

# SECTION 00942 – Change Order Form

No. \_\_\_\_\_

DATE OF ISSUANCE: September 10, 2024

EFFECTIVE DATE: September 10, 2024

OWNER: Indian River County  
 CONTRACTOR Close Construction  
 Project: RENOVATION OF THE JONES' PIER CONSERVATION AREA BUNGALOW  
 OWNER'S Bid No. 2024009

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

Description:

Addition of 23 days to contract time and formally incorporate work change directives 1, 2, and 3

Reason for Change Order:  
 Prepare for final completion

Attachments: (List documents supporting change)  
 Work change directives 1, 2 and 3.

CHANGE IN CONTRACT PRICE:	
Description	Amount
Original Contract Price	\$ _____
Net Increase (Decrease) from previous Change Orders No. _____ to _____:	\$ _____
Contract Price prior to this Change Order:	\$ _____
Net increase (decrease) of this Change Order:	\$ _____
Contract Price with all approved Change Orders:	\$ _____

CHANGE IN CONTRACT TIMES	
Description	Time
Original Contract Time:	(days or dates)
Substantial Completion:	<u>150</u>
Final Completion:	<u>180</u>
Net change from previous Change Orders No. _____ to _____:	(days)
Substantial Completion:	<u>0</u>
Final Completion:	<u>0</u>
Contract Time prior to this Change Order:	(days or dates)
Substantial Completion:	<u>150</u>
Final Completion:	<u>180</u>
Net increase (decrease) this Change Order:	(days or dates)
Substantial Completion:	<u>23</u>
Final Completion:	<u>23</u>
Contract Time with all approved Change Orders:	(days or dates)
Substantial Completion:	<u>173 9/10/2024</u>
Final Completion:	<u>203 10/10/2024</u>

ACCEPTED:
By: <i>Thomas "Jake" Close</i>
CONTRACTOR (Signature)
Date: <u>8/27/2024</u>

RECOMMENDED:
By:
ENGINEER (Signature)
Date:

APPROVED:
By:
OWNER (Signature)
Date:

SECTION 00948 – Work Change Directive

No. 1

DATE OF ISSUANCE: 5/2/2024

EFFECTIVE DATE: \_\_\_\_\_

OWNER: Indian River County

CONTRACTOR \_\_\_\_\_

Project: RENOVATION OF THE JONES' PIER CONSERVATION AREA BUNGALOW

OWNER'S Bid No. 2024009

FM No.: Error! Reference source not found.

You are directed to proceed promptly with the following changes:

Description: Replace batt insulation with R-20 BASF Spraytite insulation in the crawl space area; Add R-30 BASF Enertite G (8 inches) Open Cell Foam in the Vaulted Ceiling area, Gable Walls and Dormer Walls.

Reason for Change Order: Change to and an added item to the original scope of work

Attachments: (List documents supporting change) – Change Order Requests #1 and #2

If OWNER or CONTRACTOR believe that the above change has affected Contract Price any Claim for a Change Order based thereon will involve one or more of the following methods as defined in the Contract Documents.

Method of determining change in  
Contract Prices

- ☐ Unit Prices  
☐ Lump Sum  
☐ Other: \_\_\_\_\_  
☒ By Change Order: attached

Estimated increase (decrease) of this Work  
Change Directive  
\$ 7,762.50

If the change involves an increase, the estimated  
amount is not to be exceeded without further  
authorization.

Method of determining change in  
Contract Times

- ☐ Contractor's Records  
☐ Engineer's Records  
☐ Other: \_\_\_\_\_  
☐ By Change Order:

Estimated increase (decrease) in Contract Times:

Substantial Completion: \_\_\_\_\_ days;  
Ready for Final Completion: \_\_\_\_\_ days.

If the change involves an increase, the estimated  
time is not to be exceeded without further  
authorization.

ACCEPTED: Close Construction Services By: <i>Thomas C. Close</i>
CONTRACTOR (Signature)
Date: 5/2/2024

RECOMMENDED: Spiegle Architectural Group By: <i>Anthony J Donadio</i>
____ (Signature) Architect
Date: 05/02/2024

APPROVED: By: <i>John M. Sendeef</i>
OWNER (Signature)
Date: <i>5/05/2024</i>

**\*\* END OF SECTION \*\***

Work Change Directive – 00948



**Construction Services, LLC**

State License #CGC1526474

General Construction  
Construction Management

March 26, 2024

Mr. Anthony Donadio  
Donadio & Associates, - A Spiezle Architectural Group, Inc.  
2001 9<sup>th</sup> Avenue, Suite 308  
Vero Beach, FL 32960

Re: Jones' Pier Bungalow Rehabilitation  
Contract #2024009

Dear Tony:

The plans call for fiberglass batt insulation to be installed in the crawl space floor joist. Gale Insulation, our insulation subcontractor, recommends the use of either of the following closed cell foam insulation in lieu of batt.

Below are the options available:

Option #1 – R-20 BASF Spraytite = 3 nominal inches of closed cell foam

Spraytite R-20 Cost:	\$5,897.00
Less Cost for Batt Ins:	<u>(\$2,089.00)</u>
Net Additional Cost:	\$3,808.00
O/H & Profit @ 15%:	<u>\$ 571.20</u>
Total Additional for Option #1:	\$4,379.20

Option #2 – R-30 BASF Spraytite = 4.5 nominal inches of closed cell foam

Spraytite R-30 Cost:	\$8,636.00
Less Cost for Batt Ins:	<u>(\$2,089.00)</u>
Net Additional Cost:	\$6,547.00
O/H & Profit @ 15%:	<u>\$ 982.05</u>
Total Additional for Option #2:	\$7,529.05

We have included the technical data for the proposed BASF Spraytite insulation for your review and consideration.

Please let us know if you have any questions in this regard.

Should you wish to proceed with a change in the type of insulation installed in the crawl space, please sign, date, and return a copy of this letter.

Thank you.

*Chris Close*

Thomas C. Close  
President

**Accepted by:**

Please indicate the Option number you wish to proceed with:

Option #1 X

Option #2 \_\_\_\_\_

Name & Title: Anthony J. Donadio, Principal

Signature: *Anthony J. Donadio*

Date: 05/02/2024



**Construction Services, LLC**

State License #CGC1526474

General Construction  
Construction Management

April 4, 2024

Mr. Anthony Donadio  
Donadio & Associates - A Spiezle Architectural Group, Inc.  
2001 9<sup>th</sup> Avenue, Suite 308  
Vero Beach, FL 32960

Re: Jones' Pier Bungalow Renovation  
Contract #2024009

Dear Tony:

As recommended by the Engineer, Kamm Consulting, below is the quote to provide and install R-30 BASF Enertite G (8 inches) Open Cell Foam in the Vaulted Ceiling area, Gable walls, and Dormer Walls:

Additional for labor and materials (Gale Insulation – see attached quote)	\$4,613.00
Credit for R-30 Batt Insulation	(\$1,671.00)
O/H & Profit @ 15%	<u>\$ 441.30</u>
<b>Total Additional:</b>	<b>\$3,383.30</b>

We have included the technical data for the proposed BASF Enertite G insulation for your review and consideration

Please let us know if you have any questions in this regard.

Should you wish to proceed with a change in the type of insulation installed in the attic areas, please sign, date, and return a copy of this letter.

Thank you.  
*Chris Close*  
Thomas C. Close  
President

**Accepted by:**

Please indicate if you wish to proceed with this change:  
Yes X No \_\_\_\_\_

Name & Title: Anthony J. Donadio, Principal

Signature: *Anthony J. Donadio*

Date: 05/02/2024



## SECTION 00948 – Work Change Directive

No. 2DATE OF ISSUANCE: 6/21/2024

EFFECTIVE DATE: \_\_\_\_\_

OWNER: Indian River County

CONTRACTOR \_\_\_\_\_

Project: RENOVATION OF THE JONES' PIER CONSERVATION AREA BUNGALOW

OWNER'S Bid No. 2024009

FM No.: \_\_\_\_\_

You are directed to proceed promptly with the following changes:

Description:

- Additional Asbestos Abatement was needed to remove asbestos found below the kitchen flooring.
- Change PVC beadboard to Gypsum Wallboard. This change has resulted in a credit.
- Refinish existing wood flooring and replace approximately 200 SF of wood flooring. Cost exceeds the Bid Allowance of \$20,000 indicated in Bid Addendum #1.

Reason for Change Order: Change to the original scope of work.

Attachments: (List documents supporting change) – Change Order Requests #3, #5 and #6

If OWNER or CONTRACTOR believe that the above change has affected Contract Price any Claim for a Change Order based thereon will involve one or more of the following methods as defined in the Contract Documents.

Method of determining change in  
Contract Prices

- ☐ Unit Prices  
☐ Lump Sum  
☐ Other: \_\_\_\_\_  
☒ By Change Order: attached

Estimated increase (decrease) of this Work  
Change Directive  
\$ 5,600.74

If the change involves an increase, the estimated  
amount is not to be exceeded without further  
authorization.

Method of determining change in  
Contract Times

- ☐ Contractor's Records  
☐ Engineer's Records  
☐ Other: \_\_\_\_\_  
☐ By Change Order:

Estimated increase (decrease) in Contract Times:

Substantial Completion: \_\_\_\_\_ days;  
Ready for Final Completion: \_\_\_\_\_ days.

If the change involves an increase, the estimated  
time is not to be exceeded without further  
authorization.

ACCEPTED: Close Construction Services By: <i>Thomas C. Close</i> CONTRACTOR (Signature)  Date: 6/21/2024
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RECOMMENDED: Spiezle Architectural Group, Inc. By: <i>Anthony J. Donadio</i> ENGINEER (Signature)  Date: 07/11/2024
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APPROVED: <i>[Signature]</i> By: _____ OWNER (Signature)  Date: 7/12/24
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\*\* END OF SECTION\*\*

Work Change Directive – 00948

# CLOSE

Construction Services, LLC  
State License #CGC1526474

General Construction  
Construction Management

April 3, 2024

Mr. Anthony Donadio  
Donadio & Associates Architects, P.A.  
2001 9<sup>th</sup> Avenue, Suite 308  
Vero Beach, FL 32960

Re: Jones' Pier Bungalow Renovation  
Contract #2024009

Dear Tony:

The Contract Documents indicated that due to an Asbestos Test, asbestos was present in the Laundry and Bath areas. The Kitchen area had not been tested due to the wood flooring in place. However, once the flooring was removed and the area tested, asbestos was found to be present. Below is the additional cost for the Asbestos Abatement needed in the Kitchen area:

Additional for labor and materials (Cromwell Environmental Revised Proposal)	\$1,245.00
O/H & Profit @ 15%	<u>\$ 186.75</u>
<b>Total Additional:</b>	<b>\$1,431.75</b>

We have included Cromwell's original proposal as well as their revised proposal, including the Kitchen area.

Please let us know if you have any questions in this regard.

Before proceeding with this work, we would appreciate you signing below and returning a copy to us to acknowledge the additional amount will be added to our Contract.

Thank you.  
*Chris Close*  
Thomas C. Close  
President

**Accepted by:**

Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# CLOSE

Construction Services, LLC

State License #CGC1526474

General Construction  
Construction Management

May 15, 2024

Mr. Anthony Donadio  
Donadio & Associates Architects, P.A.  
2001 9<sup>th</sup> Avenue, Suite 308  
Vero Beach, FL 32960

Re: Jones' Pier Bungalow Renovation  
Contract #2024009

Dear Tony:

We offer the following credit resulting from the change from PVC beadboard to Gypsum Wallboard (GWB).  
All materials and labor to be furnished by Close Construction Services, LLC:

Costs and Credit for labor and materials, including

- |  |                      |
|--|----------------------|
| - PVC Beadboard credit (\$228.74/sheet x 45) | (\$10,293.51) credit |
| - Furnish/finish GWB (\$2.50/SF x 1440 SF)   | \$3,600.00           |
| - Paint GWB panels (\$3.20/SF x 1440 SF)     | <u>\$4,608.00</u>    |

**Total Credit:** **(\$2,085.51)**

Please let us know if you have any questions in this regard.

Before proceeding with this work, we would appreciate you signing below and returning a copy to us to acknowledge the change to our Contract.

Thank you.  
*Chris Close*  
Thomas C. Close  
President

Accepted by:

Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# CLOSE

Construction Services, LLC

State License #CGC1526474

General Construction  
Construction Management

June 18, 2024

Mr. Anthony Donadio  
Donadio & Associates Architects, P.A.  
2001 9<sup>th</sup> Avenue, Suite 308  
Vero Beach, FL 32960

Re: Jones' Pier Bungalow Renovation  
Contract #2024009

Dear Tony:

We offer the following proposal to refinish the existing wood flooring and replace 200 SF of flooring removed.

Additional for labor and materials, including	
- Sand and prep existing wood flooring	\$19,430.00 (see attached proposal)
- Replace approx. 200 SF of removed flooring	\$ 1,500.00 (material cost)
- Equipment to install new flooring	\$ 300.00
- Labor to install new wood flooring	<u>\$ 1,600.00</u>
Subtotal:	\$22,830.00
O/H & Profit @ 15%	<u>\$ 3,424.50</u>
Subtotal:	\$26,254.50
Less Allowance provided in Bid (per Addendum 1)	<u>(\$20,000.00)</u>
<b>Total Additional:</b>	<b>\$6,254.50</b>

Please let us know if you have any questions in this regard.

Before proceeding with this work, we would appreciate you signing below and returning a copy to us to acknowledge the additional amount will be added to our Contract.

Thank you.

*Chris Close*

Thomas C. Close  
President

**Accepted by:**

Name & Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**SECTION 00948 – Work Change Directive**

No. 3

DATE OF ISSUANCE: 8/26/2024

EFFECTIVE DATE: 8/26/2024

OWNER: Indian River County  
 CONTRACTOR: Close Construction Services, LLC  
 Project: RENOVATION OF THE JONES' PIER CONSERVATION AREA BUNGALOW  
OWNER'S Bid No. 2024009  
 FM No.: \_\_\_\_\_

You are directed to proceed promptly with the following changes:

Description:

- Additional labor and materials to complete modifications needed to install an aquarium.
- Labor and materials to be furnished and installed by Close Construction Services, LLC; Southpaw Plumbing; and Complete Electric, Inc.
- Credit due to HVAC changes to change from a 4-Ton unit to a 3-Ton unit.

Reason for Change Order: Change to the original scope of work.

Attachments: (List documents supporting change) – Change Order Request #7.

If OWNER or CONTRACTOR believe that the above change has affected Contract Price any Claim for a Change Order based thereon will involve one or more of the following methods as defined in the Contract Documents.

Method of determining change in  
Contract Prices

- ☐ Unit Prices  
☐ Lump Sum  
☐ Other: \_\_\_\_\_  
☒ By Change Order: attached

Method of determining change in  
Contract Times

- ☐ Contractor's Records  
☐ Engineer's Records  
☐ Other: \_\_\_\_\_  
☐ By Change Order:

Estimated increase (decrease) of this Work  
Change Directive  
\$ 14,785.62

If the change involves an increase, the estimated amount is not to be exceeded without further authorization.

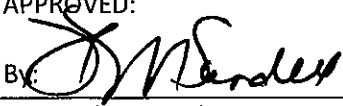
Estimated increase (decrease) in Contract Times:

Substantial Completion: \_\_\_\_\_ days;  
 Ready for Final Completion: \_\_\_\_\_ days.

If the change involves an increase, the estimated time is not to be exceeded without further authorization.

ACCEPTED: Close Construction Services By: <i>Thomas C. Close</i> CONTRACTOR (Signature)  Date: 8/26/2024
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RECOMMENDED: Spiegle Architectural Group, Inc. By: <i>Anthony J. Donadio</i> ARCHITECT (Signature)  Date: 08/26/2024
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APPROVED:  By: _____ OWNER (Signature)  Date: <i>8/26/24</i>
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**\*\* END OF SECTION \*\***

Work Change Directive – 00948

# CLOSE

**Construction Services, LLC**

State License #CGC1526474

General Construction  
Construction Management

August 23, 2024

Mr. Anthony Donadio  
Donadio & Associates Architects, P.A.  
2001 9<sup>th</sup> Avenue, Suite 308  
Vero Beach, FL 32960

Re: Jones' Pier Bungalow Renovation  
Contract #2024009

Dear Tony:

We offer the following proposal for the modifications needed to install the aquarium:

Additional for labor and materials provided by Close Construction, including but not limited to:

- Beam 4 – 2x12's @ 12' long double/flitched	\$ 146.29
- Steel flitch – 5.5"w x ½" thick x 12'	\$ 1,538.90
- ½" SS bolts @ 8" OC staggered (\$3.33 ea. x 36)	\$ 119.88
- Nuts box of 50	\$ 18.09
- Labor to drill steel / set beams / thru bolt	\$ 2,500.00
- LTA2 beams to pillar (wrong application) A conn x 6	\$ 30.00
- ABU 44z J conn x 2	\$ 50.87
- 5/8" bolts x 8" x 2	\$ 14.00
- Labor to set buckets and couple to beam	\$ 250.00
- 2 x 8 joists x 8' \$11.32 ea x 5	\$ 56.60
- LUS28 connectors to ex beam \$2.55 each x 10	\$ 25.50
- Cut back existing joists x 2	\$ 150.00
- Labor to mount joists/hangers x 10	\$ 1,500.00
Subtotal for Close Construction, LLC:	\$ 6,400.13

Additional labor and materials for the Electrician to make changes per the drawing dated 6/3/2024 (Lighting changes – Add (2) "Y" fixtures; add converter for back up of floods & porch recess lighting; add astronomical time clock for "Y" fixtures, add (2) exit lights (porch & office); add junction box for millwork lighting (Millwork Lighting furnished and installed by others); power changes – delete (2) floor boxes; add ceiling projector receptacle:

Additional cost for materials including tax	\$ 4,290.88
Additional cost for labor	\$ 480.00
Credit (2) floor boxes and 12/2 MC Cable (incl. tax)	( 974.45)
Credit labor for floor boxes, etc.	( 80.00)
	<u>\$3,716.43</u>
15% Subcontractor OH/Profit	<u>\$ 557.47</u>
Complete Electric Subtotal:	\$4,273.90

Additional labor and materials to install sanitary and primer pipe for added floor drain, including HWC alternate and lavatory alternate:

Southpaw Plumbing Subtotal: \$2,128.55

Credit due to HVAC changes, including, but not limited to the switch from a 4-Ton unit to a 3-Ton unit.

Snyder's Cooling Subtotal: (\$ 320.00)

**Subtotal for all changes  
in Scope of Work Outlined above: \$12,482.58**

**Bond Premium @ 3% \$ 374.48**  
**\$12,857.06**

**O/H & Profit @ 15% \$ 1,928.56**

**Total Additional: \$14,785.62**

We have included back proposals from the various subcontractors included in this proposal.

Due to these changes in the scope of work, we respectfully request an additional **23** days be added to the Contract Substantial Completion days.

Please let us know if you have any questions in this regard.

Before proceeding with this work, we would appreciate you signing below and returning a copy to us to acknowledge the additional amount will be added to our Contract.

Thank you.

*Jake Close*  
Jake Close  
Vice President

**Accepted by:**

Name & Title: Anthony J. Donadio

Signature: *Anthony J. Donadio*

Date: 08/23/2024