

Herman, Leslie

From: Town Manager
Sent: Friday, December 3, 2021 4:40 PM
To: Mayor; Springsteen, Howard; Patel, Nisha; Potter, Steve; Somers, Ed; Brill, Ray; Anderson, Chuck
Cc: Ngo, Nicole; Briglia, Steven; Clark, Melanie; 'Steve Briglia (sbriglia@brigliahundley.com)'; Thayer, Karen; Herman, Leslie
Subject: RE: Town Manager: Bowman House Change Order

Dear Honorable Mayor and Councilmembers,

Leslie and I have received 5 aye votes (Councilmembers Springsteen, Somers, Potter, Anderson and the Mayor) for requesting council to pre-approve a change order for the Bowman House Roof for an additional \$12,000 due to the additional cost of materials with Vertex Roofing Contractors, Inc. I am authorizing Leslie to move forward with this action.

On January 3, 2022, Leslie will have an agenda item, under Consent Agenda, asking for retroactive approval, as we have done in the past. Have a great weekend.

Sincerely,

Merc

From: Town Manager
Sent: Monday, October 25, 2021 4:50 PM
To: Mayor <mayor@viennava.gov>; Springsteen, Howard <HSpringsteen@viennava.gov>; Patel, Nisha <Nisha.Patel@viennava.gov>; Potter, Steve <Steve.Potter@viennava.gov>; Somers, Ed <Ed.Somers@viennava.gov>; Brill, Ray <Ray.Brill@viennava.gov>; Anderson, Chuck <Chuck.Anderson@viennava.gov>
Cc: Ngo, Nicole <NNGo@viennava.gov>; Briglia, Steven <SBriglia@viennava.gov>; Clark, Melanie <MClark@viennava.gov>; 'Steve Briglia (sbriglia@brigliahundley.com)' <sbriglia@brigliahundley.com>; Thayer, Karen <Karen.Thayer@viennava.gov>; Herman, Leslie <Leslie.Herman@viennava.gov>
Subject: Town Manager: Bowman House Change Order

Dear Honorable Mayor and Councilmembers,

From the Department of Parks and Recreation:

Hello Mercury,

As a result of the change in color and specs for the police station roof, the bid winner for the Bowman House roof will need to issue a change order in the amount of \$12,000 for materials. Just a reminder, both the police station and the Bowman House will have the same type of roof and roof color. In order to expedite the lead time for materials, and the cost of those materials, we are asking to send out a request to council for pre-approval, and then get it officially approved during the council meeting in November.

Leslie will be in touch with you about putting this on the agenda. Thank you so much for your consideration on this matter!

From Leslie:

As per Leon's email below, I kindly request to have council pre-approve a change order for the Bowman House Roof for an additional \$12,000 due to the additional cost of materials and then have this item placed on council agenda for official council approval at your earliest convenience.

I will only advance this with Town Staff if I hear back from at least four Town Councilmembers. I realize that with this being a change order, you may want more information, so Town Staff is prepared to answer your questions.

Sincerely,

Merc



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Town Manager
Town of Vienna
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Vienna, VA 22180

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(703) 342-0422 (Fax)

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