

Over the last 10-years, TMG has developed relationships, processes and procedures with a large focus on recovery of additional work change orders and time extension change orders from the School Construction Authority (SCA). TMG's experience in the field has led us to teach the Project Management Module for the SCA's Mentor Program for three semesters at Baruch College. Currently we have an in-house team that has considerable expertise on the protocols of the SCA Change Order and Scheduling Units.

We've enlisted a scheduling company familiar with the format in which Joseph Topornycky's staff approves time extension/acceleration schedules. Clients can choose to use our scheduler or their own scheduler. [Our team has refined an approach to time extension/acceleration costs that maximize recovery from Barbara McIntyre's office.](#)

Some recovery avenues that most contractors don't utilize:

- SCA considers classic time extension costs from original substantial to actual substantial only. However [there is a vehicle to facilitate recovery after actual substantial as per the SCA contract.](#)
- **Any change order work performed after substantial completion is subject to general conditions cost markup.**
- Approved schedule updates do not set a precedent for recovery, [the final time extension/acceleration schedule sets the compensable delay day period.](#) Contractors are not limited by schedule updates.
- There is cost recourse if a contractor's position is that substantial completion was awarded too early in order to limit the recovery through a time extension change order.
- The SCA will review certified payroll when it helps their FRE, and disregard certified payroll when it hurts their FRE. **Relying solely on certified payroll to establish labor costs for additional work is an unsound approach.**
- The best ammunition a contractor has is documentation. A lack of documentation never helps and it usually detracts from a recovery effort. [Using daily field reports to memorialize changes/delays/acceleration is absolutely critical.](#)
- If a change order (add or credit) is executed unilaterally by the SCA and the contractor does not agree with the merit and/or the cost, the contractor must request resolution as soon as possible. If the resolution process fails the contractor can also request non-binding mediation.

We've provided excellent service to many contractors over the years looking to settle time and cost matters with the SCA. Due to our fair and balanced approach we have also formed a respectful relationship with SCA staff.

Throughout the course of the process, TMG will provide expert and professional services with two specific mandates: [Maximizing your profit margin while maintaining the excellent reputation of your firm.](#) Call for a free consultation today.

SCA CHANGE ORDERS | SCOPE OF WORK

- Review bulletin, sketch, Notice of Direction, Change In Contract, base contract drawings, etc. in concert with your supervisory personnel to establish additional costs or credit amount.
- Generate the change order cover sheet and calculation sheet(s) on SCA approved forms.
- Assemble the change order package complete with all requisite backup documentation
- Follow up with the SCA Change Order Unit in order to expedite their review and Fair and Reasonable Estimate (FRE) issuance.
- Expedite a meeting with the reviewer.
- Negotiate and settle the change orders at the Change Order Unit.

SCA TIME EXTENSIONS | SCOPE OF WORK

- Review the project documentation (RFI's, Bulletins, NOD's, Meeting Minutes, Notices, Correspondence, etc) to establish a time extension narrative to be incorporated into the time extension schedule
- Review the time extension schedule generated by Client's Scheduler
- Calculate the costs associated with the construction schedule deviation
- Meet with Joseph Topornycky's office to obtain approval on the time extension schedule
- Settle the number of compensable delay days with SCA scheduling unit
- Meet with Barbara McIntyre's office to assess their FRE for the time extension package
- Negotiate and settle the complete time extension costs.



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