



Interoffice Memorandum

January 12, 2024

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

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II, Procurement Division

CONTACT: Alberto Vargas, Manager II, Planning Division
407-836-5354

SUBJECT: Approval of Amendment No. 2, Contract Y22-143B, Professional Planning Services

ACTION REQUESTED:

Approval of Amendment No. 2, Contract Y22-143B, Professional Planning Services, with GAI Consultants, Inc., in the amount of \$190,590, for a revised estimated contract amount of \$1,005,090.

PROCUREMENT:

This amendment provides additional funding to meet projected needs for the remainder of the contract term, which ends on August 31, 2025.

FUNDING:

Funding is available in account number 001-068-3101-3197.

APPROVALS:

The Planning Division concurs with this request.

REMARKS:

On July 7, 2022, the Board authorized award of Invitation for Bids Y22-143B to GAI Consultants, Inc., in the estimated contract amount of \$814,500 for a three-year term with further approval for the Procurement Division to renew the contract for two additional one-year terms.

Previous contract amendments are as follows:

- Amendment No. 1: corrected commodity line 4 by replacing it in its entirety with commodity line 7. There was no change to the contract total.