

February 6, 2017

Mr. Mike Jones  
City Administrator  
City of Smyrna  
2800 King Street  
Smyrna, GA 30081

**RE: Change Order No. 1 – Elevator and Framing**  
Reed House Renovation  
Croy Project No. 1469.22

Dear Mr. Jones:

Enclosed are four (4) copies of Change Order No. 1, in the amount of \$43,852.00, to the contract with Peachtree Construction Services, Inc. for the Reed House Renovation project. This Change Order is for the installation of an elevator and framing at the Reed House.

Please execute all four (4) copies and return two to the attention of Lesley Weaver at Croy Engineering, LLC. We will return one fully executed copy to Peachtree Construction Services and keep one for our files.

If you have any questions, please contact me at (770) 702-0194.

Sincerely,  
Croy Engineering, LLC



Larry Terry  
Director of Program Management Services

LT/lw

Attachments: (4) Change Order No. 1 Summary

cc:

Scott Stokes, Director Public Works  
Kristin Robinson, Finance Director  
Don Hicks  
Eve Gray  
Project File  
Reading File