



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 **Central Office Bldg.**

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, on the Central Office building. Due to unforeseen issues with delays relating to the design document issues we past our contract time and exceeded our projected hours. To date, we have worked in good faith to meet our obligation. STV respectfully requests:

- A change order for the additional time we put in during the Preconstruction-design phase due to the drawing and specification challenges and delays getting approval to bid the project. Total change request is \$952.00 (7 hrs.) is directly caused by design review delays.
- Acknowledgment of extended contract date of 9/1/2025

Attached with this document is our original proposed fee schedule which outlines the expected time to be spent on this project. In yellow on our fee matrix attached shows the amount of time we incurred for Central Office roof during the Pre-construction/design phase. 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,

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											
Phase Scope Timeline	No. Wks.	Project Executive		Project Manager		Assistant Project Manager		Totals	Additional Time	Additional Weeks of Work	Total Change Order request
		Hrs. Week	Total Hrs.	Hrs. Week	Total Hrs.	Hrs. Week	Total Hrs.				
Central Office											
Pre-Construction/Design											
7/1/2023 10/7/2023	14	0.5	7	2	28	0	0	\$5,082	\$952	11/4/23-1/27/2024	
Bidding/Contracting									7 hours	12 weeks	
10/8/2023 11/19/2023	6	0.5	3	2	12	0	0	\$2,178			
Construction											
6/18/2024 7/16/2024	4	0	0	2	8	12	48	\$6,032			
Audit											
9/3/2024 9/10/2024	1	0	0	2	2	0	0	\$272			
Post Construction											\$952
7/16/2024 9/3/2024	7	0	0	2	14	0	0	\$1,904			
Total Hrs.			10		64		48	122			
Cost / Hr. 2023 & 2024			\$182		\$136		\$103				
Cost/Building.			\$1,820		\$8,704		\$4,944	\$15,468			
2023 Hours				10		40		\$7,260	2023 Total Cost		
2024 Hours				0		24		\$8,208	2024 Total Cost		
Total Hours				10		64		\$15,468	Project Total Cost		