



# AIA Document G701<sup>®</sup> – 2017

## Change Order

**PROJECT:** *(Name and address)*  
Parrott MS Building 1 Roof Replacement  
19220 Youth Drive, Brooksville, FL  
34601

**CONTRACT INFORMATION:**  
Contract For: D.S. Parrott MS Building 1  
Roof Replacement

**CHANGE ORDER INFORMATION:**  
Change Order Number: 001

Date: July 18, 2024

Date: February 09, 2026

**OWNER:** *(Name and address)*  
Hernando County School District  
8016 Mobley Road  
Brooksville, FL 34601

**ARCHITECT:** *(Name and address)*  
PBA Design Group, Inc.  
2742 Jason Street  
Tampa, FL 33619

**CONTRACTOR:** *(Name and address)*  
Ryman Roofing, Inc.  
36413 SR 54  
Zephyrhills, FL 33541

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Adjustment for unspent allowances which were included in the contract sum but not spent, as follows:

**1. Recover the unspent balance of the Owner Contingency Account:**

Starting Balance in Contract:	\$80,000.00
Owner Contingency Adjustment 01:	-5,105.00
02:	-37,866.96
03:	-7,313.00
04:	-17,775.25

Unspent Balance Refunded to Owner: \$11,939.79

**2. Recover the unspent balances in the Unit Cost line item allowances:**

Starting Balance in Contract (total, unit costs 01 - 08):	\$26,918.35
Expenditure from Unit Cost 01:	-2,750.00
04:	-3,375.00

Unspent Balance Refunded to Owner: \$20,793.00

Total amount refunded to HCSD for Items 1, 2 above: \$32,732.79

The original Contract Sum was	\$ 2,323,400.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 2,323,400.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 32,732.79
The new Contract Sum including this Change Order will be	\$ 2,290,667.21

The Contract Time will be increased by 129 (0) days.

The new date of Substantial Completion will be

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

PBA Design Group, Inc.  
ARCHITECT *(Firm name)*

Ryman Roofing, Inc.  
CONTRACTOR *(Firm name)*

Hernando County School District  
OWNER *(Firm name)*

*H. Howard Piper*  
SIGNATURE  
H. Howard Piper, President  
PRINTED NAME AND TITLE  
02/09/2026  
DATE

*Aaron Carmocho GM*  
SIGNATURE  
Aaron Carmocho GM  
PRINTED NAME AND TITLE  
2-9-26  
DATE

*Richard Oakley*  
SIGNATURE  
Richard Oakley  
PRINTED NAME AND TITLE  
2-9-26  
DATE

## OWNER'S CONTINGENCY AUTHORIZATION

PROJECT: DS Parrott Middle School Roof & Soffit Replacement  
 OWNER: Hernando County School District  
 Facilities Operations Department  
 CONTRACTOR: Ryman Roofing, Inc.  
 ARCHITECT: PBA Design Group

OCA NO: 01

DATE: December 9, 2024

The following is a description of the changes that adjust the balance of the Owner Contingency Account:  
 Unforeseen condition: deteriorated plywood roof deck discovered during demolition must be replaced. The deck is comprised of 1 layer of 3/4" plywood and 1 layer of 1/2" plywood. 19 sheets of 3/4" plywood were replaced, 15 of which are funded from Unit Price Allowance #04 and 4 of which are included herein. 25 sheets of 1/2" plywood are included herein. The Contract Sum does not include a Unit Price Allowance for 1/2" plywood.

The proposed basis of adjustment to the Owner Contingency Account is:

Lump Sum adjustment to the contingency balance: (\$5,105)

OR as indicated below, final cost to be determined in accordance with the Contract:

Not-to-Exceed decrease to the contingency balance: \_\_\_\_\_

Minimum increase to the contingency balance: \_\_\_\_\_

Balance:

Original Owner's Contingency Balance: .....	<u>\$80,000.00</u>
Less Previous Adjustments:.....	<u>\$0.00</u>
Current Contingency Balance:.....	<u>\$80,000.00</u>
Contingency Adjustment this Authorization: .....	<u>(\$5,105.00)</u>
Contingency Balance: .....	<u>\$74,895.00</u>

When signed by the Owner this document becomes effective and upon receipt the Contractor shall proceed with the changes(s) described above:

P. Jill Edwards  
 Signature of Architect/Engineer

P. Jill Edwards  
 Typed Name

December 17, 2024  
 date

Richard Oakley  
 Signature of Owner Representative

Richard Oakley  
 Typed Name

18<sup>th</sup> December 2024  
 date

# OWNER'S CONTINGENCY AUTHORIZATION

PROJECT: DS Parrott Middle School Roof & Soffit Replacement  
OWNER: Hernando County School District  
Facilities Operations Department  
CONTRACTOR: Ryman Roofing, Inc.  
ARCHITECT: PBA Design Group

OCA NO: 2

DATE: 1/27/2025

The following is a description of the changes that adjust the balance of the Owner Contingency Account: Remove existing vinyl siding over the second story windows only and install the same Berridge FW-12 panel that is being used for the soffit as siding. New trim pieces will need to be fabricated as well as additional panels.

The proposed basis of adjustment to the Owner Contingency Account is:

Lump Sum adjustment to the contingency balance: \$37,866.96

OR as indicated below, final cost to be determined in accordance with the Contract:

Not-to-Exceed decrease to the contingency balance: \_\_\_\_\_

Minimum increase to the contingency balance: \_\_\_\_\_

Balance:

Original Owner's Contingency Balance: .....	<u>\$80,000.00</u>
Less Previous Adjustments: .....	<u>-\$6,408.00</u>
Current Contingency Balance: .....	<u>\$73,592.00</u>
Contingency Adjustment this Authorization: .....	<u>-\$37,866.96</u>
Contingency Balance: .....	<u>\$35,725.04</u>

When signed by the Owner this document becomes effective and upon receipt the Contractor shall proceed with the changes(s) described above:

H. Howard Piper  
Signature of Architect/Engineer  
H. Howard Piper  
Typed Name  
3/5/2025  
date

Richard Oakley  
Signature of Owner Representative  
Richard Oakley  
Typed Name  
3/5/2025  
date

# OWNER'S CONTINGENCY AUTHORIZATION

PROJECT: OS Parrott Middle School Roof & Soffit Replacement **OCA NO: 3**  
OWNER: Hernando County School District  
Facilities Operations Department DATE: 4/17/25  
CONTRACTOR: Ryman Roofing, Inc.  
ARCHITECT: PBA Design Group

The following is a description of the changes that adjust the balance of the Owner Contingency Account: Existing Fascia needs to have striations installed to help eliminate all canning due to the large width of the required fascia. This includes 61 pieces remade that are getting taken down and adding striations to the remaining panels we can use.

The proposed basis of adjustment to the Owner Contingency Account is:

Lump Sum adjustment to the contingency balance: (7,313.00)

OR as indicated below, final cost to be determined in accordance with the Contract:

Not-to-Exceed decrease to the contingency balance: \_\_\_\_\_

Minimum increase to the contingency balance: \_\_\_\_\_

Balance:

Original Owner's Contingency Balance: .....	\$80,000.00
Less Previous Adjustments:.....	(\$42,971.96)
Current Contingency Balance:.....	\$37,028.04
Contingency Adjustment this Authorization: .....	<b>(\$7,313.00)</b>
Contingency Balance: .....	\$29,715.04

When signed by the Owner this document becomes effective and upon receipt the Contractor shall proceed with the changes(s) described above:

*H. Howard Piper*  
Signature of Architect/Engineer

H. Howard Piper  
Typed Name

6/29/2025  
date

*Richard Oakley*  
Signature of Owner Representative

Richard Oakley  
Typed Name

6/29/2025  
date

## OWNER'S CONTINGENCY AUTHORIZATION

PROJECT: DS Parrott Middle School

OCA NO: 4 - Revised

OWNER: Hernando County School District  
Facilities Operations Department

DATE: 12/2/2025

CONTRACTOR: Ryman Roofing, Inc.

ARCHITECT: PBA Design Group, Inc.

**The following is a description of the changes that adjust the balance of the Owner Contingency Account:**

Existing gutters on the back of Building 1 were to be removed and reinstalled in the bid documents. The gutter was found to be in poor condition and could not be reinstalled. The unit cost to install new gutter included in the contract was used to determine the cost of the new gutter. Unit cost bid amount \$35.53/ft (less \$5/sft for gutter screen) The gutter length is 425ft or \$12,975.25. Add cost for man-lift \$4,800. Total OCA cost \$17,775.25

The proposed basis of adjustment to the Owner Contingency Account is:

Lump Sum adjustment to the contingency balance: 17,775.25

OR as indicated below, final cost to be determined in accordance with the Contract:

Not-to-Exceed decrease to the contingency balance: \_\_\_\_\_

Minimum increase to the contingency balance: \_\_\_\_\_

**Balance:**

Original Owner's Contingency Balance: .....	\$80,000.00
Less Previous Adjustments:.....	\$50,284.96
Current Contingency Balance: .....	\$29,715.04
Contingency Adjustment this Authorization: .....	\$17,772.025
Contingency Balance: .....	\$11,939.79

When signed by the Owner this document becomes effective and upon receipt the Contractor shall proceed with the changes(s) described above:

  
\_\_\_\_\_  
Signature of Architect/Engineer

H. Howard Piper  
\_\_\_\_\_  
Typed Name

12/2/2025 Corrected  
\_\_\_\_\_  
date

  
\_\_\_\_\_  
Signature of Owner Representative

Richard Oakley HGSD  
\_\_\_\_\_  
Typed Name

12/2/2025  
\_\_\_\_\_  
date

## AUTHORIZATION FOR USE OF ALLOWANCE FUNDS

**PROJECT:** D.S. Parrott Middle School Roof Replacement **Allowance 01: #01**  
**OWNER:** Hernando County School District **DATE:** May 27, 2025  
                   Facilities Operations Department  
**CONTRACTOR:** Ryman Roofing, Inc.  
**ARCHITECT:** PBA Design Group

The following is a description of the changes that adjust the balance of the Allowance specified below:  
 Deteriorated ...[enter description of change].

The proposed basis of adjustment to Allowance 01 , Additional 2x4 lumber is:

Lump Sum adjustment to the Allowance balance: \$2,750

OR as indicated below, final cost to be determined in accordance with the Contract:

Not-to-Exceed decrease to the contingency balance: \_\_\_\_\_

Minimum increase to the contingency balance: \_\_\_\_\_

**Balance:**

Original Balance:.....	\$2,750
Less Previous Adjustments:.....	\$0.00
Current Balance:.....	\$2,750
Adjustment this Authorization: .....	(\$2,750)
New Balance:.....	\$0.00

When signed by the Owner this document becomes effective and upon receipt the Contractor shall proceed with the changes(s) described above:

*H. Howard Piper*  
 \_\_\_\_\_  
 Signature of Architect/Engineer

H. Howard Piper  
 \_\_\_\_\_  
 Typed Name

May 27, 2025  
 \_\_\_\_\_  
 date

*Richard Oakley*  
 \_\_\_\_\_  
 Signature of Owner Representative

*Richard Oakley HCSD P.M.*  
 \_\_\_\_\_  
 Typed Name

*May 27th 2025*  
 \_\_\_\_\_  
 date

# AUTHORIZATION FOR USE OF ALLOWANCE FUNDS

PROJECT: D.S. Parrott Middle School Roof Replacement Allowance 04: #01  
 OWNER: Hernando County School District  
 Facilities Operations Department DATE: December 9, 2024  
 CONTRACTOR: Ryman Roofing, Inc.  
 ARCHITECT: PBA Design Group

The following is a description of the changes that adjust the balance of the Allowance specified below:  
 Deteriorated plywood decking was discovered during the course of demolition and replacement is required. The full balance of Allowance 04 is being applied to the replacement of the 3/4" plywood. The balance of the plywood replacement will be processed separately from a different funding source.

**The proposed basis of adjustment to Allowance 04, 3/4" Plywood Replacement is:**

- Lump Sum adjustment to the Allowance balance: \$3,375  
 OR as indicated below, final cost to be determined in accordance with the Contract:  
 Not-to-Exceed decrease to the contingency balance: \_\_\_\_\_  
 Minimum increase to the contingency balance: \_\_\_\_\_

Balance:	
Original Balance:.....	<u>\$3,375</u>
Less Previous Adjustments:.....	<u>\$0.00</u>
Current Balance:.....	<u>\$3,375</u>
Adjustment this Authorization: .....	<u>(\$3,375)</u>
New Balance: .....	<u>\$0.00</u>

When signed by the Owner this document becomes effective and upon receipt the Contractor shall proceed with the changes(s) described above:

  
 \_\_\_\_\_  
 Signature of Architect/Engineer  
 P. Jill Edwards  
 \_\_\_\_\_  
 Typed Name  
 December 17, 2024  
 \_\_\_\_\_  
 date

  
 \_\_\_\_\_  
 Signature of Owner Representative  
 Richard Oakley  
 \_\_\_\_\_  
 Typed Name  
 18th December 2024  
 \_\_\_\_\_  
 date