



CITY OF JACKSON
MAYOR & BOARD OF ALDERMEN STUDY SESSION
Monday, March 03, 2025 at 6:20 PM
Board Chambers, City Hall, 101 Court St.

AGENDA

DISCUSSION ITEMS

1. Proposed contract extension with Express Scripts/VPS Rx
2. Request for abandonment of portions of West Madison Street and South Oklahoma Street by Jackson R-2 School District
3. Proposed school zone speed limits on Oak Street
4. Financial & Utility Billing Module – request for proposals
5. Power Plant Painting Project – bid tabulation
6. Building Addition & Renovation of Jackson Fire Station No. 1 Project – Change Order No. 3
7. Discussion of previously tabled items (unspecified)
8. Additional items (unspecified)

Posted on 2/28/2025 at 4:00 PM.



City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

DATE: February 26, 2025

RE: Request for abandonment of a portion of West Madison Street and South Oklahoma Street

The Jackson R-2 School District is requesting abandonment of one block of West Madison Street and a portion of one block of South Oklahoma Street to allow them the ability to provide better security for events at the football stadium.

Dr. Keenan Kinder will be at the study meeting to present their request.

Easements will need to be retained to allow access to utilities as well as an agreement to provide gate keys to city utility departments who may need to respond to emergency utility issues. A Memorandum of Understanding would be appropriate.

As always, if you have questions, please contact me at jsanders@jacksonmo.org or 573-243-2300 x 2031.



Jackson R-2 School District

Dr. Scott Smith
Superintendent

Dr. Matt Lacy
Assistant Superintendent

Dr. Keenan Kinder
Assistant Superintendent

Dr. Jessica Maxwell
Associate Superintendent

Merideth Pobst
Chief Marketing & Communications Director

Janelle Pope
Associate Superintendent

Dr. Keenan Kinder
Assistant Superintendent - Safety and District Operations
614 East Adams St.
Jackson, MO 63755

Tuesday, February 25, 2025

Board of Aldermen
Jackson
101 Court Street
Jackson, MO 63755

Dear Jackson Board of Aldermen,

I hope this letter finds you well. I am writing to respectfully request that the Board of Aldermen consider allowing the Jackson R2 School District to take over the section of W. Madison Street adjacent to Jackson Sr High School and the football stadium. This request stems from a growing concern for the safety of our students, staff, and visitors, as well as our ongoing efforts to enhance the overall campus environment.

The section of W. Madison Street in question currently runs directly next to our high school campus and the football stadium, an area that is often frequented by students, parents, and spectators during school events. Particularly on game days, the current infrastructure poses significant safety risks.

By assuming responsibility for this portion of the street, our school district would be able to make necessary improvements that directly benefit both our school community and the surrounding neighborhood. Specifically, we plan to:

1. **Enhance safety** by creating a concourse around the south side of the stadium where our weapons detectors might be utilized.
2. **Improve lighting** around the stadium on the south side.
3. **Expand the high school campus** with student-friendly areas that contribute to a safer and more inviting environment.



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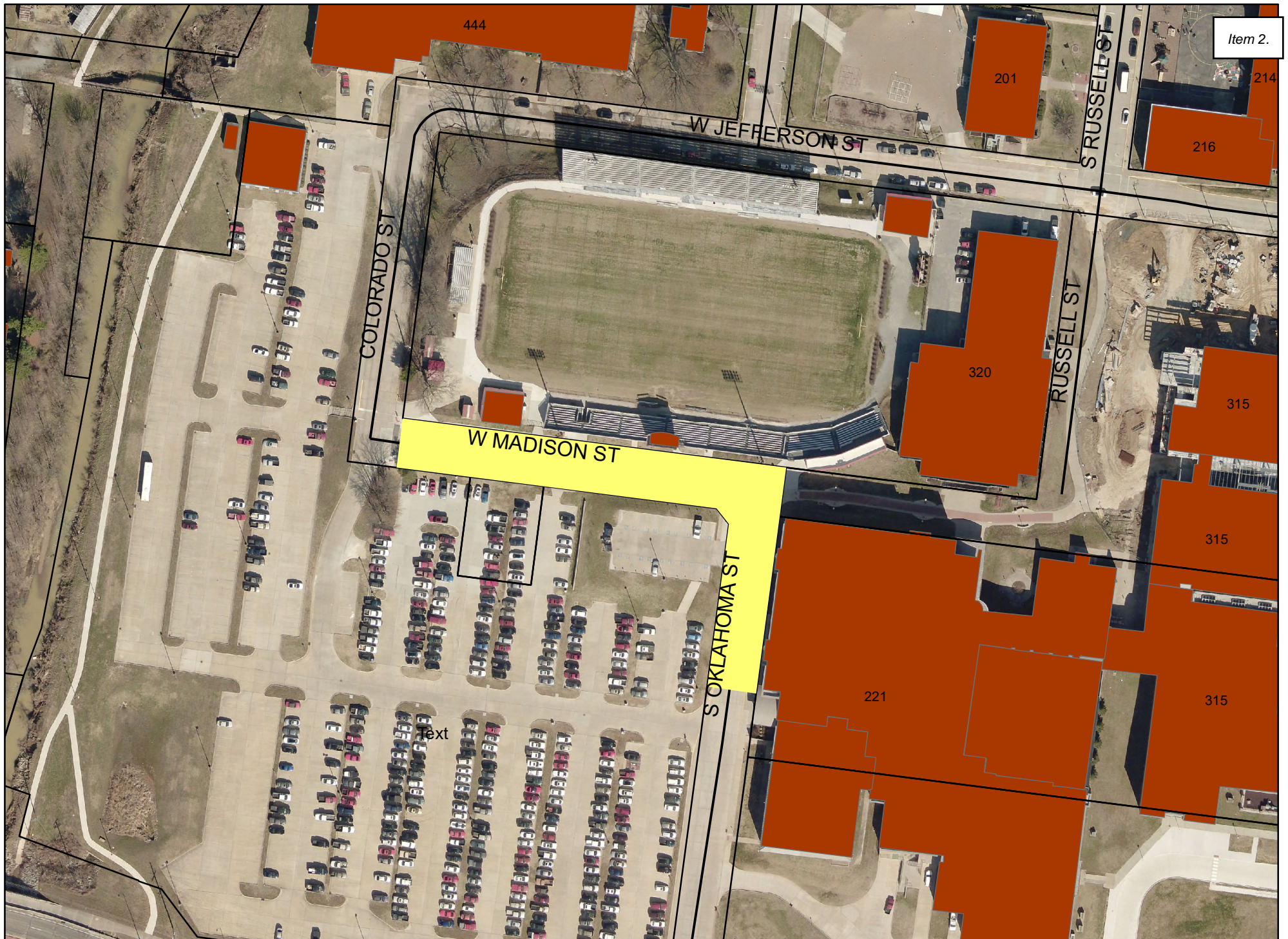
4. **Ensure ongoing maintenance and improvements** tailored specifically to the needs of our school community.

We understand that this request may raise some concerns, and we are committed to working closely with the Board of Aldermen, city officials, and the local community to address any potential challenges. Our primary goal is to ensure the safety and well-being of our students, staff and patrons while improving the overall high school experience.

We would be grateful for your consideration of this request, and we are more than willing to meet with the Board to discuss this proposal in greater detail. Thank you for your time and your dedication to the continued growth and safety of our community.

Sincerely,

Dr. Keenan Kinder
Assistant Superintendent - Safety and District Operations
Jackson R2 School District

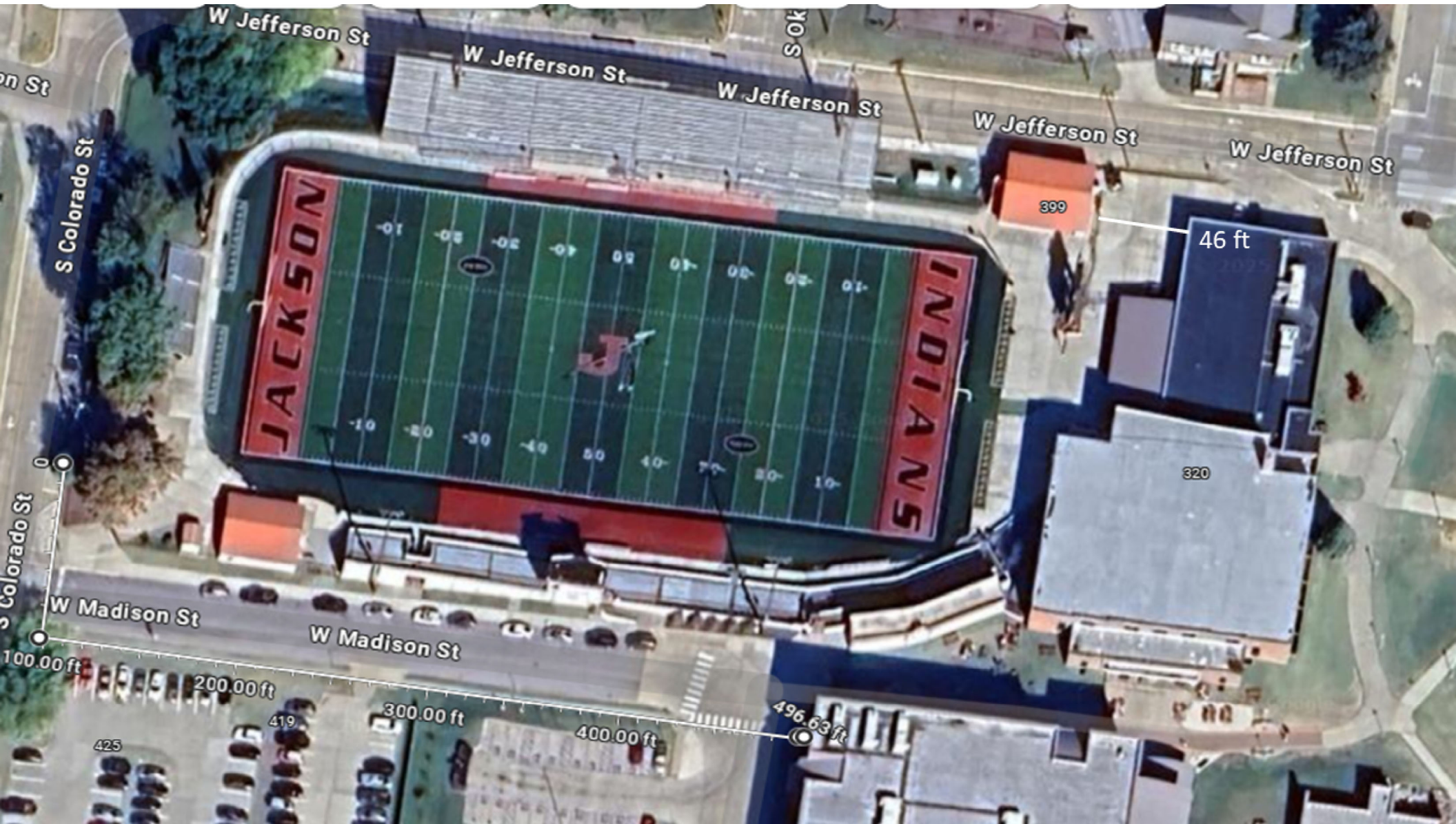


Item 2.



W. Madison St. / Oklahoma St.
Partial Abandonment Request
Jackson R-2 Schools

2/27/202





City of Jackson

TO: Mayor and Board of Aldermen

FROM: Janet Sanders, Director of Public Works

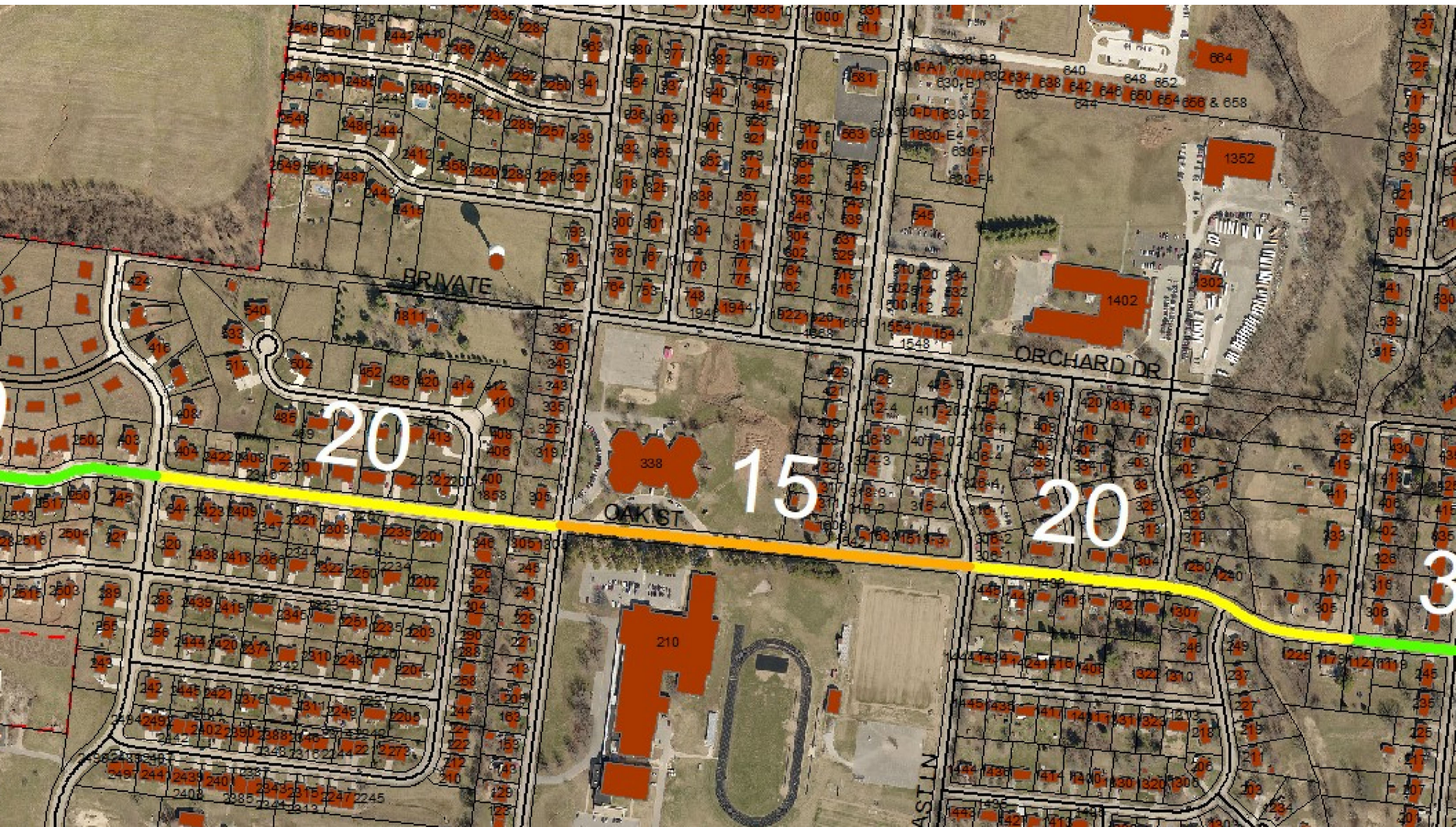
DATE: February 12, 2025

RE: Request for School Zone Speed Limits on Oak Street

We have received the attached request to convert the lowered speed limits on Oak Street near the Junior High and West Lane Elementary from full-time lower speed limits to School Zone speed limits that would only be in effect during school and for a short period before and after, with the standard 30 mph speed limit being in effect the remainder of the time.

I have also attached a map showing the existing speed limits and the JPD recommendation regarding this request.

As always, if you have questions, please contact me at jsanders@jacksonmo.org or at 573-243-2300 x 2031



-----Original Message-----

From: Mary Harriet Talbut <mhtalbut@gmail.com>

Sent: Friday, February 7, 2025 8:46 AM

To: board@jacksonmo.org

Subject: Citizen of Ward 3 Request

Dear Mr. Seabaugh and Ms. Liley,

I live in Ward 3, on Jonathan Dr. on the west side of Jackson. I would like you to consider, study and then propose creating a school zone on Oak Street between West Lane and Elwanda Streets. Currently the speed limit is either 15 miles per hour or 20 miles per hour depending on where you are on Oak Street. I believe these speed zones are reasonable and required for safety when school is in session. I am requesting that you make that area 30 miles per hour during non school hours. Going 15 miles per hour at 5:30 in the morning on the way to the gym is difficult, as you have to ride the car's brakes going downhill.

We have school zone speed limits at other parts of town. I appreciate that area includes many schools and many students, busses, parents and other traffic coming and going. But, during the summer and other times when school is not in session, the standard 30 miles per hour seems reasonable.

I hope you will consider my request, or at least study it.

Respectfully,

Mary Harriet Talbut

From: abroch@jacksonpd.org
To: jsanders@jacksonmo.org
Subject: RE: Citizen of Ward 3 Request
Date: Monday, February 10, 2025 12:00:13 PM

I spoke to Chief, and we both agree with the request. We are in favor of the area having signs saying school zone and be in Ordinance that the speed limit of 30mph is in effect when school is not in session unless another speed is brought forth for the area by the city.

Alex Broch
 Assistant Chief
 FBI NA 272nd
 Jackson Police Department
 202 W Jackson Blvd.
 Jackson, MO. 63755
 Office: 1-573-243-3151 Ext. 2101
 Fax: 1-573-243-9797
 Web: www.jacksonpd.org

"An Internationally Accredited Agency"

Dedicated to Serving and Protecting the Community of Jackson

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-----Original Message-----

From: jsanders@jacksonmo.org <jsanders@jacksonmo.org>
 Sent: Monday, February 10, 2025 10:48 AM
 To: abroch@jacksonpd.org
 Subject: FW: Citizen of Ward 3 Request

Alex,
 Please see the email at the bottom of the chain below. We will have this on study agenda on the 18th so can you take a look at this and send me the JPD opinion?
 Thanks!
 -Janet

-----Original Message-----

From: rbollinger@jacksonmo.org <rbollinger@jacksonmo.org>
 Sent: Friday, February 7, 2025 2:32 PM
 To: jsanders@jacksonmo.org
 Subject: FW: Citizen of Ward 3 Request

FYI - it's Elwanda.

MEMO



To: Mayor and Board of Aldermen
From: Keith McFarlane, Director of Information Technology
Date: Friday, February 28, 2025
Re: Request for Proposal – Software Migration Update

The City issued a request for proposals in February, and the proposal packets were opened on February 18th at City Hall. Four vendors submitted proposals for the project. After reviewing all four submissions, the staff has identified BS&A as the preferred vendor for further contract negotiations. If an agreement cannot be reached BS&A, the City will proceed with negotiations with an alternate vendor.

The staff hopes to present a proposal and contract for the Mayor and Board to consider at the next Board meeting on March 17, 2025.

Please note that this project is an approved budget item for 2025. Thank you for your time and consideration. As always, please feel free to contact me at kmcfarlane@jacksonmo.org or by phone at 573-243-3568 X2017 with any questions.



MEMO

To: Mayor and Board of Aldermen
From: Don Schuette
Date: Thursday, February 27, 2025
Re: Power Plant Equipment Painting Project

Mayor and Board of Aldermen,

Bids were solicited for the Power Plant Painting Project. One properly submitted bid was received and accepted for consideration:

Robert Boitnott Painting, Cape Girardeau, Missouri \$63,000

After consideration of all properly submitted bids, we recommend Robert Boitnott Painting be awarded the above referenced project.

If you have further questions or concerns, please let me know.

Thank you,

Don Schuette

Director of Electric Utilities



POWER PLANT PAINTING PROJECT BID SHEET

ROBERT BOITNOTT Painting proposes to furnish all labor, equipment, and materials for the **POWER PLANT PAINTING PROJECT** and to perform all related work as provided for and in accordance with the plans, specifications, contract, and written documents for the project for the following lump sum price:

\$ 63,000

Submitted on Feb 7, 2025.

Company Name: ROBERT BOITNOTT PAINTING

Contact Name: ROBERT E BOITNOTT JR

Address: 235 HUNTSVILLE LA Cape Girardeau, mo 63701

Phone Number: (573) 450-8844 / (573) 334-6293

E-Mail: puebla59 @ icloud . com

Signature of authorized representative:

[Signature] (573) 450-8844

Title: OWNER



City of Jackson

TO: Mayor and Board of Aldermen

CC: Matt Winters, City Administrator

FROM: George L. Harris P. E., Staff Engineer

DATE: March 3, 2025

RE: Fire Station No. 1 Renovation Project- Change Order No. 3:
COR 008- Lintels for Windows in Existing Walls (RFI 22)
COR 009- EMS Storage Room 140 Shoring Ceiling and Enclosure Ceiling Opening (RFI 18)
COR 003- P-3 Walls on South and East Walls of Training Room 001
COR 011- Stair 1 Wall Height (RFI 20)
COR 002- Lav Shields in Place of Lav Guards on P3 Fixtures
COR 007- Shower Bases (RFI 17)
COR 010- Floor Sink in Basement Mechanical Room (RFI 23)

The proposed Change Order No. 3, in the amount of \$50,289.96, is comprised of the seven (7) items listed above. Generally, these items are the result of conditions discovered during the demolition phase of the project. Comments in addition to the information attached to this memorandum are included below.

COR 008- Lintels for Windows in Existing Walls (RFI 22)

Demolition of existing wall at new window locations (14 windows) exposed the original construction and it was determined that additional masonry work and installation of steel lintels at the various window locations would be required to assure a tight and sturdy window installation.

COR 009- EMS Storage Room 140 Shoring Ceiling and Enclosure Ceiling Opening (RFI 18)

Room 140 is designated as EMS equipment storage room. Physical conditions at the point where a new wall meets the roof were determined inadequate for support of the roof and a new steel beam was required to provide for adequate support at that location.

COR 003- P-3 Walls on South and East Walls of Training Room 001

A revision to the finished wall construction in training Room 001 on the south and east walls is required to accommodate a sewer stack and provide a central location to reinstall an existing smart board. Walls were originally intended to be painted drywall but are modified to utilize a new stud wall bump out to allow for installation of the smart board.

COR 011- Stair 1 Wall Height (RFI 20)

The existing wall was determined to be too low for proper installation of a new handrail at the proper height to meet the applicable codes.

COR 002- Lav Shields in Place of Lav Guards on P3 Fixtures

Upgraded guards to protect plumbing under various sinks.

COR 007- Shower Bases (RFI 17)

Upgraded shower bases in anticipation of heavy use to increase the durability and life expectancy in anticipation of heavy use.

COR 010- Floor Sink in Basement Mechanical Room (RFI 23)

The existing floor drain in the basement mechanical room was found to be inadequate for the three drains in that portion of the building. A floor sink is proposed to replace the existing floor drain.

City staff recommends that the Mayor and Board of Aldermen approve the proposed Change Order No.3 for the Building Addition & Renovation of Jackson Fire Station #1 project in the amount of \$50,289.96.

Change Order

No. 3Date of Issuance: 02/14/2025 Effective Date: _____

Project: Jackson Fire Station #1 Building Addition and Renovations	Owner: City of Jackson	Owner's Contract No.: 24-35
Contract: General Contract		Date of Contract: 04/02/2024
Contractor: Penzel Construction Company, Inc.		Engineer's Project No.: 22-273

The Contract Documents are modified as follows upon execution of this Change Order:

Description:

1. Structural modifications due to renovations and plumbing upgrades

Attachments (list documents supporting change):

1. COR 002, 003, 007, 008, 009, 010, & 011 from Penzel Construction

CHANGE IN CONTRACT PRICE:**CHANGE IN CONTRACT TIMES:**

Original Contract Price:

\$ 3,618,700.00Original Contract Times: ☐ Working days ☒ Calendar daysSubstantial completion (date): 05/01/2025Ready for final payment (date): 07/01/2025[Increase] [Decrease] from previously approved
Change Orders No. 1 to No. 2:\$ 0.00[Increase] [~~Decrease~~] from previously approved Change Orders
No. 1 to No. 2:Substantial completion (days): 33Ready for final payment (days): 33

Contract Price prior to this Change Order:

\$ 3,618,700.00

Contract Times prior to this Change Order:

Substantial completion (date): 06/03/2025Ready for final payment (date): 08/04/2025[Increase] [~~Decrease~~] of this Change Order:\$ 50,289.96

[Increase] [Decrease] of this Change Order:

Substantial completion (days): n/aReady for final payment (days): n/a

Contract Price incorporating this Change Order:

\$ 3,668,989.56

Contract Times with all approved Change Orders:

Substantial completion (date): 06/03/2025Ready for final payment (date): 08/04/2025

RECOMMENDED:

By: MJD Stoltz
Engineer (Authorized Signature)

ACCEPTED:

By: _____
Owner (Authorized Signature)

ACCEPTED:

By: _____
Contractor (Authorized Signature)Date: 02/14/2024

Date: _____

Date: _____

Change Order Request Summary - Jackson Fire Station #1			
COR No.	Description	Status	Amount
008	Lintels for Windows in Existing Walls (RFI 22)	Submitted	\$ 37,120.20
009	ESI 2 (RFI 18) EMS Storage Rm 140 Shoring Ceiling and Enclose Ceiling Opening	Submitted	\$ 2,990.06
003	P-3 Walls on South and East Walls of Training Room 001	Submitted	\$ 3,261.72
011	Stair 1 Center Wall Height (RFI 20)	Submitted	\$ 785.00
002	Lav Shields in place of Lav Guards on P3 Fixtures	Submitted	\$ 1,715.70
007	Shower Bases (RFI 17)	Submitted	\$ 2,584.05
010	Floor Sink in Basement Mech Rm	Submitted	\$ 1,832.83
Total			\$ 50,289.56



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January 16, 2025

Mr. George Harris

City of Jackson
101 Court Street
Jackson, MO 63755

Re: COR 008 – RFI 22 Changes for Lintels for Windows in Existing Walls

Dear Mr. Harris,

This change order request is being submitted in response to RFI 22. This response added steel lintels to all the new window openings in the existing walls. A copy of the RFI is attached for reference. Penzel Construction requests to be compensated in the amount of \$37,120.20 for this additional scope of work. A breakdown of this cost is included for review.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Eric K Roth".

Eric Roth
Project Manager
Penzel Construction Inc.

Enclosures: RFI 22
COR 008 Breakdown

Jackson Fire Station #1 Renovation

Change Order Request 008

RFI 22 Changes

1/16/2025

Subcontractors

Item Description	Subcontractor	Amount	
1 Additional Masonry Scope	Foeste Masonry	26,732.00	
Subcontractor Subtotal		26,732.00	
OH&P		1,336.60	5%
<i>Subcontractor Total</i>		<i>28,068.60</i>	

Self-Performed

Item Description	Vendor	Amount	
1 Additional Demo Work for Lintels	Penzel Construction	\$ 5,640.96	
2 Lintel Material	Blattner Steel	\$ 2,230.00	
Self Performed Subtotal		7,870.96	
OH&P		1,180.64	15%
<i>Self Performed Total</i>		<i>9,051.60</i>	

Grand Total	\$ 37,120.20
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PENZEL CONSTRUCTION COMPANY, INC

PO Box 330 325 WEST JACKSON BLVD. JACKSON, MO 63755

Phone #: 5732438191

Fax #: 5732432425

Request For Information

TO: STRICKLAND ENGINEERING
Attn: MARK STRICKLAND
113 W MAIN
JACKSON, MO 63755
Office: 5732434080

FROM: PENZEL CONSTRUCTION
COMPANY, INC
Eric Roth
PO Box 330 325 WEST JACKSON
BLVD.
JACKSON, MO 63755
Office: 5732438191

Project Name: Jackson Fire Station 1 Renovation
Project Number: 22309

Original Submission Date: 12/05/2024
Architect No.:

RFI Number: 22

Answerer:
MARK STRICKLAND

Submitted By:
Eric Roth

Copies To:
Wade Rhodes

Subject:
Window Header in Existing Walls

Cost Code:

Affects Cost:
Yes

Specification Section:

Drawing Reference:

Date Required:
12/09/2024

Affects Schedule:
Yes

Question:

Please reference Window Head Detail (Existing Wall) 14/A3.4. This detail shows an existing CMU bond beam at the top of the new window. Drawing A2.1 shows the top of the windows to be at 7'-10" above the floor. While demoing the new openings, it was found that the existing CMU bond beam is roughly 8'-8" above the floor, which is 10" higher than the proposed top of window. Please see attached picture of a new opening onsite with added comments. There are no steel lintels called out on the drawings for these openings either. Please advise how this 10" gap between the bottom of the bond beam and the top of the window should be infilled.

Please note that the Pella windows have already been made and are sitting in the installer's warehouse.

Attachments:

File: New Window Opening in Existing Wall 12-5-24.pdf

Submitted by: Eric Roth on 12/05/2024

By responding to the RFI, we do not agree to any additional costs and/or time. Any additional cost and/or time shall be submitted in accordance with the requirements of the Contract Documents.

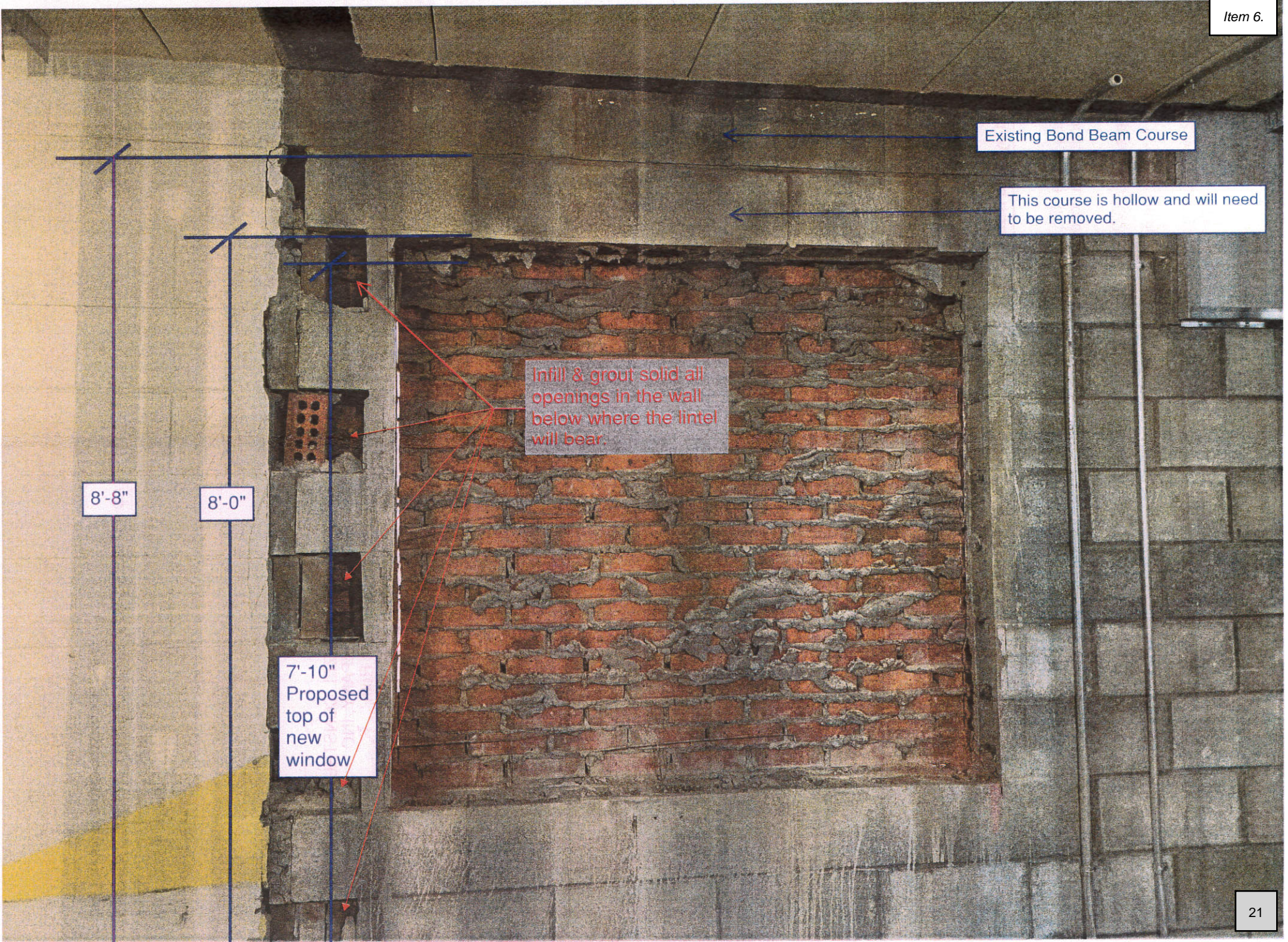
Date Answered: 12/20/2024

Answered By: Alayna Nordstrom, PE
Strickland Engineering, LC

For the steel lintels for the new window openings in the existing 6" CMU block walls of the office building use the following:

- (2) L 2 ½ x 2 ½ x 5/16 angles back to back (window width 5'-0" – window type C)
- (2) L 2 ½ x 2 ½ x 1/4 angles back to back (window width 3'-4" or smaller – window types A, B, & D)

The pair of steel lintels can be connected bolted @ 32" o.c. per the cover sheet instructions or welded (1" per 12" of angle) and the angles can be painted with galvanized paint.







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January 16, 2025

Mr. George Harris

City of Jackson
101 Court Street
Jackson, MO 63755

Re: COR 009 - ESI 02_RFI 18 - EMS Storage Rm Steel Beam and Ceiling Closure

Dear Mr. Harris,

This change order request is being submitted for the scope of work added to the project in ESI-02. Penzel Construction requests to be compensated in the amount of \$2,990.06 for this added scope of work. A breakdown of this cost is included for review.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Eric K Roth".

Eric Roth
Project Manager
Penzel Construction Inc.

Enclosures: COR 009 Breakdown

Jackson Fire Station #1 Renovation

Change Order Request 009

ESI 002

1/16/2025

Subcontractors

Item Description

Subcontractor

Amount

1

Subcontractor Subtotal -

OH&P -

5%

Subcontractor Total -**Self-Performed**

Item Description

Vendor

Amount

1

Penzel Construction \$ 1,290.05

2

Blattner Steel \$ 1,310.00

Self Performed Subtotal 2,600.05

OH&P 390.01

15%

Self Performed Total 2,990.06**Grand Total** \$ 2,990.06



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October 23, 2024

Mr. George Harris

City of Jackson
101 Court Street
Jackson, MO 63755

Re: COR 003 REVISED – P-3 Walls on South and East Walls of Training Rm 001

Dear Mr. Harris,

Floor plan drawing A1.1 does not call out for the South and East walls of Training Room 001 to be furred out with drywall, but the finish schedule on A4.1 calls out for these walls to be painted drywall. After a site visit it was determined there is also a 4" sewer stack that needs to be covered on the South wall. Penzel plans to install a 3-5/8" stud wall bump out to cover this sewer stack and allow the smart board to be installed in the center of the room. The remaining South and East walls of this room will be furred out with 1-1/2" hat channel. See attached sketch showing the proposed plan. Penzel requests to be compensated for this change in scope in the amount of \$3,261.72.

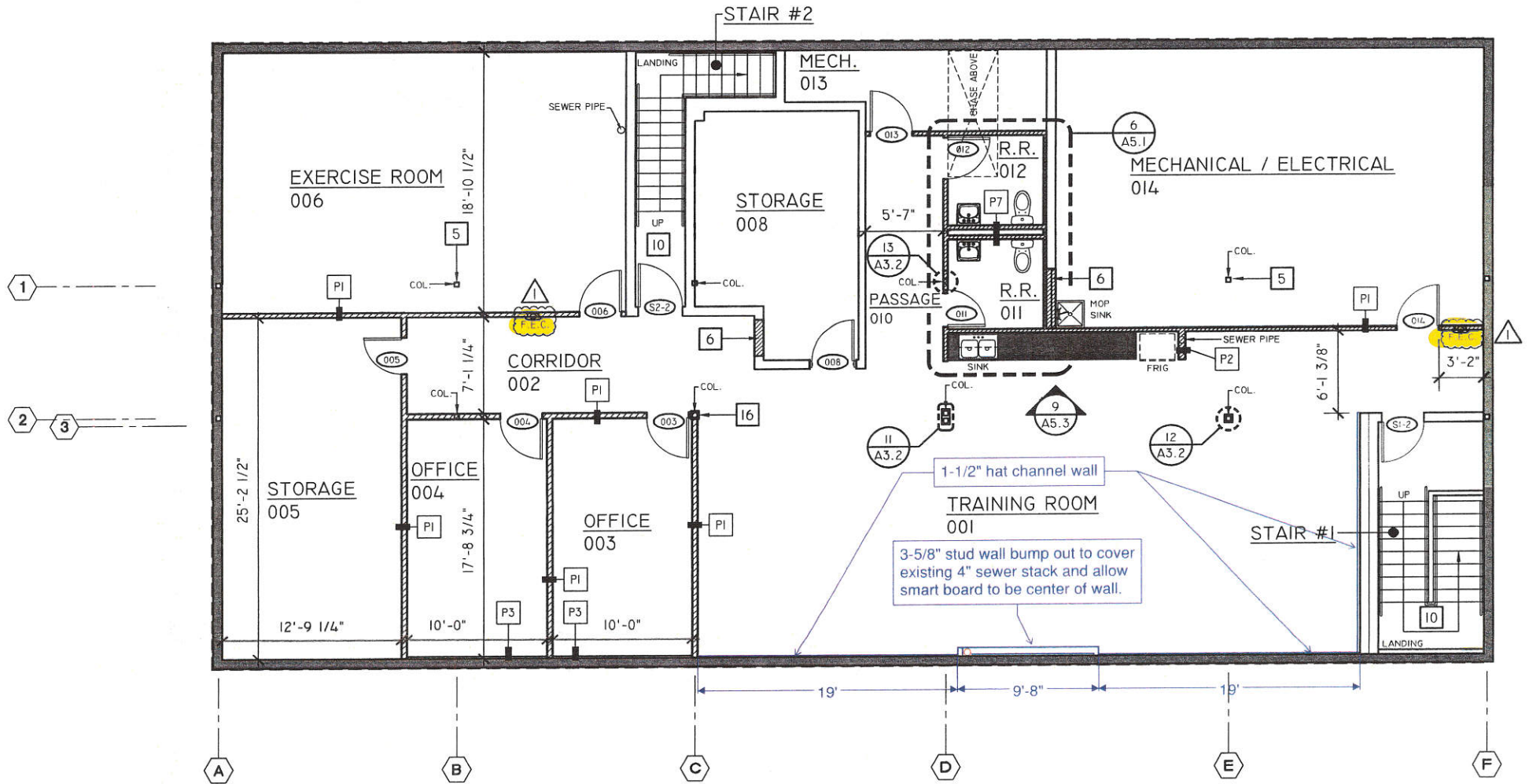
If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Eric K Roth".

Eric Roth
Project Manager
Penzel Construction Inc.

Enclosures: COR 003 Breakdown



BASEMENT FLOOR PLAN

SCALE: 1/8" = 1' - 0"

Jackson Fire Station #1 Renovation
Change Order Request 003
P-3 Walls on South and East Walls of Training Room 001
 10/14/2024 REVISED 10/16/24 REVISED 10/23/24

Subcontractors

Item Description	Subcontractor	Amount
1 Rm 001 Install P-3 Walls on South and East Walls of Training	Miller Drywall	3,106.40
	Subcontractor Subtotal	<u>3,106.40</u>
	OH&P	<u>155.32</u> 5%
	<i>Subcontractor Total</i>	<u><u>3,261.72</u></u>

Self-Performed

Item Description	Vendor	Amount
1	Penzel	
	Self Performed Subtotal	<u>-</u>
	OH&P	<u>-</u> 15%
	<i>Self Performed Total</i>	<u><u>-</u></u>

Grand Total \$ 3,261.72

Item 6.

CO Request

Description of Change Order: 65 LF x 10' Tall
Additional P3 Wall type in the Basement Room 001 & 005 South Wall

Material & Equipment Description	Qty.	Cost / Unit	Line Total
5/8" MR Board	18	\$ 24.40	\$ 439.20
1-1/2" Hat Channel	46	\$ 7.60	\$ 349.60
Fasteners	1	\$ 440.00	\$ 440.00
3-5/8" Studs	8	\$ 6.30	\$ 50.40
3-5/8" Track	2	\$ 6.25	\$ 12.50
3-5/8" Slotted Track	2	\$ 16.15	\$ 32.30
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL:			\$ 1,324.00

Labor by trade level:	Hours	Cost per hour	Line Total
Carpenter Labor	20	\$ 75.00	\$ 1,500.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
TOTAL:			\$ 1,500.00

Total Labor Cost:	\$ 1,500.00
Total Material & Equipment Cost:	\$ 1,324.00

Subtotal Cost:	\$ 2,824.00
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Change Order Mark-Up:	10%	\$	282.40
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Change Order Total Amount:	\$ 3,106.40
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GC Approval:

Name:

Submitted by:

Name: Trey Schlosser

Signature: **Trey Schlosser**

Title: Estimator

Date: 10/22/2024

Signature: _____

Title: _____

Date: _____



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February 12, 2025

Mr. George Harris

City of Jackson
101 Court Street
Jackson, MO 63755

Re: COR 011 – Raise Center Wall at Stair 1

Dear Mr. Harris,

This change order request is being submitted to account for the cost to raise the center wall height at Stair 1. The existing wall was to remain in place, but it was too low to attach the new handrail at the proper height per code. Penzel Construction requests to be compensated in the amount of \$785.00 for this added scope of work.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Eric K Roth".

Eric Roth
Project Manager
Penzel Construction Inc.

Enclosures: COR 011 Breakdown

Jackson Fire Station #1 Renovation

Change Order Request 011

Raise Center Wall at Stair 1

2/12/2025

Subcontractors

Item Description	Subcontractor	Amount
	Subcontractor Subtotal	-
	OH&P	- 5%
	Subcontractor Total	-

Self-Performed

Item Description	Vendor	Amount
1 Raise Center Wall at Stair 1 per RFI 20	Penzel Construction	\$ 682.61
2		
	Self Performed Subtotal	682.61
	OH&P	102.39 15%
	Self Performed Total	785.00
	Grand Total	\$ 785.00



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July 15, 2024

Mr. George Harris

City of Jackson
101 Court Street
Jackson, MO 63755

Re: COR 002 – Lav Shields in lieu of Lav Guards

Dear Mr. Harris,

Per response to the plumbing fixtures submittal review comments, Lav Shields are required to be used on the (7) EA - P3 fixtures in lieu of the specified Lav Guards. Penzel Construction Company requests to be compensated for this change in scope in the amount of \$1,715.70.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Eric K Roth".

Eric Roth
Project Manager
Penzel Construction Inc.

Enclosures: COR 002 Breakdown

Jackson Fire Station #1 Renovation

Change Order Request 002

Lav Shields in place of Lav Guards on P3 Fixtures

7/15/2024

Subcontractors

Item Description	Subcontractor	Amount
Install 7 EA Lav Shields for P3 fixtures in lieu of Lav		
1 Guards specified	Buffington Brothers	1,634.00
	Subcontractor Subtotal	1,634.00
	OH&P	81.70 5%
	<i>Subcontractor Total</i>	<i>1,715.70</i>

Self-Performed

Item Description	Vendor	Amount
1	Penzel	
	Self Performed Subtotal	-
	OH&P	- 15%
	<i>Self Performed Total</i>	<i>-</i>

Grand Total	\$ 1,715.70
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HVAC • PLUMBING • INSULATION • DUCT CLEANING

110 North Riverview Drive
 Poplar Bluff, MO 63901
 Ph (573)785-6768 Fax (573)785-8029
rbuffington@buffingtonbrothers.com
buffingtonbrothers.com

CHANGE ORDER REQUEST

To: Penzel Construction
 Attn: Eric Roth
 Project: Jackson Fire Department
 Scope: Plumbing

Prepared By: Ryan Buffington
 Date: July 15, 2024

Provide Lav Shields for seven P3 fixtures in lieu of specified lav guards. Lav shield cut sheet attached.

(7) Specified Lav Guards:	\$ (259.00)
(7) Alternate Lav Shields:	\$ 1,680.00
	\$ 1,421.00
OH/P:	\$ 213.00
COR Total:	\$ 1,634.00

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. This proposal may be withdrawn if not accepted within 30 days. Pricing is based off of current market/factory pricing, Buffington Brothers is not liable for price increases out of our control. Price includes cash discount for paying with cash or check..

Signature: _____ Date of Acceptance: _____

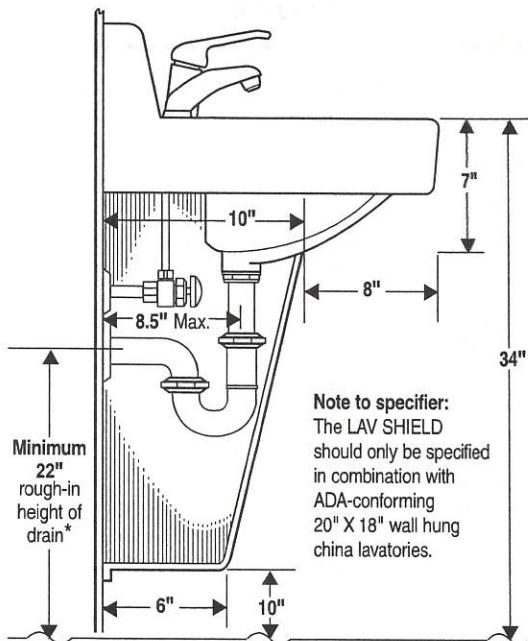


LAV SHIELD®
LAVATORY PROTECTIVE ENCLOSURES

ADA-compliant undersink protection Item 6.

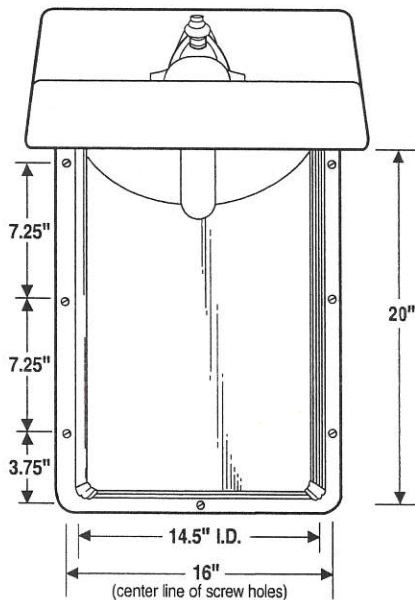
TRUEBRO®
MAKING AMERICA ACCESSIBLE
An **IPS** Brand

Submittal Sheet



Note to specifier:
The LAV SHIELD should only be specified in combination with ADA-conforming 20" X 18" wall hung china lavatories.

* Less than 22" rough-in height, certain job conditions or certain lavatories may require an offset tailpiece or offset grid strainer.



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U.S. and Canadian patents:
D373,412, D372,077,
D384,732, D393,700,
D390,643, 79,064, 79,063

IPS Corporation, 202 Industrial Park Lane, Collierville, TN 38017
(901) 853-5001 (800) 340-5969 FAX: (901) 853-5008
e-mail: info@truebro.com Internet: http://www.truebro.com



Lav Shield Classified by
Underwriters Laboratories Inc.®
in accordance with
ADA article 4.19.4 22FF



General Description:

LAV SHIELD® rigid enclosure is dimensionally engineered to satisfy ADA requirements, design aesthetics and mechanical cooperation. LAV SHIELD conceals electronic faucet components, mixing valves, trap primers and instantaneous water heaters**, while allowing wheelchair accessibility under lavatories and eliminating vandalism. Available in the standard model for field fit applications or may be ordered as a factory pre-cut which closely follows the underside contours of the lavatory specified.

** Lavatory "rough in" should be considered to allow mounting room for water heater behind enclosure. Contact TRUEBRO for specifications.

Material	Rigid high-impact, stain-resistant, rigid PVC
Nominal Wall	.093"
Finish	Fine haircell
UV Protection	Will not fade or discolor
Durability	Virtually indestructible
Fasteners	7 stainless steel screws and wall anchors provided
Color	China white
Compatibility	Fits all ADA-conforming 20" x 18" wall-hung china lavatories
Paintability	Apply acrylic enamel or Latex
UL Listing	In accordance with ADA Article 4.19.4
Flammability	UL-94 V-0, 5VA ASTM D-635-91 4 (ATB) 2.1 (AEB)
Bacterial/Fungal Resistance	ASTM G21 and G22/Result 0

☐ LAV SHIELD Model #2018 — Standard (to be Field Fit)

LAV SHIELD Factory Pre-cuts Available:

- | | |
|--|---|
| <input type="checkbox"/> Model #2018-AS-C – Am.Std. Comrade | <input type="checkbox"/> Model #2018-EL-M – Eljer Mayburne |
| <input type="checkbox"/> Model #2018-AS-D – Am.Std. Declyn | <input type="checkbox"/> Model #2018-EL-S – Eljer Signature |
| <input checked="" type="checkbox"/> Model #2018-AS-L – Am.Std. Lucerne | <input type="checkbox"/> Model #2018-EL-U – Eljer Bucknell |
| <input type="checkbox"/> Model #2018-AS-M – Am.Std. Muro | <input type="checkbox"/> Model #2018-GR-H – Gerber Hayes |
| <input type="checkbox"/> Model #2018-AS-OL – Am.Std. Old Lucerne | <input type="checkbox"/> Model #2018-GR-P – Gerber Plymouth |
| <input type="checkbox"/> Model #2018-AS-R – Am.Std. Roxalyn | <input type="checkbox"/> Model #2018-KO-C – Kohler Chesapeake |
| <input type="checkbox"/> Model #2018-BD-I – Bradley Imperial | <input type="checkbox"/> Model #2018-KO-G – Kohler Greenwich |
| <input type="checkbox"/> Model #2018-BR-M – Briggs Milton | <input type="checkbox"/> Model #2018-KO-H – Kohler Hudson |
| <input type="checkbox"/> Model #2018-BR-W – Briggs Whitman | <input type="checkbox"/> Model #2018-KO-K – Kohler Kingston |
| <input type="checkbox"/> Model #2018-CR-H – Crane Harwich | <input type="checkbox"/> Model #2018-KO-P – Kohler Pinoir |
| <input type="checkbox"/> Model #2018-CR-N – Crane Norwich | <input type="checkbox"/> Model #2018-KO-S – Kohler Soho |
| <input type="checkbox"/> Model #2018-CR-W – Crane Westmont | <input type="checkbox"/> Model #2018-MA-H – Mansfield 2018 HB |
| <input type="checkbox"/> Model #2018-CR-Y – Crane Yorkshire | <input type="checkbox"/> Model #2018-MA-NS – Mansfield 2018 HB-NS |
| <input type="checkbox"/> Model #2018-EL-B – Eljer Blair | <input type="checkbox"/> Model #2018-TO-L – Toto LT307 |
| <input type="checkbox"/> Model #2018-EL-D – Eljer Delwyn | <input type="checkbox"/> Model #2018-VT – Vitra 5072-003-0030 |

☐ Tamper-resistant Screws (Torx Head Screws)

☐ Special Pre-cut Request: _____

Job/Location _____

Designer _____

TRUEBRO reserves the right to make product and material changes at any time without notice.
12/06



325 W. Jackson Blvd. • P.O. Box 330 • Jackson, MO 63755 • (573) 243-8191 • (573) 243-3526 • fax (573) 243-2425 • www.penzel.com

December 9, 2024

Mr. George Harris

City of Jackson
101 Court Street
Jackson, MO 63755

Re: COR 007 – Shower Bases Change

Dear Mr. Harris,

This change order request provides pricing to change the shower bases to a cast marble shower pan as requested by the Architect. The cost does include credit for the original shower pans called out on the drawings.

Cast Marble Shower Pan Adder: \$2,584.05

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Eric K Roth".

Eric Roth
Project Manager
Penzel Construction Inc.

Enclosures: COR 003 Breakdown

Jackson Fire Station #1 Renovation

Change Order Request 007

Shower Bases

11/20/2024

Subcontractors

Item Description	Subcontractor	Amount	
1 Change 4 Shower Bases to Cast Marble	Buffington Brothers Heating & Cooling	2,461.00	
	Subcontractor Subtotal	2,461.00	
	OH&P	123.05	5%
	<i>Subcontractor Total</i>	<i>2,584.05</i>	

Self-Performed

Item Description	Vendor	Amount	
1	Penzel		
	Self Performed Subtotal	-	
	OH&P	-	15%
	<i>Self Performed Total</i>	<i>-</i>	

Grand Total \$ 2,584.05



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January 27, 2025

Mr. George Harris

City of Jackson
101 Court Street
Jackson, MO 63755

Re: COR 010 - Floor Sink in Basement Mech Rm 014

Dear Mr. Harris,

This change order request is being submitted to change the existing floor drain in the basement Mech Rm 014 to a 12" floor sink. There are 3 separate drains in this room that need to be piped to this area and the existing floor drain is not adequate. Penzel Construction requests to be compensated in the amount of \$1,832.83 for this scope of work. A breakdown of this cost is included for review.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink that reads "Eric K Roth".

Eric Roth
Project Manager
Penzel Construction Inc.

Enclosures: COR 010 Breakdown

Jackson Fire Station #1 Renovation

Change Order Request 010

Floor Sink in Basement Mech Rm

1/27/2025

Subcontractors

Item Description	Subcontractor	Amount	
1 Install Floor Sink	Buffington	1,379.00	
	Subcontractor Subtotal	1,379.00	
	OH&P	68.95	5%
	<i>Subcontractor Total</i>	<i>1,447.95</i>	

Self-Performed

Item Description	Vendor	Amount	
1 Patch Back Concrete around Floor Sink	Penzel Construction	\$ 334.68	
2			
	Self Performed Subtotal	334.68	
	OH&P	50.20	15%
	<i>Self Performed Total</i>	<i>384.88</i>	
	Grand Total	\$ 1,832.83	