

POC Decision Paper

25 May 2024

Purpose: The purpose of this document is to obtain approval for six (6) change orders associated with the new library project.

Background: Change orders are unforeseen events that alter the design, scope of work, schedule and costs of a project. Currently, six change orders will cost \$118,432.07. FOL has allocated and funded a contingency of \$117,000 to cover actions represented by change orders. One change order has been approved by the chairman, but five exceed the \$5,000 authority threshold and must be approved by the POC.

Summary of change orders:

1. **Concrete Wall Lug** (\$4,076.20). Installation of 65-foot of lug footing doveled into existing perimeter slab. Rich Bartz approved this change order on 8 May 24.
2. **Electrical Floor Boxes** (\$8,924.99). Library representatives identified this requirement during a work site inspection. Concrete cutting and patching for floor boxes and conduit, approximately 85-line feet. Three floor boxes are in the young adult library, two in exhibits corridor, and one in the adult library. Retrofitting would be much more expensive.
3. **Additional HVAC system and ductwork** (\$46,266.02). Mold and unserviceable components were found, and it was recommended that the ductwork be replaced for health reasons and efficiency. It was also noted that the existing HVAC unit would not be able to service as much of the expanded square footage as thought. One additional 5 Ton will be added so that four separate units, rather than three, would cover the total new library & conference center area. The original change order estimate was \$70,000 but Walker Group Architecture introduced a Value Engineering change to save money using MC cable rather than THHN wire in the EMT conduit that is also code compliant.
4. **Construction Materials Testing** (\$5,021.50). Unstable soils were identified early during the initial site prep. Observation and lab test were performed to ensure stability of fill and compactness to structurally support the weight and stress factors. In-place density testing of fill materials will be performed as well as testing the concrete being poured. Rich Bartz provided tentative verbal approval during the first site visit to forestall construction delays.
5. **Drywall Replacement** (\$12,729.08). This enhancement was proposed by the library representatives at the second on-site visit to provide a uniform and aesthetically pleasing interior. Work would include demolition of existing wood paneling and textured drywall and installation of drywall at areas where paneling and drywall are removed. This includes hanging and finishing 5/8 sheetrock in rooms 101 (vestibule), 102 (young adult), 128 (exhibition hall), 129 (entrance corridor), and bathroom walls.

- 6. Existing Exterior Wall Replacement (\$41,414.28).** Water damage and rot has compromised the structural integrity of the building. This situation was noted early on and verified during removal of the cooler/freezer unit and further demolition of the south and east facing walls. Walker Architecture is still pursuing a cheaper solution for this work.

Information to Consider:

1. Hardee's is a circa 1980s structure. Walker Architecture indicated that one potential area for a future change order would be issues joining the new roof to the existing roof structure which was replaced in 2021.
2. A potential project schedule slippage of 20 days exists with these changes.
3. The 5% contingency will be exhausted with approval of all change orders listed.
4. FOL has the following potential additional revenue, if needed:
 - \$40,000 from Vanguard dividends for remainder of CY 2024.
 - \$10,000 from First Citizens account that is uncommitted.
 - \$15,000 from the Bate Foundation. This grant (awarded May 2024) focused on Alternate #7 in the construction contract.

Recommendation:

1. Approve all change orders above.
2. Designate any future building revenue as a reserve for further unforeseen project changes or events until project completion.

POC Voting Results on Recommendations:

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| Rich Bartz | Approve all recommendations, 25 May 24 (author of paper). |
| Dr. Joshua Rose | Approved via E-mail, 29 May 24. |
| Doug Brinson | Approved via E-mail, 30 May 24. |
| Ben Bowditch | Approved via E-mail, 30 May 24. |
| Catherine Clowers | Approved via E-mail, 28 May 24. |

Note: Change Order #6 was resubmitted by Waters Contracting, and the cost was reduced to \$37,014.38. This revision leaves \$2,967.93 in the FOL contingency. Walker Architecture was notified of the unanimous approval decision for the change orders on 30 May 24 and signed copies were provided on 31 May 24.

