



Interoffice Memorandum

CAPITAL PROJECTS ITEM 1

DATE: November 8, 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 "Anne Kulikowski".

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 3, Contract Y22-755 Fire Station #54 Metal Storage Building Replacement, with APD Construction LLC in the amount of \$18,250.21, for a revised lump sum contract amount of \$486,996.27. District 1.

PROJECT: Fire Station #54 Metal Storage Building Replacement

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

BUDGET: Accounting Line Number: 1009-034-0772-6310.

JUSTIFICATION/DISCUSSION:

This additional foundation work was required to fill a void discovered during construction under the driveway. This unforeseen condition required additional concrete work to fill the void and reinforce the foundation of the new structure.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on April 26, 2022.

Original Contract dated May 10, 2022	Lump sum amount - \$	433,000.00
Change Order No. 1 dated July 28, 2023 Additional structural steel frames required to support the overhead doors	Lump sum amount - \$	32,652.06
Change Order No. 2 dated September 25, 2023 Additional demolition required due to unforeseen conditions	Lump sum amount - \$	3,094.00
Proposed Change Order No. 3 Additional foundation work required due to unforeseen conditions below the existing concrete drive	Lump sum amount - \$	18,250.21
Proposed Final Contract Amount	\$	486,996.27

cc: *Administrative Services Department*
Procurement Division
Capital Projects Division
Fire Rescue Department

BCC Mtg. Date: November 28, 2023



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

REQUEST DATE	BUDGET FY	GRANT FUNDING	
10/27/23	23/24	<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
APD CONSTRUCTION LLC	3	C22755	POOC	Y22-755	<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	\$ 468,746.06	\$ 486,996.27	Project Fire Station #54 Metal Storage Building Replacement (20091)	\$ 18,250.21
	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

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:
\$ 433,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 35,746.06	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 18,250.21	\$ 486,996.27	DESCRIBE No Additional Time.

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 433,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 35,746.06	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 18,250.21	\$ 486,996.27

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Repair of unforeseen condition under existing concrete slab.

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 signatures]

DATE:

DATE:

10/31/23
10/31/23

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO :