



Interoffice Memorandum

CAPITAL PROJECTS ITEM 2

DATE: September 25, 2020

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

THROUGH: Anne Kulikowski, Director
Administrative Services Department

A handwritten signature in black ink, appearing to read "AK", is written over the name Anne Kulikowski.

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

A large, stylized handwritten signature in black ink is written over the name Sara Flynn-Kramer.

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Approval of Change Order No. 1, Purchase Order Number M92362, Parks Dr. P. Phillips/OCPS Future Middle School Joint Ballfields, with Borelli & Partners Inc, in the amount of \$182,434.88; for a revised lump sum contract amount of \$282,299.03.

PROJECT: Parks Dr. P. Phillips/OCPS Future Middle School Joint Ballfields

DISTRICT 1

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

BUDGET: Accounting Line No.: 1023-062-0137

JUSTIFICATION/DISCUSSION:

The change order completes the design services required for incorporation of the remaining park elements for the project including the site design, ballfields, and the extension of Bissell Street.

PREVIOUS ACTIONS TO THIS CONTRACT:

Original Contract dated September 27, 2018	Lump sum amount -	\$ 99,864.15
Proposed Change Order No. 1 Design for site work, ballfields, and Bissell Street extension.	Lump sum amount -	\$ 182,434.88
Proposed Final Contract Amount		\$ 282,299.03

CC: *Administrative Services Department*
Community and Family Services Department
Procurement Division
Capital Projects Division
Parks & Recreation Division



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

REQUEST DATE	BUDGET FY	GRANT FUNDING	
08/11/20	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 - Facilities	Marisela Guillen	67479	Rochelle Chambers

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
Borelli & Partners Inc	1	M92362	POOC		<input type="checkbox"/> DO NOT MAIL VENDOR COPY

INCREASE, DECREASE OR DELETE COMMODITY LINE

MDTY. NE NO.	ACTION		PREVIOUS LINE DOLLAR AMOUNT	NEW LINE DOLLAR AMOUNT	COMMODITY LINE DESCRIPTION/COMMENTS	NET DOLLAR CHANGE
1	Increase Quantity	FROM 99,864.15 TO 282,299.03	\$ 99,864.15	\$ 282,299.03	18136 - Parks Dr. P. Phillips/OCPS Future Middle School Joint ball field	\$ 182,434.88
	Select Action	FROM TO			APPROVED BY ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS	\$ 0.00
	Select Action	FROM TO				\$ 0.00

BCC Mtg. Date: October 13, 2020

DD COMMODITY LINE

MDTY. NE 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

UNDING: ACCOUNTING LINE OR REPORTING CODE CHANGE

MDTY. LINE NO.	ACCTG. LINE NO.	FROM AMOUNT	TO AMOUNT	FROM ACCOUNTING LINE	TO ACCOUNTING LINE	FROM REPORTING CODE	TO REPORTING CODE
1	1	\$ 99,864.15	\$ 282,299.03	1023-021-0187-6310	1023-062-0187-6310	1813602018	1813602018

NUMBERED/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:
\$ 99,864.15	<input type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	\$ 282,299.03	DESCRIBE
		\$ 182,434.88		

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 99,864.15	<input type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT	\$ 282,299.03
		\$ 182,434.88	

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

This CO is needed for final design, permitting bidding and construction. CP# 18136 - Parks Dr. P. Phillips/OCPS Future Middle School Joint Ballfield Park - e-Builder POCO-5

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

Jorge A. Borrelli
Digitally signed by Jorge A. Borrelli
Date: 2020.09.25 11:58:39 -04'00'

DATE: _____

DEPARTMENT APPROVAL SIGNATURE

Sara Flynn-Kramer
Digitally signed by Sara Flynn-Kramer
DN: cn=Sara Flynn-Kramer, ou=Orange County, ou=Capital Projects, email=Sara.Flynn-Kramer@ocd.ca.gov, c=US
Date: 2020.09.25 11:28:27 -04'00'

DATE: 09/25/20

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL: _____

DATE: _____

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO : _____