

January 12th, 2026

Via Email

Mr. Richard Shook, Project Manager (rshook@hvlnc.gov)
305 Williams Street
Hendersonville, NC 28792

RE: **Contract Amendment 002 – Additional Design Services**
City of Hendersonville – Patton Park and Pool & Whitmire Activity Center and Toms Park
Hendersonville, NC

Mr. Richard Shook:

Thank you for allowing CPL to provide professional Architectural and Engineering services for the Patton Park and Pool and Whitmire Activity Center with Toms Park (“the Project”) located at 114 E. Clairmont Dr and 310 Lily Pond Rd, respectively.

Our initial scope for the project included three (3) conceptual floor plan options per site. During the design process two additional building designs options (one per site) were needed to explore city funding options, along with two additional architectural narratives to prepare options for FEMA funding. The additional building and site options were vital to the design of the project to determine what level of demolition, repair, and redesign could be afforded under certain flooding assistance programs.

In addition, CPL compiled and categorized assessment research and letters for each site outlining the replacement needs for each for FEMA review and funding. This task was not included in the original scope of the project and was necessary in this design process to allow for review and future allocation of funding from FEMA for both sites.

We therefore respectfully request an increase in our professional services fee in the amount of **\$15,000** which includes the additional efforts as summarized on the following page.



Contract Amendment 001 – Additional Design Services
Patton Park and Pool & Whitmire Activity Center and Tom's Park
City of Hendersonville
January 12th, 2026
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Description	Original Fee	Proposed Additional Service Fee Amendment 001	Proposed Additional Service Fee Amendment 002
Existing Facilities Assessment	\$20,462		
FEMA Support	\$0		\$10,000
Matterport Scan	\$6,156		
Community Engagement	\$22,381		
Programming & Conceptual Design	\$88,342	\$2000	\$5,000
Opinion of Probable Cost	\$19,500		
Final Preparation and Presentation	\$10,765		
WTI Pool Fee	\$42,500		
WR Civil Fee	\$32,000	\$11,500	
Total Original Cost	\$242,106		
Total Additional Services		\$13,500	\$15,000
New Total Fee			\$270,606

If you have any questions or require further information, please let us know. We look forward to the successful completion of this very important project.

Sincerely,
CPL

Katie Feler, AIA
Project Manager