



Interoffice Memorandum

CAPITAL PROJECTS ITEM 1

DATE: June 29, 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 "AK", positioned to the right of the "THROUGH" field.

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

A handwritten signature in black ink, appearing to read "Sara Flynn-Kramer", positioned to the right of the "FROM" field.

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Approval of Change Order No 2, Contract Number Y18-700, Corrections Horizon Elevator Modernization, with Skyline Elevator Inc in the amount of \$138,840.39, for a revised lump sum contract amount of \$1,736,745.59. District 6.

PROJECT: Corrections Horizon Elevator Modernizations

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

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

JUSTIFICATION/DISCUSSION:

With the upgrade and modernization of the elevator, the existing intercom system had to be upgraded and then integrated with new controls to enable the security system for the elevator to work properly to ensure the safety of the Corrections staff.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on October 17, 2017.

Original Contract dated November 1, 2017 **Lump sum amount - \$ 1,539,000.00**

Change Order No. 1 dated May 18, 2020 **Lump sum amount - \$ 58,905.20**
Unforeseen necessary modifications to elevator controllers.

Proposed Change Order No. 2 **Lump sum amount - \$ 138,840.39**
Existing intercom system had to be upgraded for the security system for the elevator to work properly for the safety of the Corrections staff.

Proposed Final Contract Amount **\$ 1,736,745.59**

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

APPROVED
BY ORANGE COUNTY BOARD
OF COUNTY COMMISSIONERS

JUL 26 2022



ORANGE COUNTY PROCUREMENT DIVISION
CHANGE ORDER REQUEST FORM

REQUEST DATE	BUDGET FY	GRANT FUNDING	
06/27/22	21/22	<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 <input type="checkbox"/> DO NOT MAIL VENDOR COPY
SKYLINE ELEVATOR INC	2	C18700A	POOC	Y18-700	

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	1346846.80			
	TO	1485687.19			
		\$ 1,346,846.80	\$ 1,485,687.19	Project: Correction Horizon Elevator Modernization (CP17041)	\$ 138,840.39
	Select Action				\$ 0.00
	FROM				
	TO				
	Select Action				\$ 0.00
	FROM				
	TO				

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
		MA LINE					\$ 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	OTHER CHANGES:
\$ 1,539,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 58,905.20	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 138,840.39	\$ 1,736,745.59	DESCRIBE

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 1,539,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 58,905.20	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 138,840.39	\$ 1,736,745.59

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Additional construction services to upgrade elevator intercom system and elevator controls.

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

Maryanne Smith Ball, President DATE: 7/7/22
[Signature] DATE: 6/28/22

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO :