



Interoffice Memorandum

CAPITAL PROJECTS ITEM 1

**DATE:** September 25, 2020

**TO:** Mayor Jerry L. Demings  
and the  
Board of County Commissioners

**THROUGH:** Anne Kulikowski, Director  
Administrative Services Department

A handwritten signature in black ink, appearing to read "AK", is written over the name Anne Kulikowski.

**FROM:** Sara Flynn-Kramer, Manager  
Capital Projects Division

A handwritten signature in black ink, appearing to read "SFK", is written over the name Sara Flynn-Kramer.

**CONTACT PERSON:** Sara Flynn-Kramer, Manager

**DIVISION:** Capital Projects  
Phone: 407-836-0048

**ACTION REQUESTED:** Approval of Change Order No. 3, Contract Number Y18-783-RC, East Orange Community Center ADA Improvements Grant, with S.A. Casey Construction, in the amount of \$953.93, for a revised lump sum contract amount of \$881,056.87.

**PROJECT:** East Orange Community Center ADA Improvements Grant

DISTRICT 4

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

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

**JUSTIFICATION/DISCUSSION:**

The work in the change order is the cost to reframe a plumbing chase to allow for ADA access less a credit for a grease trap that was no longer required in Building B.

**PREVIOUS ACTIONS TO THIS CONTRACT:**

The Contract award was approved on September 11, 2018.

<b>Original Contract dated September 17, 2018</b>	<b>Lump sum amount -</b>	<b>\$ 831,001.37</b>
<b>Change Order No. 1 dated June 14, 2019</b> Unforeseen plumbing and other existing conditions work.	<b>Lump sum amount -</b>	<b>\$ 41,962.75</b>
<b>Change Order No. 2 dated April 28, 2020</b> Unforeseen plumbing and other existing conditions work.	<b>Lump sum amount -</b>	<b>\$ 7,138.82</b>
<b>Proposed Change Order No. 3</b> Grease trap credit and chase wall reconfiguration.	<b>Lump sum amount -</b>	<b>\$ 953.93</b>
<b>Proposed Final Contract Amount</b>		<b>\$ 881,056.87</b>

*CC: Administrative Services Department  
Community and Family Services Department  
Procurement Division  
Capital Projects Division  
Facilities Management Division*



APPROVED BY ORANGE  
 COUNTY BOARD OF COUNTY  
 COMMISSIONERS  
 BCC Mtg. Date: October 13, 2020  
**ORANGE COUNTY PROCUREMENT DIVISION**  
**CHANGE ORDER REQUEST FORM**

REQUEST DATE	BUDGET FY	GRANT FUNDING	
08/14/20	2020	<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		
Capital Projects	Jacqueline King / Guysen Bohler	67479	Rochelle Chambers		
VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO <input type="checkbox"/> DO NOT MAIL VENDOR COPY
S.A. Casey Construction	3	C018783	POOC	Y18-783-RC	

**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
4	Increase Quantity	\$ 880,102.94	\$ 881,056.87	East Orange Community Center ADA Improvements Grant (17275)	\$ 953.93
	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
4	4	\$ 880,102.94	\$ 881,056.87	1023-043-0263-3810	1023-043-0263-3810	1727505072	1727505072

**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:
\$ 470,000.00	\$ 410,102.94	\$ 953.93	\$ 881,056.87	DESCRIBE No change to completion time. CO#3
AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O	
\$ 831,001.37	\$ 49,101.27	\$ 953.93	\$ 881,056.87	

**JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)**

Grease trap credit and chase wall reconfiguration. (CO#5 to add funds)

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

*Sara Flynn-Kramer*  
 Sara Flynn-Kramer

DATE: 09/25/20  
 DATE: 09/25/20

**OFFICIAL PROCUREMENT DIVISION USE ONLY**

PROCUREMENT APPROVAL:	DATE:
ADD THE FOLLOWING TEXT TO PO/DO:	TRACK CHANGES: <input type="checkbox"/> YES <input type="checkbox"/> NO
	CHANGE AWARD AMOUNT TO: