




Interoffice Memorandum

To: Mayor Jerry L. Demings
and Board of County Commissioners

From: David Ingram, Acting Executive Director, Convention Center 

Contact: Terry Devitt, Acting Deputy Director, Convention Center
(407) 685-9867

Date: November 11, 2019

Subject: Consent Agenda Item for December 3, 2019 BCC Meeting, Change Order No.2, Contract Y19-759-JS

On July 2, 2019, the Board awarded Contract Y19-759-JS to CORE Construction, in the amount of \$30,599,000 for the Orange County Convention Center West Building Meeting Rooms Renovation. The scope of work includes renovating 37 meeting rooms, 2 restrooms, and 15 mechanical rooms. While the mechanical units, air handling units, hot water coils, fan coils, blower coils, variable air volume units, variable frequency drives, and ancillary services for the renovated areas were included in the overall design of the meeting room renovation project, the procurement strategy was to procure the mechanical units through a formal solicitation separate from the construction contract.

Invitation for Bids Y20-601-KB was issued and resulted in a single bid received in the amount of \$4,977,196. The bid amount exceeded the allocated budget for the mechanical units. Therefore, an alternate procurement strategy was implemented to add the mechanical units to the existing construction contract, Y19-759-JS, as a change order. Upon approval and execution of Change Order No.2, the purchase of the mechanical units and ancillary services will be included in contract Y19-759-JS. Further, Article 28 of the construction contract will be implemented to Owner Direct Purchase the units from the manufacturer. The projected value of the Owner Direct Purchase via purchase order is \$3,644,660.64.

After the Owner Direct Purchase order is issued, a deductive change order will be processed to deduct the resulting cost of the mechanical equipment, ancillary services, and sales tax for the equipment from contract Y19-759-JS. The total value of the deductive change order is projected to be \$3,863,340.28. [\$3,644,660.64 (mechanical units, ancillary services) + \$218,704.64 (sales tax) = \$3,863,340.28].

The change order process to procure the mechanical units and ancillary services will accomplish a net savings of \$875,379.48 for the County.

- \$4,977,196.00 (Y20-601 bid value) - \$4,320,521.16 (change order 2 value) = \$656,674.84
- \$218,704.64, amount of sales tax savings
- \$656,674.84 + 218,704.64 = \$875,379.48

Actions to this contract:

Action	Amount	Comments
Contract Award:	\$30,599,000	Contract Y19-759, executed on August 22, 2019.
Change Order No. 1	\$0.00	Change Order 1 was to encumber additional funds to the project account.
Proposed Change Order No. 2	\$4,320,521.16	Change Order 2 is to add mechanical equipment and ancillary services.
Proposed Revised Contract Amount:	\$34,919,521.16	

Action requested: Approval of Change Order No.2, Contract Y19-759-JS, Orange County Convention Center West Building Meeting Rooms Renovation, with CORE Construction, in the amount of \$4,320,521.16, for a revised contract amount of \$34,919,521.16. Further request approval of Owner Direct Purchase order for mechanical equipment and ancillary services not to exceed the amount of \$3,644,660.64, included and as part of the revised contract amount.

cc: Byron W. Brooks, AICP, County Administrator
Carrie Mathes, Manager, Procurement Division
David Ingram, Acting Executive Director, Convention Center
Ray Walls, Chief Financial Officer, Convention Center



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

REQUEST DATE	BUDGET FY	GRANT FUNDING
11/18/19	FY20	<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
OCCC Capital Planning 035	Tim Groh	(407)885-5705	Jacqueta Scott

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
CORE Construction	2	Y19-758-JS	POCC	C19758	

INCREASE, DECREASE OR DELETE COMMODITY LINE

COMDTY. LINE NO.	ACTION	PREVIOUS LINE DOLLAR AMOUNT	NEW LINE DOLLAR AMOUNT	COMMODITY LINE DESCRIPTION/COMMENTS	NET DOLLAR CHANGE
1	Increase Unit Cost FROM 30528000.00 TO 34919521.16	\$ 30,599,000.00	\$ 34,919,521.16		\$ 4,320,521.16
2	Select Action FROM TO				\$ 0.00
3	Select Action FROM TO				\$ 0.00

ADD COMMODITY LINE

COMDTY. LINE NO.	COMDTY. CODE	DESCRIPTION <small>FOR D.O. YOU MUST SPECIFY AN MA LINE</small>	MA LINE	QTY.	UNIT OF MEAS.	UNIT COST	ACCOUNTING LINE	CHANGE
								\$ 0.00
								\$ 0.00
								\$ 0.00

FUNDING: ACCOUNTING LINE OR REPORTING CODE CHANGE

COMDTY. LINE NO.	ACCTS. 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
\$ 500,000.00	\$ 14,181,750.00	\$ 4,320,521.16	\$ 19,002,271.16	No change to substantial completion date. No change to final completion date. Please cancel Q120734 originally initiated as a requisition for equipment.

CONTRACT AMOUNT

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
\$ 30,599,000.00	\$ 0.00	\$ 4,320,521.16	\$ 34,919,521.16

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Add mechanical units to project to implement Owner Direct Purchase process.

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

DATE:

DATE:

11/18/2019
12/4/19

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO: