



## Interoffice Memorandum

July 6, 2020

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

~~FROM:~~ Carrie Mathes CFCM, CPPO, C.P.M., Manager, Procurement Division

CONTACT: Rich Steiger, FMA, Manager, Facilities Management Division  
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SUBJECT: Approval of Amendment No. 8, Contract Y16-1071A, Plumbing Services

### ACTION REQUESTED:

Approval of Amendment No. 8, Contract Y16-1071A, Plumbing Services, with Frank Gay Services, LLC, in the amount of \$50,000, for a revised contract amount of \$1,050,000.

### PROCUREMENT:

This contract provides plumbing and related services to various locations throughout Orange County, including Fire Rescue and the Convention Center. This amendment extends the current contract for the period of September 1, 2020 through October 31, 2020, allowing sufficient time for the re-solicitation process to be completed and a new contract executed.

### FUNDING:

Funding is available in account numbers 0001-043-1713-3810, 0001-043-1717-3810, 0001-043-1718-0310, 0001-043-1719-3810, and 4430-035-0922-3810.

### APPROVALS:

The Facilities Management Division concurs with this request.

### REMARKS:

The Board approved award of contract Y16-1071 on August 2, 2016, for two contracts, primary and secondary, within an overall budget of \$1,000,000 with further approval for the Procurement Division to renew the contract for four additional one-year terms. Contract Y16-1071A was initially awarded to Frank Gay Services, LLC as the primary contractor in the amount of \$600,000. This amount is subject to fluctuation as work is allocated to the secondary contractor on an as-needed basis.

Previous contract amendments are as follows:

- Amendment No. 1: changed the minimum/maximum delivery order amounts to list orders in excess of \$50,000. This amendment also revised the Scope of Service to delete the requirement for the Contractor to provide all backup documentation on file for auditing purposes.
- Amendment No. 2: renewed the contract for the period of August 31, 2017 through August 30, 2018 at the same terms, conditions and prices.
- Amendment No. 3: revised the scope of service as it relates to requirements of the subcontractors.
- Amendment No. 4: renewed the contract for the period of August 31, 2018 through August 30, 2019.
- Amendment No. 5: increased the total estimated contract amount through August 30, 2019 in the amount of \$250,000 for a revised estimated contract amount of \$850,000.
- Amendment No. 6: extended the contract by a six-month term, from August 31, 2019 through February 29, 2020. The amendment increased the total estimated contract amount by \$100,000 by redistributing the amount awarded to the secondary contractor and adding an additional \$50,000, within Procurement's authority, for a revised estimated contract amount of \$1,000,000.
- Amendment No. 7: extended the contract for the period February 29, 2020 through August 31, 2020 at the same terms, conditions and prices. This extension allowed time to develop a re-solicitation strategy.
- Amendment No. 8 extends the contract term from September 1, 2020 through October 31, 2020 to allow sufficient time for the re-solicitation process to conclude. This extension increases the total estimated contract amount by \$50,000, for a revised estimated contract amount of \$1,050,000.