

**RESOLUTION APPROVING CHANGE ORDERS AND
EXPENSES FOR 3325 SIXTH AVENUE**

A regular meeting of the Troy Community Land Bank Corporation (the “Land Bank”) was convened in public session via teleconference in accordance with Executive Order 202.1 of New York State on April 15, 2020 at 8:30 AM, local time.

The meeting was called to order by the Chair of the Land Bank and, upon roll being called, the following members of the Land Bank were:

MEMBERS:

| | | Present Y/N_ |
|--------------------|------------|--------------|
| Suzanne Spellen | Vice-Chair | |
| Sharon Nichols | Treasurer | |
| Brian Barker | Secretary | |
| Andrew Cooper | Member | |
| Jeanette Nicholson | Member | |
| John Cubit | Member | |
| John Carmello | Member | |
| Heather King | Chair | |

LAND BANK STAFF/COUNSEL PRESENT INCLUDED THE FOLLOWING:

| Name | Title |
|-----------------------|-------------------------|
| Anthony Tozzi | Chief Executive Officer |
| Catherine M. Hedgeman | General Counsel |

The following resolution was offered by _____, seconded by _____, to wit:

WHEREAS, the Land Bank entered into a contract for roofing services to be performed at 3325 Sixth Avenue, Troy, New York on or about March 2, 2020 with Bobo’s Construction Services; and

WHEREAS, additional unforeseen work needs to be performed with regard to roofing services that changes the scope and cost of the original contract; and

WHEREAS, Bobo’s Construction Services has submitted two proposed change orders detailing the proposed scope of work and cost proposal as attached hereto as Exhibit A; and

WHEREAS, the Land Bank board and staff have had the opportunity to review the proposed change orders and wish to approve the change orders;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE TROY COMMUNITY LAND BANK, AS FOLLOWS:

The recitals above are hereby incorporated into this Resolution as if fully set forth herein.

1. The Members of the Board hereby approve the attached change orders and corresponding cost proposals; and
2. The Members of the Board hereby authorize the Executive Director Anthony Tozzi, General Counsel Catherine M. Hedgeman and/or Heather King, Chairman to execute and deliver such documents and funds to effectuate the change order; and
3. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

| | | |
|--------------------|--------|-------|
| Suzanne Spellen | VOTING | _____ |
| Sharon Nichols | VOTING | _____ |
| Brian Barker | VOTING | _____ |
| Andrew Cooper | VOTING | _____ |
| Jeanette Nicholson | VOTING | _____ |
| John Cubit | VOTING | _____ |
| John Carmello | VOTING | _____ |
| Heather King | VOTING | _____ |

The foregoing Resolution was thereupon declared duly adopted unanimously meeting the requirements of the Land Bank's bylaws requiring a majority of the Board approving this resolution.

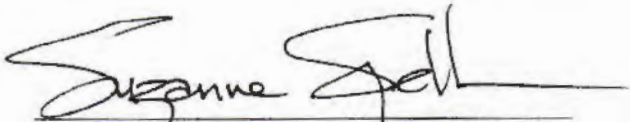
STATE OF NEW YORK)
) SS.:
COUNTY OF RENSSELAER)

I, the undersigned Secretary of the TROY COMMUNITY LAND BANK CORPORATION DOES HEREBY CERTIFY, that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Land Bank, including the Resolution contained therein, held on April 15, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such Resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Land Bank had due notice of said meeting; (B) said meeting was in all respects duly held pursuant to Governor's Executive Order 202.1 (2020) permits the board to consider the use of telephone conferencing, "to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed; and due notice of the time and place of said meeting was duly given in accordance with the Governor's Executive Order 202.1 (2020); (D) there was a quorum of the members of the Land Bank present throughout said meeting; and (E) Pursuant to the Land Bank Bylaws, a majority of the Board has voted to approve this resolution.

I FURTHER CERTIFY that, as of the date hereof, the attached Resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Land Bank this 15th day of April 2020.


Secretary Suzanne Spellen, Vice Chair

(SEAL)

EXHIBIT A

Change Orders

- SEE ATTACHED -



AIA Document G701™ – 2001

Change Order

PROJECT: (Name and address)

Troy Community Land Bank
3325 Sixth Avenue
Troy, NY 12180

CHANGE ORDER NUMBER: 1

DATE: March 3, 2020

OWNER

ARCHITECT

CONTRACTOR

TO CONTRACTOR: (Name and address)

Bobo's Construction Svces.
52 Glen Ave.
Troy, NY 12180

ARCHITECT'S PROJECT NUMBER: 193,020

CONTRACT DATE: March 2, 2020

FIELD

OTHER

CONTRACT FOR: Roof Replacement

The Contract is changed as follows:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

See attached itemized list of scope items and related costs.

| | | |
|--|----|------------------|
| The original (Contract Sum) (Guaranteed Maximum Price) was | \$ | <u>20,000.00</u> |
| The net change by previously authorized Change Orders | \$ | <u>-0-</u> |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ | <u>20,000.00</u> |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of | \$ | <u>7,800.00</u> |
| The new (Contract Sum) (Guaranteed Maximum Price), including this Change Order, will be | \$ | <u>27,800.00</u> |
| The Contract Time will be (increased) (decreased) (unchanged) by twenty-one | | (21) days. |
| The date of Substantial Completion as of the date of this Change Order, therefore, is March 23, 2020 | | |

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


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


Troy Architecture
Practice, PLLC
ARCHITECT (Firm name)
210 River St.
Troy, NY 12180
ADDRESS

Bobo's Construction
Services, Inc.
CONTRACTOR (Firm name)
52 Glen Ave.
Troy, NY 12180
ADDRESS

Troy Community Land
Bank Corp.
OWNER (Firm name)
Suite 701, 200 Broadway
Troy, NY 12180
ADDRESS


BY (Signature)


BY (Signature)


BY (Signature)

Barbara L. Nelson, RA
(Typed name)

John Bobo
(Typed name)

Anthony Tozzi, Exec. Dir.
(Typed name)

5-7-20
DATE

5/5/2020
DATE

05.20.2020
DATE

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.



AIA Document G701™ – 2001

Change Order

PROJECT: (Name and address)

Troy Community Land Bank
3325 Sixth Avenue
Troy, NY 12180

CHANGE ORDER NUMBER: 2

DATE: March 3, 2020

OWNER

ARCHITECT

CONTRACTOR

TO CONTRACTOR: (Name and address)

Bobo's Construction Svces.
52 Glen Ave.
Troy, NY 12180

ARCHITECT'S PROJECT NUMBER: 193,020

CONTRACT DATE: March 2, 2020

FIELD

OTHER

CONTRACT FOR: Roof Replacement

The Contract is changed as follows:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives.)

See attached itemized list of scope items and related costs.

| | | |
|--|----------------|--------------|
| The original (Contract Sum) (Guaranteed Maximum Price) was | \$ | 20,000.00 |
| The net change by previously authorized Change Orders | \$ | 7,800.00 |
| The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was | \$ | 27,800.00 |
| The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of | \$ | 9,000.00 |
| The new (Contract Sum) (Guaranteed Maximum Price), including this Change Order, will be | \$ | 36,800.00 |
| The Contract Time will be (increased) (decreased) (unchanged) by | Thirty-five | (35) days. |
| The date of Substantial Completion as of the date of this Change Order, therefore, is | April 27, 2020 | |

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

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

Troy Architecture
Practice, PLLC
ARCHITECT (Firm name)
210 River St.
Troy, NY 12180
ADDRESS

Bobo's Construction
Services, Inc.
CONTRACTOR (Firm name)
52 Glen Ave.
Troy, NY 12180
ADDRESS

Troy Community Land
Bank Corp.
OWNER (Firm name)
Suite 701, 200 Broadway
Troy, NY 12180
ADDRESS


BY (Signature)

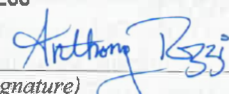
Barbara L. Nelson, RA
(Typed name)

5.7.20
DATE


BY (Signature)

John Bobo
(Typed name)

5/5/2020
DATE


BY (Signature)

Anthony Tozzi, Exec. Dir.
(Typed name)

05.20.2020
DATE

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.