

## MEMO

**TO:** Melissa Reynolds, P.E., CFM

**DATE:** 8/12/2025

**FROM:** Jake Powell, P.E., CFM

**PROJECT NO.:** 12557-00

**cc:** Billy Hornung, P.E.

**RE:** North Guadalupe Drainage Improvements – Change Order Summary

This memo is intended to summarize the proposed changes orders presented by EZ Bel to date for the North Guadalupe Drainage Improvements project. The Change Orders (CO) and associated costs and schedule impacts are discussed below.

- CO #1 – Additional work for water line tie-in at San Antonio Ave. and 8<sup>th</sup> St.
  - Required to isolate tie-in for 8” water line on 8<sup>th</sup> Street to 8” and 16” water lines on San Antonio Ave.
  - Added three (3) cut-in 8” gate valves and one (1) 8” insert valve, and associated pipe, fittings, and trench protection.
  - Add 5 days to work schedule.
- CO #2 – Alternate pavement section – full depth hot mix asphalt (HMAC) along Collins Ave, 7<sup>th</sup> St, 4<sup>th</sup> St, and 8<sup>th</sup> St. Bid set included an option for full-depth HMAC instead of flexible base and HMAC. EZ Bel provided a revised bid for the pavement alternate.
  - Added Type B HMAC and reduced flexible base.
  - Deduct 10 days from work schedule.
- CO #3 – Add trench excavation protection (TEP) pay item for water line construction.
  - Additional TEP for 4,095 LF of water line along Collins Ave, 7<sup>th</sup> St, 4<sup>th</sup> St, and 8<sup>th</sup> St.
  - Unit cost for this water line TEP is less than TEP for storm drain and sanitary sewer based on depth.
- CO #4 – Add additional water services on 8<sup>th</sup> Street.
  - Added 12 water services on 8<sup>th</sup> Street per City direction, totaling 20 as opposed to the original 8.
  - Add 4 days to work schedule.

A summary of the four (4) Change Orders is shown in Table 1 below:

**MEMO**

North Guadalupe Drainage Improvements Project

8/12/2025

Page 2 of 2

Table 1. Change Order Summary

<b>Change Order</b>	<b>Dollar Change (\$)</b>	<b>Time Change (Days)</b>
Change Order 1	+\$53,080.00	+5
Change Order 2	+\$64,980.00	-10
Change Order 3	+\$34,807.50	N/A
Change Order 4	+\$54,000.00	+4
<b>Total</b>	<b>+\$206,867.50</b>	<b>-1</b>

There are no previous Change Orders for the project. The total net Change Order in dollars is therefore an increase of \$206,867.50 with a decrease in working days of 1 day. Pape-Dawson recommends approval of Change Orders 1-4.

Please feel free to reach out with any questions or if further information is required.

**END OF MEMO.**



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

**NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.**

Subrecipient: <b>City of Seguin</b>	GLO Contract Number: <b>22-085-008-0236</b>	Date: <b>8/14/2025</b>
Engineer Name Address & Phone	Subrecipient Name, Address, & Phone Number:	Contractor Name, Address & Phone Number:
<b>Pape-Dawson Engineers, Inc.</b> 2000 NW Loop 410 San Antonio, Texas 78216	<b>City of Seguin</b> P.O. Box 591 Seguin, Texas 78156	<b>E-Z BEL CONSTRUCTION, LLC</b> 203 Recoleta San Antonio, Texas 78216
Project #: <span style="border: 1px solid black; padding: 0 20px;"> </span>	Bid Package #: <b>AF-2025-33</b>	Change Order #: <span style="border: 1px solid black; padding: 0 20px;">1</span>
Contract Origination Date: <b>11/19/2021</b>		Project Description: <b>North Guadalupe Drainage Improvements</b>

**You are hereby requested to comply with the following changes from the contract plans and specifications.**

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Schedule etc.	Decrease in Contract Price	Increase in Contract Price
CO 1	Add 80 LF at Unit Price of \$8.50/LF for TRENCH EXCAVATION PROTECTION. This is a new item for waterlines, only.		\$680.00
7004-7010	Add 80 LF at Unit Price of \$230.0 LF for WTR MAIN PIPE(PVC)(RESTRAINED JT) 8IN for 8" waterline with restrained joints.		\$18,400.00
7004-7033	Add 3 Gate Valves at the Unit Price of \$4,000 EA for GATE VALVE (8 IN).		\$12,000.00
CO 1	Add 2 - 8" TIE-IN at Unit Price of \$1,250.00 / EA with a new contract item.		\$2,500.00
CO 1	Add 1 - 8" INSERT VAVLE at Unit Price of \$19,500.00 / EA with new item.		\$19,500.00

*See sheet 2 to add additional entries*

**Change in Construction Contract Price**

Original Contract Price:	\$10,807,704.00
Cumulative Previous Change Order(s) Total:	\$0.00
Contract Price Prior to this Change Order:	\$10,807,704.00
Net Increase/Decrease of this Change Order:	\$53,080.00

**Change in Contract Time (Calendar Days)**

Original Contract Time in Days:	550
Net Change from Previous Change Order(s) in Days	0
Contract Time Prior to this Change Order in Days	550
Net Increase/Decrease of this Change Order in Days:	5



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

Contract Price with All Approved Change Orders:	\$10,860,784.00	Contract Time with All Approved Change Orders in Days:	555
Cumulative Percent Change in Contract Price (+/-)	0.49 %	Subrecipient Contract End Date:	10/31/26
Construction Contract Start Date:	April 29, 2025	Construction Contract End Date:	11/05/26

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

**\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements**

Subrecipient Signature	Engineer Signature	Contractor Signature
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

**Justification for Change Order**

1. Will this change order increase or decrease the number of beneficiaries? ☐ Increase ☐ Decrease ☒ No Change

If there is a change, how many beneficiaries will be affected?

Total  LMI

2. Effect of this change on the scope of work: ☐ Increase ☐ Decrease ☒ No Change

3. Effect on operation and maintenance costs: ☐ Increase ☐ Decrease ☒ No Change

4. Are all prices in the change order dependent upon unit prices found in the original bid? ☐ Yes ☒ No

If "no", explain:

CO1 Item 8" TIE-IN, 2 EA., was added due to the complexity of tie-in making it fair and reasonable to compensate the contractor. Per the contract, waterline tie-ins are subsidiary to the waterline installation, but this connection required additional time and effort in coordination with the City to locate and isolate existing valves which had unknown existing piping and connections.

CO1 Item 8" INSERT VALVE, 1 EA, was also added to the contract to isolate the existing 8" line since the water could not be turned off.

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction? ☐ Yes ☒ No

If "yes", is an environmental assessment required?



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

- 
- |  |                                     |     |                          |    |
|--|-------------------------------------|-----|--------------------------|----|
| 6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 7. Is the CCN permit still valid? ( <i>sewer projects only</i> )                               | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 8. Are the disability access requirements/approval still valid (if applicable)?                | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 9. Are other Disaster Recovery contractual special condition clearances still valid?           | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |

If "no", explain:

**Disclaimer:** The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



**E-Z BEL CONSTRUCTION, LLC**  
 203 Recoleta  
 San Antonio, Texas 78216  
 Office: (210) 736 - 6595  
 Fax: (210) 735 - 1842

**Date:** 7/17/2025

**Attn:** Ms. Melissa Reynolds, P.E., CFM  
 City of Seguin - Engineering & Capital Projects  
 108 E. Mountain St.  
 Seguin, TX 78155

**Re:** N. Guadalupe Drainage System Improvements (GLO Contract No. 22-085-008-D236)  
 CP #1 - 8th St. Insert Valves

**Change Order Scope:** Furnish and install one 8" insert valve on the east side of the water tie-in point at 8th Street and San Antonio Street. Additionally, furnish and install one 8" gate valve on the north side of the tie-in at 8th Street and San Antonio Street, and one 8" gate valve on the west side of the tie-in on San Antonio Street. This proposal also includes all associated fittings, including cut-in tees and additional 8" water main piping necessary to complete the tie-in at 8th Street and San Antonio Street.

Please accept the following proposal for the above mentioned project and change order.

Item	Location	Bid Item Description	Unit	Qty	Unit Price	Total Amt.
1	8th Street	TRENCH EXCAVATION PROTECTION	LF	80.00	\$ 8.50	\$ 680.00
2	8th Street	WTR MAIN PIPE (PVC)(RESTRAINED JT) 8IN	LF	80.00	\$ 230.00	\$ 18,400.00
3	8th Street	GATE VALVE (8 IN)	EA	3.00	\$ 4,000.00	\$ 12,000.00
4	8th Street	8" Tie In	EA	2.00	\$ 1,250.00	\$ 2,500.00
5	8th Street	8" INSERT VALVE	EA	1.00	\$ 19,500.00	\$ 19,500.00
						\$ -
						\$ -

**TOTAL CHANGE ORDER REQUEST: \$ 53,080.00**

WORKING DAY EXTENSION REQUIRED TO COMPLETE ADDITIONAL WORK: 2.00  
 WORKING DAY EXTENSION REQUIRED DUE TO DELAYS: 3.00  
**TOTAL WORKING DAY EXTENSION REQUEST: 5.00**

**General Exclusions:**

- 1) Anything previously excluded from original proposal
- 2) Anything not explicitly mentioned above
- 3) Any overruns or additional cost not captured in this proposal

**Change Order Conditions:**

- 1) This proposal shall be valid for a period of fifteen (15) days and is subject to change thereafter.
- 2) The cost of this change includes only those direct costs which can be identified at this time. There are no impact or ripple costs and no delay costs included in this proposal. Should it be determined at a later date that there are impact costs because of multiple changes, delays or other causes beyond E-Z Bel's control, said additional costs will be submitted at that time. Therefore, E-Z Bel expressly reserves all rights to additional compensation for schedule changes, performance cost increases, other direct costs, indirects costs, ripple effects, and/or impacts not presently known and or determinable directly or indirectly arising out of or related to the subject(s) of this modification, to include appropriate overhead costs, general, managerial and administrative costs, and profit.
- 3) Work for this change order will not proceed unless directed IN WRITING by the City of Seguin.
- 4) This proposal excludes any work not specifically described within.
- 5) This proposal is fair and equitable for the work requested and a change order should be issued immediately so as not to delay the project. If the proposal does not result in a formal change order to our contract within 15 business days, E-Z Bel reserves the right to revise the pricing.

Pricing above is valid for 15 days from submission  
 Expires: 8/1/2025

Please feel free to contact the undersigned with any questions.  
 Respectfully submitted,

For Customer

Matthew Georg

Accepted By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**E-Z Bel Construction, LLC**

E-Z Bel Construction

Signature

Contractor/Company Name

Project Manager

Matthew Georg

Title

Print Name

Date

Signed by:  
  
3CDC55EC89884BE

Pape Dawson

Signature

Engineer/ Architect/Company Name

Senior Project Engineer

Adrian Contreras, P.E., CFM

8/13/2025

Title

Print Name

Date

Signed by:  
  
DB77C94B48DD4D5

City of Seguin

Signature

Inspector/Company Name

City Inspector

Kenneth Borchardt

8/13/2025

Title

Print Name

Date

DocuSigned by:  
  
B7D00B70B4028

City of Seguin

Signature

City Project Manager/Company Name

City Project Manager

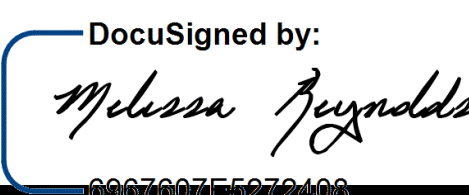
Matt Pekar

8/13/2025

Title

Print Name

Date

DocuSigned by:  
  
0007007FE070400

City of Seguin

Signature

City Engineer/Company Name

Director of Engineering and Capital Projects

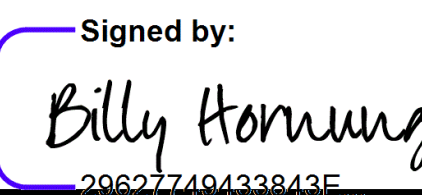
Melissa Reynolds, P.E.

8/13/2025

Title

Print Name

Date

Signed by:  
  
20627740433843E

City of Seguin

Signature

City Project Engineer/Company Name

City Project Engineer

Billy Hornung, P.E.

8/13/2025

Title

Print Name

Date

City of Seguin

Signature

City Manager/Company Name

City Manager

Steve Parker

Title

Print Name

Date



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

**NOTE:** Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.

Subrecipient: <b>City of Seguin</b>	GLO Contract Number: <b>22-085-008-0236</b>	Date: <b>8/14/2025</b>
Engineer Name Address & Phone	Subrecipient Name, Address, & Phone Number:	Contractor Name, Address & Phone Number:
<b>Pape-Dawson Engineers, Inc. 2000 NW Loop 410 San Antonio, Texas 78216</b>	<b>City of Seguin P.O. Box 591 Seguin, Texas 78156</b>	<b>E-Z BEL CONSTRUCTION, LLC 203 Recoleta San Antonio, Texas 78216</b>
Project #: <b></b>	Bid Package #: <b>AF-2025-33</b>	Change Order #: <b>2</b>
Contract Origination Date: <b>11/19/2021</b>	Project Description: <b>North Guadalupe Drainage Improvements</b>	

**You are hereby requested to comply with the following changes from the contract plans and specifications.**

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Schedule etc.	Decrease in Contract Price	Increase in Contract Price
105-7129	Deduct 14,404 SY at Unit Price of \$4.00/SY to allow a cost reduction for REMOVING STAB BASE & ASPH PAV(0"-16")	(\$56,416.00)	
247-7090	Deduct 14,411 SY at Unit Price of \$17.00/SY for FLBS(CMP IN PLC)(TY A GR 1-2)(10") for removing roadbase item.	(\$244,987.00)	
3006-7001	Deduct 3,935 GAL at Unit Price of \$5.00/GAL for UNDERSEAL COURSE to remove the underseal item.	(\$19,675.00)	
310-7013	Deduct 2,624.00 GAL at \$4.00/GAL for PRIME COAT (MC-30 OR AE-P) to remove the prime coat item for the flexbase.	(\$10,496.00)	
341-7001	Deduct 754.00 TONS at \$101.00/TON for D-GR HMA TY-D SAC-B PG70-22 Base bid (2,280 tons) - Alt Bid (1526 tons) = 754 tons.	(\$76,154.00)	
512-7001	Deduct 780.00 LF of Concrete Barrier at Unit Price of \$22.00/LF with item PORT CTB (FUR & INST)(SGL SLOPE)(TY 1) that is no longer needed.	(\$17,160.00)	
512-7025	Deduct 780.00 LF of Concrete Barrier at Unit Price of \$4.00/LF with item PORT CTB (MOVE)(SGL SLOPE)(TY 1) that is no longer needed.	(\$3,120.00)	
512-7049	Deduct 780.00 LF of Concrete Barrier at Unit Price of \$3.00/LF with item PORT CTB (REMOVE)(SGL SLOPE)(TY 1) that is no longer needed.	(\$2,340.00)	
545-7013	Deduct 2 Crash Cushions at Unit Price of \$4,000.00/EA for CRASH CUSH ATTEN (INSTL)(S)(N)(TL2) that is no longer needed.	(\$8,000.00)	
545-7004	Deduct 2 Crash Cushions at Unit Price of \$1,250.00/EA for CRASH CUSH ATTEN (REMOVE) that are no longer needed.	(\$2,500.00)	
105-7129	Add 14,404 SY at Unit Price of \$2.00/SY at a reduced unit cost for REMOVING STAB BASE & ASPH PAV(0"-16") with the Alt Bid Item.		\$28,208.00
341-7001	Add 4,342.00 TONS at \$110.00/TON for D-GR HMA TY-D SAC-B PG70-22 for the Alt Bid Item at a reduced unit cost.		\$477,620.00

See sheet 2 to add additional entries

**Change in Construction Contract Price**

Original Contract Price:	\$10,807,704.00
Cumulative Previous Change Order(s) Total:	\$53,080.00
Contract Price Prior to this Change Order:	\$10,860,784.00
Net Increase/Decrease of this Change Order:	\$64,980.00

**Change in Contract Time (Calendar Days)**

Original Contract Time in Days:	550
Net Change from Previous Change Order(s) in Days	5
Contract Time Prior to this Change Order in Days	555
Net Increase/Decrease of this Change Order in Days:	(10)





**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

Contract Price with All Approved Change Orders:	\$10,925,764.00	Contract Time with All Approved Change Orders in Days:	545
Cumulative Percent Change in Contract Price (+/-)	1.09%	Subrecipient Contract End Date:	10/31/26
Construction Contract Start Date:	April 29, 2025	Construction Contract End Date:	10/26/26

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

**\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements**

Subrecipient Signature	Engineer Signature	Contractor Signature
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

**Justification for Change Order**

1. Will this change order increase or decrease the number of beneficiaries? ☐ Increase ☐ Decrease ☐ No Change

If there is a change, how many beneficiaries will be affected?

Total  LMI

2. Effect of this change on the scope of work: ☐ Increase ☐ Decrease ☒ No Change
3. Effect on operation and maintenance costs: ☐ Increase ☐ Decrease ☒ No Change
4. Are all prices in the change order dependent upon unit prices found in the original bid? ☐ Yes ☒ No

If "no", explain:

Alternate bid items were renegotiated along with a decrease in contract time.

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction? ☐ Yes ☒ No

If "yes", is an environmental assessment required?



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

- 
- |  |                                     |     |                          |    |
|--|-------------------------------------|-----|--------------------------|----|
| 6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 7. Is the CCN permit still valid? (sewer projects only)  | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 8. Are the disability access requirements/approval still valid (if applicable)?                | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 9. Are other Disaster Recovery contractual special condition clearances still valid?           | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |

If "no", explain:

**Disclaimer:** The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



E-Z BEL CONSTRUCTION, LLC  
203 Recoleta  
San Antonio, Texas 78216  
Office: (210) 736 - 6595  
Fax: (210) 735 - 1842

Date: 7/8/2025

Attn: Ms. Melissa Reynolds, P.E., CFM  
City of Seguin - Engineering & Capital Projects  
108 E. Mountain St.  
Seguin, TX 78155

Re: N. Guadalupe Drainage System Improvements (GLO Contract No. 22-085-008-D236)  
CP #2 - Street Section Revision

Change Order Scope:

Please accept the following proposal for the above mentioned project and change order.

Item	Location	Bid Item Description	Unit	Qty	Unit Price	Total Amt.
CREDITS						
1	Project Site	REMOVING STAB BASE & ASPH PAV(0"-16")	SY	(14,104.00)	\$ 4.00	\$ (56,416.00)
2	Project Site	FL BS (CMP IN PLC)(TY A GR 1-2)(10")	SY	(14,411.00)	\$ 17.00	\$ (244,987.00)
3	Project Site	UNDERSEAL COURSE	GAL	(3,935.00)	\$ 5.00	\$ (19,675.00)
4	Project Site	PRIME COAT (MC-30 OR AE-P)	GAL	(2,624.00)	\$ 4.00	\$ (10,496.00)
5	Project Site	D-GR HMA TY-D SAC-B PG70-22 (3" THICKNESS)	TON	(754.00)	\$ 101.00	\$ (76,154.00)
6	Project Site	PORT CTB (FUR & INST) (SGL SLOPE) (TY1)	LF	(780.00)	\$ 22.00	\$ (17,160.00)
7	Project Site	PORT CTB (MOVE) (SGL SLOPE) (TY1)	LF	(780.00)	\$ 4.00	\$ (3,120.00)
8	Project Site	PORT CTB (REMOVE) (SGL SLOPE) (TY1)	LF	(780.00)	\$ 3.00	\$ (2,340.00)
9	Project Site	CRASH CUSH ATTEN (REMOVE)	EA	(2.00)	\$ 1,250.00	\$ (2,500.00)
10	Project Site	CRASH CUSH ATTEN (INSTL)(S)(N)(TL2)	EA	(2.00)	\$ 4,000.00	\$ (8,000.00)
ADD ON						
6	Project Site	REMOVING STAB BASE AND ASPH PAV(0"-16")	SY	14,104.00	\$ 2.00	\$ 28,208.00
7	Project Site	D-GR HMA TY-B PG64-22 (5" THICKNESS)	TON	4,342.00	\$ 110.00	\$ 477,620.00
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -

TOTAL CHANGE ORDER REQUEST: \$ 64,980.00

WORKING DAY EXTENSION REQUIRED TO COMPLETE ADDITIONAL WORK: (10.00)  
WORKING DAY EXTENSION REQUIRED DUE TO DELAYS: -  
TOTAL WORKING DAY EXTENSION REQUEST: (10.00)

General Exclusions:

- 1) Anything previously excluded from original proposal
- 2) Anything not explicitly mentioned above
- 3) Any overruns or additional cost not captured in this proposal

Change Order Conditions:

- 1) This proposal shall be valid for a period of fifteen (15) days and is subject to change thereafter.
- 2) The cost of this change includes only those direct costs which can be identified at this time. There are no impact or ripple costs and no delay costs included in this proposal. Should it be determined at a later date that there are impact costs because of multiple changes, delays or other causes beyond E-Z Bel's control, said additional costs will be submitted at that time. Therefore, E-Z Bel expressly reserves all rights to additional compensation for schedule changes, performance cost increases, other direct costs, indirects costs, ripple effects, and/or impacts not presently known and or determinable directly or indirectly arising out of or related to the subject(s) of this modification, to include appropriate overhead costs, general, managerial and administrative costs, and profit.
- 3) Work for this change order will not proceed unless directed IN WRITING by the City of Universal City.
- 4) This proposal excludes any work not specifically described within.
- 5) This proposal is fair and equitable for the work requested and a change order should be issued immediately so as not to delay the project. If the proposal does not result in a formal change order to our contract within 15 business days, E-Z Bel reserves the right to revise the pricing.

Pricing above is valid for 15 days from submission  
Expires: 7/23/2025

Please feel free to contact the undersigned with any questions.  
Respectfully submitted,

For Customer

Matthew Georg

Accepted By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_





**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

**NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.**

Subrecipient: <b>City of Seguin</b>	GLO Contract Number: <b>22-085-008-0236</b>	Date: <b>8/14/2025</b>
Engineer Name Address & Phone	Subrecipient Name, Address, & Phone Number:	Contractor Name, Address & Phone Number:
<b>Pape-Dawson Engineers, Inc. 2000 NW Loop 410 San Antonio, Texas 78216</b>	<b>City of Seguin P.O. Box 591 Seguin, Texas 78156</b>	<b>E-Z BEL CONSTRUCTION, LLC 203 Recoleta San Antonio, Texas 78216</b>
Project #: <b></b>	Bid Package #: <b>AF-2025-33</b>	Change Order #: <b>3</b>
Contract Origination Date: <b>11/19/2021</b>	Project Description: <b>North Guadalupe Drainage Improvements</b>	

**You are hereby requested to comply with the following changes from the contract plans and specifications.**

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Schedule etc.	Decrease in Contract Price	Increase in Contract Price
402-7001	Add 4095 LF at Unit Price of \$8.50/SY for TRENCH EXCAVATION PROTECTION (WATERLINE)		\$34,807.50

*See sheet 2 to add additional entries*

**Change in Construction Contract Price**

Original Contract Price:	\$10,807,704.00
Cumulative Previous Change Order(s) Total:	\$118,060.00
Contract Price Prior to this Change Order:	\$10,925,764.00
Net Increase/Decrease of this Change Order:	\$34,807.50

**Change in Contract Time (Calendar Days)**

Original Contract Time in Days:	550
Net Change from Previous Change Order(s) in Days	(5)
Contract Time Prior to this Change Order in Days	545
Net Increase/Decrease of this Change Order in Days:	0



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

Contract Price with All Approved Change Orders:	\$10,960,571.50	Contract Time with All Approved Change Orders in Days:	545
Cumulative Percent Change in Contract Price (+/-)	1.41%	Subrecipient Contract End Date:	10/31/26
Construction Contract Start Date:	April 29, 2025	Construction Contract End Date:	10/26/26

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

**\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements**

Subrecipient Signature	Engineer Signature	Contractor Signature
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

**Justification for Change Order**

1. Will this change order increase or decrease the number of beneficiaries? ☐ Increase ☐ Decrease ☐ No Change

If there is a change, how many beneficiaries will be affected?

Total  LMI

2. Effect of this change on the scope of work: ☐ Increase ☐ Decrease ☒ No Change
3. Effect on operation and maintenance costs: ☐ Increase ☐ Decrease ☒ No Change
4. Are all prices in the change order dependent upon unit prices found in the original bid? ☐ Yes ☒ No

If "no", explain:

Alternate bid items were renegotiated along with a decrease in contract time.

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction? ☐ Yes ☒ No

If "yes", is an environmental assessment required?



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

- 
- |  |                                     |     |                          |    |
|--|-------------------------------------|-----|--------------------------|----|
| 6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 7. Is the CCN permit still valid? (sewer projects only)  | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 8. Are the disability access requirements/approval still valid (if applicable)?                | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 9. Are other Disaster Recovery contractual special condition clearances still valid?           | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |

If "no", explain:

**Disclaimer:** The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



**E-Z BEL CONSTRUCTION, LLC**  
 203 Recoleta  
 San Antonio, Texas 78216  
 Office: (210) 736 - 6595  
 Fax: (210) 735 - 1842

**Date:** 7/22/2025

**Attn:** Ms. Melissa Reynolds, P.E., CFM  
 City of Seguin - Engineering & Capital Projects  
 108 E. Mountain St.  
 Seguin, TX 78155

**Re:** N. Guadalupe Drainage System Improvements (GLO Contract No. 22-085-008-D236)  
 CP #3 -Trench Protection for Waterline

**Change Order Scope:** Adding 4,095' of trench protection line item for proposed 8" Waterline

Please accept the following proposal for the above mentioned project and change order.

Item	Location	Bid Item Description	Unit	Qty	Unit Price	Total Amt.
1	Waterline	TRENCH EXCAVATION PROTECTION	LF	4,095.00	\$ 8.50	\$ 34,807.50
					\$	-
					\$	-

**TOTAL CHANGE ORDER REQUEST: \$ 34,807.50**

WORKING DAY EXTENSION REQUIRED TO COMPLETE ADDITIONAL WORK:

WORKING DAY EXTENSION REQUIRED DUE TO DELAYS:

**TOTAL WORKING DAY EXTENSION REQUEST: -**

**General Exclusions:**

- 1) Anything previously excluded from original proposal
- 2) Anything not explicitly mentioned above
- 3) Any overruns or additional cost not captured in this proposal

**Change Order Conditions:**

- 1) This proposal shall be valid for a period of fifteen (15) days and is subject to change thereafter.
- 2) The cost of this change includes only those direct costs which can be identified at this time. There are no impact or ripple costs and no delay costs included in this proposal. Should it be determined at a later date that there are impact costs because of multiple changes, delays or other causes beyond E-Z Bel's control, said additional costs will be submitted at that time. Therefore, E-Z Bel expressly reserves all rights to additional compensation for schedule changes, performance cost increases, other direct costs, indirects costs, ripple effects, and/or impacts not presently known and or determinable directly or indirectly arising out of or related to the subject(s) of this modification, to include appropriate overhead costs, general, managerial and administrative costs, and profit.
- 3) Work for this change order will not proceed unless directed IN WRITING by the City of Seguin.
- 4) This proposal excludes any work not specifically described within.
- 5) This proposal is fair and equitable for the work requested and a change order should be issued immediately so as not to delay the project. If the proposal does no result in a formal change order to our contract within 15 business days, E-Z Bel reserves the right to revise the pricing.

Pricing above is valid for 15 days from submission

Expires: 8/6/2025

Please feel free to contact the undersigned with any questions.

Respectfully submitted,

For Customer

Matthew Georg

Accepted By: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



E-Z Bel Construction

Signature

Contractor/Company Name

Project Manager

Matthew Georg

Title

Print Name

Date

Signed by:  
*Adrian Contreras*  
3C0CE55EC89884BE

Pape Dawson

Signature

Engineer/ Architect/Company Name

Senior Project Engineer

Adrian Contreras, P.E., CFM

8/13/2025

Title

Print Name

Date

City of Seguin

Signature

Inspector/Company Name

City Inspector

Kenneth Borchardt

Title

Print Name

Date

DocuSigned by:  
*Matt Pekar*  
E1D08B70B402...

City of Seguin

Signature

City Project Manager/Company Name

City Project Manager

Matt Pekar

8/13/2025

Title

Print Name

Date

DocuSigned by:  
*Melissa Reynolds*  
60627607FE979409...

City of Seguin

Signature

City Engineer/Company Name

Director of Engineering and Capital Projects

Melissa Reynolds, P.E.

8/13/2025

Title

Print Name

Date

Signed by:  
*Billy Hornung*  
20627740433843E

City of Seguin

Signature

City Project Engineer/Company Name

City Project Engineer

Billy Hornung, P.E.

8/13/2025

Title

Print Name

Date

City of Seguin

Signature

City Manager/Company Name

City Manager

Steve Parker

Title

Print Name

Date



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

**NOTE: Texas Local Government Code Sec. 262.031 "CHANGES IN PLANS AND SPECIFICATIONS" regulations apply. Generally, a cumulative increase in the contract price in excess of 25% or a cumulative decrease in excess of 18% are disallowed.**

Subrecipient: <b>City of Seguin</b>	GLO Contract Number: <b>22-085-008-0236</b>	Date: <b>8/14/2025</b>
Engineer Name Address & Phone	Subrecipient Name, Address, & Phone Number:	Contractor Name, Address & Phone Number:
<b>Pape-Dawson Engineers, Inc. 2000 NW Loop 410 San Antonio, Texas 78216</b>	<b>City of Seguin P.O. Box 591 Seguin, Texas 78156</b>	<b>E-Z BEL CONSTRUCTION, LLC 203 Recoleta San Antonio, Texas 78216</b>
Project #: <b></b>	Bid Package #: <b>AF-2025-33</b>	Change Order #: <b>4</b>
Contract Origination Date: <b>11/19/2021</b>	Project Description: <b>North Guadalupe Drainage Improvements</b>	

**You are hereby requested to comply with the following changes from the contract plans and specifications.**

Item No.	Description of Changes: Quantities, Units, Unit Prices, Change in Completion Schedule etc.	Decrease in Contract Price	Increase in Contract Price
7030-7006	Add 12.00 EA at Unit Price of \$4,500/EA for WATER SERVICE for additional water meter services to vacant lots and unserved lots on 8th St.		\$54,000.00

*See sheet 2 to add additional entries*

**Change in Construction Contract Price**

Original Contract Price:	<b>\$10,807,704.00</b>
Cumulative Previous Change Order(s) Total:	<b>\$118,060.00</b>
Contract Price Prior to this Change Order:	<b>\$10,960,571.50</b>
Net Increase/Decrease of this Change Order:	<b>\$34,807.50</b>

**Change in Contract Time (Calendar Days)**

Original Contract Time in Days:	<b>550</b>
Net Change from Previous Change Order(s) in Days	<b>(5)</b>
Contract Time Prior to this Change Order in Days	<b>545</b>
Net Increase/Decrease of this Change Order in Days:	<b>4</b>



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

Contract Price with All Approved Change Orders:	\$11,014,571.50	Contract Time with All Approved Change Orders in Days:	549
Cumulative Percent Change in Contract Price (+/-)	1.91%	Subrecipient Contract End Date:	10/31/26
Construction Contract Start Date:	April 29, 2025	Construction Contract End Date:	10/30/26

Reimbursements of costs included in this change order are subject to review by GLO-CDR.

**\*This document may be executed prior to submission for GLO-CDR review, but all parties involved will be held responsible if the change order or amendment warranted as a result of this change order is not in compliance with CDBG or HUD Requirements**

Subrecipient Signature	Engineer Signature	Contractor Signature
Subrecipient Name and Title (Printed)	Engineer Name and Title (Printed)	Contractor Name and Title (Printed)
Subrecipient Signature	Engineer Signature	Contractor Signature

**Justification for Change Order**

1. Will this change order increase or decrease the number of beneficiaries? ☐ Increase ☐ Decrease ☐ No Change

If there is a change, how many beneficiaries will be affected?

Total  LMI

2. Effect of this change on the scope of work: ☐ Increase ☐ Decrease ☒ No Change
3. Effect on operation and maintenance costs: ☐ Increase ☐ Decrease ☒ No Change
4. Are all prices in the change order dependent upon unit prices found in the original bid? ☒ Yes ☐ No

If "no", explain:

5. Has the change created new circumstances or environmental conditions which may affect the project's impact, such as concealed or unexpected conditions discovered during actual construction? ☐ Yes ☒ No

If "yes", is an environmental assessment required?



**COMMUNITY DEVELOPMENT & REVITALIZATION**  
**The Texas General Land Office**  
*Construction Change Order Request*

- 
- |  |                                     |     |                          |    |
|--|-------------------------------------|-----|--------------------------|----|
| 6. Is the Texas Council on Environmental Quality (TCEQ) clearance still valid (if applicable)? | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 7. Is the CCN permit still valid? ( <i>sewer projects only</i> )                               | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 8. Are the disability access requirements/approval still valid (if applicable)?                | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |
| 9. Are other Disaster Recovery contractual special condition clearances still valid?           | <input checked="" type="checkbox"/> | Yes | <input type="checkbox"/> | No |

If "no", explain:

**Disclaimer:** The Texas General Land Office has made every effort to ensure the information contained on this form is accurate and in compliance with the most up-to-date CDBG-DR and/or CDBG-MIT federal rules and regulations, as applicable. It should be noted that the Texas General Land Office assumes no liability or responsibility for any error or omission on this form that may result from the interim period between the publication of amended and/or revised federal rules and regulations and the Texas General Land Office's standard review and update schedule.



**E-Z BEL CONSTRUCTION, LLC**  
 203 Recoleta  
 San Antonio, Texas 78216  
 Office: (210) 736 - 6595  
 Fax: (210) 735 - 1842

**Date:** 8/5/2025

**Attn:** Ms. Melissa Reynolds, P.E., CFM  
 City of Seguin - Engineering & Capital Projects  
 108 E. Mountain St.  
 Seguin, TX 78155

**Re:** N. Guadalupe Drainage System Improvements (GLO Contract No. 22-085-008-D236)  
 CP #4- Added 8th St Water Services

**Change Order Scope:** Adding 12 Water Services on 8th street totaling 20 as opposed to the original 8.

Please accept the following proposal for the above mentioned project and change order.

Item	Location	Bid Item Description	Unit	Qty	Unit Price	Total Amt.
7030-7006	8th Street	Water Servics	EA	12.00	\$ 4,500.00	\$ 54,000.00

**TOTAL CHANGE ORDER REQUEST: \$ 54,000.00**

WORKING DAY EXTENSION REQUIRED TO COMPLETE ADDITIONAL WORK: 4.00

WORKING DAY EXTENSION REQUIRED DUE TO DELAYS:

**TOTAL WORKING DAY EXTENSION REQUEST: 4.00**

**General Exclusions:**

- 1) Anything previously excluded from original proposal
- 2) Anything not explicitly mentioned above
- 3) Any overruns or additional cost not captured in this proposal

**Change Order Conditions:**

- 1) This proposal shall be valid for a period of fifteen (15) days and is subject to change thereafter.
- 2) The cost of this change includes only those direct costs which can be identified at this time. There are no impact or ripple costs and no delay costs included in this proposal. Should it be determined at a later date that there are impact costs because of multiple changes, delays or other causes beyond E-Z Bel's control, said additional costs will be submitted at that time. Therefore, E-Z Bel expressly reserves all rights to additional compensation for schedule changes, performance cost increases, other direct costs, indirects costs, ripple effects, and/or impacts not presently known and or determinable directly or indirectly arising out of or related to the subject(s) of this modification, to include appropriate overhead costs, general, managerial and administrative costs, and profit.
- 3) Work for this change order will not proceed unless directed IN WRITING by the City of Seguin.
- 4) This proposal excludes any work not specifically described within.
- 5) This proposal is fair and equitable for the work requested and a change order should be issued immediately so as not to delay the project. If the proposal does not result in a formal change order to our contract within 15 business days, E-Z Bel reserves the right to revise the pricing.

Pricing above is valid for 15 days from submission

Expires: 8/20/2025

Please feel free to contact the undersigned with any questions.

Respectfully submitted,

For Customer

Matthew Georg

Accepted By: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

E-Z Bel Construction

Signature	Contractor/Company Name
-----------	-------------------------

Project Manager	Matthew Georg
-----------------	---------------

Title	Print Name	Date
-------	------------	------

Signed by:  
*Adrian Contreras*  
3CDC55EC89884BE

Pape Dawson

Signature	Engineer/ Architect/Company Name
-----------	----------------------------------

Senior Project Engineer	Adrian Contreras, P.E., CFM	8/13/2025
-------------------------	-----------------------------	-----------

Title	Print Name	Date
-------	------------	------

Signed by:  
*Ken Borchardt*  
DB77C94B48DD4D5

City of Seguin

Signature	Inspector/Company Name
-----------	------------------------

City Inspector	Kenneth Borchardt	8/13/2025
----------------	-------------------	-----------

Title	Print Name	Date
-------	------------	------

City of Seguin

Signature	City Project Manager/Company Name
-----------	-----------------------------------

City Project Manager	Matt Pekar
----------------------	------------

Title	Print Name	Date
-------	------------	------

DocuSigned by:  
*Melissa Reynolds*  
6967697FE979499

City of Seguin

Signature	City Engineer/Company Name
-----------	----------------------------

Director of Engineering and Capital Projects	Melissa Reynolds, P.E.	8/13/2025
--	------------------------	-----------

Title	Print Name	Date
-------	------------	------

Signed by:  
*Billy Hornung*  
20627749433843E

City of Seguin

Signature	City Project Engineer/Company Name
-----------	------------------------------------

City Project Engineer	Billy Hornung, P.E.	8/13/2025
-----------------------	---------------------	-----------

Title	Print Name	Date
-------	------------	------

City of Seguin

Signature	City Manager/Company Name
-----------	---------------------------

City Manager	Steve Parker
--------------	--------------

Title	Print Name	Date
-------	------------	------