




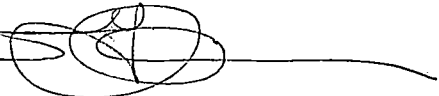
Interoffice Memorandum

CAPITAL PROJECTS ITEM 5

DATE: November 14, 2019

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, Contract Number Y17-805, Corrections Work Release Center HVAC System & Domestic Water System Replacement, with Atkins North America, in the amount of \$18,092.24, for a revised lump sum contract amount of \$266,662.37.

PROJECT: **CORRECTIONS WORK RELEASE CENTER HVAC SYSTEM AND DOMESTICT WATER SYSTEM REPLACEMENT**

DISTRICT 6

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

BUDGET: Accounting Line No.: 1023-043-1759

JUSTIFICATION/DISCUSSION:

This change order is to include the design of the replacement of the existing lighting fixtures which have reached the end of their useful life with efficient, sustainable LED lighting when the ceiling is replaced due to demolition and installation of new ductwork.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on March 21, 2017.

Original Contract dated March 21, 2017	Lump sum amount - \$	199,874.55
Change Order No. 1 dated July 18, 2018 Additional Services required to design replacement of above ground plumbing in kitchen, lavatories, and shower rooms due to leaks and maintenance issues. Condition space in six (6) mechanical rooms.	Lump sum amount - \$	48,695.58
Proposed Change Order No.2 Additional Services to design the replacement of the existing lighting with LED lights while demolition and replacement of the ceiling completed.	Lump sum amount - \$	18,092.24
Proposed Final Contract Amount	\$	266,662.37

CC: *Administrative Services Department*
Procurement Division
Capital Projects Division
Corrections Department
Facilities Management



BCC Mtg. Date: December 3, 2019

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

REQUEST DATE	BUDGET FY	GRANT FUNDING
	2019	<input type="checkbox"/> N/A <input type="checkbox"/> THIS REQUEST COMPLIES WITH COST PRINCIPLES

DEPARTMENT/DIVISION	CONTACT NAME	CONTACT PHONE	BUYER/PA/CA NAME
Facilities & Capital Projects	Marisela Guillen	60015	Rochelle Chambers

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
ATKINS NORTH AMERICA	2	C17805	POOC	Y17-805	<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
	Increase Quantity FROM TO				\$ 0.00
	Select Action FROM TO				\$ 0.00
	Select Action FROM TO				\$ 0.00

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					
3	97320	CP# 17053 - Corrections Work Release Ctr. HVAC Systems & Domestic Wa	18092.24	EA	\$ 1.00	1023-043-1759-6210	\$ 18,092.24
							\$ 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
3	3	\$ 18,092.24	\$ 18,092.24	1023-043-1759-6210	1023-043-1759-6210	1705305072	1705305072

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
\$ 199,874.55	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 48,695.58	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 18,092.24	\$ 266,662.37	CP# 17053 - Corrections Work Release Ctr. HVAC Systems & Domestic Water System Replacement. e-Builder CO# 2
CONTRACT AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O	
\$ 199,874.55	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 48,695.58	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 18,092.24	\$ 266,662.37	

OTHER CHANGES:

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Change Order to replace existing lighting with LED lights. CP# 17053 - Corrections Work Release Center HVAC Systems & Domestic Water Systems Replacement.

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

Digitally signed by Thomas J Farmer
DN: cn=Thomas J Farmer,
ou=ADMINISTRATIVE SERVICES, o=Orange
County and CHUD
Country=United States
Reason I signed this is to certify the
signature of the signatory on the document.
Contact Info: Thomas.J.Farmer@ocgov.net
Date: 2019.11.15 11:30:01 -0800

DATE: 11/15/2019

DATE: 11/12/19

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL: _____

DATE: _____

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO: _____