



Interoffice Memorandum

October 5, 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 Change Order No. 3, Purchase Order M100969, Security Guard Services for Orange County Courthouse and Miscellaneous Sites

ACTION REQUESTED:

Approval of Change Order No. 3, Purchase Order M100969, Security Guard Services for Orange County Courthouse and Miscellaneous Sites, with G4S Secure Solutions USA, Inc., in the amount of \$289,194.40, for a revised total contract amount of \$1,031,029.28.

PROCUREMENT:

This change order extends COVID-19 screening services for the months of November and December and provides the associated funding. The screeners are assisting with Phase Two of the Courthouse re-opening.

FUNDING:

Funding is available in account number 5895-019-8019-3197.

APPROVALS:

The Facilities Management Division concurs with this request.

REMARKS:

These services are for security guards to support the Courthouse re-opening plan. Services provided by G4S Secure Solutions USA, Inc. include temperature screening of people entering the Courthouse per the Supreme Court of Florida. Guards will also ensure compliance with CDC guidelines for people entering the Courthouse. Duties include, but are not limited to, maintaining social distancing and conducting COVID19 surveys. These services include alternate locations within Orange County requiring security guards performing similar duties.

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Previous purchase order change orders are as follows:

Change Order No. 1: Added one unarmed security guard at Work Release Facility. Increased the total contract amount by \$533,383.20, for a revised total contract amount of \$593,806.56, an increase of \$60,423.36.

Change Order No. 2: Extended the service period through October 31, 2020 and increased the total contract amount by \$593,806.56, for a revised total contract amount of \$741,834.88, an increase of \$148,028.32.