




Interoffice Memorandum

CAPITAL PROJECTS ITEM 3

DATE: September 25, 2020

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

THROUGH: Anne Kulikowski, Director
Administrative Services Department 

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Ratification of Change Order No. 2, Contract C18714, OC Fire Rescue Headquarters Computer Room Modifications, with Comelco, Inc., in the amount of \$1,003.08 for a revised contract amount of \$705,486.46.

PROJECT: Fire Rescue Headquarters Computer Room Modifications
DISTRICT 5

PURPOSE: This change order was issued in error for modifications to the new Pre-Action Fire Suppression System. The original contract was awarded by the Board on January 23, 2018, in the amount of \$654,500.00. The contract was issued on February 8, 2018. Change Order 1 was executed on April 2, 2019, in the amount of \$49,983.38. Change Order 2 was executed on May 15, 2020, in the amount of \$1,003.08 and brought the total Change Order amount to \$50,986.46. Since the Original Contract value was less than \$1,000,000.00 the Change Order threshold requiring Board approval was \$50,000.00. Change Order 2 exceeded the threshold and should have gone before the Board for approval prior to execution.

DISCUSSION

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Original Contract dated February 8, 2018 Lump sum amount	\$ 654,500.00
The project consists of introduction of secondary power source and UPS System for redundancy of power, rerouting of Chilled Water Lines, new Pre-Action Fire Suppression System, new Leak Detection System and new Overhead Buss system for power and new overhead cable tray system.	
Change Order No. 1 dated April 2, 2019 Lump sum amount	\$ 49,983.38
This Change Order consists of Design/Permitting Changes	
Change Order No. 2 Lump sum amount	\$ 1,003.08
Additional Design/Permitting Changes for Pre-Action System Modifications	
Final Contract Amount	\$ 705,486.46

CC: *Administrative Services Department*
Fire Rescue Department
Information Systems & Services Division
Procurement Division
Capital Projects Division

Change Order/ Amendment

PO Number: **C18714- 5**

Orange County, Florida
Telephone (407) 836-5635

ABOVE PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, BILLS OF LADING, PACKAGES AND CORRESPONDENCE.

Invoice To: Administrative Services Fiscal and Operational Support
400 E. South Street, 5th Fl

Prcu.Id: 1776426
Date: 05/15/2020 Page: 1 of 1

Orlando, FL 32801
Phone (407) 836-0015

Ship To: Capital Projects
Conf: NO

See Below for Delivery Address

Vendor Number: 71054
Contact: JESSE GONZALEZ
Vendor: COMELCO INC
SUITE 130
410 NORTH ST
LONGWOOD, FL 32750-7657
407-830-5884

APPROVED BY ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS

Maria McCoy
(407) 836-0053

BCC Mtg. Date: October 13, 2020

Delivery Date:
Reference: Y18-714-CC
Authorized by: Dorie Yopez
FOB:
TOTAL: \$705,486.46

Award Date: Jan 23, 2018 Award Amount: 654,500.00

LINE NO	QUANTITY UNIT ACCOUNTING LINE	DESCRIPTION	ACCOUNTING LINE AMOUNT	UNIT COST	TOTAL COST
4	110007.46000 EA	OC Fire Rescue HQ Computer Room Modifications 4/15/2019 Change Order #4 authorized by Rochelle Chambers to correct previous change order & add reporting code. decreased commodity line 3 to close it out and added commodity line 4 showing remaining quantity. Added reporting code. 5/15/2020 Change Order #5 authorized by Rochelle Chambers for additional services. Lump Sum: \$1003.08.		1.000000	110,007.46
	RQSOC NO: 1023 031 0593 3810 1708505072		110,007.46		
				TOTAL:	\$705,486.46

Special Instructions:

Rochelle Chambers

THIS ORDER IS SUBJECT TO THE TERMS AND CONDITIONS ATTACHED HERETO