

CHANGE ORDER NO. 1

PROJECT: FAIRGROUNDS MODULAR OFFICE SITE
DATE OF ISSUANCE: 12/11/2025

STATE: IDAHO
EFFECTIVE DATE: 12/11/2025

OWNER: Kootenai County, 451 Government Way, Coeur d'Alene, Idaho 83814
CONTRACTOR: Stewart Contracting, Inc., 202 S. Division, P.O. Box 1275, Pinehurst, ID 83850
ENGINEER: Welch, Comer & Associates, Inc. 330 E. Lakeside Avenue, Suite 101, Coeur d'Alene, Idaho 83814

You are directed to make the following changes in the Contract Documents:

(supplemental plans and specifications attached)

Item Description	Change in Price	Change in Time
Item #1 - Foundation Modifications	\$ 10,200.50	0
Item #2 - Building Relocation Contract items	\$ 23,060.00	0

JUSTIFICATION:

SEE ATTACHED CHANGE SUPPORT SHEET

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES (days or dates):
Original Contract Price:	Original Contract Times
Base Bid \$ 183,000.00	Substantial Completion: 5/29/2026
Add Alternates \$ -	Ready for Final Payment: 06/08/26
Total Original Contract Price \$ 183,000.00	
Previous Change Orders	Previous Change Orders
Change Order No. _____ \$ -	Change Order No. _____ _____
Change Order No. _____ \$ -	Change Order No. _____ _____
Change Order No. _____ \$ -	Change Order No. _____ _____
Net Changes from Previous Change Orders \$ -	Net Changes from Previous Change Orders 0
Contract Price prior to this Change Order \$ 183,000.00	Contract Times prior to this Change Order
	Substantial Completion: 05/29/26
	Ready for Final Payment: 06/08/26
Net Increase/Decrease of Alternates \$ -	Net Increase/Decrease of this Change Order 0
Net Increase/Decrease of Change Order Items \$ 33,260.50	
Net Total Change Order Amount \$ 33,260.50	
Contract Price with all approved Change Orders \$ 216,260.50	Contract Times with all approved Change Orders
	Substantial Completion: 05/29/26
	Ready for Final Payment: 06/08/26

This document will become a supplement to the contract and all provisions will apply hereto.

RECOMMENDED (Engineer):

By:  Name/Title: Melissa Cleveland, P.E. Date: 12/11/2025

APPROVED (Owner):

By: _____ Name/Title: _____ Date: _____

ACCEPTED (Contractor):

By: _____ Name/Title: _____ Date: _____

**CONTRACT CHANGE ORDER NO. 1
TO
FAIRGROUNDS MODULAR OFFICE SITE**

Item #1 - Foundation Modifications

CO/WCD #

JUSTIFICATION:

* Foundation vents were placed per IBC standards. Finish floor grade elevation requires vents to be placed below surrounding finished grade elevation, requiring foundation vent wells. Foundation vent wells were not included as incidental in plans or specs and was not accounted for in bid and required to meet IBC standards. This work change covers the costs to procure and install foundation vent wells for all foundation vents around the new foundation.

* The modular office building mover needs temporary beam pockets to be cut in the stem wall in order to lower the building onto the foundation. This work change covers the costs to cut these temporary beam pockets as well as repair the beam pockets after the building is relocated using masonry and grout. Restore foundation vents where applicable.

WCD-1

DESCRIPTION:

* Contractor to procure and install foundation vent wells on all foundation vents. The work will be paid per Lump Sum, estimated to be \$2190.75

* The concrete foundation requires modifications to support the building relocation. Contractor will cut and remove portions of the concrete foundation and later restore the foundation, foundation vents, and other miscellaneous framing after the building is fully set on the new foundation. – \$8,009.75

NEGOTIATED PRICE:

\$10,200.50 Includes: All equipment, materials and labor associated with the work as described above.

CONTRACT TIMES:

0 Additional days will be added as a result of this change.

Item #2 - Building Relocation Contract items

CO/WCD #

JUSTIFICATION:

Building Relocating Contractor could not provide these services as part of the building relocation contract. Because of this, these necessary items needed to be added to the site contractor's contract so the work could be completed. Items include remove and restoration of fencing to support the relocation, and break down/restoration of the HVAC and plumbing utilities. Additionally, concrete stairs for the rear entrance will be added to the project cost. The itemized costs for the additional scope items are shown below:

- * Plumbing
 - Disconnect \$1,200
 - Restore \$3,500
- * HVAC
 - Disconnect \$1,200
 - Restore \$4,000
- * Minor roof repair
 - Estimated \$3,000
- * Fencing Remove and Restore
 - Estimated \$3,000
- * Concrete Stairs
 - Estimated \$7160

WCD-2

DESCRIPTION:

Adding utility services to prepare existing building for relocation, concrete stairs for rear door, and restoration of utilities and roof structure at new building location. Additionally, remove and reinstall of existing fence required for building relocation.

NEGOTIATED PRICE:

\$23,060.00 Includes: All equipment, materials and labor associated with the work as described above.

CONTRACT TIMES:

0 additional days will be added as a result of this change.

NEW PAY ITEMS

Pay Item	Description	Unit	Original Contract Qty	Change Order Qty	Resulting Contract Qty
CO1-1a	Foundation Vent Wells	LS	0	1	1
CO1-1b	Concrete Foundation Modifications	LS	0	1	1
CO1-2a	Plumbing Work	LS	0	1	1
CO1-2c	HVAC Work	LS	0	1	1
CO1-2e	Roof Repair	LS	0	1	1
CO1-2f	Fencing Removal and Restoration	LS	0	1	1
CO1-2g	Concrete Stairs	LS	0	1	1

Subtotal

TOTAL NET CHANGE

Unit Price	Total (C.O. Qty x Unit Price)	CO/WCD #
\$2,190.75	\$2,190.75	WCD-1
\$8,009.75	\$8,009.75	WCD-1
\$4,700.00	\$4,700.00	WCD-2
\$5,200.00	\$5,200.00	WCD-2
\$3,000.00	\$3,000.00	WCD-2
\$3,000.00	\$3,000.00	WCD-2
\$7,160.00	\$7,160.00	WCD-2

\$33,260.50

\$33,260.50

WELCH COMER ENGINEERS
WORK CHANGE DIRECTIVE

WORK CHANGE DIRECTIVE NUMBER: 1

PROJECT: Kootenai County Fairgrounds Modular Office PROJECT NUMBER: 41288.06

DATE OF ISSUANCE 12-9-2025 EFFECTIVE DATE: 12-9-2025

FROM OWNER: Kootenai County Fairgrounds

TO CONTRACTOR: Stewart Contracting

ENGINEER: Welch Comer Engineers

YOU ARE DIRECTED TO PROCEED PROMPTLY WITH THE FOLLOWING CHANGE(S):

Description:

- Foundation vents were placed per IBC standards. Finish floor grade elevation requires vents to be placed below surrounding finished grade elevation, requiring foundation vent wells. Foundation vent wells were not included as incidental in plans or specs and was not accounted for in bid and required to meet IBC standards. This work change covers the costs to procure and install foundation vent wells for all foundation vents around the new foundation.
- The modular office building mover needs temporary beam pockets to be cut in the stem wall in order to lower the building onto the foundation. This work change covers the costs to cut these temporary beam pockets as well as repair the beam pockets after the building is relocated using masonry and grout. Replace foundation vents where applicable.

Purpose of Work Change Directive:

- Contractor to procure and install foundation vent wells on all foundation vents. \$2190.75
- Concrete Cutting Work – \$862.50
- Repair the pockets – \$7147.25

If a claim is made that the above change(s) have affected Contract Price or Contract Times, any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s):

Method of determining change in Contract Price:

- Unit Prices
 Lump Sum
 Other _____

Estimated increase/decrease in Contract Price:

\$ 10,200.50

If the change involves an increase, the estimated amount is not to be exceeded without further authorization.

Method of determining change in Contract Times:

- Contractor's records
 Engineer's records
 Other _____

Estimated increase/decrease in Contract Times:

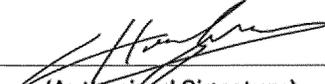
Substantial Completion: 0 days;

Ready for final payment: 0 days.

If the change involves an increase, the estimated times are not to be exceeded without further authorization.

RECOMMENDED:

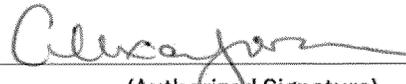
Welch Comer Engineers
ENGINEER

By: 
(Authorized Signature)

Date: 12/9/2025

AUTHORIZED:

Kootenai County
OWNER

By: 
(Authorized Signature)

Date: 12/10/25

**WELCH COMER ENGINEERS
WORK CHANGE DIRECTIVE**

WORK CHANGE DIRECTIVE NUMBER: 2

PROJECT: Kootenai County Fairgrounds Modular Office PROJECT NUMBER: 41288.06

DATE OF ISSUANCE 12-9-2025 EFFECTIVE DATE: 12-9-2025

FROM OWNER: Kootenai County Fairgrounds

TO CONTRACTOR: Stewart Contracting

ENGINEER: Welch Comer Engineers

YOU ARE DIRECTED TO PROCEED PROMPTLY WITH THE FOLLOWING CHANGE(S):

Description:

Adding utility services to prepare existing building for relocation, concrete stairs for rear door, and restoration of utilities and roof structure at new building location. Additionally, remove and reinstall of existing fence required for building relocation.

Purpose of Work Change Directive:

Building Relocating Contractor could not provide these services as part of the building relocation contract. Because of this, these necessary items needed to be added to the site contractor's contract so the work could be completed. The itemized costs for the additional scope items are shown below:

- Plumbing
 - Disconnect \$1,200
 - Restore \$3,500
- HVAC
 - Disconnect \$1,200
 - Restore \$4,000
- Minor roof repair
 - Estimated \$3,000
- Fencing Remove and Restore
 - Estimated \$3,000
- Concrete Stairs
 - Estimated \$7160

If a claim is made that the above change(s) have affected Contract Price or Contract Times, any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s):

Method of determining change in Contract Price:

- Unit Prices
 Lump Sum
 Other _____

Estimated increase/decrease in Contract Price:

\$ 23,060.00

If the change involves an increase, the estimated amount is not to be exceeded without further authorization.

Method of determining change in Contract Times:

- Contractor's records
 Engineer's records
 Other _____

Estimated increase/decrease in Contract Times:

Substantial Completion: 0 days;

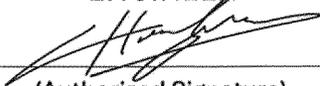
Ready for final payment: 0 days.

If the change involves an increase, the estimated times are not to be exceeded without further authorization.

RECOMMENDED:

Welch Comer Engineers

ENGINEER

By: 
(Authorized Signature)

Date: 12/9/2025

AUTHORIZED:

Kootenai County

OWNER

By: 
(Authorized Signature)

Date: 12/10/25