

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Dr. Diana Z. Rodriguez, Chancellor

REVIEWED BY: Jose F. Torres, Executive Vice Chancellor

PREPARED BY: Farrah Farzaneh, Executive Director, Facilities Planning, Construction, & Sustainability

DATE: June 11, 2026

SUBJECT: Consideration of Approval to Adopt Resolution #2026-06-11-FP-01 and Approving PCN3 Construction Change Order No. 5 Exceeding 10% for the BL 3 Crafton Hall Renovation Project

RECOMMENDATION

It is recommended that the Board of Trustees adopt Resolution #2026-06-11-FP-01 approving the PCN3 Construction Change Order No. 5 Exceeding 10% for the BL 3 Crafton Hall Renovation Project.

OVERVIEW

Pursuant to the Construction Change Order Board Approval Process revised and approved by the Board in January 2022, a resolution is required to process any Change Order that will cause the cumulative value of Project Change Orders to exceed 10%.

ANALYSIS

Adoption of the attached resolution will align with the Board's directives concerning the processing of Construction Contract Change Orders and add an additional \$253,177.81 to the original contract value of \$6,380,000.00 resulting in a 13.65% cumulative Construction Contract Change Order total and a total contract value of \$7,118,882.33.

SBCCD GOALS

1. Eliminate Barriers to Student Access and Success
2. Be a Diverse, Equitable, Inclusive, and Anti-Racist Institution
3. Be a Leader and Partner in Addressing Regional Issues
4. Ensure Fiscal Accountability/Sustainability

FINANCIAL IMPLICATIONS

The costs will be included in the Bond Construction budget.



**RESOLUTION #2026-06-11-FP-01 OF THE BOARD OF TRUSTEES OF THE
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
APPROVING FINAL PROJECT CONSTRUCTION CHANGE ORDER NO. 5 EXCEEDING 10%**

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On Motion of Member Student Trustee J. Garcia, seconded by Member
Trustee Houston, the following Resolution is hereby adopted:

WHEREAS, on April 11, 2024, the Board of Trustees of the San Bernardino Community College District ("Board") awarded an Agreement for Construction Services for the Crafton Hall Renovation Project at Crafton Hills College ("Project") to PCN3, Inc. ("PCN3");

WHEREAS, the scope of work set forth in PCN3's agreement for the Project includes the renovation of the existing Crafton Hall building on the Crafton Hills College campus ("Campus") in an amount not to exceed Six Million, Three Hundred Eighty Thousand Dollars (\$6,380,000.00);

WHEREAS, the Project is complete, and the facility currently provides much needed space for staff offices, both internal and intra-collegiate meetings, conferences, and training, as well as fundraising and community events for the Campus;

WHEREAS, the Board previously authorized Change Order Nos. 1 through 4 for work integral, inseparable from and inherent to the Project, where the Contractor was already mobilized at the Project site and work on the Project was ongoing;

WHEREAS, the previously authorized Change Order Nos. 1 through 4 increased the contract value by Six Hundred Seventeen Thousand, Six Hundred Twenty-One Dollars and 73 Cents (\$617,621.73);

WHEREAS, upon completion of the Project, the District and PCN3 negotiated a final change order for the additional required construction services, including overtime and project delays, in the amount of Two Hundred Fifty-Three Thousand, One Hundred Seventy-Seven Dollars and 81 Cents (\$253,177.81) ("Change Order No. 5");

WHEREAS, on August 13, 2020 the District approved a Program-Wide Measure CC Construction Change Order Percentage Goal and Construction Change Order Board Approval Process. The process was then revised and approved by the Board in January 2022;

WHEREAS, Change Order No. 5 if approved, will result in a revised contract amount of Seven Million, Two Hundred Fifty Thousand, Seven Hundred Ninety-Nine Dollars and 54 Cents (\$7,250,799.54) which is approximately Thirteen and Sixty-Five Hundredths percent (13.65%) over the original contract price and exceeds the maximum change order limit of Ten percent (10%);

WHEREAS, the value of the additional work and schedule delays necessitated by Change Order No. 5 will exceed the limits set forth in the Board Policy

WHEREAS, since PCN3 had already completed the majority of the work for the Project, when the need for a potential additional change order became known, separating and trying to package the Change Order No. 5 scope would have been difficult, if not impossible, and submitting it to public bid would have injected several more months of delay into the Project schedule, which would have resulted in additional expense of the District;

**RESOLUTION #2026-06-11-FP-01 OF THE BOARD OF TRUSTEES OF THE
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WHEREAS, if the District were to have tried to bid the Change Order No. 5 scope, the prices of those bids would have been more than the price set forth in Change Order No. 5 because PCN3 was already mobilized on the Project and PCN3's costs for facilitating the Change Order No. 5 scope would remain lower than the prices of other contractors who may have bid on the Change Order No. 5 scope;

WHEREAS, the work included in Change Order No. 5 is an integral part of the work on the Project that PCN3 was already performing such that bringing in a new contractor to facilitate the Change Order No. 5 scope would have resulted in waste and delay, which would have resulted in additional expense to the District;

WHEREAS, the construction management team made every effort to move the Project forward and provide the critical, usable space in a timely manner for the Campus;

WHEREAS, the construction management team and District staff believe it was in the District's best interest to preserve important financial resources and avoid unnecessary additional delays by trying to bid the additional Change Order No. 5 scope of work and instead continue the work on the Project.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED, the Board of Trustees of the San Bernardino Community College District as follows:

Section 1. Recitals. All the recitals herein contained are true and correct and incorporated herein.

Section 2. Change Order. Based on the foregoing, it would have been futile, and unavailing, to attempt to bid the Change Order No. 5 scope.

Section 3. Approval. The Board hereby approves and ratifies Change Order No. 5 for the Project.

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ADOPTED, SIGNED AND APPROVED, this 11th day of June 2026.



President of the Board of Trustees
San Bernardino Community College District

I, Cherina Betters, Ed.D., Clerk of the Board of Trustees of the San Bernardino Community College District, do hereby certify that the foregoing Resolution was adopted by the Governing Board of the District at a meeting of the Board held on the 11th day of June 2026, and it was so adopted by the following vote:

AYES: Gonzales, Betters, Houston, Longville, Williams

NOES: None

ABSTENTIONS: None

ABSENT: Aguilera, Reyes



Clerk of the Board of Trustees
San Bernardino Community College District

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EXHIBIT “A”

(as attached)



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
BOND MEASURE CC
CONSTRUCTION CHANGE ORDER

CO No.

5

Change Order Date:

Thursday, June 11, 2026

Project Number:	CC02-3621	Contractor:	PCN3, Inc.
School Name:	Crafton Hills College	Original Contract Approval Board Date:	April 11, 2024
Project Name/Description:	Crafton Hall Renovation	Notice to Proceed Date:	July 15, 2024

You are hereby directed to make the following changes in the above referenced contract:

This change is a(n):

☒ Change Order (greater than \$250,000 limitation)

☒ Change Order (10% or greater cumulative change order percentage)

Original Base Contract Amount/ Guaranteed Maximum Price Contract Amount:	\$	6,380,000.00
Net Change by Previous Authorized Construction Change Order(s):	\$	617,621.73
The Contract Amount due to CO No. 5 will be changed by:	\$	253,177.81
The Revised Contract Sum, including this Construction Change Order:	\$	7,250,799.54
This Construction Change Order results in the following percentage change to the contract:		3.97%
The cumulative change order percentage due to this Construction Change Order is:		13.65%

The Original Contract Substantial Completion Date is:	Sunday, March 16, 2025
Net Change by Previous Authorized Construction Change Order(s):	0 (calendar days)
The Contract Time due to CO No. 5 will be changed by:	197 (calendar days)
The Revised Contract Substantial Completion Date, including this Construction Change Order:	Monday, September 29, 2025

CO No. 5 Item No.	Title	Days	Cost
COR 032	Added General Conditions Costs	113	\$ 149,297.38
COR 068R1	Additional cost for valves and flex connectors	0	\$ 36,393.03
COR 070	Added General Conditions Costs	59	\$ 77,951.73
COR 079	Added Storage for Elevator	0	\$ 2,100.00
COR 082R1	Additional cost for overtime and premium time	0	\$ 63,929.64
COR 083	Added General Conditions Costs	25	\$ 33,030.39
COR 103R2	Credit for deleted audio visual scope	0	\$ (60,000.00)
COR XXX	Credit for unused allowance	0	\$ (49,524.36)
TOTAL COST OF CONSTRUCTION CHANGE ORDER 5		197	\$ 253,177.81

☒ The cost of this change has been validated and is the best possible price available to the District.

☒ This change has been reviewed and is necessary to the completion of this project.

This Contract Construction Change Order is not valid until signed by all parties below. Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

The approval of Change Order #05 will constitute a full and final resolution to all claims or notice of future intent to file claims for cost, expenses, or damages caused by delay, whether reasonable or unreasonable, foreseeable or unforeseeable. Approval of Change Order #5 waives costs including, but are not limited to, extended overhead, loss of efficiency, acceleration costs, increased material or labor costs, liquidated damages and other impact damages.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District.		
I believe this request is valid and recommend your approval for acceptance.		
Signature	Name (Printed)	Date
Contractor:		
Architect:		
Construction Manager:		
Bond Program Manager:		
Campus Project Manager:		
District:		