



Interoffice Memorandum

CAPITAL PROJECTS ITEM 3

DATE: December 15, 2022

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 4, Contract Y20-712, Michigan Campus Parking Improvements, with Condor Construction Corp in the amount of \$5,805, for a revised lump sum contract amount of \$953,055.78. District 3.

PROJECT: Michigan Campus Parking Improvements

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

BUDGET: Accounting Line No.: 1023-043-0263

JUSTIFICATION/DISCUSSION:

This work for additional surveying to reestablish accurate survey controls for the Michigan Campus to allow for accuracy in the project controls for the construction layout.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on April 21, 2020.

Original Contract dated June 11, 2020	Lump sum amount - \$	902,946.60
Change Order No. 1 dated May 18, 2021 Relocate the conflicting Orlando Utilities Corporation electrical pole	Lump sum amount - \$	28,404.31
Change Order No. 2 dated June 21, 2021 Permit fees	Lump sum amount - \$	4,154.87
Change Order No. 3 dated May 18, 2022 Relocation of seven air handling units to improve their serviceability	Lump sum amount - \$	11,745.00
Proposed Change Order No. 4 Additional surveying to reestablish accurate survey controls for the construction layout	Lump sum amount - \$	5,805.00
Proposed Final Contract Amount	\$	953,055.78

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



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

REQUEST DATE	BUDGET FY	GRANT FUNDING
11/21/22	22/23	<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 / Capital Projects	Jose Canas	407-836-0081	

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
CONDOR CONSTRUCTION CORP.	4	C20712	POOC	Y20-712	<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
1	Increase Quantity FROM 947250.78 TO 953055.78	\$ 947,250.78	\$ 953,055.78	Michigan Campus Parking Improvements	\$ 5,805.00
	Select Action FROM TO				\$ 0.00
	Select Action FROM TO				\$ 0.00

ADD COMMODITY LINE

CMDTY. LINE NO.	CMDTY. CODE	DESCRIPTION FOR D.O. YOU MUST SPECIFY AN MA LINE	MA LINE	QTY.	UNIT OF MEAS.	UNIT COST	ACCOUNTING LINE	CHANGE
								\$ 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 <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	NET DOLLARS FOR THIS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	DOCUMENT TOTAL AFTER THIS C/O	OTHER CHANGES: DESCRIBE
\$ 902,946.60	\$ 44,304.18	\$ 5,805.00	\$ 953,055.78	No Additional Time.

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	NET DOLLARS FOR THIS C/O <input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	CONTRACT TOTAL AFTER THIS C/O
\$ 902,946.60	\$ 44,304.18	\$ 5,805.00	\$ 953,055.78

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Additional Surveying (Project Controls). (BCC District 3)

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

[Handwritten signatures]

DATE:

DATE:

12/20/22

12/14/22

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL: _____

DATE: _____

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO: _____