



Date: March 26, 2014
To: Steve Lewis, City Manager
From: Jud Foster, Director of Parks and Recreation *Jud*
Subject: Change Order Number One for the Carriage House Renovation

Attached is Change Order Number One to the Carriage House Renovation project. The total amount of the change order is \$1,650. The original contract amount for this project was \$48,900. This change order represents approximately 3% of the contract amount, which is well within the limits of approval allowed by the City Manager.

This is a renovation project at the Carriage House of the Cleveland County Historical Museum. The project involves the removal of interior walls, flooring and ceilings in order to renovate the interior space. We anticipated that this process would reveal the need for additional repair work that was previously unknown. The amount of repairs in this case are not extensive but they should be taken care of at this point in the project. Following is a description of the work that is being requested.

1. Repair/replace old termite damage. (the building has been and is currently being treated for termites) Upon removal of interior walls, termite damage was discovered in the top plate of the east wall, 56ft. of ceiling furring, 5 wall studs and 16 sq. ft. of kitchen subfloor. These need to be removed and replaced. \$550.00
2. Replace restroom floor framing. The framing boards under the restroom floor had rotted and fallen into the dirt below the structure. They need to be replaced. \$300.00
3. Repair house windows. Removal of the walls revealed damage to some of the window units. Four counter weights, 7 locks, one glass and 3 sashes need to be replaced. \$600.00
4. Reroute restroom vent pipe. When the restroom wall was removed a vent pipe was exposed. The location of this pipe was not known before the wall was removed. The pipe is in the middle of an expansion area for the restroom and needs to be relocated to another wall. \$200.00

Total price for all items is \$1,650.

James Briggs is the project manager for this project and has reviewed this request. Jeff Bryant has also reviewed the request. I have attached pictures that show some of the damage mentioned above. I will be happy to provide any additional information that you may need.

JF

office memorandum