



# CITY OF ARANSAS PASS

## AGENDA MEMORANDUM

City Council Meeting of November 5<sup>th</sup>, 2018

**Date:** November 5<sup>th</sup>, 2018  
**To:** Mayor and Council  
**From:** Sarah Lee, Director of Community Enrichment

---

**Title:** Consider and Act on approving Change Order No. 2 for Civic Center Repairs

---

**PURPOSE:**

This change order is to fix the existing roof hatch door that was originally installed backwards and to attach a fixed ladder for easier roof access.

**BACKGROUND AND FINDINGS:** The current roof hatch was installed backwards which causes access to the roof to be unsafe. Adding a ladder and rotating hatch position will be an overall benefit making roof access easier and safer.

**CONFORMITY TO CITY POLICY:** Yes

**DEPARTMENTAL CLEARANCES:** Finance, City Manager

**FINANCIAL IMPACT:**

\$3115.00

This would be a cost that is not reimbursable by FEMA. However, the original price for project includes a \$50,000 allowance for unforeseen changes and this could come out of that allowance fund.