



# Potter Architects

Architecture and Planning L.L.C.  
 410 Colonial Avenue • Union, NJ 07083-7347

MEMBER OF  
 AMERICAN INSTITUTE OF ARCHITECTS  
 NEWARK AND SUBURBAN CHAPTER  
 NATIONAL COUNCIL OF ARCHITECTURAL REG. BOARDS  
 B.O.C.A. INTERNATIONAL  
 REG. NJ, NY, PA, CT

Registered Architects

Licensed Professional Planners

Established 1932

## Transmit To:

Mr. James J. Damato, Esq.  
 Board Secty/General Counsel  
 Union Twp. Board of Education  
 2369 Morris Avenue  
 Union, NJ 07083

## Project Info:

Cupolas Refurbishment-Conn. Farms & Franklin ES  
 875 Stuyvesant Ave./1500 Lindy Terr., Union, NJ  
 CHANGE ORDER #1

Project No: 12-072

Date: Nov 19, 2013

## We are Transmitting:

- |   |   |   |  |  |
|---|---|---|--|--|
| <input checked="" type="checkbox"/> Here with | <input checked="" type="checkbox"/> Originals | <input type="checkbox"/> Computer Media     | <input type="checkbox"/> Shop Drawings | <input type="checkbox"/> By Messenger              |
| <input type="checkbox"/> Our                  | <input type="checkbox"/> Prints               | <input type="checkbox"/> Project Manuals    | <input type="checkbox"/> Payment Cert. | <input type="checkbox"/> Express Mail              |
| <input type="checkbox"/> Your                 | <input type="checkbox"/> Copies               | <input type="checkbox"/> Product Literature | <input type="checkbox"/> Change Order  | <input checked="" type="checkbox"/> 1st Class Mail |

Sets	Type	Dwg No	Dated	Description
3	Original Documents		09/19/13	Change Order #1 - Extension of Time

2013 NOV 21 PM 12 18  
 BUSINESS OFFICE UBOE

- Remarks:
- |                                       |  |                                      |  |
|---------------------------------------|--|--------------------------------------|--|
| <input type="checkbox"/> As Requested | <input type="checkbox"/> For Your Use    | <input type="checkbox"/> For Filing  | <input checked="" type="checkbox"/> For Approval |
| <input type="checkbox"/> As Required  | <input type="checkbox"/> For Your Review | <input type="checkbox"/> For Bidding | <input type="checkbox"/> As Discussed            |

When approved, please distribute: Contractor, Architect, and one for your files.

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T. Wiggins/UBOE, Spartan Const. *T.R.P.*

Copy To: Thomas R. Potter, A.I.A

If enclosures are not as noted, notify us at once

CHANGE ORDER

OWNER  CONTRACTOR   
CONST MGR  FIELD   
ARCHITECT  OTHER

PROJECT: UNION TWP. BOARD OF EDUCATION  
CUPOLA REFURBISHMENTS-CF & FR  
UNION, NJ 07083

CHANGE ORDER NUMBER: #1

DATE: 09/19/13

CONTRACTOR: SPARTAN CONSTRUCTION, INC.  
(Name, address) P.O. BOX 1017  
Oakhurst, NJ 07755

ARCHITECT'S PROJECT NO: 12-072

The Contract is changed as follows:

EXTENSION OF TIME -  
(see Spartan 8/28/13 letter attached)

Franklin School - Add 31 days = Substantial Completion 9/30/13

Conn. Farms School - Add 62 days = Substantial Completion 10/30/13

Not valid until signed by the Owner, Architect and Contractor.

The original Owner's Contract Sum was . . . . . \$ 890,000  
Net changes by previously authorized Change Orders . . . . . \$ -  
The Contract Sum prior to this Change Order was . . . . . \$ 890,000  
The Contract Sum will be (increased) (decreased) (unchanged) by this  
Change Order in the amount of . . . . .  
The new Contract Sum including this Change Order will be . . . . . \$ 890,000  
The Contract Time will be (increased)(decreased)(unchanged) by . . . . . (See Above)

The date of Substantial Completion as of the date of this Change Order therefore is: Franklin - 9/30/13  
Conn. Farms - 10/30/13

POTTER ARCHITECTS, L.L.C.  
Architect

SPARTAN CONSTRUCTION, INC.  
Contractor

TOWNSHIP OF UNION  
BOARD OF EDUCATION  
Owner

410 Colonial Ave.  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

Union, NJ 07083

\_\_\_\_\_

\_\_\_\_\_

BY: [Signature]  
Thomas R. Potter, AIA, RA

BY: [Signature]  
Timmy Exarhos V.P.

BY: \_\_\_\_\_

DATE: 9/19/13

DATE: 09/24/13

DATE: \_\_\_\_\_



SPARTAN CONSTRUCTION, INC.

P.O. Box 1017  
Oakhurst, NJ 07755  
Phone: (732) 571-8884  
Fax: (732) 571-9720

August 28, 2013

Potter Architects  
410 Colonial Avenue  
Union, NJ 07083

Attn: Tom Potter

Re: Franklin Elementary School & Connecticut Farms Elementary School  
Request for extension

Dear Mr. Potter:

Please be advised we will not be able to complete the project by September 30<sup>th</sup> due to the delay in receiving FRP material from Cheyenne Company. We are still waiting for the final pieces of FRP for Franklin School. We are told they are shipping the final pieces this week. As for Connecticut Farms we have not received any material yet. Cheyenne has indicated to us we will be receiving shipments after Labor Day. Cheyenne has not been meeting their promised time frame for materials throughout the entire project.

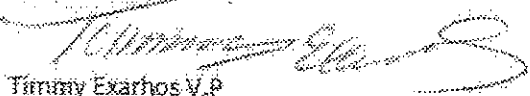
We are anticipating that substantial completion for Franklin Elementary School should be reached by September 30<sup>th</sup> weather permitting.

We are anticipating that substantial completion for Connecticut Farms School should be reached by October 30<sup>th</sup> depending on the fabricator Cheyenne Company.

Please understand that Spartan construction is not at fault for this delay and we are doing everything that we can to get this project completed.

We would like to schedule a meeting with Potter Architects and Union Board of Education to further discuss the project at your earliest convenience

Sincerely,  
Spartan Construction Inc

  
Timothy Exarhos V.P.