

MEMORANDUM

TO: Ryan Graham, Director Parks and Recreation

FROM: Dennis deJong, Assistant Director Parks and Recreation

RE: Change Order #4 – Hays House Phase II

DATE: 12/6/2018

The Park Department is requesting approval for Change Order #4 in the amount of \$28,836 to Seals Enterprises for the restoration of the historic Hays House Phase II construction project. A change order is required to accommodate unforeseen conditions discovered during construction as well as substantial upgrades that will result in significant improvements to the integrity of the historic structure.

As you are aware, ensuring that the final product is completed at the highest professional standards for a 180+ year old house poses unique challenges. We are confident that essential work has been undertaken to preserve and enhance this historical treasure. A detailed summary of additions and credits for the project is included with this memo. No additional change order requests are anticipated and this will close out this project.

Your consideration is respectfully appreciated.

