



Interoffice Memorandum

June 29, 2023

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FRM:

Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager II,
Procurement Division

CONTACT: Rich Steiger, FMA, Manager II, Facilities Management Division
407-836-7473

SUBJECT: Approval of Amendment No. 5, Contract Y19-1084, Moving Services of Furniture,
Equipment & Furnishings

ACTION REQUESTED:

Approval of Amendment No. 5, Contract Y19-1084, Moving Services of Furniture, Equipment & Furnishings, with Commercial Works, Inc., in the amount of \$5,904, for a revised estimated contract amount of \$153,504.

PROCUREMENT:

This amendment renews the contract for a one-year term and adds funding to support a contract price escalation allowable under the contract terms, which has been validated through the U.S. Bureau of Labor and Statistics, Consumer Price Index (CPI).

FUNDING:

Funding is available in the account number 0001-043-1713-3810.

APPROVALS:

The Facilities Management Division concurs with this recommendation.

REMARKS:

On August 1, 2019, the Procurement Division, within its authority, awarded Contract Y19-1084 to Commercial Works, Inc., in the estimated contract amount of \$97,600. In accordance with the contract, Commercial Works, Inc. submitted a request for a contract price escalation. The Procurement Division validated the request against the CPI, confirming its accuracy. The Facilities Management Division has confirmed that they are agreeable to the requested contract price escalation.

Previous contract amendments are as follows:

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Amendment No. 1: Renewed the contract term from August 1, 2020 through July 31, 2021, contract amount remains unchanged.

Amendment No. 2: Renewed the contract term from August 1, 2021 through July 31, 2022, contract amount remains unchanged.

Amendment No. 3: Renewed the contract from August 1, 2022 through July 31, 2023 with a CPI increase in the amount of \$9,760, for a revised estimated contract amount of \$107,360.

Amendment No. 4: Added funding in the amount of \$40,240, for a revised estimated contract amount of \$147,600.