



Department of
Facilities Management

DATE: June 15, 2023

TO: Diego Delgadillo
Holt Construction Corp.

FROM: Frank T. Lopez, Assistant Director, Construction Services

RE: Elections Mercantile Lease Space Finish Out Project
Notice to Proceed

We are in receipt of PCO #2 (Mobile Storage System) in the amount of \$1,034.13. For reconfiguration of the Mobile Storage System and the addition of a new secure wire cage for future vertical lift storage modules. Revisions also include additional empty conduits and the relocation of cameras and access control per ASI #4.

Please be apprised that Holt Construction Corp. is authorized to proceed with the additional work described above. PC #2 is added scope to the contract price and will be reconciled with the next change order.

The description of work and cost breakdown have been reviewed and found to be acceptable. The Contract Time will be increased by zero (0) days for this work.

Please implement PCO #2 into Change Order #2.



Holt Construction Corp.
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F: (845) 735-4570

Project: 22-133 - 22-133 - Tarrant County - Elections Mercantile Space
3333 Quorum Drive, Suite 280
Forth Worth, Texas

PCO #2 - Per ASI #4 Revised

Description: This ASI incorporates revisions to the height and configuration of the Mobile Storage System and the addition of a new secure wire cage for future vertical lift storage modules. Revisions also include empty conduits and additional/relocation of cameras and access control.

Cost Impact: The Proposed Change Order due to ASI #4 totals the amount of \$1,034.13

Time Impact: Proposed Change Order will not have a time impact on the project.



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Prime Contract Potential Change Order #002: CE #014 - ASI #4 Revised - Shelving, Electrical, Security

Table with 4 columns: Field Name, Value, Field Name, Value. Includes fields like TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, and TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: CE #014 - ASI #4 Revised - Shelving, Electrical, Security

CHANGE REASON: Design Changes

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #014 - ASI #4 Revised - Shelving, Electrical, Security
Change order per ASI #4 Revised - Shelving, Electrical, Security, received via email.

- R & D Electrical
- No cost change order
ADT
- All cameras pendant mounted at 13' AFF, except CAM 102 which is wall mounted.
- Camera 102 will change from a Q3536-LVE to a Q3538-LVE
- Cameras 120, 124 and 125 no longer in scope.
- Relocate camera 103 per revised ASI #4R drawing.
- Relocate cameras SB101, 102, 103 and 104 per revised drawings. Camera model change to Q3819-PVE.

ATTACHMENTS:

Change Order Break Out - ASI #4R (ADT).xlsx , Change Order Break Out - ASI #4R (ADT).pdf , Change Order Request - ASI #4R (ADT).pdf

Table with 4 columns: #, Budget Code, Description, Amount. Row 1: 1, 26--00-00, Sub Electrical, ASI #4R - Security Systems Change Order, \$0.00



#	Budget Code	Description	Amount
2	28--00-00.....Sub Security Systems	ASI #4R - Security Systems Change Order	\$919.24
Subtotal:			\$919.24
General Conditions (5.00% Applies to all line item types.):			\$45.96
Fee (4.00% Applies to all line item types.):			\$38.61
Insurance (2.00% Applies to all line item types.):			\$20.08
Bond (1.00% Applies to all line item types.):			\$10.24
Grand Total:			\$1,034.13

Eric Hahnfeld (Hahnfeld Hoffer & Stanford)

Tarrant County – Election Mercantile

Holt Construction Corp.

3333 Quorum Drive, Suite 200
Forth Worth, Texas 76111

50 East Washington Ave
Pearl River, New York 10965

SIGNATURE

DATE

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DATE

SIGNATURE

DATE



Department of
Facilities Management

DATE: June 15, 2023

TO: Diego Delgadillo
Holt Construction Corp.

FROM: Frank T. Lopez, Assistant Director, Construction Services

RE: Elections Mercantile Lease Space Finish Out Project
Notice to Proceed

We are in receipt of PCO #4 (Heating, Ventilation, and Air Conditioning) in the amount of \$7,216.70. For unforeseen conditions resulting in added scope for removing the existing 10" heating ventilation and air condition insulated pipe, replace with 18" hard pipe, and re-insulate the pipe with R-6 duct wrap per RFI #3.

Please be apprised that Holt Construction Corp. is authorized to proceed with the additional work described above. PC #4 is added scope to the contract price and will be reconciled with the next change order.

The description of work and cost breakdown have been reviewed and found to be acceptable. The Contract Time will be increased by zero (0) days for this work.

Please implement PCO #4 into Change Order #2.



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PCO #4 - Replace 10 in. Duct with 18 in. Duct

Description: Replace snap lock with 18" per RFI #3.

Cost Impact: The Proposed Change Order due to RFI #3 totals the amount of \$7,216.70

Time Impact: Proposed Change Order will not have a time impact on the project.



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Prime Contract Potential Change Order #004: CE #013 - Replace 10 in duct with 18 in duct

Table with 4 columns: Field Name, Value, Field Name, Value. Includes fields like TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, and TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: CE #013 - Replace 10 in duct with 18 in duct

CHANGE REASON: Unforeseen Conditions / Field Conditions

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

CE #013 - Replace 10 in duct with 18 in duct
Replace Snap Lock with 18" per RFI#3.

ATTACHMENTS:

Staxmatic - Replace 10 in duct with 18 in duct.pdf

Table with 4 columns: #, Budget Code, Description, Amount. Includes line items for Sub HVAC and various conditions (General, Fee, Insurance, Bond) with a Grand Total of \$7,216.70.

Eric Hahnfeld (Hahnfeld Hoffer & Stanford)

Tarrant County – Election Mercantile

Holt Construction Corp.

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50 East Washington Ave
Pearl River, New York 10965

SIGNATURE DATE SIGNATURE DATE SIGNATURE DATE



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DATE: June 15, 2023

TO: Diego Delgadillo
Holt Construction Corp.

FROM: Frank T. Lopez, Assistant Director, Construction Services

RE: Elections Mercantile Lease Space Finish Out Project
Notice to Proceed

We are in receipt of PCO #5 (Digital Time Clock) in the amount of \$2,406.23. For unforeseen conditions resulting in added scope for installing a digital time clock to control five (5) exhaust fans in restroom area that were not included in original specifications.

Please be apprised that Holt Construction Corp. is authorized to proceed with the additional work described above. PC #5 is added scope to the contract price and will be reconciled with the next change order.

The description of work and cost breakdown have been reviewed and found to be acceptable. The Contract Time will be increased by zero (0) days for this work.

Please implement PCO #5 into Change Order #2.



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PCO #5 - Electrical CO Per RFI 15

Description: Based on consultant answer on RFI 15, a digital time clock is required to control 5 exhaust fans on restroom area such that exhaust fans shall be running during business operation hour.

Cost Impact: The Proposed Change Order due to RFI #15 totals the amount of \$2,406.23

Time Impact: Proposed Change Order will have a time impact on the project, depending on material delivery dates and approved documentation.



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Project: 22-133 - 22-133 - Tarrant County - Elections Mercantile Space
 3333 Quorum Drive, Suite 280
 Forth Worth, Texas

Prime Contract Potential Change Order #005: CE #018 - Electrical CO Per RFI 15

TO:	Tarrant County – Election Mercantile 3333 Quorum Drive, Suite 200 Forth Worth, Texas 76111	FROM:	Holt Construction Corp. 50 East Washington Ave Pearl River, New York 10965
PCO NUMBER/REVISION:	005 / 0	CONTRACT:	22-133. - Tarrant County - Elections Mercantile Space
REQUEST RECEIVED FROM:		CREATED BY:	Diego Delgadillo (Holt Construction Corp.)
STATUS:	Pending - In Review	CREATED DATE:	5/5/2023
REFERENCE:		PRIME CONTRACT CHANGE ORDER:	None
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Amount Based
SCHEDULE IMPACT:		PAID IN FULL:	No
EXECUTED:	No	SIGNED CHANGE ORDER RECEIVED DATE:	
		TOTAL AMOUNT:	\$2,406.24

POTENTIAL CHANGE ORDER TITLE: CE #018 - Electrical CO Per RFI 15

CHANGE REASON: Unforeseen Conditions / Field Conditions

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*
 CE #018 - Electrical CO Per RFI 15

- RFI#15 Exhaust Fans Power & Control Bid Summary
 - Supply/Install additional power to (4) additional exhaust fans
 - Supply/Install (1) new TorkDG100a single channel time clock
 - Supply/Install (4) ½ hp max motor rated switches and covers
 - Supply control programing (schedule provided by others)
 - All work to be done during normal work hours.

The existing exhaust fans were ceiling mounted and tied into the lighting circuit, the drawings stated that there was a roof top fan to be replaced and to reuse that circuit, so there was never an exhaust fan circuit or a roof top exhaust fan. The demolition of the two fans is irrelevant to this pricing.

ATTACHMENTS:

[PCO RFI#15 Exhaust Fans Power & Control.pdf](#) , [_RFI#15 Exhaust Fans Power & Control Price.xls](#) , [_RFI#15 Exhaust Fans Power & Control Bid Summary .pdf](#) , [_RFI 15 - Exhaust Fans Control.pdf](#)

#	Budget Code	Description	Amount	General Conditions (5.00% Applies to all line item types.)	Fee (4.00% Applies to all line item types.)	Insurance (2.00% Applies to all line item types.)	Bond (1.00% Applies to all line item types.)	Subtotal
1	26--00-00-_LAB..Sub Electrical - Labor.Subcontractor	RFI #15 Exhaust Fans Power & Control	\$1,153.46	\$57.67	\$48.45	\$25.19	\$12.85	\$1,297.62



#	Budget Code	Description	Amount	General Conditions (5.00% Applies to all line item types.)	Fee (4.00% Applies to all line item types.)	Insurance (2.00% Applies to all line item types.)	Bond (1.00% Applies to all line item types.)	Subtotal
2	26--00-00._MAT..Sub Electrical - Materials.Subcontractor	RFI #15 Exhaust Fans Power & Control	\$985.46	\$49.27	\$41.39	\$21.52	\$10.98	\$1,108.62
Subtotal:			\$2,138.92	\$106.94	\$89.84	\$46.71	\$23.83	\$2,406.24
Grand Total:								\$2,406.24

Eric Hahnfeld (Hahnfeld Hoffer & Stanford)

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TO: Diego Delgadillo
Holt Construction Corp.

FROM: Frank T. Lopez, Assistant Director, Construction Services

RE: Elections Mercantile Lease Space Finish Out Project
Notice to Proceed

We are in receipt of PCO #7 (Single Phase Motor) in the amount of \$1,278.54. For added electrical scope to change from the originally specified three phase motor to a single phase motor for the 5 overhead doors.

Please be apprised that Holt Construction Corp. is authorized to proceed with the additional work described above. PC #7 is added scope to the contract price and will be reconciled with the next change order.

The description of work and cost breakdown have been reviewed and found to be acceptable. The Contract Time will be increased by zero (0) days for this work.

Please implement PCO #7 into Change Order #2.



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PCO #7 - Electrical CO Per RFI 19

Description: Based on RFI #19, motor for 5 overhead doors have been changed to single phase (120 volts) instead of 3 phase as the original design.

Cost Impact: The Proposed Change Order due to RFI #19 totals the amount of \$1,278.54

Time Impact: Proposed Change Order will have a time impact on the project, depending on material delivery dates and approved documentation.



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Prime Contract Potential Change Order #007: CE #021 - Electrical CO Per RFI 19

Table with 4 columns: TO, FROM, PCO NUMBER/REVISION, CONTRACT, REQUEST RECEIVED FROM, CREATED BY, STATUS, CREATED DATE, REFERENCE, PRIME CONTRACT CHANGE ORDER, FIELD CHANGE, LOCATION, ACCOUNTING METHOD, SCHEDULE IMPACT, PAID IN FULL, EXECUTED, SIGNED CHANGE ORDER RECEIVED DATE, TOTAL AMOUNT.

POTENTIAL CHANGE ORDER TITLE: CE #021 - Electrical CO Per RFI 19

CHANGE REASON: Unforeseen Conditions / Field Conditions

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)
CE #021 - Electrical CO Per RFI 19

- RFI #19 Overhead Doors Bid Summary
Supply/Install additional conductors to new panel per revised drawings
Supply/Install (5) new 20a breakers per new drawings
Supply/Install (5) 1/2 hp max motor rated switches and covers
Supply additional lift time for additional work
All work to be done during normal work hours

The deviation from the original design was based on the answer provided by the EOR. Electrical Sheet E-03 was updated. Referenced files included in the attachments.

ATTACHMENTS:

RFI 19 - Overhead Door Requirements.pdf , RFI #19 Overhead Doors Extention Price.pdf , RFI #19 Overhead Doors Bid Summary (R&D Elec.)pdf , PCO RFI#19 Overhead Doors (R&D Elec.)pdf

Table with 9 columns: #, Budget Code, Description, Amount, General Conditions (5.00% Applies to all line item types.), Fee (4.00% Applies to all line item types.), Insurance (2.00% Applies to all line item types.), Bond (1.00% Applies to all line item types.), Subtotal

