





Interoffice Memorandum

CAPITAL PROJECTS ITEM 4

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: Approval of Change Order No. 2, Purchase Order Number M95283, Sheriff's K-9 Training Facility, with Mobile Modular Management Corp, in the amount of \$103,462.38, for a revised lump sum contract amount of \$1,579,789.09.

PROJECT: Sheriff's K-9 Training Facility

DISTRICT 3

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

BUDGET: Accounting Line No.: 1035-023-4431

JUSTIFICATION/DISCUSSION:

The change order is for the additional open market items including concrete and gutters to reduce moisture intrusion, provide an 800 AMP electrical service, and permitting costs.

PREVIOUS ACTIONS TO THIS CONTRACT:

Original Contract dated March 14, 2019	Lump sum amount -	\$	1,464,758.71
Change Order No. 1 Additional concrete anchors and skirting.	Lump sum amount -	\$	11,568.00
Proposed Change Order No. 2 Additional concrete and gutters, an 800 AMP electrical service, and permitting costs.	Lump sum amount -	\$	103,462.38
Proposed Final Contract Amount		\$	1,579,789.09

CC: *Administrative Services Department*
Community and Family Services Department
Procurement Division
Capital Projects Division
Sheriff's Office



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

REQUEST DATE	BUDGET FY	GRANT FUNDING	
09/22/20	2020	<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	Marisela Guillen	67479	Rochelle Chambers

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
Mobile Modular Management Corp	2	M95283	POOC	RFP# 11-203	<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
2	Increase Quantity	FROM	97,963.52	\$ 97,963.52	CP# 17199-Sheriff's K-9 Training Facility	\$ 103,462.38
		TO	201,425.90			
	Select Action	FROM			APPROVED BY ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS	\$ 0.00
		TO				
	Select Action	FROM			BCC Mtg. Date: October 13, 2020	\$ 0.00
		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
2	2	\$ 97,963.52	\$ 201,425.90	1023-023-4431-6210	1023-023-4431-6210	1719905072	1719905072

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	DESCRIBE
\$ 1,464,758.71	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 11,568.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 103,462.38	\$ 1,579,789.09	

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 1,464,758.71	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 11,568.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 103,462.38	\$ 1,579,789.09

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

This CO is needed for additional construction services required to address moisture control concerns, power requirements, permitting and existing conditions. E-Builder POCO-3

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

Sara Flynn-Kramer

Digitally signed by Sara Flynn-Kramer
DN: cn=Sara Flynn-Kramer, o=Orange County, ou=Capital Projects, email=Sara.Flynn-Kramer@ocflnet, c=US
Date: 2020.09.25 11:40:35 -0400

DATE:

DATE:

9/25/2020

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO: