, 2024

Bo Gamble, Assistant Superintendent  
Stillwater Public Schools  
314 S. Lewis  
Stillwater, OK 74074

RE: Stillwater Public Schools - OES North & South Building Renovations

Dear Mr. Gamble,

Please see the attached Potential Change Order (PCO) Log dated November 27, 2024. Included is the coversheet for each PCO. These have been reviewed and approved by SPS and Architect representatives. They will be funded through Contingency.

If you have any questions, please let me know.

Respectfully,

Lippert Bros., Inc.

Shelby Lippert  
Project Manager



Stillwater Public Schools - OES North & South Building Renovations

PCOs

11/27/2024

PCO #	Title	Amount	Date Sent	Status	SPS Board Submitted	Date Approved	Owner Contingency Use	Owner Contingency Remaining
<b>CONTRACT</b>	<b>BASE CONTRACT</b>			<b>APPROVED</b>				<b>\$ 114,951.00</b>
#001	RFI #001 - Light Fixture Type I in Restrooms	\$ 1,640.00	6/7/2024	Approved	June	6/17/2024	\$ (1,640.00)	\$ 113,311.00
#002	RFI #008 - South Building - Relocate Electrical for Forklift Charger	\$ 618.00	6/7/2024	Approved	June	6/17/2024	\$ (618.00)	\$ 112,693.00
#004	RFI #005 - Spray Booth Demo	\$ 5,510.00	6/13/2024	Approved	June	6/17/2024	\$ (5,510.00)	\$ 107,183.00
#005	RFI #006 - South Building Warehouse Receiving Office Room 120 Mezzanine	\$ 11,386.00	6/13/2024	Approved	June	6/17/2024	\$ (11,386.00)	\$ 95,797.00
#006	Communications Allowance	\$ (680.00)	6/20/2024	Approved	June	6/26/2024	\$ 680.00	\$ 96,477.00
#007	Access Control Allowance	\$ 9,700.00	6/20/2024	Approved	June	6/26/2024	\$ (9,700.00)	\$ 86,777.00
#008	Fire Alarm Allowance	\$ (3,930.00)	6/20/2024	Approved	June	6/26/2024	\$ 3,930.00	\$ 90,707.00
#009	RFI #003 - South Building Exterior Walls	\$ 2,822.00	6/20/2024	Approved	June	6/26/2024	\$ (2,822.00)	\$ 87,885.00
#010	Replace Existing Outlets to Black with Stainless Steel Plates	\$ 2,529.00	6/20/2024	Approved	June	6/26/2024	\$ (2,529.00)	\$ 85,356.00
#011	Wood Doors - Change from MDO Primed to Maple Veneer	\$ 2,800.00	7/3/2024	Approved	July	7/3/2024	\$ (2,800.00)	\$ 82,556.00
#012	Condensing Boilers - Change from Laars to Lochinvar	\$ 2,606.00	7/3/2024	Approved	July	7/3/2024	\$ (2,606.00)	\$ 79,950.00
#013	RFI #031 - North Building - Conduits in Foundation	\$ 11,663.00	7/12/2024	Approved	July	7/15/2024	\$ (11,663.00)	\$ 68,287.00
#014	South Building - Additional Demo and Framing at Room 120	\$ 8,674.00	7/12/2024	Approved	July	7/15/2024	\$ (8,674.00)	\$ 59,613.00
#015	South Building - Insulation at Exterior Walls	\$ 3,999.00	7/12/2024	Approved	July	7/15/2024	\$ (3,999.00)	\$ 55,614.00
#003	RFI #004 - North Building - Gypsum Wall at South of Server Room	\$ 354.00	6/13/2024	Approved	July	6/17/2024	\$ (354.00)	\$ 55,260.00
#016	RFI #012 - North Building - IT Room - Demo & Framing	\$ 2,769.00	7/23/2024	Approved	July	7/24/2024	\$ (2,769.00)	\$ 52,491.00
#017	RFI #034 & RFI #036 - South Building - Power & Lights & Data Rough-In	\$ 4,535.00	7/23/2024	Approved	July	7/24/2024	\$ (4,535.00)	\$ 47,956.00
#018	RFI #044 - North Building - Hallways - Lighting Controls	\$ 1,940.00	7/23/2024	Approved	July	7/24/2024	\$ (1,940.00)	\$ 46,016.00
#019	RFI #026 - South Building - Existing Plumbing Main	\$ 4,108.00	7/26/2024	Approved	July	7/29/2024	\$ (4,108.00)	\$ 41,908.00
#020	Credit for Not Painting Wood Doors	\$ (800.00)	7/26/2024	Approved	July	7/29/2024	\$ 800.00	\$ 42,708.00
#021	RFI #050 - South Building - Gas Line at Room 108 CN Office	\$ 301.00	7/26/2024	Approved	July	7/29/2024	\$ (301.00)	\$ 42,407.00
#022	RFI #018 - North Building HVAC Piping Support and Insulation	\$ 2,925.00	7/26/2024	Approved	July	7/29/2024	\$ (2,925.00)	\$ 39,482.00
#023	RFI #029 - North Building - HVAC Unit over Hard Lid Restroom Ceilings	\$ 37,698.00	8/1/2024	Approved	August	8/5/2024	\$ (37,698.00)	\$ 1,784.00
#024	RFI #040 - Door 801 Access Control	\$ (6,175.00)	8/1/2024	Approved	August	8/5/2024	\$ 6,175.00	\$ 7,959.00
#025	RFI #022 - End of Wall Condition at Storefront Glass	\$ 800.00	8/1/2024	Approved	August	8/5/2024	\$ (800.00)	\$ 7,159.00
#026	Reduce Construction Manager Contingency from 10% to 5%	\$ (69,893.00)	8/1/2024	Approved	August	8/5/2024	\$ 69,893.00	\$ 77,052.00
#027	RFI #036 - South Building - Added Data to Offices and Warehouse	\$ 4,760.00	8/1/2024	Approved	August	8/5/2024	\$ (4,760.00)	\$ 72,292.00
#028	RFI #037 - South Building - MDF	\$ 2,125.00	8/1/2024	Approved	August	8/5/2024	\$ (2,125.00)	\$ 70,167.00
#029	RFI #038 - Fiber Between North and South Buildings	\$ 3,125.00	8/1/2024	Approved	August	8/5/2024	\$ (3,125.00)	\$ 67,042.00
#030	Scout Systems - Add Bonds	\$ 1,779.00	8/1/2024	Approved	August	8/5/2024	\$ (1,779.00)	\$ 65,263.00
#032	RFI #051 - NB - Ceiling at Vestibule 100	\$ 232.50	8/17/2024	Approved	August	8/21/2024	\$ (232.50)	\$ 65,030.50
#033	RFI #045 - SB - Potential Water Pressure Issue	\$ 943.97	8/17/2024	Approved	August	8/21/2024	\$ (943.97)	\$ 64,086.53
#034	RFI #60 - NB - Conference Room 109 Existing Furr Out	\$ 400.00	8/19/2024	Approved	August	8/23/2024	\$ (400.00)	\$ 63,686.53
#035	RFI #59 - SB - Existing Framing at Window "A"	\$ 2,195.00	8/19/2024	Approved	August	8/23/2024	\$ (2,195.00)	\$ 61,491.53
#031.1	RFI #048 - Storefront Leaks Rev. 1	\$ 9,947.59	8/29/2024	Approved	August	9/3/2024	\$ (9,947.59)	\$ 51,543.94
#036	RFI #19 - NB - Header at Opening at Grid Line 4	\$ 1,160.00	8/29/2024	Approved	August	9/3/2024	\$ (1,160.00)	\$ 50,383.94
#037	RFI #23 - NB - Transformer Location vs HVAC Units	\$ 2,245.00	8/29/2024	Approved	August	9/3/2024	\$ (2,245.00)	\$ 48,138.94

Stillwater Public Schools - OES North & South Building Renovations

PCOs

11/27/2024

PCO #	Title	Amount	Date Sent	Status	SPS Board Submitted	Date Approved	Owner Contingency Use	Owner Contingency Remaining
#039	NB - Demo & Infill Existing Interior Storefront	\$ 4,359.91	9/23/2024	Approved	September	9/24/2024	\$ (4,359.91)	\$ 43,779.03
#040	NB - Paint Sever Room Ceiling	\$ 600.00	9/23/2024	Approved	September	9/24/2024	\$ (600.00)	\$ 43,179.03
#042	NB - Shelter Shroud Change	\$ 400.00	10/3/2024	Approved	October	10/7/2024	\$ (400.00)	\$ 42,779.03
#043	RFI #065 - NB - Chiller Clearance Requirements	\$ 1,150.00	10/9/2024	Approved	October	10/10/2024	\$ (1,150.00)	\$ 41,629.03
#044	RFI #068 - NB - Existing Hot Water Heater	\$ 1,530.96	10/25/2024	Approved	October	10/30/2024	\$ (1,530.96)	\$ 40,098.07
#045	RFI #066 - NB - AC #6 Return Air	\$ 4,698.76	10/17/2024	Approved	October	10/17/2024	\$ (4,698.76)	\$ 35,399.31
#049	Reduce CM Contingency #2	\$ (34,946.00)	10/31/2024	Approved	October	10/31/2024	\$ 34,946.00	\$ 70,345.31
#046.1	Chiller-Boiler Pump & Air Separator	\$ 13,284.31	11/1/2024	Approved	November	11/4/2024	\$ (13,284.31)	\$ 57,061.00
#047	Retaining Wall Repair-Replacement	\$ 35,091.52	10/25/2024	Approved	November	11/22/2024	\$ (35,091.52)	\$ 21,969.48
#048	Cord Reels	\$ 793.00	11/15/2024	Approved	November	11/18/2024	\$ (793.00)	\$ 21,176.48
#050	NB - Carpet Change to Polished Concrete	\$ 11,200.00	11/20/2024	Approved	November	11/20/2024	\$ (11,200.00)	\$ 9,976.48
#051	RFI #71 - Gas Supplies for Boilers	\$ 2,972.58	11/20/2024	Approved	November	11/20/2024	\$ (2,972.58)	\$ 7,003.90
#052	RFI #69 - Boiler Condensate Drains	\$ 2,762.15	11/22/2024	Approved	November	11/22/2024	\$ (2,762.15)	\$ 4,241.75
#053	SB - Chiller Valve & Expansion Flange Replacement	\$ 1,592.23	11/20/2024	Approved	November	11/20/2024	\$ (1,592.23)	\$ 2,649.52
#054	RFI #25 - IT Server Room Fresh Air System	\$ 1,993.00	11/22/2024	Approved	November	11/22/2024	\$ (1,993.00)	\$ 656.52
#055	Eliminate Controls Allowance	\$ (15,000.00)	11/27/2024					



Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1747 - Stillwater Public Schools - OES North & South Building
Renovations
5021 / 5005 North Perkins Road
Stillwater, Oklahoma 74075

Prime Contract Potential Change Order #046: Chiller/Boiler Pumps & Air Separator

Table with 4 columns: TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: Chiller/Boiler Pumps & Air Separator

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

Replace (1) pump and (1) air separator at the South Building chiller. Replace (1) pump at the North Building boiler. Pump have roughly a 3 week lead time. Air separator has roughly a 1 week lead time.

ATTACHMENTS:

Table with 4 columns: #, Budget Code, Description, Amount. Includes a Grand Total row.

Brian Thomas (505 Architects LLC)
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136-1450

Signature of Brian Thomas, Date: 11/4/2024

Signature of Rob Lamecker, Digitally signed by Rob Lamecker, Date: 2024.11.04 15:25:59-06'00'

Signature of Shelby Lippert, Date: 2024.11.01 17:10:14-05'00'



Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1747 - Stillwater Public Schools - OES North & South Building
Renovations
5021 / 5005 North Perkins Road
Stillwater, Oklahoma 74075

Prime Contract Potential Change Order #047: Retaining Wall Repair- Replacement

Table with 4 columns: TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: Retaining Wall Repair-Replacement

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

Includes rework of existing chiller pipe rack/supports. Includes installation of sod directly behind the new retaining wall. Excludes watering and maintenance of sod.

ATTACHMENTS:

Table with 4 columns: #, Budget Code, Description, Amount. Includes items for Retaining Walls, Turf and Grasses, Labor, and MECHANICAL / STOLHAND.

Brian Thomas (505 Architects LLC)
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136-1450

Handwritten signature WBD and date 11/22/2024

Rob Lamecker with digital signature verification details and date

Shelby Lippert with date 2024.10.25 11:17:51-05'00'



Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1747 - Stillwater Public Schools - OES North & South Building
Renovations
5021 / 5005 North Perkins Road
Stillwater, Oklahoma 74075

Prime Contract Potential Change Order #048: Cord Reels

Table with 4 columns: TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: Cord Reels

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

ATTACHMENTS:

Table with 4 columns: #, Budget Code, Description, Amount. Contains 3 line items and a Grand Total of \$793.00.

Brian Thomas (505 Architects LLC)
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136-1450

Signature of Brian Thomas, dated 11.18.2025

Signature of Rob Lamecker, dated 2024.11.18 17:57:31-06'00'

Signature of Shelby Lippert, dated 2024.11.15 17:32:22-06'00'



PCO #050

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1747 - Stillwater Public Schools - OES North & South Building
Renovations
5021 / 5005 North Perkins Road
Stillwater, Oklahoma 74075

Prime Contract Potential Change Order #050: NB - Carpet Change to Polished Concrete

Table with 4 columns: TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: NB - Carpet Change to Polished Concrete

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

ATTACHMENTS:

Table with 4 columns: #, Budget Code, Description, Amount. Includes line items for flooring and polished concrete, and a Grand Total of \$11,200.00.

Brian Thomas (505 Architects LLC)
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136-1450

Handwritten signature and date 11/20/2024

Rob Lamecker
Digitally signed by Rob Lamecker
DN: cn=Lamecker, o=Stillwater Public Schools, ou=Facilities Management, ou=Rob Lamecker
Reason: I am approving this document
Date: 2024.11.20 17:12:10-06'00'

Shelby ST Lippert
2024.11.20 08:23:50-06'00'



PCO #051

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1747 - Stillwater Public Schools - OES North & South Building
Renovations
5021 / 5005 North Perkins Road
Stillwater, Oklahoma 74075

Prime Contract Potential Change Order #051: RFI #71 - Gas Supplies for Boilers

Table with 2 columns: TO: and FROM: containing details like Stillwater Public Schools, Lippert Bros., Inc., PCO NUMBER/REVISION: 051 / 0, CONTRACT: 1 - OES North & South Building Renovations, etc.

POTENTIAL CHANGE ORDER TITLE: RFI #71 - Gas Supplies for Boilers

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

ATTACHMENTS:

Table with 4 columns: #, Budget Code, Description, Amount. Row 1: 1, 24-24000.S MECHANICAL / STOLHAND.Commitment, Furnish & install demo of existing gas line and installation of new gas line to both boilers per the RFI response, \$2,972.58. Grand Total: \$2,972.58

Brian Thomas (505 Architects LLC)
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136-1450

Signature of Brian Thomas, DATE: 11/20/2024

Rob Lamecker, Digitally signed by Rob Lamecker, DN: C=US, E=rlamecker@stillwaterschools.com, O=Stillwater Public Schools, OU=Facilities Management, CN=Rob Lamecker, Reason: I am approving this document, Date: 2024.11.20 17:11:54-06'00'

Shelby ST Lippert, 2024.11.20 08:33:15-06'00'



Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1747 - Stillwater Public Schools - OES North & South Building
Renovations
5021 / 5005 North Perkins Road
Stillwater, Oklahoma 74075

Prime Contract Potential Change Order #052: RFI #69 - Boiler Condensate Drains

Table with 4 columns: TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: RFI #69 - Boiler Condensate Drains

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

NO STRUCTURAL STAND NOR CUTTING LOOSE AND RESETTING THE BOILERS COST IS INCLUDED IN THIS PRICE. SWG believes there is just enough space to install the neutralization kit and pump with the boilers as they are currently installed.

ATTACHMENTS:

Table with 4 columns: #, Budget Code, Description, Amount. Includes rows for mechanical and electrical work, and a Grand Total row.

Brian Thomas (505 Architects LLC)
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136-1450

Handwritten signature and date 11/22/2024

Rob Lamecker
Digitally signed by Rob Lamecker
DN: C=US, E=rlamecker@stillwaterschools.com, O=Stillwater Public Schools, OU=Facilities Management, CN=Rob Lamecker
Reason: I am approving this document
Date: 2024.11.22 16:11:11-06'00'

Shelby Lippert
2024.11.22 08:25:18-06'00'





Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136
Phone: (405) 478-3580

Project: 1747 - Stillwater Public Schools - OES North & South Building
Renovations
5021 / 5005 North Perkins Road
Stillwater, Oklahoma 74075

Prime Contract Potential Change Order #054: RFI #25 - IT Server Room
Fresh Air System

Table with 4 columns: TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: RFI #25 - IT Server Room Fresh Air System

CHANGE REASON:

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

ATTACHMENTS:

Table with 4 columns: #, Budget Code, Description, Amount. Includes items for concrete coring, steel material, carpentry materials, and labor.

Brian Thomas (505 Architects LLC)
1631 South Delaware Avenue
Tulsa, Oklahoma 74104

Stillwater Public Schools
314 South Lewis Street
Stillwater, Oklahoma 74074

Lippert Bros., Inc.
PO Box 17450
Oklahoma City, Oklahoma 73136-1450

Signature of Brian Thomas, Date: 11/22/2024

Signature of Rob Lamecker, Digitally signed by Rob Lamecker, Date: 2024.11.22 15:11:29 -05'00'

Signature of Shelby Lippert, Date: 2024.11.22 08:43:01 -06'00'