

**2024-0158**

**INTRODUCED BY: MATTHEW JEWELL, PARISH PRESIDENT  
(GENERAL GOVERNMENT BUILDINGS)**

**ORDINANCE NO. 24-5-7**

An ordinance approving and authorizing the execution of Change Order No. 3 for the SCP E. Dufresne Community Center Ida & Window Repairs, (Project No. EDCC 0322), to increase the contract amount by \$17,178.00 and increase the contract time by 125 days.

**WHEREAS,** on March 25, 2022, the St. Charles Parish President and Meyer Engineers, LTD., executed a Professional Service Agreement to perform architectural and engineering services for said project in the lump sum amount of \$148,981.00; and,

**WHEREAS,** Ordinance No. 23-1-8 adopted on January 23, 2023, by the St. Charles Parish Council, approved and authorized the execution of a contract with NFT Group LLC, for the SCP E. Dufresne Community Center Ida & Window Repairs, (Project No. EDCC 0322), in the amount of \$1,144,000.00; and,

**WHEREAS,** Ordinance No. 23-6-4 adopted on June 5, 2023, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 1 for SCP E. Dufresne Community Center Ida & Window Repairs, (Project No. EDCC 0322), to increase the contract amount by \$82,465.00 and increase the contract time by 9 days; and,

**WHEREAS,** Ordinance No. 23-10-6 adopted on October 23, 2023, by the St. Charles Parish Council, approved and authorized the execution of Change Order No. 2 for SCP E. Dufresne Community Center Ida & Window Repairs, (Project No. EDCC 0322), to increase the contract amount by \$138,567.00 and increase the contract time by 60 days; and,

**WHEREAS,** the increase in the contract amount by \$17,178.00 and increase the contract time by 125 days is a result in additional work items.

**THE ST. CHARLES PARISH COUNCIL HEREBY ORDAINS:**

**SECTION I.** That Change Order No. 3 for the SCP E. Dufresne Community Center Ida & Window Repairs, (Project No. EDCC 0322), to increase the contract amount by \$17,178.00 and increase the contract time by 125 days is hereby approved and accepted.

**SECTION II.** That the Parish President is hereby authorized to execute said Change Order on behalf of St. Charles Parish.

The foregoing ordinance having been submitted to a vote, the vote thereon was as follows:

YEAS:       MOBLEY, FONSECA, WILSON, SKIBA, PILIE, COMARDELLE,  
              O'DANIELS, FISHER, DEBRULER  
NAYS:       NONE  
ABSENT:     NONE

And the ordinance was declared adopted this 6th day of May, 2024, to become effective five (5) days after this publication in the official journal.

CHAIRMAN: Bob Fislcy  
SECRETARY: Michelle Lapastols  
DLVD/PARISH PRESIDENT: May 6, 2024  
APPROVED:  DISAPPROVED:

PARISH PRESIDENT: Matthew Jewell  
RETD/SECRETARY: May 6, 2024  
AT: 7:46pm RECD BY: [Signature]

**SECTION 00806**

**CHANGE ORDER**

No. 3

DATE OF ISSUANCE April 3, 2024

EFFECTIVE DATE 5/10/24

OWNER: St. Charles Parish Government

CONTRACTOR: NFT Group, LLC.

Contract: Building Construction

Project: SCP E. Dufresne Community Center Ida and Window Repairs

OWNER's Contract No. EDCC 0322

ENGINEER's Contract No. 20-22003

ENGINEER: Meyer Engineers, Ltd.

You are directed to make the following changes in the Contract Documents:

**Description:** *See attached example on how to fill in this information*

1. Add the Following Work Items as described in Work Directive No. 5 – Attachment No. 2:
  - a. New Contract Item #: *Additional Scope of Work Fascia Replacement (Work Change Directive #5)*  
Addition of \$17,178 (L.S.). Refer to RFC#013R1, RFC #019R1 & RFC #020R1 attached.  
Total of Added Work Items = \$17,178.00

**Reason for Change Order:** List a reason for each Line Item listed above. *See attached example on how to fill in this information*

1. Add Work Items
  - a. Additional scope of work fascia replacement. (Refer to Attachment No. 1 for more details)

**Attachments:** (List documents supporting change)

1. Attachment No. 1 – Change Order Summary
2. Work Change Directive #5 (Attachment No. 2) – Fascia Replacement (RFC #019R1, RFC #013R1, & RFC #020R1)

CHANGE IN CONTRACT PRICE:
Original Contract Price \$1,144,000.00
Net (increase) Decrease from previous Change Orders No. <u>1</u> to <u>2</u> : \$221,032.00
Contract Price prior to this Change Order: \$1,365,032.00
Net (increase) decrease of this Change Order: \$17,178.00
Contract Price with all approved Change Orders: \$1,382,210.00

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: <u>10/04/2023</u> Ready for final payment: <u>11/18/2023</u> (days or dates)
Net change from previous Change Orders No. <u>1</u> to No. <u>2</u> : Substantial Completion: <u>69</u> Ready for final payment: <u>45</u> (days)
Contract Times prior to this Change Order: Substantial Completion: <u>12/12/2023</u> Ready for final payment: <u>01/26/2024</u> (days or dates)
Net (increase) decrease this Change Order: Substantial Completion: <u>125</u> Ready for final payment: <u>45</u> (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>04/15/2024</u> Ready for final payment: <u>05/30/2024</u> (days or dates)

RECOMMENDED:

By: [Signature]  
ENGINEER (Authorized Signature)

APPROVED:

By: [Signature]  
OWNER (Authorized Signature)

ACCEPTED:

By: [Signature]  
CONTRACTOR (Authorized Signature)

Date: 4-8-24

Date: 5/10/24

Date: 4-4-24

**Attachment No. 1**  
Change Order No. 3  
SCP E. Dufresne Community Center  
Ida and Window Repairs  
A/E Project No. 20-22003 April 3, 2024

SCOPE OF CHANGE:

- |   |                      |
|---|----------------------|
| 1. RFC # 013R1 – Metal Canopy Credit                      | CREDIT: (\$4,616.00) |
| 2. RFC # 019R1 – Fascia Replacement                       | ADD: \$22,488.00     |
| 3. RFC # 020R1 – Metal Panel Accessories Allowance Credit | CREDIT: (\$694.00)   |

**TOTAL ADDITIVE: \$17,178.00**

JUSTIFICATIONS:

1. RFC # 013R1 – Credit for removing the canopy scope from the project.
2. RFC # 019R1 – Additional cost associated with replacing missing coping on the East, West, and South elevations of the building.
3. RFC # 020 – Credit for the allowance not used for the metal panel accessories, via RFC #010R7.

EXPLANATION FOR COSTS:

Per agreement at OAC meeting on 02/20/2024, NFT is splitting the costs of the credits and the additional cost with the Owner. The above credits and additions above are cut in half, this is what the Owner is due and what the Owner is responsible for in cost.

TIME EXTENSION:

Add **125** days of time extension.

- 0 days for additional work in RFC # 013R1.
- 125 days for additional work in RFC # 019R1.
- 0 days for additional work in RFC # 020R1.



DUFRESNE COMMUNITY CENTER

NFT PROJECT No. 2022-07

**RFC #013R1**

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NFT Group, LLC 831 Elysian Fields Ave - C. New Orleans, Louisiana 70117

Phone: 504-330-2189

Date: 03/01/24

### **RFC #013R1 – Metal Canopy Credit**

Attached please find our *Request For Change #013R1 – Metal Canopy Credit* in the amount of:  
**Deduct \$4,616.00 (Four Thousand Six Hundred Sixteen Dollars and Zero Cents)**

*And*

*Add 0 (Zero) Calendar Days*

NFT is submitting this RFC which includes the overall credit back to the owner for removing the canopy scope from the project. As agreed with Ownership and Meyer Engineers, Ltd in OAC on 02/20/24, NFT is splitting the costs of the credit due back to the Owner. This RFC is part of our base contract scope, therefore, NFT is submitting this proposed change order request for review and approval.

Included in this Change is all labor, material, and equipment as required to complete the following:

1. Provide credit back to the owner for removing the canopy from the project scope.
2. Only those items outlined above.

Schedule:

- NFT isn't requesting any additional time associated with this RFC.

Qualifications:

1. This RFC shall become a Change Order.
2. This RFC is valid until 03/08/24.

Please advise immediately if you require any additional information and feel free to call if you have any questions.

Sincerely,  
NFT Group, LLC

*Matt Valentine*  
Matt Valentine



Project: SCP E. Dufresne Community Center IDA and Window Rep: Date: 03/01/2024  
 St Charles Parish RFI / Dwg / ASI/PR : -  
 NFT Job No: 2022-07

**Construction Contract Change Order Pricing Schedule** RFC 019

Description of Change: See attached cover sheet

**A. Contractor's Cost of Work :**

**1. Labor**

Assigned Personnel or Work Crews	Rate	Quantity	Units	
PM	\$75.00	1	HR	\$ 75.00
Superintendent	\$65.00	0	HR	\$ -
Add Labor Burden				36.25% \$ 27.19

**Labor Total \$ 102.19**

**2. Material**

Material Required for Change	Unit Price	Quantity	Units	
			LF	\$ -
			LS	\$ -
			CY	\$ -
Add Sales Tax				9.45% \$ -

**Material Total \$ -**

**3. Equipment**

Equipment Required for Change	Unit Price	Quantity	Units	
	\$0.00	0	EA	\$ -
			Week	\$ -
			EA	\$ -
Add Sales Tax				9.45% \$ -

**Equipment Total \$ -**

**Contractor's Cost of Work Total \$ 102.19**

Contractor's Overhead and Profit 10.0% \$ 10.22

**Section A Total \$ 112.41**

**B. Subcontractor's Costs : (See Supporting Worksheet)**

Subcontractor's Direct Cost		(\$9,345)
Subcontractor's Overhead and Profit	10.0%	\$0.00
General Liability on Subcontractor's Total Cost	0.000%	\$ -
Contractor's Overhead and Profit on Subcontractor's Direct Cost Only <i>QR</i>	0.0%	\$ -
Contractor's Overhead and Profit on Subcontractor's Direct Cost and OH&P (AIA A201 7.2.3.2)	10.0%	\$ -

**Section B Total \$ (9,345.00)**

**Change Order Subtotal (Section A + B) \$ (9,232.59)**

Bond	2.50%	\$ -
Builder's Risk	0.90%	\$ -
OCP	0.06%	\$ -

**Total Cost of Proposed Change Order \$ (9,233)**  
**Agreed split cost amount \$ (4,616)**

Contract Days added to Project Schedule **0**



**Subcontractor Cost Breakdown**

**RFC 019**

**Cost of the Work:**

Subcontractor	Cost of the Work	OH&P	Cost
Glendale: Metal Canopy Credit	(\$9,345.00)		(\$9,345)
			\$0
<b>Subcontractor Totals</b>	<b>(\$9,345.00)</b>	<b>\$0.00</b>	<b>(\$9,345)</b>

**mvalentine@nftgr.com**

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**From:** Kevin Haslauer <kevin@glendaleinc.com>  
**Sent:** Tuesday, September 12, 2023 3:47 PM  
**To:** mvalentine@nftgr.com; Torey Gaudet  
**Cc:** 'Jason Hayes'; 'Nauman Thomas'; 'Ryan Noland'  
**Subject:** RE: EDCC - Canopy Credit

Good afternoon Matt,

The deduct would be \$9,345. Call with any questions. Thanks!

*Kevin Haslauer*

Owner

Glendale Enterprises Inc.

Pelican Protective Covers LLC.

710 Apple Street

Norco, LA 70079

Office: 504-229-6580

Mobile: 504-915-2445

[www.glendaleinc.com](http://www.glendaleinc.com)

[www.pelicancovers.com](http://www.pelicancovers.com)



**From:** mvalentine@nftgr.com <mvalentine@nftgr.com>  
**Sent:** Tuesday, September 12, 2023 1:21 PM  
**To:** Kevin Haslauer <kevin@glendaleinc.com>  
**Cc:** 'Jason Hayes' <jhayes@nftgr.com>; 'Nauman Thomas' <nthomas@nftgr.com>; 'Ryan Noland' <rnoland@nftgr.com>  
**Subject:** RE: EDCC - Canopy Credit

Kevin,

Following up on this. The owner is asking what this credit would be?

Sincerely,



831 Elysian Fields Ave - C





**RFC #019R1**

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NFT Group, LLC 831 Elysian Fields Ave - C. New Orleans, Louisiana 70117

Phone: 504-330-2189

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Date: 03/06/24

**RFC #019R1 – Fascia Replacement**

Attached please find our *Request For Change #019R1 – Fascia Replacement* in the amount of:  
**Add \$22,488.00 (Twenty-Two Thousand Four Hundred Eighty-Eight Dollars and Zero Cents)**

And

**Add 125 (One Hundred Twenty-Five) Calendar Days**

NFT is submitting this RFC which includes the overall additional cost associated with replacing missing coping on the East, West, and South elevations of the building. As agreed with Ownership and Meyer Engineers Ltd in OAC on 02/20/24, NFT is splitting the total costs to replace the fascia where it is currently missing on the building. Additionally, contract days are being submitted to account for the days needed to complete this work. This RFC is above and beyond our base contract scope; therefore, NFT is submitting this proposed change order request for review and approval.

Included in this Change is all labor, material, and equipment as required to complete the following:

1. Furnish and install new coping on the East, West, and South elevations of the building.
2. Only those items outlined above.

Schedule:

- NFT is requesting 125 additional calendar days associated with this RFC.
  - o 12/12/2023 – Contract completion date
  - o 125 days added to be current and extend the contract completion date to 04/15/2024 to allow this work to be completed.

Qualifications:

1. This RFC shall become a Change Order.
2. This RFC is inclusive of replacing fascia on the building only where it is missing. It does not include removing and installing new fascia where there is existing fascia.
3. This RFC is valid until 03/15/24.
4. No liquidated damages will be assessed to NFT Group, LLC because of this RFC and for NFT agreeing to split the canopy and metal panel accessories allowance credit due to the Owner.

Please advise immediately if you require any additional information and feel free to call if you have any questions.

Sincerely,  
NFT Group, LLC

*Matt Valentine*  
Matt Valentine



Project: SCP E. Dufresne Community Center IDA and Window Repair:  
 St Charles Parish  
 NFT Job No: 2022-07

Date: 03/06/2024

RFI / Dwg / ASI/PR :

**Construction Contract Change Order Pricing Schedule**

**RFC 019R1**

Description of Change: See attached cover sheet

**A. Contractor's Cost of Work :**

**1. Labor**

Assigned Personnel or Work Crews	Rate	Quantity	Units	
PM	\$75.00	2	HR	\$ 150.00
Superintendent	\$65.00	40	HR	\$ 2,600.00
			Add Labor Burden 36.25%	\$ 996.88

**Labor Total \$ 3,746.88**

**2. Material**

Material Required for Change	Unit Price	Quantity	Units	
			LF	\$ -
			LS	\$ -
			CY	\$ -
			Add Sales Tax 9.45%	\$ -

**Material Total \$ -**

**3. Equipment**

Equipment Required for Change	Unit Price	Quantity	Units	
	\$0.00	0	EA	\$ -
			Week	\$ -
			EA	\$ -
			Add Sales Tax 9.45%	\$ -

**Equipment Total \$ -**

**Contractor's Cost of Work Total \$ 3,746.88**

Contractor's Overhead and Profit 10.0% \$ 374.69

**Section A Total \$ 4,121.56**

**B. Subcontractor's Costs : (See Supporting Worksheet)**

Subcontractor's Direct Cost		\$35,764
Subcontractor's Overhead and Profit	10.0%	\$0.00
General Liability on Subcontractor's Total Cost	0.000%	\$ -
Contractor's Overhead and Profit on Subcontractor's Direct Cost Only <u>OR</u>	0.0%	\$ -
Contractor's Overhead and Profit on Subcontractor's Direct Cost and OH&P (AIA A201 7.2.3.2)	10.0%	\$ -

**Section B Total \$ 39,339.85**

**Change Order Subtotal (Section A + B) \$ 43,461.41**

Bond	2.50%	\$ 1,086.54
Builder's Risk	0.90%	\$ 400.93
OCP	0.06%	\$ 26.73

**Total Cost of Proposed Change Order \$ 44,976**

**Agreed split cost amount \$ 22,488**

**Contract Days added to Project Schedule 125 Calendar Days**



Project: SCP E. Dufresne Community Center IDA and Window Repairs  
St Charles Parish

Date: 03/06/2024

**Subcontractor Cost Breakdown**

**RFC 019R1**

**Cost of the Work :**

<b>Subcontractor</b>	<b>Cost of the Work</b>	<b>OH&amp;P</b>	<b>Cost</b>
Cypress Roofing - Fascia Replacement	\$10,763.50		\$10,764
CJ Williams - Scaffold	\$25,000.00		\$25,000
<b>Subcontractor Totals</b>	<b>\$35,763.50</b>	<b>\$0.00</b>	<b>\$35,764</b>



**Prepared For**

NFT Group / Matthew Valentine.  
831 Elysian Fields Ave.  
New Orleans, LA 70117  
(601) 462-1948

**CJ Williams Construction LLC**

808 Harang Ave.  
Metairie, La 70001  
Phone: (504) 338-7818  
Email: cjwilliamsnola@gmail.com

Estimate  
Date 02/27/2024

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Description	Total
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**\$25,000.00**

Scaffold Low Roof at St Charles Parish Community Center. \$25,000.00

Work to be performed at:  
Edward Dufresne Community Center  
274 Judge Edward Dufresne Parkway Luling, LA 70070

Work to be done as follows;  
- Install scaffold on the low roof for fascia replacement.

For the amount of; \$25,000.00  
Including equipment and labor.

Thankyou we appreciate your business.

<b>Subtotal</b>	\$25,000.00
<hr/>	
<b>Total</b>	<b>\$25,000.00</b>

COMMERCIAL ROOFING ESTIMATE

Cypress Commercial Roofing  
 1802 S. Sonny Avenue  
 Gonzales, LA 70737  
 (225) 450-5507  
 License No. 75979

Kolby Mcdade  
 Office: 225.450.5507



**DUFRESNE COMMUNITY CENTER**

**274 JUDGE EDWARDS DUFRESNE PARKWAY**  
**Luling, LA 70070**

**Estimate #** 4757  
**Date** 2/23/2024

Item	Description	Qty	Price	Amount
RAKE EDGE, FASCIA, & COPING	<ul style="list-style-type: none"> <li>• FABRICATE AND INSTALL 24 GAUGE (SANDSTONE) RAKE EDGE. (210 LNFT)</li> <li>• FABRICATE AND INSTALL 24 GAUGE (SANDSTONE) FASCIA. (210 LNFT)</li> <li>• FABRICATE AND INSTALL 24 GAUGE (SANDSTONE) COPING. (12 LNFT)</li> <li>• REPAIR DAMAGED 2"x6" NAILERS. (VARIOUS LOCATIONS)</li> </ul>	1.00	\$10,763.56	\$10,763.56
<b>Sub Total</b>				\$10,763.56
<b>Total</b>				\$10,763.56

SPECIAL INSTRUCTIONS

\*\*\*This estimate excludes any wood blocking, framing, decking, hat channels, furring channels, etc. This also excludes anything not listed in the above estimate.\*\*\*



DUFRESNE COMMUNITY CENTER

NFT PROJECT No. 2022-07

**RFC #020R1**

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NFT Group, LLC 831 Elysian Fields Ave - C. New Orleans, Louisiana 70117

Phone: 504-330-2189

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Date: 03/06/24

**RFC #020R1 – Metal Panel Accessories Allowance Credit**

Attached please find our *Request For Change #020R1 – Metal Panels Accessories Allowance Credit* in the amount of:

***Deduct \$694.00 (Six Hundred Ninety-Four Dollars and Zero Cents)***

*And*

***Add 0 (Zero) Calendar Days***

NFT is submitting this RFC which includes the overall credit back to the owner for the allowance not used for the metal panel accessories being carried in the project via RFC #010R7. As agreed with Ownership and Meyer Engineers, Ltd in OAC on 02/20/24, NFT is splitting the costs of the credit due back to the Owner. This RFC is part of our base contract scope, therefore, NFT is submitting this proposed change order request for review and approval.

Included in this Change is all labor, material, and equipment as required to complete the following:

1. Provide credit back to the owner for removing the canopy from the project scope.
2. Only those items outlined above.

Schedule:

- NFT isn't requesting any additional time associated with this RFC.

Qualifications:

1. This RFC shall become a Change Order.
2. This RFC is valid until 03/15/24.

Please advise immediately if you require any additional information and feel free to call if you have any questions.

Sincerely,  
NFT Group, LLC

*Matt Valentine*

Matt Valentine



Project: SCP E. Dufresne Community Center IDA and Window Repair: Date: 03/06/2024  
 St Charles Parish RFI / Dwg / ASI/PR :  
 NFT Job No: 2022-07

**Construction Contract Change Order Pricing Schedule**

**RFC 020R1**

Description of Change: See attached cover sheet

**A. Contractor's Cost of Work :**

**1. Labor**

Assigned Personnel or Work Crews	Rate	Quantity	Units	
PM	\$75.00	1	HR	\$ 75.00
Superintendent	\$65.00	0	HR	\$ -
Add Labor Burden 36.25%				\$ 27.19
<b>Labor Total</b>				<b>\$ 102.19</b>

**2. Material**

Material Required for Change	Unit Price	Quantity	Units	
			LF	\$ -
			LS	\$ -
			CY	\$ -
Add Sales Tax 9.45%				\$ -
<b>Material Total</b>				<b>\$ -</b>

**3. Equipment**

Equipment Required for Change	Unit Price	Quantity	Units	
	\$0.00	0	EA	\$ -
			Week	\$ -
			EA	\$ -
Add Sales Tax 9.45%				\$ -
<b>Equipment Total</b>				<b>\$ -</b>

**Contractor's Cost of Work Total \$ 102.19**

Contractor's Overhead and Profit 10.0% \$ 10.22

**Section A Total \$ 112.41**

**B. Subcontractor's Costs : (See Supporting Worksheet)**

Subcontractor's Direct Cost		(\$1,500)
Subcontractor's Overhead and Profit	10.0%	\$0.00
General Liability on Subcontractor's Total Cost	0.000%	\$ -
Contractor's Overhead and Profit on Subcontractor's Direct Cost Only <i>OR</i>	0.0%	\$ -
Contractor's Overhead and Profit on Subcontractor's Direct Cost and OH&P (AIA A201 7.2.3.2)	10.0%	\$ -

**Section B Total \$ (1,500.00)**

**Change Order Subtotal (Section A + B) \$ (1,387.59)**

Bond	2.50%	\$ -
Builder's Risk	0.90%	\$ -
OCP	0.06%	\$ -

**Total Cost of Proposed Change Order \$ (1,388)**

**Agreed split cost amount \$ (694)**

**Contract Days added to Project Schedule 0**



**Subcontractor Cost Breakdown**

**RFC 020R1**

**Cost of the Work :**

<u>Subcontractor</u>	<u>Cost of the Work</u>	<u>OH&amp;P</u>	<u>Cost</u>
Metal Panel Accessories Allowance: \$7,500.00 Accessories used: 64 exterior clips and 36 interior clips x \$60/ea. = \$6,000.00	(\$1,500.00)		(\$1,500)
<b>Subcontractor Totals</b>	<b>(\$1,500.00)</b>	<b>\$0.00</b>	<b>(\$1,500)</b>



**RFC #010R7**

NFT Group, LLC 831 Elysian Fields Ave - C. New Orleans, Louisiana 70117

Phone: 504-330-2189

Date: 09/22/23

**RFC #010R7 – Window Flashing Redesign**

Attached please find our Request For Change #010R7 – Window Flashing Redesign in the amount of:

**Add \$131,067.00 (One Hundred Thirty-One Thousand Sixty-Seven Dollars and Zero Cents)**

**\$4,368.90 per window**

**And**

**Add 60 (Sixty) Calendar Days**

Additive for **\$7,500.00 (Seven Thousand Five Hundred Dollars and Zero Cents)** for unforeseen panels, clips, or components that require replacement during this change work.

NFT is submitting this RFC which includes the overall additional cost associated with design changes to the window flashing scope of work. A mockup with subsequent water test was performed on 1 (one) window following the flashing detail in the contract documents issued in the bid documents. The water test produced results of leaks and the weather tight design intent failing. New details were issued by the Design Team to install 1 (one) monolithic flashing sleeve encasing the entire window at each opening followed by fluid applied weather barrier. An additional mockup and water test reflective of this was performed after approval of RFC #007 –Additional Window Mockup. The water test illustrated no leaks and the revised flashing design to be suitable. This RFC is inclusive of all costs to perform this work at each window opening shown on the contract drawings to receive new flashing. This RFC is above and beyond our base contract scope; therefore, NFT is submitting this proposed change order request for review and approval.

Included in this Change is all labor, material, and equipment as required to complete the following:

1. Remove existing metal panels around each window to be flashed.
2. Remove existing windows.
3. Furnish and install new monolithic sleeve at each window.
4. Fluid apply waterproofing membrane over monolithic sleeve.
5. Reinstall the windows.
6. Reinstall the existing metal panels.
7. Only those items outlined above.

Schedule:

- NFT is requesting 60 additional calendar days associated with this RFC.

Qualifications:

1. This RFC shall become a Change Order.
2. This includes removal of metal panels, window, installing new monolithic flashing sleeve, waterproofing fluid applied, reinstalling the window and metal panels.
3. Monolithic flashing sleeves will be raw aluminum.
4. As requested we have included a \$7500 contingency to apply to any additional unforeseen conditions or repairs/replacement of components encountered during the panel removal/re-installation. Replacement panels are priced at \$180 each and clips at \$60 apiece. As discussed, we will notify the design team of any damaged components as initial removal of these panels is underway. This is an allowance and any of these funds not used in this change work will be credited back to the Owner.
5. This RFC is valid until 09/29/23.

**mvalentine@nftgr.com**

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**From:** Jason Hayes <jhayes@nftgr.com>  
**Sent:** Wednesday, January 24, 2024 10:30  
**To:** AM Matthew Valentine  
**Subject:** EDDC-Glendale Metal Clips

Matthew,

As of January 24, Glendale installed (36) Clips to date.

**mvalentine@nftgr.com**

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**From:** Jason Hayes <jhayes@nftgr.com>  
**Sent:** Tuesday, February 6, 2024 1:37 PM  
**To:** Matthew Valentine  
**Subject:** Re: EDDC-Glendale Metal Clips

Matthew,

As of February 6, Glendale installed (64) additional metal clips. Totaling 100 to date.

On Wed, January 24, 2024, 10:30 AM Jason [Hayes <jhayes@nftgr.com>](mailto:jhayes@nftgr.com) wrote:  
Matthew,

As of January 24, Glendale installed (36) Clips to date.