



Interoffice Memorandum

CAPITAL PROJECTS ITEM 3

**DATE:** August 23, 2023

**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 5, Contract Y22-733 Multicultural Center INVEST - GRANT, with Oelrich Construction Inc in the amount of \$54,725.85, for a revised lump sum contract amount of \$4,922,923.52. District 6.

**PROJECT:** Multicultural Center INVEST - GRANT

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

**BUDGET:** Accounting Line Number: 1023-043-2074.

**JUSTIFICATION/DISCUSSION:**

This work is to relocate the fire alarm panel and increase the number of fire alarm devices to meet code, and to increase the electrical circuit to accommodate the dedicated outdoor air system unit.

**PREVIOUS ACTIONS TO THIS CONTRACT:**

The Contract award was approved on January 25, 2022.

<b>Original Contract dated February 28, 2022</b>	<b>Lump sum amount - \$ 4,637,129.00</b>
<b>Change Order No. 1 dated April 21, 2022</b> Building permit fees.	<b>Lump sum amount - \$ 37,851.38</b>
<b>Change Order No. 2 dated July 8, 2022</b> Exterior waterproofing to re-caulk masonry control joints, cracks, and install new sealant at the clerestory windows.	<b>Lump sum amount - \$ 56,431.42</b>
<b>Change Order No. 3 dated September 23, 2022</b> Repouring of utility trenches, repairs to existing floor and leveling to accommodate the polished concrete.	<b>Lump sum amount - \$ 79,839.47</b>
<b>Change Order No. 4 dated April 13, 2023</b> Door and hardware changes including mortise locks and vertical rod exit devices and the repair of a rusted column.	<b>Lump sum amount - \$ 56,946.40</b>
<b>Proposed Change Order No. 5</b> Relocation of fire alarm panel and additional fire alarm devices and increasing the size of an electrical circuit to accommodate the dedicated outdoor air system unit.	<b>Lump sum amount - \$ 54,725.85</b>
<b>Proposed Final Contract Amount</b>	<b>\$ 4,922,923.52</b>

cc: *Administrative Services Department*  
*Procurement Division*  
*Capital Projects Division*  
*Community & Family Services Department*



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

REQUEST DATE	BUDGET FY	GRANT FUNDING
08/10/23	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
OELRICH CONSTRUCTION INC	5	C22733	POOC	Y22-733	<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 4160146 01	\$ 4,160,146.01	\$ 4,214,871.86	Project Multicultural Center INVEST GRANT (19023)	\$ 54,725.85
	TO 4214871 86				
	Select Action				\$ 0.00
	Select Action				\$ 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
1	1	\$ 3,694,197.67	\$ 3,748,923.52	1023-043-2074-6210	1023-043-2074-6210	1902305072	1902305072

**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	OTHER CHANGES: DESCRIBE No Additional Time.
\$ 4,413,129.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 455,068.67	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 54,725.85	\$ 4,922,923.52	

**CONTRACT AMOUNT**

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 4,637,129.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 231,068.67	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 54,725.85	\$ 4,922,923.52

**JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)**

Misc. Electrical Changes for Code Compliance.

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 Signature]*

DATE:

DATE:

*8/21/23*

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES:  YES  NO

CHANGE AWARD AMOUNT TO:

APPROVED BY ORANGE  
COUNTY BOARD OF  
COUNTY COMMISSIONERS

REV. (10/18)