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211 Lee Street
PO BOX 1553
San Marcos, TX 78667

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Email:
centro@sanmarcoscentro.org

June 22, 2022
(Via Certified Mail)

Stephanie Reyes
Interim City Manager
City of San Marcos
630 E. Hopkins
San Marcos, Texas 78666

Re: Request for Amendment to An Agreement between the City of San Marcos, Texas, and Centro Cultural Hispano de San Marcos, for a CDBG Funded Program: Making Centro More Accessible and Energy Efficient Through Renovation

Ladies and Gentlemen:

As you are aware, Centro Cultural Hispano de San Marcos (Centro) has struggled to begin work on the CDBG articulated in the above-referenced Agreement. A "perfect storm" of a national pandemic, a change in administrative leadership, and supply-chain shortages resulting in rapid price increases has frustrated Centro's desire to move forward with the Grant. Additionally, a recent resolution by the San Marcos Independent School District Board of Trustees, conveying the former Southside School property to Centro, and associated confusion over the property's ownership, have further complicated Centro's administration of the Grant.

Due to these facts, and because of changing priorities and pricing, the Centro Cultural Hispano de San Marcos Board of Directors has voted to request the following, attached amendment to the Scope of Work (Appendix C, attached) and Budget (Appendix D, attached) included in the above-referenced Agreement. The Board believes this amendment will more accurately reflect Centro's current facility needs and allow for a more expeditious completion of the Grant's Scope of Work, while keeping with the original spirit of the Grant.

Thank you for your assistance and prompt consideration of this requested amendment. If I may be of any further assistance, please do not hesitate to contact me or the Centro office.

Sincerely,

A handwritten signature in black ink, appearing to read 'Amanda Rodriguez', with a stylized flourish at the end.

Amanda Rodriguez
President of the Board of Directors
Centro Cultural Hispano de San Marcos

mda

Enclosures: Amended Exhibit C
Amended Exhibit D and Contractor Estimates

cc: Irma Duran
Community Initiatives Program Administrator
Community Initiatives Division
City of San Marcos

Appendix C: Detailed Scope of Work

Update HVAC System

- Replace six (6) Trane (or compatible, equal-or-better) 5-Ton rooftop units on existing curbs.
- Replace two (2) Trane (or compatible, equal-or-better) 10-Ton rooftop units on existing curbs.
- Install eight (8) rooftop units on existing curbs.
- Reinforce/Replace and seal outside ducts, as needed.
- Hail guards, new thermostats, and fresh air dampers included.
- Dispose of all removed equipment and debris in an approved facility in accordance with all local, state, and federal regulations
- Contractor to pay all costs of licensing, fees, permits, inspections, insurance, on-site supervision, and all other costs of work.

Replace Existing Roof

- Remove debris from roof area.
- Install a mechanically fastened ½" expanded polystyrene (EPS) insulation cover board over existing roof.
- Furnish and mechanically fasten a white, 50 mil single-ply membrane roofing system fabricated of a weft inserted, low-shrink, anti-wicking polyester fabric, and has a thermoplastic coating material laminated to both sides as manufactured by Duro-Last Roofing, Inc. (or compatible, equal-or-better).
- Install prefabricated flashings around all curbs, deck penetrations, and drains in accordance with membrane manufacturer's specifications.
- Install 24 ga prefinished fascia bar with Kynar-coated (or compatible, equal-or-better) metal cover at roof perimeter. Cover color to be chosen by building owner.
- Install walk pads on serviceable side of AC units.
- Include 20-year warranty on roof and workmanship.
- Dispose of all debris in an approved facility in accordance with all local, state, and federal regulations.
- Contractor to pay all costs of licensing, fees, permits, inspections, insurance, on-site supervision, and all other costs of work.



Billing Address
Michael Abild
211 Lee Street
San Marcos, TX 78666 USA

SM Air / San Marcos Air Conditioning
3500 N State Highway 123, San Marcos, Texas
78666

Estimate 16822324
Job 16821044
Estimate Date 6/8/2022
Technician David Williams
Customer PO

Job Address
Michael Abild
211 Lee Street
San Marcos, TX 78666 USA

Estimate Details

Replace 8 Trane Units. (6) 5 Ton & (2) 10 Ton & Reinforce & Seal Outside Ducts as Needed

Task #	Description	Quantity	Your Price	Your Total
MSC151	Install (8) Rooftop Units	1.00	\$106,384.62	\$106,384.62
	(6) 5 Ton M# YSC060G3RLB005D			
	(2) 10 Ton M# YSC120H3RLA005D			
	Will support & Seal Rooftop Metal Duct as needed.			

Hail Guards, New Thermostats & Fresh Air Damper Included

This is just an estimate, price increase could go up upon Unit and/or Material price change.

Potential Savings \$15,957.69

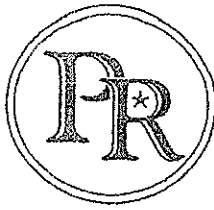
Sub-Total \$106,384.62

Hays Tax 8.25% \$0.00

Total \$106,384.62

Thank you for choosing SM Air

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by SM Air as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.



SINCE 1948
**PARSONS
ROOFING**

Address: P.O. Box 21835 Waco, TX 76702-1835
Toll Free: (877) 881-1733
Fax: (254) 881-1995
www.parsonsroofing.com

Purchaser: San Marcos CISD

Street: 211 Lee Street

City, State, Zip: San Marcos, TX 78666

Telephone: 512-753-9455

E-Mail Address: mdabild.cpa@gmail.com

Fax:

Date: 6/7/2022

Contact: Michael Abild

Job Name: Old Bonham School

Job Location: 211 Lee Street San Marcos, TX 786

Contractors Work To Begin: TBD

Salesman: Rodney Castillija

Subject to a prompt acceptance within _____ days from above date, and further subject to all terms and conditions below.
PARSONS COMMERCIAL ROOFING, INC. ("Contractor") proposes to furnish materials and labor as hereafter specified for the
"work" described as follows:

Scope of work:			
1. Price is good for 30 days from above date. Price is subject to change after above date.			
2. Remove debris from roof area.			
3. Install a mechanically fastened 1/2" Expanded Polystyrene (EPS) insulation cover board over existing roof.			
4. Contractor shall furnish and mechanically fasten, a white 50 mil single-ply membrane roofing system that is fabricated of a weft inserted low-shrink, anti-wicking polyester fabric and has a thermoplastic coating material laminated to both sides as manufactured by Duro-Last Roofing, Inc.			
5. Install prefabricated flashings around all curbs, deck penetrations and drains in accordance with membrane manufacturer specifications.			
6. Install 24ga prefinished fascia bar with Kynar-coated metal cover, at roof perimeter. Cover color shall be chosen by building owner.			
8. Dispose of all debris in an approved facility in accordance with all local, state and federal regulations.			
9. Includes, as issued by manufacturer, a 15 year Labor and Material Warranty.			
10. Includes all Workmen Compensation and General Liability Insurance.			
11. Install walkpads on serviceable side of AC units.			
TIPS # 21060302			
Option: Include a 1 inch (EPS) insulation cover board over existing roof.	Yes	No	\$5,200.00
Option: Include a 60 mil Duro-Last roof system.	Yes	No	\$3,640.00
Option: Include a 20 yr NDL warranty, please add to base bid	<u>Yes</u>	No	\$1,950.00
Excludes: Mechanical, Electrical work needed to lift gas lines on A/C units on roof. anything that is not stated in the above scope of work.			

The contract sum due contractor for the work is: _____

Base Bid: \$131,518.00

Terms: 60% draw upon order of materials and balance due upon completion.

Sales Tax: (N/A)

San Marcos CISD

Parsons Commercial Roofing, Inc

By: _____ By: _____

Title: _____ Title: _____

ACCEPTANCE: The undersigned ("Purchaser") by execution hereof accepts this document and all of its terms and conditions contained herein as a binding contract.

Date: _____ Date: _____

THE STATE OF TEXAS

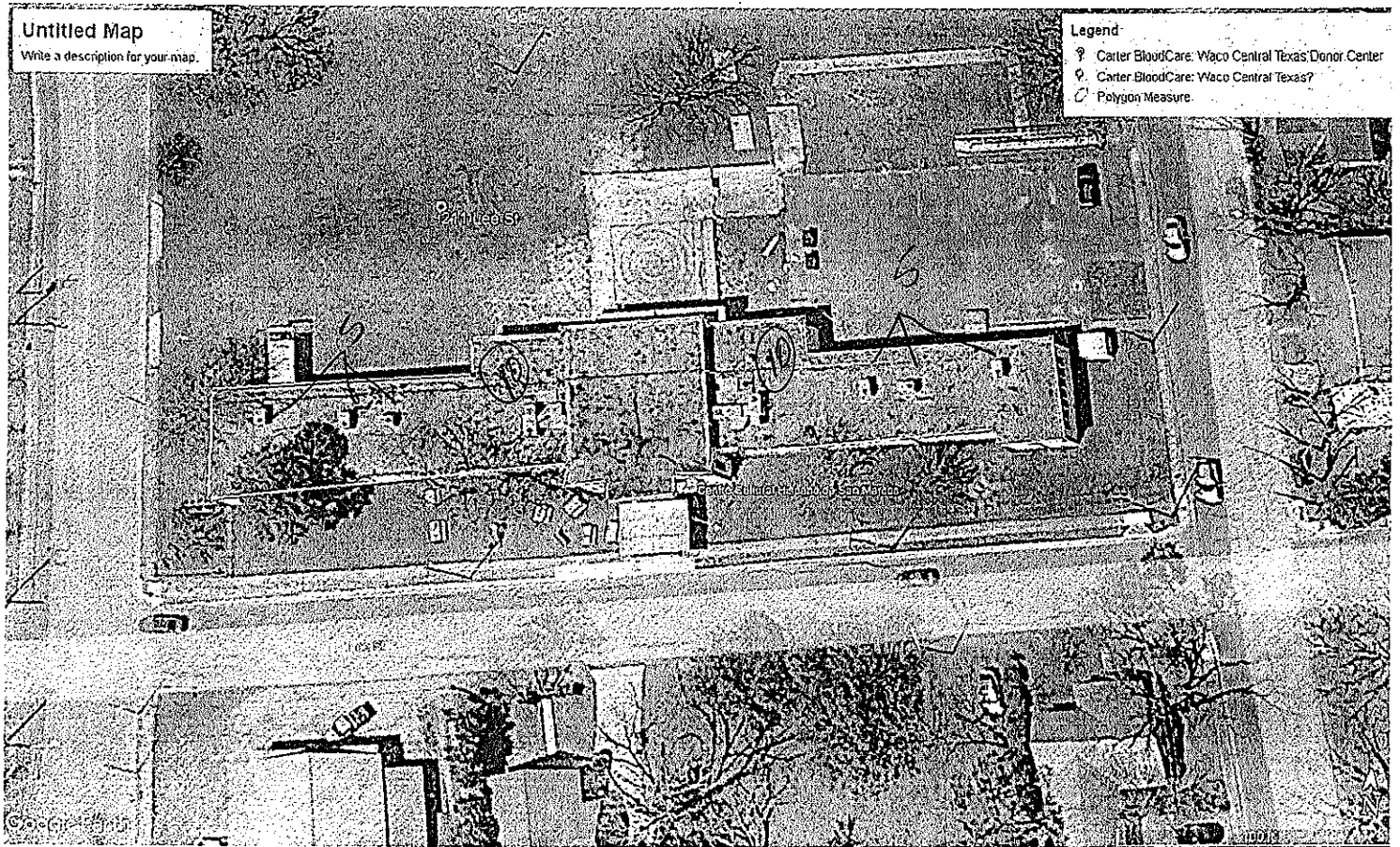
COUNTY OF _____

THIS INSTRUMENT was acknowledged before me on: _____

By: _____

Notary Public in and for The State of Texas

My Commission Expires: _____



Appendix D Budget

Below is the approved budget for the rehabilitation of 211 Lee Street, San Marcos, Texas. It is expressly agreed and understood that the total amount to be paid for the Project by the City using CDBG funds shall not exceed \$268,000

Program Activity	CDBG Funds (Approved)	CDBG Funds (As Amended)	Match Funds	All Other Funds	Comments
Environmental Review Expenses	\$ 500.00	\$ 500.00			
Soft Costs/Project Administration	\$ 24,000.00	\$ 5,000.00			Note 1
Rehabilitation Hard Costs					
Lead-Based Paint Abatement	\$ 1,000.00				
Other Minor Repairs	\$ 8,500.00				
Update HVAC System (Note 4)	\$ 43,000.00	\$ 116,500.00			Note 2
Replace Exterior Doors	\$ 52,945.00				
Replace Exterior Windows	\$ 62,016.00				
Remove Current Interior Tile Flooring, Abate the Asbestos Found in the Mastic, and Replace the Flooring	\$ 30,000.00				
New Flooring	\$ 24,039.00				
Construct New Exterior Hallway Corridor	\$ 22,000.00				
Replace Existing Roof (Note 4)	\$ -	\$ 146,000.00			Note 3
Total Budget	\$ 268,000.00	\$ 268,000.00	\$ -	\$ -	

Note 1: Project Administration reflects condensed scope of work and contractors' responsibility for licensing, fees, permits, inspections, insurance, on-site supervision, and all other costs of work.

Note 2: Original Budget Included Three 5-Ton and One 10-Ton Units (Partial Replacement).

Amended Budget Includes Six 5-Ton and Two 10-Ton Units (Complete Replacement).

Note 3: Roof Replacement Not Included in Original Budget. Budget Includes 20-Year Warranty.

Note 4: HVAC and Roof Replacement Budgets Include Approximately 10% Contingency for Potential Price Increases.

The Environmental Review shall be performed by the City, with related expenses charged to the Project as noted above.

Unexpended funds may be reallocated to a different line item in the above budget for use by the Subrecipient upon written concurrence from the City, without a formal amendment to this Agreement.

Soft costs, including program administration by Subrecipient administrative or management staff must be tracked by the hour on forms provided by the City. Eligible project administration salary and benefit costs are limited to time spent working directly on this project.