



Interoffice Memorandum

CAPITAL PROJECTS ITEM 1

**DATE:** January 17, 2024

**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 Y21-7033 Courthouse 13<sup>th</sup> Floor Courtrooms Buildout, with SA Casey Construction Inc in the amount of \$49,033.64, for a revised lump sum contract amount of \$4,115,952.96. District 5.

**PROJECT:** Courthouse 13<sup>th</sup> Floor Courtrooms Buildout

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

**BUDGET:** Accounting Line Number: 1023-043-2077.

**JUSTIFICATION/DISCUSSION:**

The platforms and decks in the courtrooms were required to be changed to be built with fire resistant metal framing with magnesium phosphate board decking. This work was not included in the original permitted plans, but this change was required by the City of Orlando Building Inspector to meet the code requirements of the City of Orlando Building Department.

**PREVIOUS ACTIONS TO THIS CONTRACT:**

The Contract award was approved on January 11, 2022.

<b>Original Contract dated February 16, 2022</b>	<b>Lump sum amount - \$ 3,875,000.00</b>
<b>Change Order No. 1 dated September 23, 2022</b> Material price increase for electrical subcontractor	<b>Lump sum amount - \$ 121,800.00</b>
<b>Change Order No. 2 dated November 8, 2022</b> Ductwork changes and fire dampers to meet code	<b>Lump sum amount - \$ 55,236.18</b>
<b>Change Order No. 3 dated November 14, 2022</b> Additional fire dampers and related ductwork to meet code	<b>Lump sum amount - \$ 11,120.64</b>
<b>Change Order No. 4 dated March 31, 2023</b> Additional framing to meet ADA requirements	<b>Lump sum amount - \$ 3,762.50</b>
<b>Proposed Change Order No. 5</b> Change platforms and decks to fire resistant metal framing with magnesium phosphate board decking	<b>Lump sum amount - \$ 49,033.64</b>
<b>Proposed Final Contract Amount</b>	<b>\$ 4,115,952.96</b>

cc: *Administrative Services Department*  
*Procurement Division*  
*Capital Projects Division*  
*Court Administration*



BCC Mtg. Date: February 6, 2024

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

REQUEST DATE	BUDGET FY	GRANT FUNDING	
12/26/23	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	<input type="checkbox"/> DO NOT MAIL VENDOR COPY
S A CASEY CONSTRUCTION INC	5	C217033	POOC	Y21-7033		

**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	4066819.32			
	TO	4115952.96	\$ 4,115,952.96	Project Courthouse 12th Floor Courtroom Buildout (19095)	\$ 49,033.64
	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	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:
\$ 3,875,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 191,919.32	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 49,033.64	\$ 4,115,952.96	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
\$ 3,875,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 191,919.32	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 49,033.64	\$ 4,115,952.96

**JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)**

Change from wood framing/decking to magnesium fire resistant material per City of Orlando requirements.

*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: 1.18.24

DATE: 1/17/24

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE: \_\_\_\_\_

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES:  YES  NO

CHANGE AWARD AMOUNT TO: \_\_\_\_\_