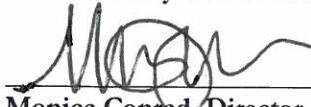




**MEMORANDUM**

**TO:** Jim Gray, Mayor  
Sally Hamilton, CAO  
Urban County Council Members

**FROM:**   
Monica Conrad, Director  
Parks and Recreation

**RE:** Change Order #1  
Architectural and Engineering Services for Bell House  
Contract No. 162-2015

**DATE:** July 22, 2016

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Request

This is a request for Council approval of change order one (1) to increase the contract with Fitzsimmons Office of Architecture, Inc. in the amount of \$16,810.00 for architectural and engineering services for Bell House originally approved in Resolution 162-2015.

Why are you requesting?

Department needs this action completed because:

The original contract was for Phase I & II architectural and structural assessment of the building. Based on the results of that assessment, several immediate repairs have been recommended. This change order is to add professional services in order to bid the recommended repairs. The professional services to be added are:

- Phase III – Prepare schematic drawings to obtain BOAR approval of exterior repairs
- Phase IV – Prepare Plans, Special Conditions and Technical Specifications for bidding
- Phase V – Provide Construction Administration during construction



What is the cost in this budget year and future budget years?

The cost for this FY is: \$16,810.00

Future cost of this action: \$0

Are the funds budgeted?

The funds are budgeted or a budget amendment is in process: Budgeted

Account number: Bell House                      4024 707603 7235 91015                      2014

File Number: 868-16

Director/Commissioner: Conrad/Reed

