LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA
Tuesday, January 21, 2020
10 a.m.
Formal Board Room—Jean Oxley Public Service Center
935 2nd St. SW, Cedar Rapids, IA

Call to Order

Public Comment: Five Minute Limit per Speaker
This comment period is for the public to address topics on today’s agenda.

Minutes Discuss and decide on meeting minutes.

Discuss a Vacancy Form requesting two Residential Combination Inspectors for the Planning and Development Department.

Discuss a Professional Services Agreement between Linn County and Tallgrass Archaeology LLC for consulting services for the completion of a National Register Nomination of the Wickiup Hill Natural Area for a total fee of $15,000.

Discuss and authorize Chair to sign a Release and Settlement Agreement with R M Media Ltd in the amount of $1,200.00, retroactive to January 16, 2020.

Discuss proposed Change Order Number 3 for the O’Brien Building Improvements project.

Discuss temporary use of the former Public Health building by the overflow shelter.

Discuss and decide on contracts for purchase of a replacement chiller at the Linn County Correctional Center.

Public Comment: Five Minute Limit per Speaker
This is an opportunity for the public to address the board on any subject pertaining to board business.

Payroll Authorizations Discuss and decide on Employment Change Roster (payroll authorizations).

Claims Discuss and decide on claims.

Correspondence

Legislative Update

Appointments

Adjournment

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncounty.org.
VACANCY FORM

SELECT ONE:
☑ NEW POSITION

☑ NEW JOB CLASSIFICATION

JOB TITLE: Residential Combination Inspector

SELECT ONE:

☐ REPLACEMENT

REPLACES: ____________________________

☐ EXISTING JOB CLASSIFICATION

SHIFT/HOURS: Monday - Friday 8 am - 5 pm

NUMBER OF POSITIONS: 2

NEW POSITION FUNDING SOURCE(S):
101-5-07-63001-1003 & 1004 (vacant Project Manager position & part time position vacated by Jill Mathey’s retirement)

POST TO INSIDE: ☐ YES ☑ NO

ADVERTISE: ☐ YES ☑ NO

IF NO, GIVE EXPLANATION (i.e. not filling due to operational needs): The step increase is achieved when all four residential inspector certifications are obtained through the ICC.

POSITION TYPE:

☑ FULL-TIME ☐ PART-TIME ___# of hours/week ☐ TEMPORARY/SEASONAL

☐ ON-CALL/SUBSTITUTE ☐ GRANT-FUNDED

☐ BARGAINING UNIT: ☐ Clerical ☐ Maintenance ☑ Para Professional ☐ Professional

☐ Attorneys ☐ Conservation ☐ Sergeants ☐ PPME

☐ NON-BARGAINING UNIT (Management and Confidential Employees)

APPROVED BY: ____________________________ 1/13/2020

DEPARTMENT HEAD (original signature required) DATE

FOR HUMAN RESOURCES DEPARTMENT USE ONLY:

PAY GRADE: ____________________________ STARTING SALARY: ____________________________

HR DIRECTOR COMMENTS: Negotiated wage with union 10-30-19

FINANCE/BUDGET DIRECTOR COMMENTS: ____________________________

APPROVED BY: ____________________________ 1-13-2020

HUMAN RESOURCES DIRECTOR DATE

APPROVED BY: ____________________________ 1/15/2020

FINANCE/BUDGET DIRECTOR DATE

APPROVED BY: ____________________________

CHAIRPERSON/BOARD OF SUPERVISORS
This agreement, entered into this _____ day of __January____, 2020, by and between Linn County, Iowa, hereinafter referred to as the COMMISSION and Tallgrass Archaeology LLC referred to as CONTRACTOR; witnesseth:

In order to accomplish the objective of nominating the Wickiup Hill Natural Area to the National Register of Historic Places, the COMMISSION and the CONTRACTOR agree as follows:

1. The COMMISSION will pay the CONTRACTOR an amount not to exceed $15,000 for services and expense reimbursement under this contract.

2. The CONTRACTOR agrees to perform all work required for state review and nomination to the National Register of Historic Places, including, but not necessarily limited to, research, documentation, writing, revisions, and technical materials required of the nominating process.

3. The terms of this agreement shall begin upon the execution of this contract by the Chief Elected Official (Chair of the Linn County Board of Supervisors) and shall terminate at the completion of the nomination process.

4. The COMMISSION may terminate this agreement at any time by giving notice by certified mail to the CONTRACTOR. In that event, equitable adjustment shall be made for all work completed prior to termination as certified by the CONTRACTOR.

5. The CONTRACTOR may terminate this agreement by giving a 21-day notice by certified mail to the COMMISSION. In that event, equitable adjustment shall be made for all work completed prior to termination as certified by the CONTRACTOR.

6. Reproduction and use of the reports and documentation produced from this agreement shall be at the discretion of the COMMISSION.

7. The COMMISSION retains sole ownership of any and all content created by CONTRACTOR including digital media, computer programs (including supporting data), and all other intellectual property generated under this agreement.

8. The CONTRACTOR’S obligation and duties under this Contract shall not be assigned without the permission of the COMMISSION.

9. In performing the functions set forth in this agreement, it is understood and agreed that the CONTRACTOR is an independent CONTRACTOR and that all work performed hereunder shall be conducted in a professional and satisfactory manner. In as such as CONTRACTOR is an independent contractor and not employed by
the COMMISSION and/or Linn County, CONTRACTOR agrees that they are not entitled to unemployment compensation, worker’s compensation, insurance, and any other employment related fringe benefits.

10. The CONTRACTOR shall hold harmless the COMMISSION for any injury or damage caused by the acts or omissions of the CONTRACTOR on employees or agents and the CONTRACTOR agrees to indemnify the COMMISSION for any such injury or damages.

11. Any disputes that arise between the COMMISSION and the CONTRACTOR would be governed by Iowa law and be litigated in Linn County.

12. This is the entire agreement between the COMMISSION and the CONTRACTOR.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE CAUSED THIS AGREEMENT TO BE EXECUTED THIS ___ DAY OF ____January___, 2020.

Leah D. Rogers, Owner/Principal Investigator Tallgrass Archaeology LLC
CONTRACTOR

Stacy Walker, Chair, Linn County Board of Supervisors
CHIEF ELECTED OFFICIAL
FROM: Linn County Historic Preservation Commission & Linn County Conservation Board
TO: Linn County Board of Supervisors
Date: 12/17/18
SUBJECT: Designation of Wickiup Hill Natural Area to the National Register of Historic Places

In 2010 the Linn County Historic Preservation Commission (HPC) began a survey of county-owned structures over 50 years of age for recognition and protection by the National Register of Historic Places (NRHP). After professional research and approved application, these structures were officially designated: The Mott Building, the Center Point Depot and the Abbe Creek School.

Also, as part of the above assessment of county historic resources, a survey was conducted of archeological resources in the county. The assessment of the county owned Wickiup Hill Natural Area and Matsell Bridge Natural Area were recommended as a resource in need of further investigation and protection by listing in the National Register of Historic Places. The final study of the archeological resources identified over twelve sites - some in private hands as well as those controlled by Linn County Conservation (LCC). The HPC decided to approach these subsurface areas with caution as state law indicated several agencies have a stake in the identification, protections and care of pre-historic sites found within the county.

A conference between LCC staff and the HPC quickly concluded that the Wickiup Hill Natural Area was a prime candidate for additional study and potential federal protection. As a known place of Native American habitation, the future development of the area has high potential for significant educational value. The initial plans for the development area were accomplished in part via financial resource from several sources. It is now time to extend it the highest protection to the area and acknowledges its value as a place of larger importance.

The HPC and LCC have agreed to continue cooperation in this next phase of development. The intent of this memo is to inform the Linn County Board of Supervisors of our intent to proceed with necessary plans for placing Wickiup Hill in the National Register of Historic Places. Both agencies have access to grants and other funds that may have direct bearing on our plans.

Please address any comments or questions to either Maura Pilcher, Chair of the HPC or Dennis Goemaat, Executive Director of LCC Dept. We hope to have a preliminary plan for your study and approval by November 2019.

Sincerely,

Hillary Hughes
President, Linn County Conservation Board

Maura Pilcher
Chair, Linn County Historic Preservation Commission
ALTERNATIVE TECHNICAL AND COST PROPOSALS
for a Multiple Property National Register Nomination of Archaeological Sites
in the Wickiup Hill Natural Area, Linn County, Iowa

Submitted to:
Linn County Historic Preservation Commission
Cedar Rapids, Iowa

Submitted by:
Leah D. Rogers, Principal Investigator
Tallgrass Archaeology LLC
2460 S. Riverside Drive
Iowa City, IA 52246

Signed:                                      Date:

[Signature]
Leah D. Rogers
Owner/Principal Investigator
Tallgrass Archaeology LLC

December 10, 2019
TECHNICAL PROPOSAL
Multiple Property National Register Nomination of Archaeological Sites in the Wickiup Hill Natural Area, Linn County, Iowa.

Submitted: December 10, 2019

Vendor Information:

Tallgrass Archaeology LLC
2460 S. Riverside Drive
Iowa City, IA 52246
319-354-6722

Contact: Leah D. Rogers, Principal Investigator/Owner
319-354-6722
lrogerstallgrass@gmail.com

Table of Contents:

  Scope of Work                  pg 3
  Cost Proposal                  pg 9
  Curriculum Vitae               pg 10
  Examples of National Register nominations  pg 13
SCOPE OF WORK

Goals and Objectives

The primary goal of the project will be to complete a Multiple Property cover document for the Wickiup Hill Natural Area under which archaeological sites can be individually nominated for inclusion in the National Register of Historic Places (NRHP). The cover document itself will be listed in the NRHP along with those previously identified archaeological sites having sufficient integrity and significance to qualify for individual eligibility using the registration requirements that will be devised under the cover document. It is anticipated that these sites will include the following:

13LN85 - multi-component open habitation site (aka village site)
13LN87 - burial mound group
13LN88 - burial mound group
13LN517 - Late Woodland open habitation site (possible village)
13LN519 - Woodland open habitation site
13LN520 - Late Woodland open habitation site
13LN522 - Early Woodland burial mound group
13LN523 - Woodland open habitation site (integrity is questionable on this one)
13LN525 - Late Woodland open habitation (integrity is questionable)
13LN606 - prehistoric/historic habitation site
13LN608 - Woodland open habitation site (may need additional testing)

Given that some of these sites currently appear to have questionable integrity, a minimum of eight up to a maximum of 11 sites will be nominated under this multiple property submission.

These sites are all prehistoric sites, with identified cultural/temporal affiliations including Middle to Late Archaic and Middle to Late Woodland (Green et al. 1996; Rogers and Green 1995; Rogers 1999; Shields 1999). In addition, one of these sites (13LN606) contains a significant historic component as well as prehistoric components. This site also may contain intact evidence of a wickiup structure in the form of a large stone ring feature as noted by Johnathan Buffalo, Historic Preservation Director, Meskwaki Nation Historic Preservation Department, Tama, Iowa (On-site personal communication with William Green, Leah Rogers, and Gail Barels).

One additional site, 13LN518, was subjected to data recovery because it was partially located where the Learning Center building now stands. That site contained Late Woodland to Late Prehistoric (Oneota) components, including a long, oval-shaped pit filled with heated rocks that may represent a roasting pit for large game. Site 13LN518 would no longer be eligible for inclusion in the National Register because of the impacts that were mitigated through data recovery; however, there is one portion of that site located on a knoll to the NNE of the Learning Center building that may retain sufficient integrity to be considered contributing to the district. Therefore, consideration will be given during the nomination process of including that portion of 13LN518 as a eligible site. It will likely require redefining the site area as a separate site with a new archaeological site number, but that decision will be made in consultation with the State Historic Preservation Office and the Site Records Manager at the Office of the State Archaeologist.

While the majority of recorded sites, including a series of Woodland-age burial mounds, are located in the south half of the Natural Area, the multiple property document will include the prehistory and history of the north half of the Natural Area so that in the future as survey is conducted in that area and sites are identified that they too could be listed under the multiple property document. Some field reconnaissance will be necessary to more precisely map the sites since GPS technology is much improved from what it
was in the 1990s. In the process, some limited field study of suspected sites, particularly in the north half will be conducted to confirm or refute those site locations.

Objectives of the proposed study include: involving volunteers in field checks, field mapping and photography, and additional testing (if needed) of the sites and the district area; further educating the public about the significance of Wickiup Hill’s history and prehistory; and finding ways to properly disseminate this information to the public. The Learning Center has a number of wonderful exhibits relating the Native American stories of this region but lacks a permanent exhibit of the archaeology of Wickiup Hill. Currently, artifacts from the previous excavations and surveys are on display in a locked case but are not displayed in a manner that imparts much information or provides any context. A permanent exhibit is a tremendous need that will be addressed through the information compiled by the nomination and by working with Linn County Conservation to write a grant application for the design of a permanent exhibit that would also include updated educational materials specific to Wickiup Hill that can be used in the Learning Center’s ongoing educational programs. This is a critical need for public education concerning Wickiup Hill.

It should be noted that archaeological site locations are confidential under federal law, specifically Section 304 of the National Historic Preservation Act, the Advisory Council’s rules implementing Section 106 and 110 of the Act, and Section 9(1) of the Archaeological Resource Protection Act as well as Chapter 22.7, subsection 20 of the Iowa Code. In addition, several of the sites are burial mounds that are further protected under Iowa Code. Therefore, information concerning specific site locations cannot be disseminated to the public on maps or through detailed location descriptions. What can be disseminated are the contexts that will be compiled for the nomination that will relate the history and prehistory of Wickiup Hill. While ESRI Story Maps is a program that can be used; the type of information that can be conveyed to the public through this program will be limited as far as mapping is concerned.

Therefore, it is the opinion of this consultant, who has been conducting archaeological surveys and public education programs at Wickiup Hill since 1994, that the public education aspect of the current project should focus on providing the information needed to design a permanent exhibit at the Learning Center and revise/update the educational materials that are used for the Learning Center’s programs to include information specific to Wickiup Hill. The permanent exhibit should be interactive and innovative using various forms of media; therefore, it is proposed that as part of the current project, the consultant assist Linn County Conservation in writing a grant application to fund the design and installation of a permanent exhibit and associated educational materials.

A mobile app that can be used for interactive and audio tours of Wickiup Hill could also be developed as part of that grant application but will require assistance and approval from the State Archaeologist. ECR Logic, now the server for the I-Sites database, can provide mobile app development services under such a grant-funded project. Such a collaboration will be explored for the grant application. It may also be that Linn County Conservation already has a mobile app that would be appropriate for this type of information, which we would provide as part of the current project.

Methods

The proposed Principal Investigator will be responsible for all aspects of the proposed project including compilation of the registration form and completion of the various draft and final versions of the nominations as they go through the review process. The Principal Investigator will also present the nominations at the February 12, 2021 State Nominations Review Committee (SNRC) meeting in Des Moines and will be responsible for the completion and submission of all end products. In addition, the Principal Investigator will assist Linn County Conservation with the writing of a grant application to fund a permanent exhibit of Wickiup Hill archaeology and revised educational materials.
Interested members of the public and the Iowa Archeological Society will be recruited to assist with the proposed field reconnaissance to better map and identify the contributing sites within the district. Additional assistance with the field reconnaissance, mapping, and photography will be provided by Tallgrass personnel.

The cover document will involve the compilation of the appropriate historic contexts under which site significance can be evaluated. The document will also provide registration requirements which can then be applied to any site within the Natural Area to determine if the site meets the integrity considerations and significance criteria as outlined in the cover document. Each of the individual nominations will include detailed site descriptions, location maps, and the development of the statements of significance and integrity. The multiple property document will consider eligibility under all four criteria (A-D) but it is expected that all of the eligible sites will be nominated under Criterion D for their information potential concerning the prehistory and early history of this region.

End Products and Schedule

The end products will include the following to be completed by the Principal Investigator and according to the recommended schedule:

<table>
<thead>
<tr>
<th>Task</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Initiation of Project</td>
<td>December 2019</td>
</tr>
<tr>
<td>Field reconnaissance</td>
<td>Spring 2020</td>
</tr>
<tr>
<td>Compilation of first draft of the nomination for State staff review</td>
<td>May-July 2020</td>
</tr>
<tr>
<td>Submittal of first draft for State staff review</td>
<td>August 1, 2020</td>
</tr>
<tr>
<td>Compilation of second draft based on revisions recommended by State</td>
<td>August-September 2020</td>
</tr>
<tr>
<td>staff review</td>
<td>October 2020</td>
</tr>
<tr>
<td>Submittal of second draft for State staff review</td>
<td>August-September 2020</td>
</tr>
<tr>
<td>Submittal of SNRC-ready draft based on State staff final comments</td>
<td>December 1, 2020</td>
</tr>
<tr>
<td>Presentation of nomination at the SNRC meeting in Des Moines</td>
<td>February 12, 2021</td>
</tr>
<tr>
<td>Revision of final draft and all end products based on SNRC review*</td>
<td>March-April 2021</td>
</tr>
<tr>
<td>Submittal of final draft to State for final review</td>
<td>April 2021</td>
</tr>
<tr>
<td>Final nomination to the State for submittal to the National Park Service</td>
<td>April-May 2021</td>
</tr>
</tbody>
</table>

* The timing of this revision will depend on when the SNRC minutes are sent out by the State office to the consultants. Currently, this step in the process is taking at least a month following the SNRC meeting.

Personnel and Experience

Leah D. Rogers of Tallgrass Archaeology LLC will serve as the Consultant/Principal Investigator. Ms. Rogers holds a Master’s degree in Anthropology and qualifies as a Principal Investigator in prehistoric and historic sites archaeology per the Secretary of the Interior’s professional standards. As Principal Investigator, Rogers will be responsible for overseeing all aspects of the project including the completion of the various draft and final nominations and all project end products.

Leah Rogers has completed and successfully listed over 70 NRHP nominations over the past 28 years starting with a rural survey and nomination of German and Danish ethnic settlement areas in Shelby and Audubon Counties in 1991. That multiple property submission included the first rural historic district listed in the NRHP in the State of Iowa. The other nominations have included: residential, commercial, and public buildings; residential and commercial districts; historic landscapes based on Grant Wood paintings in Linn and Jones counties; and archaeological sites including archaeological districts.

The archaeological nominations completed by Leah Rogers have included the following:
- Abbe Creek School, Linn County, Iowa (included the prehistoric/historic site around the standing school; listed 2012)
- Notbohm Mill Archaeological District, Linn County, Iowa (listed in 1998)
- Bonaparte Pottery Archaeological District, Van Buren County, Iowa (listed in 1998)
- Four Mounds Site, Dubuque County, Iowa (listed 2000)
- Early Historic and Ethnic Settlement of Linn County, Iowa (MPDF that included archaeological site nominations; listed 2000)
- Four Mounds Estate Historic District, Dubuque County, Iowa (included the Four Mounds Site; listed 2001)
- Wapsipinicon State Park Historic District, Jones County, Iowa (included prehistoric archaeological sites and rockshelter sites; listed 2014)
- Johnson County Poor Farm and Asylum Historic District, Johnson County, Iowa (included the historic archaeological site; listed 2014) and
- in 2014-2015, Rogers assisted James Krapfl in the archaeological and architectural/historical studies of the Kenny and Farm Creek farmsteads owned by the Krapfl family in rural Jones County. Rogers also assisted Krapfl in the completion of the NRHP nominations of the Kenny Family Farmstead and Farm Creek historic districts.

Experience of the Proposed Consultant/Principal Investigator
Leah D. Rogers has lived in Mount Vernon in Linn County since 1992 and lived in Center Point prior to that. She has over 30 years of experience working with volunteers, conservation boards, county governments, state agencies, historical societies, and historic preservation commissions to conduct archaeological surveys and evaluations, NRHP nominations, and other cultural resources studies. One of these projects was a comprehensive survey and evaluation of rural architectural and archaeological properties in Linn County. This project was conducted as a series of studies between 1990 and 2015 that covered the entire county by subsections. Those studies resulted in the inventory and evaluation of hundreds of rural barns, houses, farmsteads, schools, and churches as well as in-town properties and historic and prehistoric archaeological sites. From those studies, nine properties have been listed in the National Register in the county including the Dewitt/Harmon Archaeological Site (13LN454), three historic farmstead districts, two historic Early Settlement-era dwellings, two commercial districts, and one school (Rogers 2000).

Rogers’ experience at Wickiup Hill began in 1994 when she assisted the Office of the State Archaeologist in conducting systematic survey of portions of Wickiup Hill through a series of public field schools open to students, educators and the general public. From that time to the present day, Rogers has conducted a series of field schools through the Grant Wood Area Education Agency for teacher recertification credits and for the Iowa Archeological Society. Rogers and the OSA also undertook the data recovery excavations of site 13LN518 for the construction of the current Learning Center building. Finally, Rogers has volunteered for many years for archaeology day camps at Wickiup Hill for middle school children. As a result, Rogers is extremely knowledgeable not only of the cultural resources of Wickiup Hill and its prehistory and history but also of the many previous archaeological studies conducted in this area. In fact, there is no other archaeologist with this depth of experience and level of information concerning Wickiup Hill.

Additional Personnel
Additional field and research assistance for the proposed nomination project will be provided by Tallgrass Archaeology LLC staff including: Project Archaeologist, Cindy L. Nagel and Research Associate, Lisa Goffstein as needed. These and other Tallgrass staff may assist in the various tasks needed to complete the National Register nomination process.
References Cited:

Green, William, Leah D. Rogers, Fred A. Finney, and Matthew S. Logan

Rogers, Leah D.


Rogers, Leah D., and William Green

Shields, Wm. Lane

References for Tallgrass:

Rose Rohr
Jones County Historic Preservation Commission
17718-120th Street
Anamosa, IA 52205
Ph: 319-480-0221

Dawn Meyer
City Clerk/Administrator/Liaison to the Manning HPC
717 3rd Street
Manning, IA 51455
Ph.: 712-655-2176

Brenda Hollingsworth
Madison County Historic Preservation Commission
2452 Millstream Avenue
Winterset, IA 50273
Ph. 515-468-8129

Saundra Leininger
Adams County HPC Chair/Contact
2352 Kentucky Avenue
Comming, IA 50841
Ph.: 641-322-4717

David N. Hackett, AJCP
Assistant Planning & Development Director & Liaison to Marion HPC
Planning & Development Department
1225 6th Avenue Suite 210
Marion, Iowa 52302
Ph.: 319-743-6320
COST PROPOSAL
November 1, 2019

Labor

Principal Investigator  132 hours @ $70/hour = $ 9,240
Project Archaeologist  40 hours @ $44.80/hour = 1,792
Research Associate     80 hours @ $29.57/hour = 2,366
Research Assistant     40 hours @ $25.98/hour = 1,039

Subtotal Labor         292 hours = $14,437

Expenses

Miles 930 mi. @ $0.39/mi.* = $ 363
I-Sites Pro/Research Database fees = 100
Supplies = 100

Subtotal Expenses = $ 563

GRAND TOTAL LABOR = $14,437
GRAND TOTAL EXPENSES = $563
GRAND TOTAL PROJECT = $15,000

* The mileage includes a round trip from Iowa City to Des Moines by the Principal Investigator to present the nomination to the State Nominations Review Committee (SNRC) in Des Moines. Tailgrass is only charging mileage at the state rate rather than the much higher IRS rate.

The labor includes all field reconnaissance, mapping and context compilation, and completion of the drafts and final versions of the nomination. In addition, Leah Rogers will assist in writing a grant application to help fund the recommended permanent exhibit for the Wickiup Hill archaeological materials at the Learning Center and updating the center’s educational materials.
# Change Order

**PROJECT:** (Name and address)  
Linn County O'Brien Building  
825 3rd Street SW  
Cedar Rapids, Iowa.

**OWNER:** (Name and address)  
Linn County Board of Supervisors  
935 2nd Street SW  
Cedar Rapids, IA 52404

**ARCHITECT:** (Name and address)  
Martin Gardner Architecture, P.C.  
700 11th Street  
Suite 200  
Marion, IA 52302

**CONTRACTOR:** (Name and address)  
Garling Construction  
1120 11th Street  
Belle Plaine, IA 52208

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: September 19, 2018

**CHANGE ORDER INFORMATION:**  
Change Order Number: 003  
Date: November 6, 2019

---

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Cost to upgrade the wash bay RTU. This change was paid directly by the Mechanical and Electrical Engineer to Garling Construction.

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<th>Amount</th>
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<tr>
<td>The net change by previously authorized Change Orders</td>
<td>$16,308.96</td>
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<tr>
<td>The Contract Sum prior to this Change Order was</td>
<td>$586,108.96</td>
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<tr>
<td>The Contract Sum will be decreased by this Change Order in the amount of</td>
<td>$1,701.00</td>
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<tr>
<td>The new Contract Sum including this Change Order will be</td>
<td>$584,407.96</td>
</tr>
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The Contract Time will be unchanged by Zero (0) days. The new date of Substantial Completion will be unchanged.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

<table>
<thead>
<tr>
<th>Signature</th>
<th>Name and Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kyle Martin, AIA, LEED AP, President</td>
<td>1-7-2020</td>
</tr>
<tr>
<td>Signatures</td>
<td>Printed Name and Title</td>
</tr>
</tbody>
</table>

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**DATE**

**SIGNATURE**

**Printed Name and Title**

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**DATE**

**SIGNATURE**

**Printed Name and Title**