

Perry Construction Group, Inc.

September 18, 2023

Mr. Christopher Coughlin
HRLC Architects, LLC
4380 West 12th Street
Erie, Pa 16505

**Re: Erie County Technical School
2021 Additions and Renovations
PCG Job No. 3126**

Dear Mr. Coughlin:

In accordance with our discussion on August 30, 2023, we are formally requesting a retention reduction of five percent (5%) to two and a half percent (2.5%) on future billings as we are 96% complete with the project.

We trust this meets with your approval.

Very truly yours,
PERRY CONSTRUCTION GROUP, INC.



Tim Palmer
Project Manager

TP/tm

c: Robert W. Doyle, PCG
Andrew Doyle, PCG
Rebecca Pollack, PCG
Jeremy Krawczyk, PCG