



Interoffice Memorandum

CAPITAL PROJECTS ITEM 2

DATE: February 2, 2021

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

THROUGH: Anne Kulikowski, Director
Administrative Services Department

A handwritten signature in black ink, appearing to read "AKulikowski".

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

A handwritten signature in black ink, appearing to read "Sara Flynn-Kramer".

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Approval of Change Order No. 2, Contract Y17-801, with Strollo Architects, Inc., in the amount of \$49,980.40, for Corrections Complex Cell Doors/Locks Replacement, for a revised lump sum contract amount of \$534,910.80.

PROJECT: CORRECTIONS COMPLEX CELL DOORS/LOCKS REPLACEMENT
DISTRICT 6

PURPOSE: To provide funding for additional design services to complete the capital improvements.

BUDGET: Accounting Line No.: 1023-043-1760-3810

JUSTIFICATION/DISCUSSION:

The design for this project encompasses the replacement of the cell doors and hardware for 10 separate buildings within the Corrections Campus. The design was originally proposed to be developed as one single project. For logistical and safety reasons this project needs to be separated into multiple bid packages with the work being implemented by building. This work will now be constructed over multiple years which extends the need for the consulting team to provide construction contract administration services by building.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on April 11, 2017.

Original Contract dated October 2, 2017	Lump sum amount - \$434,950.00
Change Order No. 1 dated November 9, 2020 Change order issued for separate Bid Packages for Phoenix, Genesis, Horizons, FDC, and BRC as required by Procurement.	Lump sum amount - \$ 49,980.40
Proposed Change Order No. 2 Change order issued for separate Bid Packages for Buildings A, B, D, E, and F as required by Procurement.	Lump sum amount - \$ 49,980.40
Proposed Final Contract Amount	\$534,910.80

cc: *Administrative Services Department*
Corrections Department
Procurement Division
Facilities Division
Capital Projects Division



**ORANGE COUNTY PROCUREMENT DIVISION
CHANGE ORDER REQUEST FORM**

REQUEST DATE	BUDGET FY	GRANT FUNDING
01/26/21	FY 21	<input checked="" type="checkbox"/> N/A <input type="checkbox"/> THIS REQUEST COMPLIES WITH COST PRINCIPLES

DEPARTMENT/DIVISION	CONTACT NAME	CONTACT PHONE	BUYER/PA/CA NAME
Administrative Services	Reed Knowlton	836-0052	Rochelle Chambers

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
Strollo Architects, Inc.	2	C17801	POOC	Y17-801	<input type="checkbox"/> DO NOT MAIL VENDOR COPY

INCREASE, DECREASE OR DELETE COMMODITY LINE

CMDTY. LINE NO.	ACTION	PREVIOUS LINE DOLLAR AMOUNT	NEW LINE DOLLAR AMOUNT	COMMODITY LINE DESCRIPTION/COMMENTS	NET DOLLAR CHANGE
2	Select Action FROM 241385.58 TO 291365.98	\$ 241,385.58	\$ 291,365.98	Corrections Complex Cell Doors/Locks Replacement	\$ 49,980.40
	Select Action FROM TO			APPROVED BY ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS FEB 23 2021	\$ 0.00
	Select Action FROM TO				\$ 0.00

ADD COMMODITY LINE

CMDTY. LINE NO.	CMDTY. CODE	DESCRIPTION	QTY.	UNIT OF MEAS.	UNIT COST	ACCOUNTING LINE	CHANGE
		FOR D.O. YOU MUST SPECIFY AN MA LINE					
							\$ 0.00
							\$ 0.00
							\$ 0.00

FUNDING: ACCOUNTING LINE OR REPORTING CODE CHANGE

CMDTY. LINE NO.	ACCTG. LINE NO.	FROM AMOUNT	TO AMOUNT	FROM ACCOUNTING LINE	TO ACCOUNTING LINE	FROM REPORTING CODE	TO REPORTING CODE

ENCUMBERED/DE-ENCUMBERED (REQUIRED FOR ALL TRANSACTIONS)

ORIGINAL PO/DO AMT.	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	DOCUMENT TOTAL AFTER THIS C/O
\$ 434,950.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 49,980.40	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 49,980.40	\$ 534,910.80

OTHER CHANGES:

DESCRIBE

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 434,950.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 49,980.40	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 49,980.40	\$ 534,910.80

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Change order is necessary to provide additional design services to complete the project.

By signing this agreement, the Contractor hereby releases the County, its agents and employees from any and all liabilities under this contract for further equitable adjustments and/or claims associated with this change order.

VENDOR/ CONTRACTOR AUTHORIZATION

DEPARTMENT APPROVAL SIGNATURE

[Signature]
Sara Flynn-Kramer

Digitally signed by Sara Flynn-Kramer
DN: cn=Sara Flynn-Kramer, o, ou,
email=Sara.Flynn-Kramer@ocfl.net, c=US

DATE:

2/8/21

DATE:

2/8/21

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO :