

WTW ARCHITECTS

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ARCHITECTURE
PLANNING
INTERIOR DESIGN

December 17, 2012

Dr. Norbert J. Kennerknecht, Ph.D
Director, Buildings and Ground Services
Warren County School District
Physical Plants and Facilities
589 Hospital Drive, Suite A
Warren, PA 16365-4885

Re: Warren County School District
Beaty-Warren Middle School Renovations
WTW Project No. 71-1001 / PDE Project No. 3639 / WCSD Project No. 1103
Eisenhower Middle / High School Renovations
WTW Project No. 71-0029 / PDE Project No. 3640 / WCSD Project No. 1002

Dear Norbert:

WTW Architects is requesting an increase in our reimbursable expenses for both the Beaty-Warren Middle School Renovation and Eisenhower Middle / High School Renovation projects. The contract allows the following:

Beaty-Warren Middle School Renovation reimbursables	\$15,000.00
Eisenhower Middle / High School Renovation reimbursables	\$15,000.00

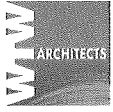
We have reached the maximum on both schools, with 12-13 months of construction administration remaining on Beaty-Warren and bidding and award and 18-20 months of construction administration on Eisenhower. We have been requested by the school district to attend weekly meetings at the start of construction for both schools for the first several months, then going to bi weekly meetings. These increases would equate to less than approximately 2½% of the construction cost which is in line with similar school contracts for reimbursable expenses. We have estimated the additional increase in reimbursables for each school below:

Beaty-Warren Middle School Renovations- Construction Administration remaining, Site meetings, travel, meals, phone, mail, overnight mail, printing (two months of weekly meetings, 11 months of bi weekly meetings, potential overnight stay due to weather) \$13,000.00

Total Reimbursable Expenses \$28,000.00

Eisenhower Middle / High School Renovations - Site meetings, travel, meals; phone, mail, overnight mail, printing (4 months of weekly meetings, 18 months of bi weekly meetings, potential overnight stay due to weather) \$20,000.00

Total Reimbursable Expenses \$35,000.00



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WTW Architects appreciates your review and approval of these hard costs expended on behalf of the school district, and will continue to submit our receipts for the reimbursables. If we do not exceed the above requested increases for reimbursables, these funds will remain with the WCSD. Thank you for considering this important request.

Sincerely,
WTW ARCHITECTS

A handwritten signature in black ink, appearing to read 'Douglas L. Shuck', written over a horizontal line.

Douglas L. Shuck, AIA
Principal

DLS/bms

cc: R. DeYoung, D. Bugos, B. Mracna, WTW