



Ms. Patricia Jackson  
Facilities Construction Manager  
City of McKinney, TX

**RE: ADDITIONAL SERVICES REQUEST (REV) – Project No. LI1609, PO #191174**  
**Facilities Consulting / Owner’s Rep**  
**John and Judy Gay Library Expansion & Renovation**

Ms. Jackson,

Thank you for the opportunity to present this proposal to continue work with the City of McKinney in the role of Facilities Consultant and Owner’s Rep on the John and Judy Gay Library project.

As requested for this proposal, the snapshot of the project status that got us to this point is as follows:

- The original proposed fee from 720 design for \$49,600 would have covered our efforts for the original project contract completion date of March 30, 2020, including project close-out activities through April 2020.
- The project completion has now slipped to an anticipated Substantial Completion date of May 22, 2020. Project Close-Out will more than likely take us to the end of July.
- Issues contributing to the completion delay include – of which many we are still dealing with into May:
  - Construction Team performance for coordination issues
  - Change in Project Superintendent
  - Manpower/ staffing issues for some of the Trades
  - Deficiencies and the associated rework cycles for pavement, concrete grade beams and structural slab, masonry, floor finish / elevations, and painting
  - Critical path installation / delivery date delays – including structural steel, metal wall panels, and curtain wall
  - COVID-19 impacts on labor, and delivery of remaining products and materials (furniture, tensile fabric structure) – of which a few are now pushing into June



All of the above items have led to higher than anticipated efforts for 720 design, with the highest impact as a direct result deficient work and the associated rework cycles.

The additional services request are for the following efforts:

- Site Observations with ongoing progress of work, and identification of concerns and deficiencies
- Participation in weekly OAC meetings
- Review of remaining Applications for Payment
- Review and release of retainage
- Review and recommendations for approval of PCRs
- Involvement in the Punchlist process with the Design Team and Library Staff
- Involvement in Final Acceptance and Close-Out

Compensation:

The Additional Services request is structured on an “hourly not-to-exceed” basis.

Don Wertzberger, 720 design, will continue to serve as Owners Representative providing client contact and project management.

Key Personnel	Title	Hourly Rate	Anticipated Hours	Total
Don Wertzberger	Owners Representative	155.00	115	\$17,825
Additional Services for Completion of Construction JJGL&R Project - thru July 2020				

Thank you for this opportunity to be of service.

Regards,

May 15, 2020

Maureen Arndt

Date

720 design, inc.