

CHANGE ORDER REQUEST

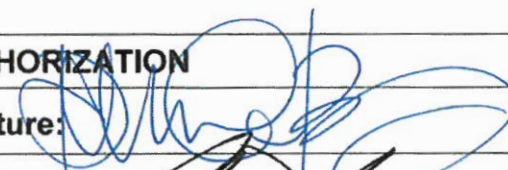
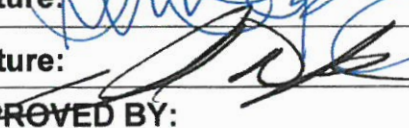
Project Name:	SBCERA Tenant Improvements 2019	Date:	October 22, 2019
Change order Number:	001	Scheduled/ Unscheduled	Unscheduled
Project Number:	19-B001	Cost / No Cost	No Cost
Project Category:	Building Operations	Project Location:	348 W. Hospitality
Vendor Name:	Madison Marquette	Schedule Impact:	None

ITEM NO.	DESCRIPTION	CHANGE COST
1	Transfer original terms and costs (\$29,483.35) of project management services from Level Project Management to Madison Marquette (formerly PM Realty Group).	\$0.00
SUBTOTAL FROM ABOVE =		\$0.00
SUBTOTAL FROM ATTACHED SHEETS (If Any) =		
TOTAL COST (This Change Order Only) =		\$0.00


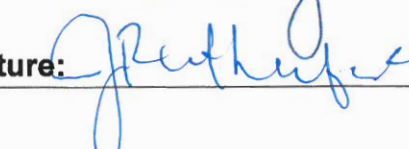
REASON FOR CHANGE

SBCERA and American Realty Advisors (ARA) originally recommended a third party firm to provide project management of our upcoming tenant improvements. Since that decision, the Property Manager has hired a new construction project manager with a strong background in project management, and a track record of completing projects on time and on budget. Additionally, project management services are part of the contract services provided by our property management, and though the services are at an additional cost, the terms are more favorable providing us greater oversight and better communication.

AUTHORIZATION

Requested By: Daniela Paz **Signature:**  **Date:** 10/22/19
Reviewed By: Joseph Michael **Signature:**  **Date:** 10/22/19

APPROVED BY:

Chief Exec. Officer: Debby Cherney **Signature:**  **Date:** 10.22.19
Board Chair: Janice Rutherford **Signature:**  **Date:** 10-23-19