

January 26, 2017

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Letter of Request for a 30 day Extension for Project Completion Date in TIRZ
Agreement under Obligations of Croft on p.3 Section 4a.

Dear Samantha and TIRZ Board,

I apologize in advance for any inconvenience regarding my request to extend the existing completion date of February 28th 2017 to March 31st 2017.

Upon my original TIRZ agreement completion date of February 28th 2017, a 60-day buffer was built into my contractor's agreed upon date to be finished by December 31st 2016. When I submitted February 28th 2017 to the Board, I truly thought that a 60 day buffer was plenty of time as not to have to ask for an extension request in the future.

Unfortunately, as with most construction projects, this project has also encountered its share of unforeseen delays. These delays have translated into numerous weeks, now months, exceeding past the original expected contractor's finish date.

Some of the delays were getting a completed construction packet finalized for approved permitting. The contractor had some outstanding items required for approval. Upon permit approval, work commenced.

As soon as work commenced, it came to a screeching halt. Come to find out a sidewalk permit had not been addressed. Work ceased for weeks in the meantime until this was settled.

Once work was up and running again, an unexpected discovery occurred. The 1889 building had no footer. It was built on a few bricks and plain dirt. Back to the drawing board. Architect and engineer had to come up with plans to design and pour new footers. All of this took valuable weeks to plan and execute the new footer which was not in the original scope of work.

In the timeline, it is Thanksgiving week. Footers are poured. So at Thanksgiving, we are only at the original starting point for the originally planned scope of work. It took getting the unexpected footers completed just to begin at point A in the construction plans. Point A is where we can finally begin new construction and it is end of November.

It is now the undesired time of year with seasonal weather delays. It's either too cold or rainy. The CMU block took time to erect during favorable weather days in Nov. and Dec.

The contractor still thought he could be done by Jan 31 2017. However, another set back occurred this month, in the last couple of days. This last set back has put the Feb 28 2017 project completion deadline in jeopardy. The brick went up, and due to an omission, the brick had to come back down, resulting in an additional 2 week set back.

This is the point at which I felt the need to contact you on Jan 19th to pursue an extension. With this last set back, the deadline is too close to have the project complete and all the items submitted by Feb 28th. The brick is expected to be completed by Wed Feb 1 and everything is left to get done after brick.

Therefore, I am requesting a new deadline date of March 31, 2017. This 30 day extension allows time to complete the project work properly and have time to complete the additional items required in the Grant Submittal Package. Conscientiously, I must and will fulfill all Croft Obligations as stated in the TIRZ Agreement in Section 4. The extra time will allow me to do so properly.

Thank you for your consideration.

Alison C. Croft