

# CHANGE ORDER

Order No. 3

Date: June 15, 2026

Agreement Date: January 28, 2025

NAME OF PROJECT: **Competitive Bid #WG25-08 - Construction of the New  
Baldwin County District Attorney Building Located in  
Bay Minette, Alabama**

OWNER: **Baldwin County Commission**

CONTRACTOR: **Rolin Construction, Inc.**

The following changes are hereby made to the CONTRACT DOCUMENTS:

Labor and materials to install a knee wall at the front of the Grand Jury raised area in the amount of \$7,571.00 and a furr out around the FDC Pipe in Reception Room #144 in the amount of \$1,328.00.

**TOTAL** **\$8,899.00**

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The Original (CONTRACT PRICE)	<b>\$ 7,590,000.00</b>
Net change by previously authorized Change Orders	<b>\$ 187,687.00</b>
The (Contract Price) prior to this Change Order was	<b>\$ 7,777,687.00</b>
The new (Contract Price) will be (increased) by this Change Order	<b>\$ 8,899.00</b>
The new (CONTRACT PRICE) including this CHANGE ORDER will be	<b>\$ 7,786,586.00</b>

The Original (CONTRACT TIME)	<b>720 calendar days</b>
The (CONTRACT TIME) will be (increased) by this Change Order	<b>0 calendar days</b>
The new (CONTRACT TIME) including this CHANGE ORDER will be	<b>720 calendar days</b>

CONTRACTOR:  \_\_\_\_\_

RECOMMENDED:  \_\_\_\_\_ Todd F. Stewart, Architect

OWNER: \_\_\_\_\_



June 15, 2026

Todd Stewart  
Adams Stewart Architects  
22615 Highway 59 North  
Robertsdale, AL 36567

RE: Baldwin County Commission New District Attorney's Office  
CCR #03 – Knee Wall in Grand Jury Room  
CCR #04 – Additional Furr Outs

Dear Mr. Stewart,

As requested, we have attached our CCR #03 which summarizes the cost to install a knee wall at the front of the Grand Jury raised area as requested by the Owner. We have also attached our CCR #04 which summarizes the cost to install a furr out around the FDC Pipe in Reception Room #144. An access hatch at the bottom was encapsulated in the wall for ease of maintenance. Additionally, metal stud headers were installed above the block wall making a seamless transition into the existing building.

**CCR #03 Total – \$7,571.00**

**CCR #04 Total - \$1,328.00**

**Revised Contract Amount after Change(s): \$7,786,586.00**

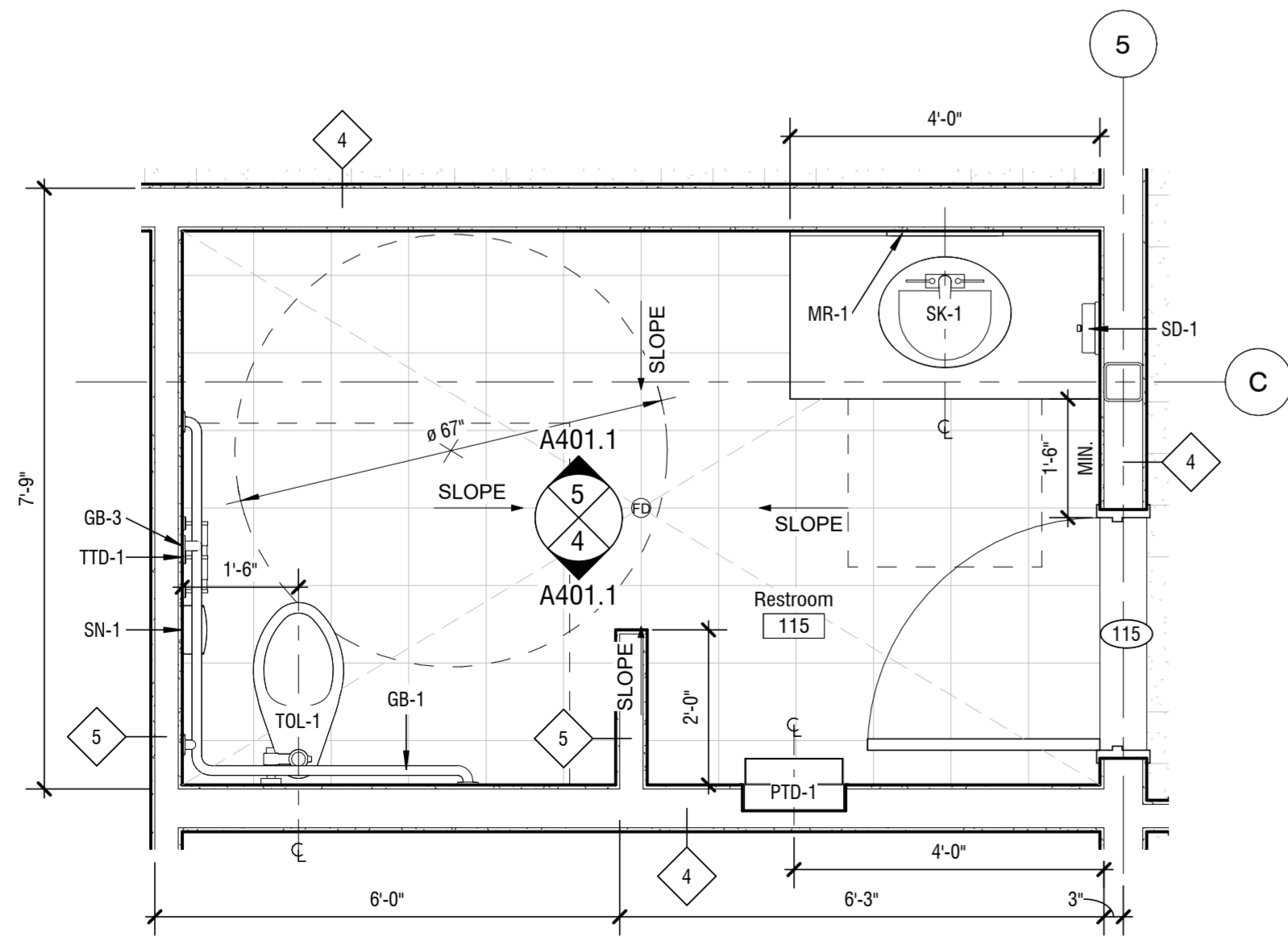
Please provide written approval followed by a change order for the same at your earliest convenience.

Sincerely,

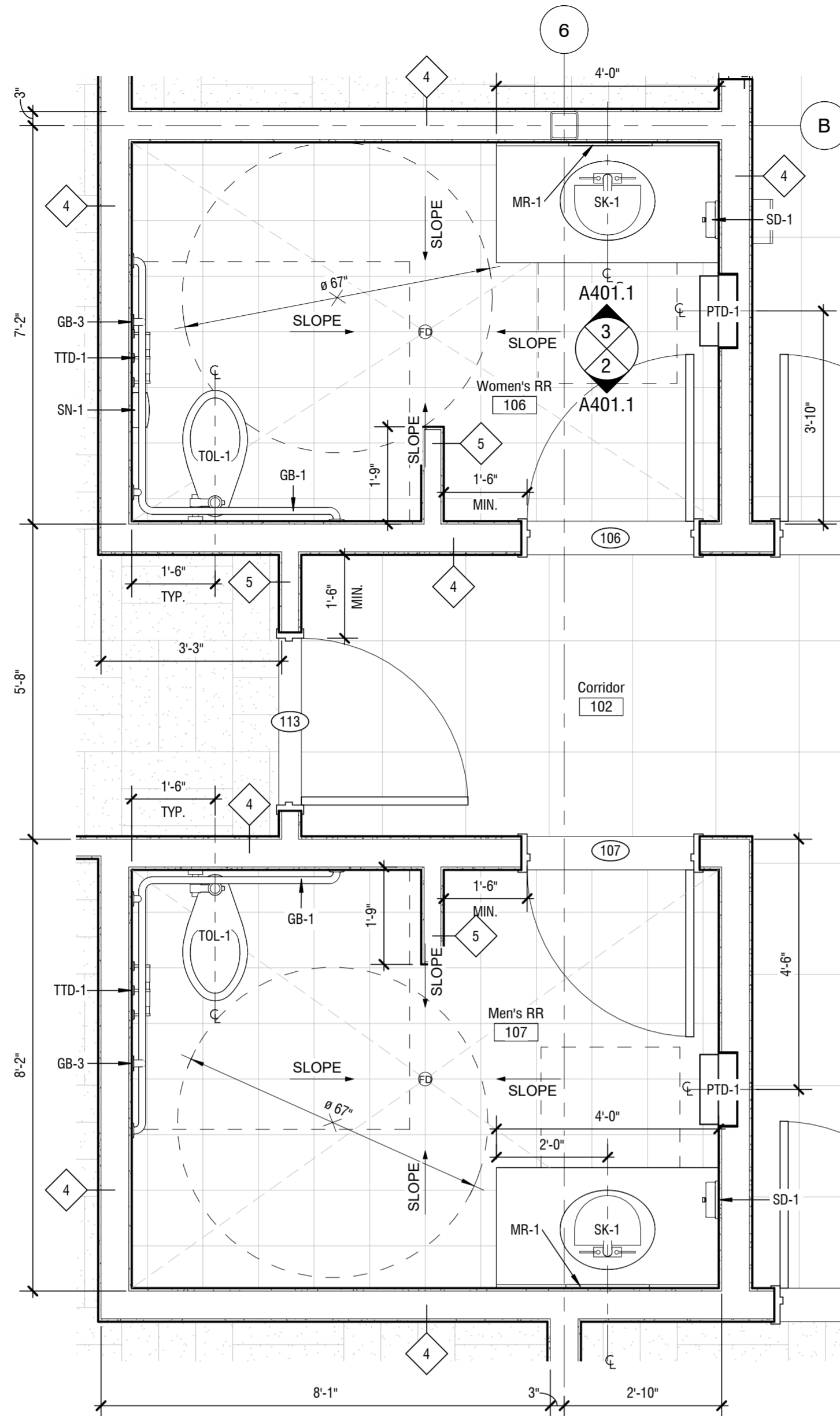
Chase Boyce  
Rolin Construction, Inc.

\_\_\_\_\_  
Date \_\_\_\_\_  
Todd Stewart – Adams Stewart Architects

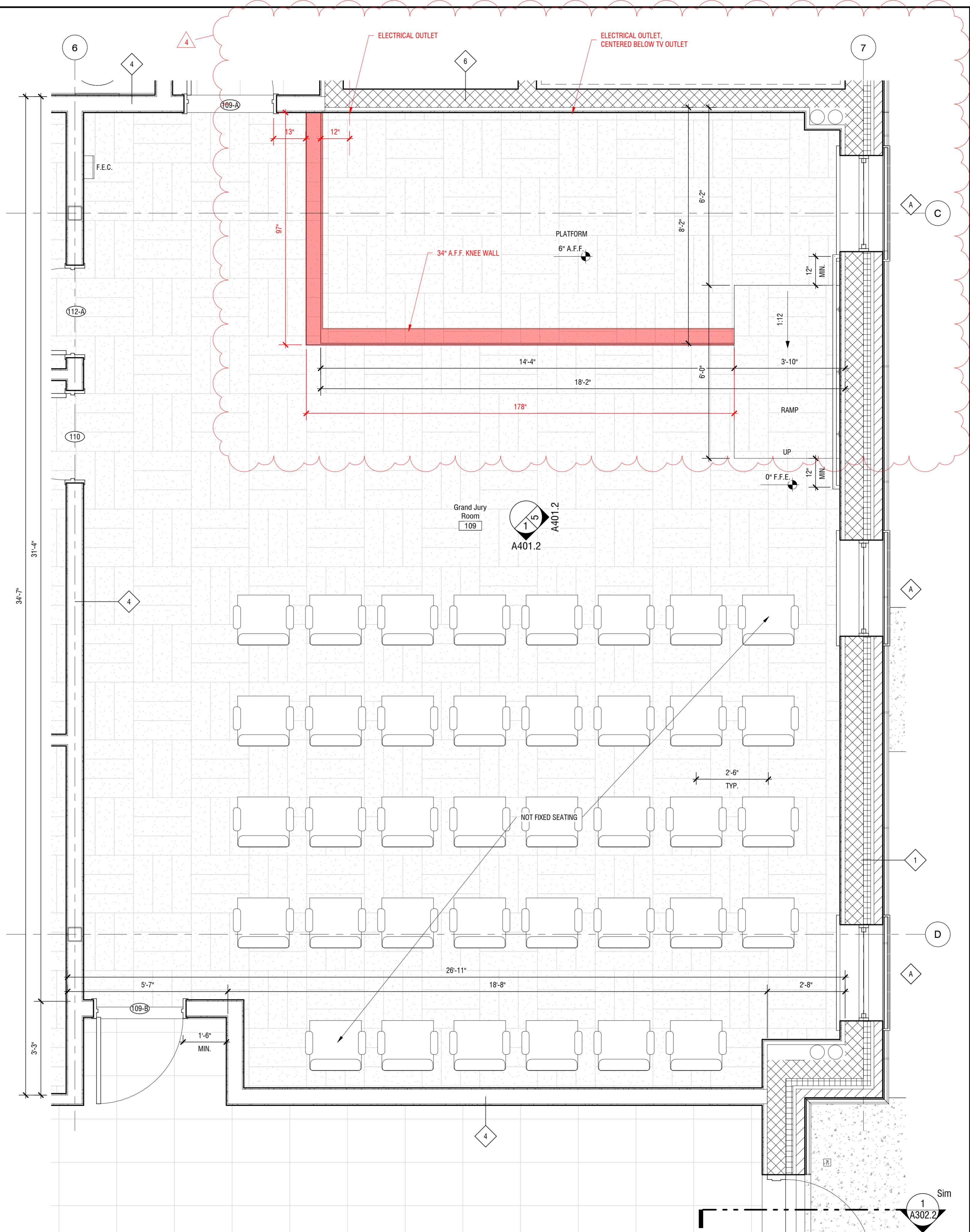
5/6/2026 11:19:37 AM  
Z:\Jobs 2024\24-006 District Attorney's Office, Bay Minette\01 Working Documents\01 BIM\01 Central Files\24-006 DAO\_R25.rvt



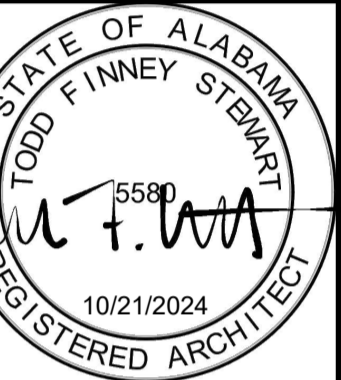
3 RESTROOM 115 PLAN  
1/2" = 1'-0"



2 RESTROOMS 106/107 PLANS  
1/2" = 1'-0"



1 GRAND JURY ROOM 109 PLAN  
1/2" = 1'-0"



ISSUE	DATE	DESCRIPTION
1	02/03/2025	ISSUED FOR CONSTRUCTION
4	05/06/2026	KNEE WALL

PROPOSED:  
**DISTRICT ATTORNEY'S OFFICE**  
416 COURTHOUSE SQUARE  
BAY MINETTE, ALABAMA 36507

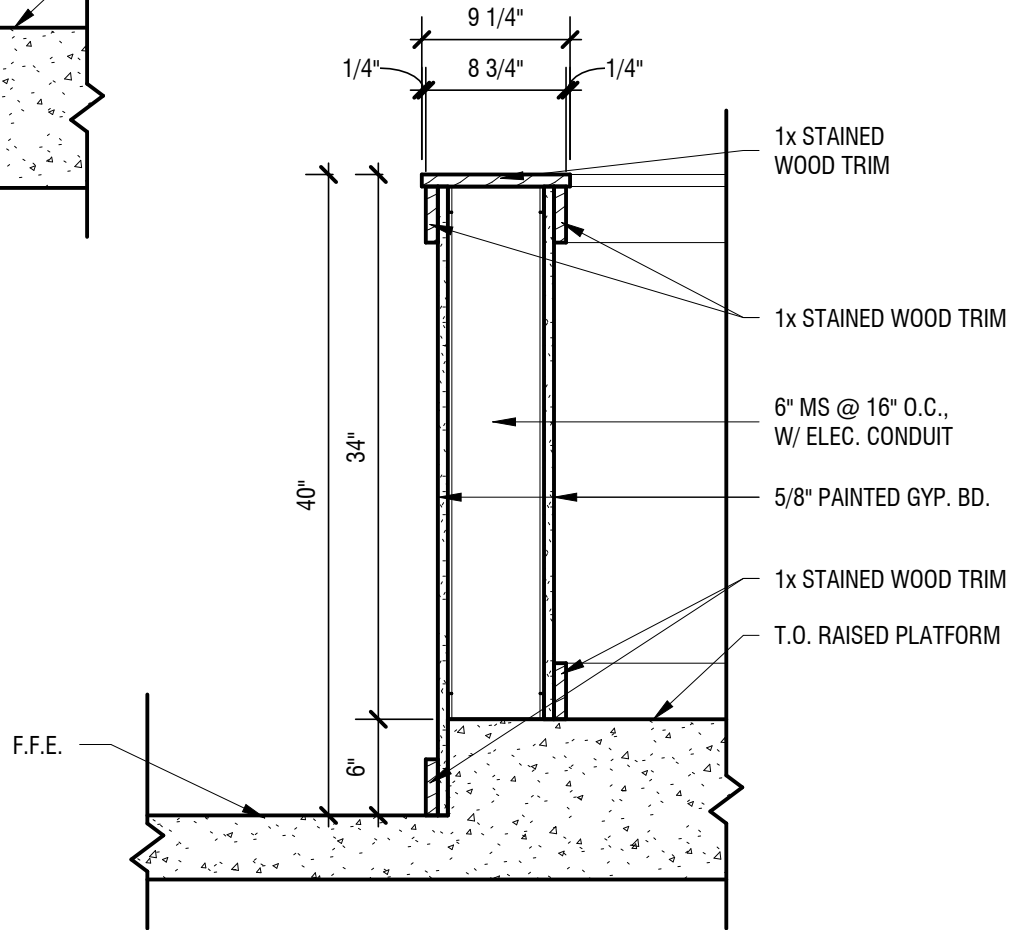
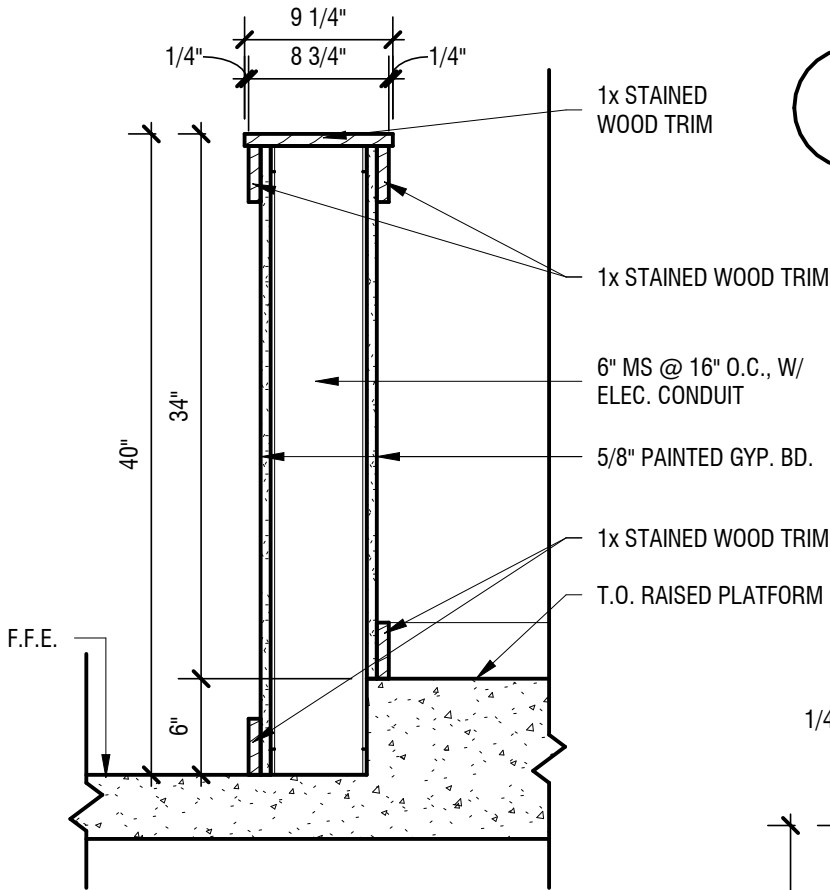
DCM No. N/A  
ALABAMA DEPT. OF FINANCE, DCM

PROJECT NO: 24-006  
SHEET NO:  
ENLARGED FLOOR PLANS - 1st FLOOR

2

# KNEE WALL DETAIL 2

1" = 1'-0"



1

# KNEE WALL DETAIL 1

1" = 1'-0"

SHEET NO:  
KNEE WALL - GRAND JURY

ASI No. 3

PROJECT NO: 24-006  
DISTRICT ATTORNEY'S OFFICE

416 COURTHOUSE SQUARE  
BAY MINETTE, ALABAMA 36507





ISSUE	DATE	DESCRIPTION
1	02/03/2025	ISSUED FOR CONSTRUCTION
2	3/25/25	REV1 SVC/ATS/GEN
3	12/18/25	REV2 ADD UPS POWER
4	05/06/26	REV3 ADD RECEP

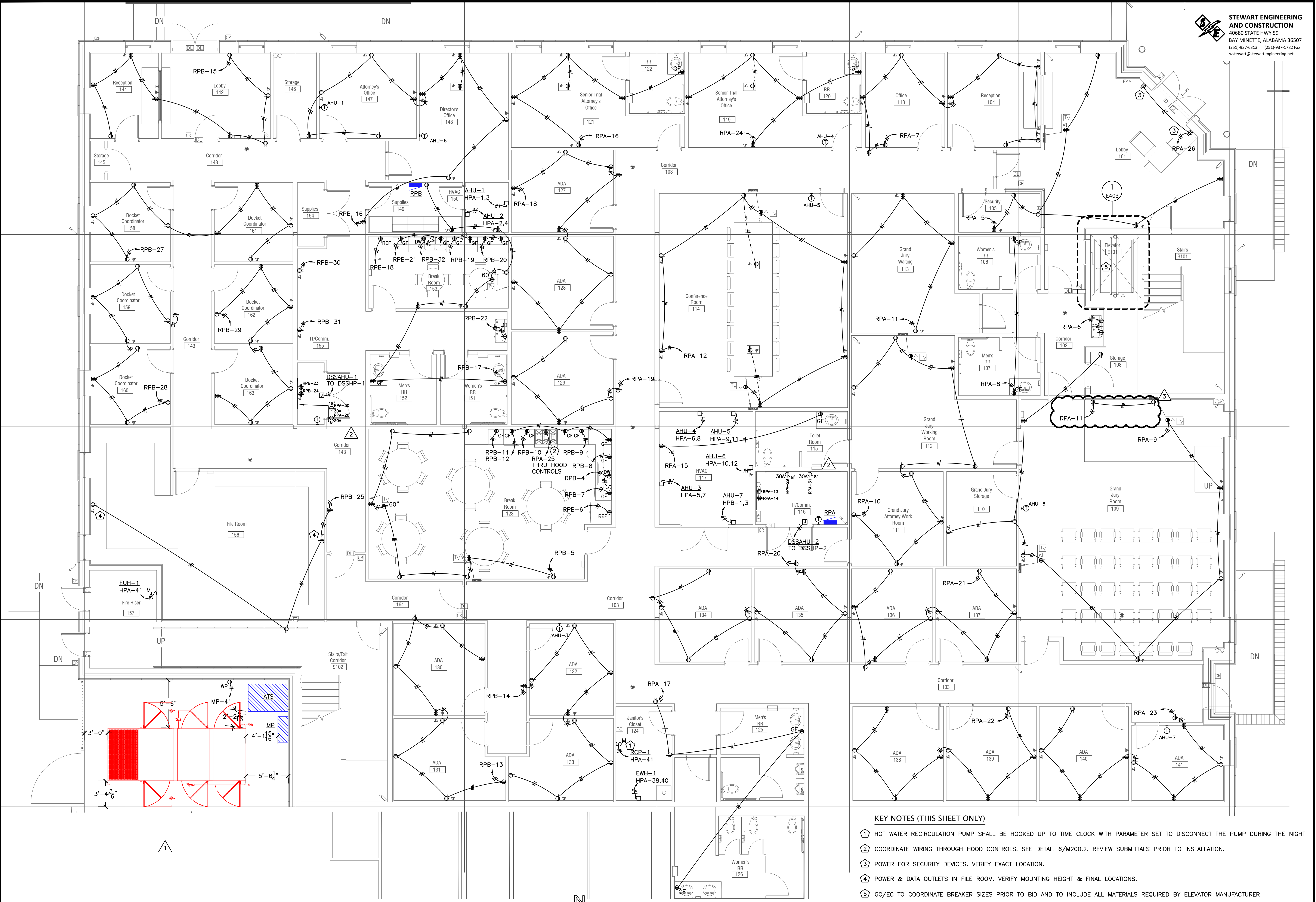
**PROPOSED:**  
**DISTRICT ATTORNEY'S OFFICE**  
 COURTHOUSE SQUARE  
 BAY MINETTE, ALABAMA 36507

PROJECT NO: 24-006

SHEET NO:

**POWER PLAN  
 1ST FLOOR**

**E201**

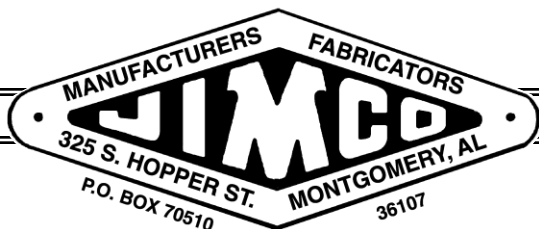


- KEY NOTES (THIS SHEET ONLY)**
- HOT WATER RECIRCULATION PUMP SHALL BE HOOKED UP TO TIME CLOCK WITH PARAMETER SET TO DISCONNECT THE PUMP DURING THE NIGHT
  - COORDINATE WIRING THROUGH HOOD CONTROLS. SEE DETAIL 6/M200.2. REVIEW SUBMITTALS PRIOR TO INSTALLATION.
  - POWER FOR SECURITY DEVICES. VERIFY EXACT LOCATION.
  - POWER & DATA OUTLETS IN FILE ROOM. VERIFY MOUNTING HEIGHT & FINAL LOCATIONS.
  - GC/EC TO COORDINATE BREAKER SIZES PRIOR TO BID AND TO INCLUDE ALL MATERIALS REQUIRED BY ELEVATOR MANUFACTURER

**1**  
**E201**  
**POWER PLAN - 1ST FLOOR**  
 SCALE: 3/16" = 1'-0"

- M:Adams Stewart\BM District Attorney\050626 BMDA ELEC REV.dwg

SINCE 1960



334-264-5032 • FAX 334-264-7445

**RFP # 1  
PER ASI NO. 3**

JOB NO: 02-26

DATE: 05/11/2026

TO: TRAYLOR HENRY

PROJECT: BALDWIN COUNTY DISTRICT ATTORNEY

**DESCRIPTION:**

PROVIDE & INSTALL 1x WALL CAP, APRON AND BASE AT KNEE WALL IN GRAND JURY 109.

**TOTAL:**        \$ 1,035.00

JIMCO, INC

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

\_\_\_\_\_  
TIFFANY WOOD

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

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



5/11/2026

To: Rolin  
Baldwin County DA Office  
Bay Minette, AL

Change Order Request

Description: adding a knee wall in the existing DA office building according to the sketch provided.

SCOPE:

6" 18ga stud framing  
Building vertical box beam posts in wall for support  
Drywall each side

EXCLUSIONS:

Wood trim  
Insulation  
Taping and finishing

Total \$940

Chris Sparks  
Gulf Acoustical, LLC  
21883 Highway 181 Suite E  
Fairhope, Al 36532  
251-279-0018 ( m )  
251-463-6727 ( c )  
[Chris@gulfacoustical.com](mailto:Chris@gulfacoustical.com)

# TK ELECTRIC, LLC

795 County Road 6  
Camden, AL 36726  
334-534-0032

## Change Order Request

**Date:** 5/12/2026

**Project:** Baldwin County District Attorney's Office

Description	Pricing
Labor and Material required to extend an existing circuit in order to install new duplex receptacles (2) in the added knee wall. Material- \$325.00    Labor- \$565.00    Misc.- \$75.00 Total Cost- \$965.00	\$ <del>1,109.75</del> <b>\$2,167</b>
If a data outlet is needed add the following. Material- \$245.00    Labor- \$290.00    Misc.- \$35.00 Total Cost- \$570.00	\$ <del>655.50</del> <b>\$1,361</b>
	\$ -
	\$ -

Pricing is Figured at Cost Plus 15%

**TOTAL: \$3,528**

## Traylor Henry

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**From:** Chase Boyce  
**Sent:** Monday, May 11, 2026 1:56 PM  
**To:** Traylor Henry  
**Subject:** FW: FW: DA's Office - ASI - Knee Wall

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**From:** Jason McMillan <mcmillanprofcoatingsllc@gmail.com>  
**Sent:** Monday, May 11, 2026 7:54 AM  
**To:** Chase Boyce <chase@rolinbuilds.com>  
**Subject:** Re: FW: DA's Office - ASI - Knee Wall

Good morning Chase!  
Finishing, painting and staining the trim is about \$1,200 for this knee wall. Let me know if you need it on a formal quote.

Best Regards,  
Jason McMillan  
McMillan Professional Coatings, LLC.  
9405 Sable Ct.  
Daphne, AL 36526  
[mcmillanprofcoatingsllc@gmail.com](mailto:mcmillanprofcoatingsllc@gmail.com)  
251-232-7043  
**Matthew 7:8**

On Fri, May 8, 2026 at 5:15 PM Jason McMillan <[mcmillanprofcoatingsllc@gmail.com](mailto:mcmillanprofcoatingsllc@gmail.com)> wrote:

Got it.

Best Regards,  
Jason McMillan  
McMillan Professional Coatings, LLC.  
9405 Sable Ct.  
Daphne, AL 36526  
[mcmillanprofcoatingsllc@gmail.com](mailto:mcmillanprofcoatingsllc@gmail.com)  
251-232-7043  
Matthew 7:8

On Fri, May 8, 2026 at 1:27 PM Chase Boyce <[chase@rolinbuilds.com](mailto:chase@rolinbuilds.com)> wrote:

Please see attached and provide pricing. Let us know if you have any questions.



5/29/2026

To: Rolin Construction

Project: D.A. Office Bay Minette, AL

ATTN: Chase Boyce

Total change order request: ~~\$1,796~~ **\$1,155.00**

Description and breakout:

1. Metal stud fur out and drywall around existing concrete column at bathrooms tying into existing building.
  - Total = \$391
2. ~~Sheetrock repair at corner of hallway that was damaged by scissor lift.~~
  - ~~Total = \$272~~
3. ~~Repair damaged ACT grid in hallway.~~
  - ~~Total = \$369~~
4. Metal stud faming and drywall around pipe behind receptionist office.
  - Total = \$764

Thanks,

Victor Tipper

Gulf Acoustical, LLC

21883 Highway 181 Suite E

Fairhope, AL 36532

Email: [victor@gulfacoustical.com](mailto:victor@gulfacoustical.com)

251-279-0018 ( m )

251-525-0550 ( c )

# Reception Room #144



# EXISTING CORRIDORS

