

April 27, 2012

Ms. Ann Sadler, Building Projects Coordinator
Collin County
4600 Community Avenue
McKinney, Texas 75071

Re: Amphitheater & Toilet Facility
Myer's Park
McKinney, Texas
PO #124097



Dear Ms. Sadler:

Under the terms of our proposal and agreement for the Myer's Park Amphitheater and Toilet Facility project, Spurgin & Associates Architects respectfully requests a Change Order to our contract sum for changes made to the project during the Bidding/Negotiation Phase while the project was out to bid. We had previously completed all changes to the documents requested by Collin County, the project was approved for printing and distribution of bidding documents to the bidders and plan shops had commenced when these changes were requested by the County. Per the Extra Services portion of our proposal, we are asking for \$1,020.00 based on 8.5 hours of work by the principal architect at the rate of \$120/hour as stated in the Schedule of Direct Labor Rates in the proposal.

Please do not hesitate to contact our office if you have any questions or comments.

Respectfully submitted,


Kent Spurgin