



## TRANSMITTAL

DATE: November 12, 2024

**TO: Grant Manager**  
**Community Development & Revitalization**  
**Texas General Land Office**  
**1700 N. Congress Ave.**  
**P.O. Box 12873**  
**Austin, Texas 78711**

**RE: Sabine County**  
**GLO CDBG Mitigation Infrastructure Project (Crockett)**  
**GLO Contract No. 22-085-025-D266**  
**Change Order No. 1**

To Whom It May Concern:

Change Order No. 1 for the above referenced project is to add additional quantities of select fill material to be placed along the front slopes of the roadway and to add 88 additional days to the contract due to weather delays per the following documented rain events:

Jan: 14 days  
Feb: 7 days  
March: 15 days  
April: 15 days  
May: 21 days  
June: 16 days

This will extend the construction contract from November 4, 2024 to January 31, 2025.

If you have any questions or need additional information, please feel free to contact our firm.

Sincerely,

Nicholas Hoelscher, P. E.  
Project Engineer

COMMUNITY DEVELOPMENT & REVITALIZATION  
The Texas General Land Office  
*Construction Change Order Request*



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Contract Price with All Approved Change Orders:	\$1,048,733.50	Contract Time with All Approved Change Orders in Days:	388
Cumulative Percent Change in Contract Price (+/-)	5.22%	Subrecipient Contract End Date:	31-Jan-25
Construction Contract Start Date:	8-Jan-24	Construction Contract End Date:	31-Jan-25

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements

Subrecipient Signature	Engineer Signature	
Daryl Melton, County Judge	Nicholas Hoelscher, Project Engineer	Chris Morris, President
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

Justification for Change Order

1. Will this change order increase or decrease the number of beneficiaries? ☐ Increase ☐ Decrease ☒ No Change

If there is a change, how many beneficiaries will be affected?

Total  LMI

2. Effect of this change on the scope of work: ☐ Increase ☐ Decrease ☒ No Change

3. Effect on operation and maintenance costs: ☐ Increase ☐ Decrease ☐ No Change

4. Are all prices in the change order dependent upon unit prices found in the original bid? ☒ Yes ☐ No

If "no", explain:

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5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction? ☐ Yes ☒ No

If "yes", is an environmental assessment required?

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6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)? ☐ Yes ☐ No
7. Is the CCN permit still valid? (sewer projects only) ☐ Yes ☐ No
8. Are the disability access requirements/approval still valid (if applicable)? ☐ Yes ☐ No
9. Are other Disaster Recovery contractual special condition clearances still valid? ☒ Yes ☐ No

If "no", explain:

*Disclaimer: The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.*