

# AIA® Document G714™ – 2007

## Construction Change Directive

<b>PROJECT:</b> <i>(Name and address)</i> Rankin Elementary Renovations 1908 Forrest St. Tupelo, MS 38801	<b>DIRECTIVE NUMBER:</b> 001 <b>DATE:</b> June 1, 2016 <b>CONTRACT FOR:</b> General Construction	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONSULTANT:</b> <input type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR:</b> <i>(Name and address)</i> Murphy & Sons 9148 Corporate Avenue Southaven, MS 38671	<b>CONTRACT DATED:</b> March 08, 2016 <b>ARCHITECT'S PROJECT NUMBER:</b> 15076.00	

You are hereby directed to make the following change(s) in this Contract:  
*(Describe briefly any proposed changes or list any attached information in the alternative)*

The following changes are authorized to the Contingency Allowance:

Beginning Contingency Allowance Balance:	\$30,000.00
Revisions to the Media Area as noted by the design team dated 5-10-16 - outlined on the attached change order request (COR) 001	- \$17,341
Credit for attic stock lights - outlined on the attached change order request (COR) 001	+ \$4,294
Total Change to the Contingency Allowance per COR 001 and this CCD 1:	- \$13,047.00
Remaining Balance to the Contingency Allowance per this CCD 1:	\$16,953.00

### PROPOSED ADJUSTMENTS

- The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
  - Lump Sum decrease of \$0.00
  - Unit Price of \$        per
  - As provided in Section 7.3.3 of AIA Document A201-2007
  - As follows: The Contingency Allowance shall be reduced by \$13,047.00 leaving a remaining Contingency Balance of \$16,953.00

2. The Contract Time is proposed to (remain unchanged). The proposed adjustment, if any, is 0 days.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

JBHM Architects, P.A.  
ARCHITECT (Firm name)  
105 Court Street  
Tupelo, MS 38804  
ADDRESS

Tupelo Public School District  
OWNER (Firm name)  
72 South Green Street  
Tupelo, MS 38804  
ADDRESS

Murphy & Sons  
CONTRACTOR (Firm name)  
9148 Corporate Avenue  
Southaven, MS 38671  
ADDRESS

BY (Signature)  
William M. Lewis, AIA  
(Typed name)

BY (Signature)  
Dr. Gearl Loden  
(Typed name)

BY (Signature)  
David Murphy  
(Typed name)

DATE

DATE

DATE

## MEMORANDUM

JBHM Architects, P.A. ▪ 105 Court Street, Tupelo MS 38804 ▪ Phone 662 844 1822 ▪ Fax 662 844 0971

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**Date:** June 1, 2016  
**To:** All Parties  
**Subject:** Construction Change Directive No. 1  
**Project:** Renovations to Rankin Elementary, Tupelo, MS  
**P.N.:** 15076.00

1 Total page(s) attached and made a part of CCD 1

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The following is a description of the work that has been modified or changed from original bid set.

1. Additional plumbing: This work consisted of adding plumbing to keep a restroom in the main office and close to nurses station. There were some adjustments made to the plan to reduce the scope of work and price to allow this work proceed.
2. Slider Window: This work consist of removing an existing fixed window and replacing with a slider. This keeps children who are needing to ask a question or pick up something from coming in the main office.
3. Millwork Modifications: This work consist of reusing some of the existing millwork in existing nurses space and adding it in new nurses area and also creating a work area for the main office. We are also reusing the old media center cabinet in the new admin. space. All areas will receive new counter tops. This also include the relocation of new media center desk so that librarian has more visibility over the entire area.
4. Cut Window Opening: This window is to allow for admin in the main office to see who is coming into office and also who is coming and going into the media center.

### Changes not listed that are included in this price:

Enclosing the single door to main office and making it storefront to allow only one entrance for Visitors.

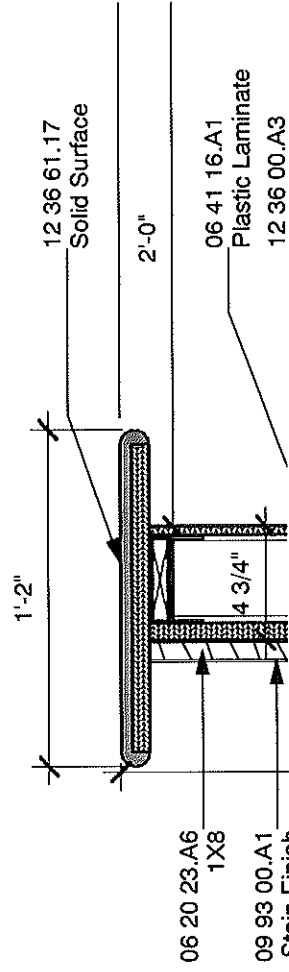
By: Charles Laney  
Charles Laney, Project Manager



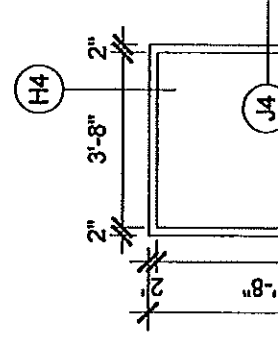
# 7 Sliding Window at Office

1/4" = 1'-0"

Door No.	Size			Finish	Mtl.
	W	H	Thk		
	Door				
206	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
208	3'-0"	7'-0"	1 3/4"		
211	3'-0"	6'-8"	0"		
212	3'-0"	7'-0"	1 3/4"		
301B	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
301D	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
302	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
304	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
305	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
307	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
308	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
309	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
310	2'-6"	7'-0"	1 3/4"	CLEAR	SCW
312A	2'-6"	7'-0"	1 3/4"	CLEAR	SCW



		Door			
Door No.	W	Size		Finish	Mtl.
		H	Thk		
301A	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
301B	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
301C	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
301D	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
302	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
304	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
305	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
306	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
307	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
308	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
309	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
310	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
312A	3'-0"	7'-0"	1 3/4"	CLEAR	SCW
312B	3'-0"	7'-0"	1 3/4"	CLEAR	SCW





Rev. Listed  
 This is Approved.  
 Issue Change Directive.

## CHANGE ORDER REQUEST



9148 Corporate Drive • P.O. Box 492  
 Southaven, Mississippi 38671  
 P (662) 393-3130 • F (662) 393-8111

Date: May 24, 2016 Project No.: 16449 C.O.R. No.: 001  
 To: Tupelo Public School District Project: Renovations to Rankin Elementary School  
 72 South Green Street 1908 Forrest Street  
 Tupelo, Mississippi 38804 Tupelo, Mississippi 38801  
 Attn.: Margaret Hood, Charles Laney From: Wes Hutcherson

### SCOPE OF CHANGE ORDER REQUEST

Scope of work includes all labor, materials, and equipment to make the revisions to the media area as noted by the design team dated 5-10-16. Detailed scopes below. Anything not listed is not included.

Item Description	Qty.	Unit	Labor		Material		Equipment		Subctr.	Total
			U.P.	Total	U.P.	Total	U.P.	Total		
<b>Additive Work</b>										
Plumbing	1.00	lpsm							6,900	6,900
Slider Window	1.00	lpsm	173.88	174	205.00	205	40.75	41		420
Millwork modifications	1.00	lpsm							9,010	9,010
Cut Window Opening In	12.00	sqft	28.16	338	8.84	106	5.61	67		511
Concrete work for plumbing work	14.00	sqft	25.60	358	5.01	70	5.14	72		501
	1.00									
	1.00									
<b>Deductive Work</b>										
Credit for attic stock lights	1.00								(4,294)	(4,294)
	1.00									
<b>Add-Ons</b>										
Sales Tax - Incd. in Mat. & Equip.										
Additive - O.H. & Profit @ M.S.I.	15.00%									
Additive - O.H. & Profit @ Subctr.	10.00%									

### AGREEMENT

I / We agree to the following price and conditions contained herein.

Approved By: (Name & Title)

Date

Change Order Request Total: 13,047

Contract Time Extension Days:



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662-862-9288

FAX 662-862-7849

P.O. Box 121 409 SOUTH SPRING STREET FULTON, MISSISSIPPI 38843

May 19, 2016

Wes Hutcheson  
Murphy & Sons, Inc.  
P.O. Box 492  
Southaven, MS 38671

Dear Wes:

RE: Rankin School  
Tupelo, MS  
New Nurse's Station  
Revised

We propose to furnish labor and materials necessary to relocate one water closet, one lavatory, and one stainless steel sink for a price \$5,980.00. Our price includes saw cutting and removal of concrete but does not include replacement.

You may add \$920.00 to furnish and install one sink in the art room. Our price is based on if existing plumbing is on the other side of the wall.

Our price is based on performing work on a regular time basis.

Respectfully submitted,

Jackie Caldwell

pw

Magnolia Cabinet & Millwork, Inc.

P. O. Box 266  
 3031 Hwy 371  
 Mantachie, MS 38855

# Estimate

Date	Estimate #
5/20/2016	011736

Name / Address
Murphy & Son's Wes Hutcheson 9148 Corporate Dr. Southaven, MS 38671

Project
<i>RANKIN</i>

Description	Qty	Rate	Total
Relocate Nurses Station		1,565.00	1,565.00
New P Laminate Counter Tops (Nurses Station)		395.00	395.00
Existing Millwork Relocated from Media center. Install new counter tops & remove carpet & Install new laminate. (1. - Shaped Desk Area)		5,665.00	5,665.00

Add 1385 for new p lam top at work area and relocate existing millwork

<b>Subtotal</b>	\$7,625.00
<b>Sales Tax (7.0%)</b>	\$0.00
<b>Total</b>	\$7,625.00



**From:** Ec  
**To:** [Wes Hutcheson](mailto:Wes.Hutcheson)  
**Subject:** FW: Rankin  
**Date:** Tuesday, May 17, 2016 12:34:03 PM

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Contact  
E.C. Deason  
Cell 662 523 4051  
Email [ec.mselectrical@gmail.com](mailto:ec.mselectrical@gmail.com)  
Thanks  
EC

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**From:** [Jay Gall](mailto:Jay.Gall)  
**Sent:** 5/17/2016 12:30 PM  
**To:** 'Ec'  
**Subject:** RE: Rankin

EC , the credit on the attic stock is \$ 4294.40 . Please call with any questions that you might have.  
Thanks Jay Gall  
Sequel Electric

**From:** Ec (<mailto:ec.mselectrical@gmail.com>)  
**Sent:** Tuesday, May 17, 2016 10:28 AM  
**To:** Jay Gall <[jay@sequelectricalsupply.com](mailto:jay@sequelectricalsupply.com)>  
**Subject:** FW: Rankin

Contact  
E.C. Deason  
Cell 662 523 4051  
Email [ec.mselectrical@gmail.com](mailto:ec.mselectrical@gmail.com)  
Thanks  
EC

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**From:** [Wes Hutcheson](mailto:Wes.Hutcheson)  
**Sent:** 5/17/2016 10:16 AM  
**To:** [ec.mselectrical@gmail.com](mailto:ec.mselectrical@gmail.com)  
**Subject:** Rankin

The owner had listed in the specs as always that you are to provide attic stock lights. They are wanting to omit the attic stock and get a credit back. Can you run through the specs and let me know the savings.

thx

Wes Hutcheson / Estimator, Project Manager



9148 Corporate drive / Southaven, Mississippi 38632  
P 662.393.3130 / F 662.393.8111