



December 17, 2024

Town of Ledyard
Attn: Wayne Donaldson,
Ledyard Public Schools Director of Facilities
4 Blonders Blvd
Ledyard, CT 06339

Re: Amendment to Owner's Representative Agreement for Town of Ledyard **Juliet Long school**.

Dear Mr. Donaldson and the Town of Ledyard Permanent Municipal Building Committee:

On behalf of STV Construction Inc (STV), We want to thank you for working with us on the roof replacement and photovoltaic solar installations, on the Central Office building, Gales Ferry School and the Juliet Long School. Due to unforeseen issues with delays relating to the design documents, and bidding we are currently past our contract time. To date, we have worked in good faith to meet our obligation on the delayed design but we need to amend our agreement. STV requests:

- An amendment to our agreement extending our work to complete the current Photovoltaic installation next summer. We suggest 9/1/25) Our current contract time has expired (9/3/24)
- We also will need a change order for the additional time required during the Preconstruction-design phase due to the drawing and specification challenges as well as` delays getting approval to bid the project. (16 Hours)
- The Photovoltaic installation was pushed to Summer of 2025, our fee and manpower was based on the RFP # 23-1 stating that all the work was to be completed by September of 2024 with a short period of close out to follow. Significant savings would have been achieved by all the work taking place in summer of 2024. At this time STV hours planned for that work will be addressed when the work start date and schedule is confirmed for Summer of 2025.
- Total change request is \$2,176.00 is directly caused by design review delays.

Attached with this document is our original proposed fee schedule which outlines the original expected time to be spent on this project. The yellow columns of the fee matrix attached shows the amount of time we incurred for Juliet Long school the extra time we spent on the Pre-construction/design review and editing. At this time, we expect to support the Photovoltaic installation next summer and based on that unconfirmed schedule may require additional funding. Your signature below acknowledges this change and approves the additional funding. Should you have any questions regarding our qualifications, please contact me directly at mark.dupre@stvinc.com or (860) 324-6666.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mark DuPre Sr.', with a long horizontal line extending to the right.

Mark DuPre' Sr. Assoc. AIA
Vice President & Project Executive

X

Town of Ledyard
Date:

Town of Ledyard, CT Roofing OPM Services RFQ/RFP Bid #23-4

Juliet Long School Phase Scope Timeline		No. Wks.	Project Executive		Project Manager		Assistant Project		Totals	Additional Time	Additional Weeks of Work	Total Change Order request
			Hrs. Week	Total Hrs.	Hrs. Week	Total Hrs.	Hrs. Week	Total Hrs.				
Pre-Construction/Design		18	0.5	9	2	36	0	0	\$6,534	\$2,176	11/4/23-1/27/2024	
Bidding/Contracting		4	0.5	2	4	16	2	8	\$3,364	16 hours	12 weeks	
Construction		10	0	0	4	40	20	200	\$26,040			
Audit		2										
Post Construction		2	0	0	2	4	0	0	\$544			
		4	0	0	4	16	2	8	\$3,000			\$2,176
Total Hrs.				11		112		216	339			
Cost / Hr. 2023				\$182		\$136		\$103				
Cost PP.			\$2,002		\$15,232		\$22,248		\$39,482			
2023 Hours				11		52		8	\$9,898	2023 Total Cost		
2024 Hours				0		60		208	\$29,584	2024 Total Cost		
Total Hours				11		112		216	\$39,482	Project Total Cost		