



Richard Thomas
Mayor

Department of Recreation
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Darren M. Morton
Commissioner

Sylvia Gadson
Deputy Commissioner

January 24, 2017

Honorable City Council Members
City Hall
Mount Vernon, New York 10550
(Through the Office of the Mayor)

2017 JAN 24 P 12:45
MAYOR
MOUNT VERNON, NY

Re: Change Order #1 "Design and Construction Assistance needed for Tennis Building Construction at Memorial Field"

Dear Honorable City Council Members:

I am forwarding herewith for your consideration and approval Change Order #1 to the agreement with Arcadis Design and Construction to provide additional design and construction assistance".

Attached you will find documentation regarding the scope of work completed by Arcadis, which extended beyond the original proposal. The work completed has been inspected and certified by the Commissioner of the Department of Public Works, and thus a change order for \$38,406.54 is hereby requested.

Funds will be provided under Code H7111.C889.

If this meets with the approval of your Honorable Body, would you kindly have the necessary legislation enacted. If you have any further questions or concerns regarding this correspondence, please do not hesitate to contact me at 914-665-2427.

Respectfully,

Darren M. Morton, Ed.D
Commissioner

cc: Richard Thomas, Mayor
Ralph Uzzi, DPW Commissioner
Maureen Walker, Comptroller
Law Department
File Copy: City Council - Arcadis Design Proposal.doc