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9-23-1974

### Correspondence - 1974, September 23(2)

Thomas W. Cothran

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FRED VAN WAGENINGEN, A. I. A.  
THOMAS W. COTHRAN, A. I. A.

23 September 1974

Mr. Charles E. Mack, Jr., Bus. Mgr.  
Gardner-Webb College  
P. O. Box 897  
Boiling Springs, N. C. 28017

Re: Webb Building, Gardner-Webb College

Dear Mr. Mack:

Please refer to my letter, dated 10 September 74, in which I inclosed 3 copies of Change Order No. 1. I had intended attaching a copy of Ramsey's 1 November 73 Extras List and his Revised List dated 15 May 73. He used legal length paper and I did not know where to have xerox copies made. Also, I thought that you had file copies.

I have had 2 xerox copies of each list made and am inclosing these. Please attach one set to the original copy of Change Order No. 1 for your file. This will give you an extra set of the Lists for your file. The Change Order is clearer with these Lists. The Lists could have been better written.

After signing all 3 copies of Change Order No. 1, keep the original (attach the Lists) and send me the other 2 copies (no Lists attached). I will send Ramsey one copy and file the other copy.

I assume that you understood my 10 September 74 letter about Mr. Caldwell and that you will make final payment to him as shown.

I will prepare a final statement for Mr. Johnson and send to you with letter of explanation in a few days. Mr. Johnson is due \$141.63 and \$229.44 for minor changes. However, he has not notified me that all items on our Check List, dated 19 October 73 have been attended to. Any payments, other than mentioned above, are the responsibility of Mr. Ramsey. I will talk with Mr. Johnson.

Mr. Ramsey still has a few items to attend to. When he has finished, I will approve final payment. I will also want a statement from him that all bills, for labor and/or materials, have been paid.

*Send set  
well cards to  
Cochran at home  
Tom & George  
Room 624  
New Hanover  
Architects  
Mailed  
9-25-74*

ARCHITECTS  
SHELBY, NORTH CAROLINA



Mr. Charles E. Mack, Jr., Bus. Mgr.  
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See my letter, dated 28 August 74, to Mr. Ramsey. Note that he is to get a certifying letter, from the Roofing Sub-Contractor, before final payment to them.

If there are any questions, I shall be glad to answer.

Yours very truly,

Thomas W. Cothran

TWC:kj

CC: Dr. Poston ✓  
Mr. Spangler

P. S. I had a mild heart attack on 29 August and returned home last Wednesday. I expect full recovery soon.