

May 18, 2015 revised August 25, 2015

Jerome Williams
City of Greensboro
Facilities Management Division
P. O. Box 3136
Greensboro, NC 27402-3136

Contract No: 2006-026

RE: Additional Design Services
Hilltop Recreation Center
Shiner Drive
Greensboro, NC

Dear Jerome,

I am writing to request additional Construction Administration services for the above-referenced project. These services are required due to the length of the project's construction period. The original schedule of completions was February 1, 2014. The project required our services until the June 24th Substantial Completion Date. This results in an additional \$25,000 (five (5) months @ \$5,000/month).

In addition, our contract needs to be adjusted to reflect the reimbursable items paid on the project back in February, 2012 in the amount of \$ 5,511. We also provided additional design time for final punch lists, time extension evaluations and reviews of final close out documents which required an additional \$10,000.

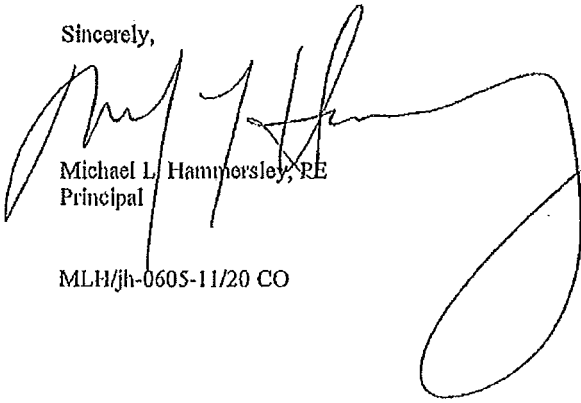
The total design services request is in the amount of \$40,511.

I understand that due to internal discussions and compromises with your staff that our final change order amount will be \$24,669.00.

Please process this change to our contract as soon as possible.

If you have any questions, please give me a call. Thanks.

Sincerely,


Michael L. Hammersley, RE
Principal

MLH/jh-0605-11/20 CO