

**HIDALGO COUNTY
PURCHASING**

CONTRACT CHANGE ORDER REQUEST

(FOR PURCHASING DEPARTMENT USE ONLY)

Scope Increase

Quantitative Addition/Deletion

Scope Decrease

Final Quantitative Adjustment

Other

Approved

Disapproved

Moises Salazar

From: Richard Sunday [richard.sunday@co.hidalgo.tx.us]
Sent: Thursday, July 29, 2010 2:12 PM
To: 'Martha Salazar'
Cc: moises.salazar@co.hidalgo.tx.us; 'Alma Ybarra'; 'Darlene Betancourt'
Subject: 3rd Flr., Change in Glass for Doors; RFB 2010-020A-03-10-MSS

Importance: High

Time Sensitive Please

Dear Ms. Marty,

It has come to my attention that the glass for the wooden doors was originally specified as clear. Mr. Rene Guerra wanted it to be of the color "rain". I have received a faxed quote at my office from Valtex (Mario Trevino, Ofc 383-8163, Cell 821-9191) for the cost difference, as follows:

Original ¼" "Clear" Tempered Glass, (Part of Original RFB & PO \$39,940)	\$1,422.00
(wasn't separately itemized, total price was turnkey, glass with doors installed)	

Change to ¼" "Rain" Tempered Glass Upgrade	<u>\$3,397.00</u>
Price Difference	\$1,975.00

In other words, it costs \$1,975 more to upgrade to the "Rain" color vs. the original "Clear". Question please: Would it be easier to issue a new PO for the Price Difference described above or, would it be more appropriate to issue a Change Order to the original PO. I apologize, I don't have that PO# at my fingertips at the moment. Either way, can this be put on the CC Agenda for Tues. 3 Aug. 2010.

The reason I ask is because we're cracking ourselves in half to get the project finished by the end of Aug. For that to happen, we'd need to get the new glass ordered next week. With a two week lead time, it would then arrive in time for the week of 23 August.

When I return to my office late this afternoon, I can scan the handwritten quote from Valtex and e-mail it to you. Please take into consideration that Valtex is not computerized and does not have e-mail capabilities. I look forward to your recommendation and guidance. Sorry for the rush. I just received this, then had to bolt for the County Jail Wall meeting, where I'm at now. Thanks.

Respectfully,
Rick Sunday, B. S. C&E, MBA
Infrastructure Systems Manager, Facilities Management
Hidalgo County, Texas, Ofc 956-289-7858, Cell 457-6116
**"Lower Total Cost Solutions and Greater Productivity
in Facilities Improvement to meet Internal
Customer-Focused Needs: Creating a Better Work
Environment while Optimizing Tax-payer Dollars."**



QUOTATION

DATE: _____

CONTRACTOR: Hidalgo County Facilities Management

PROJECT NAME: Old Administration Building - 13th floor

CITY: Edinburg, Texas 78539

attn: Rick Sunday
HHeas

1/4" clear tempered glass ORIGINAL BID \$ 1,422.00

1/4" Rain tempered glass CHANGE ORDER \$ 3,397.00

PRICE DIFFERENCE \$ 1,975.00

Thanks

SALESMAN *Emilio Preciado*

ACCEPTED BY: _____ DATE: _____

PRINT NAME: _____ TITLE: _____