


# Memorandum

**To: Bill Hanson  
School Board Members**

**From: Kerry Leider** 

**Date: May 6, 2014**

**Re: 2014 Congdon Park Elementary School Roof Replacement and Masonry  
Restoration Project – Construction Observation Services**

Ambe Ltd was the firm selected by ISD #709 to perform the engineering design phase services for the 2014 Re-roofing/Masonry Repairs Project at Congdon Park Elementary School. At that time, the contractor who would be performing the re-roofing and masonry restoration work had not been selected and therefore, the amount of time required for construction observation could not be identified. Through the bidding process, The Jamar Company provided the lowest bid and was selected by the School Board to perform the Roof Replacement and Masonry Restoration at Congdon Park School. Now that the contractor is known, Ambe Ltd has determined a suitable inspection and site visit schedule that will be required during the renovations to ensure the project goes smoothly and the work is properly completed. The total estimated cost of the construction administration phase services is \$22,000.00. With the cost of the design and bidding phase services and construction observation services, the total estimated value of the Amended Agreement is \$41,800.00

## **Recommendation:**

I am recommending approval of the Amended Agreement with Ambe Ltd to add the construction observation services for the 2014 Re-Roofing/Masonry Repairs at Congdon Park Elementary School. These services will be provided on an actual daily rate basis.