



ENGINEERS

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**LETTER OF TRANSMITTAL**

**DATE:** February 4, 2019

**REI Project**

**No.:** 016RAL-100

**Project Name:** Criminal Justice Resource Center-Roof Replacement and Replacement of HVAC Unit

**Attention:** Mr. Charles King, Project Facilitator  
Durham County  
General Services  
310 South Dillard Street  
Durham, NC 27701

WE ARE SENDING YOU:  Attached  Under separate cover via \_\_\_\_\_ the following items:  
 Shop drawings  Prints  Plans  Samples  Specifications  
 Copy of letter  Change order

COPIES	DATE	NO.	DESCRIPTION
1	1/24/2019		Change Order No. 1

THESE ARE TRANSMITTED as checked below:

For approval  Approved as submitted  Resubmit copies for approval  
 For your use  Approved as noted  Submit copies for distribution  
 For review and comment  Return corrected prints  
 FOR BIDS DUE  PRINTS RETURNED AFTER LOAN TO US

**REMARKS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COPY TO:**

**SIGNED:** 



# AIA Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Durham County Criminal Justice Resource Center 326 East Main Street Durham, NC 27701	<b>CONTRACT INFORMATION:</b> Contract For: Replacement of Main Roof and HVAC Unit  Date: May 15, 2018	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001  Date: January 24, 2019
<b>OWNER:</b> <i>(Name and address)</i> County of Durham 310 South Dillard Street Durham, NC 27701	<b>ARCHITECT:</b> <i>(Name and address)</i> REI Engineers, Inc. 9121 Anson Way Suite 100 Raleigh, NC 27615	<b>CONTRACTOR:</b> <i>(Name and address)</i> Baker Roofing Company (RAL) 517 Mercury Street Raleigh, NC 27603

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*



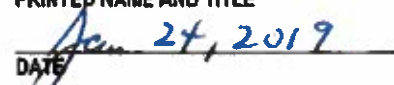
See Attached Change Proposal Form

The original Contract Sum was	\$	483,141.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	483,141.00
The Contract Sum will be increased by this Change Order in the amount of	\$	56,157.00
The new Contract Sum including this Change Order will be	\$	539,298.00

The Contract Time will be unchanged by Zero (0) days.  
The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

REI Engineers, Inc. <b>ARCHITECT</b> <i>(Firm name)</i>	Baker Roofing Company (RAL) <b>CONTRACTOR</b> <i>(Firm name)</i>	County of Durham - General Services <b>OWNER</b> <i>(Firm name)</i>
 <b>SIGNATURE</b>	 <b>SIGNATURE</b>	 <b>SIGNATURE</b>
Robert Tomlinson, Project Manager <b>PRINTED NAME AND TITLE</b>	Denis Rivera, Project Manager <b>PRINTED NAME AND TITLE</b>	 <b>PRINTED NAME AND TITLE</b>
 <b>DATE</b>	1/28/2019 <b>DATE</b>	 <b>DATE</b>

  
**BAKER**  
**ROOFING**  
**SINCE 1915**  
**CHANGE PROPOSAL FORM**

Project: CJRC- Roof Replacement      Proposal Request #: 1  
 Contractor: REI / Durham County      Date: 1/14/2019  
 ASI #: N/A      RFI #: N/A

**Description of Change-**

- 1.) Remove existing Coal Tar Pitch BUR roof down to concrete decking. Existing residue remaining is acceptable.
- 2.) Clean and prime concrete deck with asphalt primer
- 3.) Apply torched base ply membrane (To meet specifications) to the entire deck and base of concrete parapet walls.

<b>Materials</b>			<b>SUBTOTALS</b>
	1 Total Cost of Materials	<u>\$10,944</u>	
	2 Sales Tax @ 7.50%	<u>\$821</u>	
	3 Shipping & Transportation	<u>\$0</u>	<u>\$11,764</u>
<b>Labor</b>			
	4 Total Cost of Labor	<u>\$21,060</u>	
	5 Payroll Taxes & Insurance 49.5%	<u>\$10,425</u>	<u>\$31,485</u>
<b>Equipment</b>			
	6 Equipment Rental	<u>\$4,635</u>	<u>\$4,635</u>
<b>Materials, Labor, and Equipment Subtotal</b>			
	7 Total Materials, Labor, & Equipment	<u>\$47,884</u>	
	8 Overhead & Profit on Item 7 @ 15%	<u>\$7,183</u>	<u>\$55,067</u>
<b>Subcontractors</b>			
	9 Subcontractors	<u>\$0</u>	
	10 Overhead & Profit on Item 9 @ 10%	<u>\$0</u>	<u>\$0</u>
		<b>Subtotal of Proposal</b>	<u><b>\$55,067</b></u>
	11 Bond (if not entrolled in Subguard) @ 1.98%	<u>\$1,090</u>	<u>\$1,090</u>
		<b>TOTAL OF CHANGE PROPOSAL</b>	<u><b>\$56,157</b></u>

