



Interoffice Memorandum

CAPITAL PROJECTS ITEM 1

DATE: August 23, 2023

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

THROUGH: Anne Kulikowski, Director
Administrative Services Department

A handwritten signature in black ink, appearing to read "AK", positioned to the right of the "THROUGH" line.

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

A handwritten signature in black ink, appearing to read "Sara Flynn-Kramer", positioned to the right of the "FROM" line.

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Approval of Change Order No 4, Contract Y22-765 Installation of Emergency Generator Systems at Various Orange County Emergency Shelters, with Carter Electric Inc in the amount of \$52,041.24, for a revised lump sum contract amount of \$1,785,083.19. Districts 1, 3, 4, 5, and 6.

PROJECT: Installation of Emergency Generator Systems at Various Orange County Emergency Shelters

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

BUDGET: Accounting Line Numbers: 7590-043-2080-6210, 7589-043-2081-6210, 1023-043-2079-6210, 7583-043-2082-6210, 7581-043-2084-6210, 1050-062-2162-6210, 7585-043-2083-6210, and 7584-043-2086-6210.

JUSTIFICATION/DISCUSSION:

This project is funded in part by the Hazard Mitigation Grant Program and included adding new emergency generators with automatic transfer switches at eight park locations including Bithlo Community Center, Bithlo Water Treatment Plant, Barnett Park Gymnasium, Goldenrod Recreation Center, Silver Star Recreation Center, South Econ Recreation Center, Meadow Woods Recreation Center, and West Orange Recreation Center. The original work included concrete pads for the generators, but based on permitting requirements and inspections the work also required the removal of the abandoned service racks and adding concrete pads and fencing at the automatic transfer switches.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on April 20, 2022.

Original Contract dated May 17, 2022	Lump sum amount - \$ 1,670,540.00
Change Order No. 1 dated December 8, 2022 Match existing fence at Bithlo Water Treatment Plant.	Lump sum amount - \$ 1,378.30
Change Order No. 2 dated January 25, 2023 Time extension without extended general conditions for the automatic transfer switches extended lead time due to supply chain issues, electrical feeders at Bithlo Community Center, and lighting protection at all eight sites.	Lump sum amount - \$ 35,679.75
Change Order No. 3 dated February 27, 2023 Increase the size of the concrete pad at Barnett Park Gymnasium to accommodate the tank size. Cut in ramps at the curb for access, provide fencing at the generator pad at West Orange Recreation Center.	Lump sum amount - \$ 25,443.90
Proposed Change Order No. 4 Removal of the abandoned service racks, adding concrete pads and fencing the locations of the automatic transfer switches.	Lump sum amount - \$ 52,041.24
Proposed Final Contract Amount	\$ 1,785,083.19

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



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

REQUEST DATE	BUDGET FY	GRANT FUNDING
08/10/23	22/23	<input type="checkbox"/> N/A <input checked="" type="checkbox"/> THIS REQUEST COMPLIES WITH COST PRINCIPLES

DEPARTMENT/DIVISION	CONTACT NAME	CONTACT PHONE	BUYER/PA/CA NAME
Administrative Services / Capital Projects	Jose Canas	407-836-0081	

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO <input type="checkbox"/> DO NOT MAIL VENDOR COPY
CARTER ELECTRIC INC	4	C22765	POOC	Y22-765	

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
1	Increase Quantity	FROM 266092.01 TO 273228.16	\$ 266,092.01	\$ 273,228.16	Project: Parks Biblio Community Center Generator - Grant (20003)	\$ 7,136.15
2	Increase Quantity	FROM 136868.85 TO 139740.99	\$ 136,868.85	\$ 139,740.99	Project: Parks Biblio Water Treatment Plant Generator - GRANT (20010)	\$ 2,872.14
3	Increase Quantity	FROM 101386.62 TO 116817.42	\$ 101,386.62	\$ 116,817.42	Project: Parks Barnett Park Gymnasium Generator - GRANT (20011)	\$ 15,430.80

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
1	1	\$ 134,135.77	\$ 141,271.92	7590-043-2080-6210	7590-043-2080-6210	2000305072	2000305072
2	1	\$ 95,021.70	\$ 97,893.84	7589-043-2081-6210	7589-043-2081-6210	2001005072	2001005072
3	2	\$ 92,386.62	\$ 107,817.42	1023-043-2079-6210	1023-043-2079-6210	2001105072	2001105072

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	OTHER CHANGES:
\$ 1,670,540.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 62,501.95	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 52,041.24	\$ 1,785,083.19	DESCRIBE No Additional Time.

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 1,670,540.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 62,501.95	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 52,041.24	\$ 1,785,083.19

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Demo and remove existing abandoned service racks, added ATS Pad, fence grounding requirements.

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

Douglas A
Carter

Digitally signed by
Douglas A Carter
Date: 2023.08.24
09:12:46 -0400

DATE: 8/24/23
DATE: 8/21/23

DEPARTMENT APPROVAL SIGNATURE

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE: _____

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO :

APPROVED BY ORANGE
COUNTY BOARD OF
COUNTY COMMISSIONERS

REV. (10/18)

BCC Mtg. Date: September 12, 2023



CHANGE ORDER REQUEST FORM CONTINUATION SHEET

CHANGE ORDER NO.	DOCUMENT NUMBER (ATTACH A COPY)
4	C22765

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
4	Increase Quantity	FROM	161273.39	\$ 161,273.39	\$ 165,164.39	Project Parke Goldenrod Recreation Center Generator - GRANT (20110)
		TO	165164.39			
5	Increase Quantity	FROM	167456.39	\$ 167,456.39	\$ 172,380.62	Project Parke Silver Star Recreation Center Generator - GRANT (20053)
		TO	172380.62			
6	Increase Quantity	FROM	219504.60	\$ 219,504.60	\$ 225,479.41	Project Parke South Econ Recreation Center Generator - GRANT (20054)
		TO	225479.41			
7	Increase Quantity	FROM	192799.39	\$ 192,799.39	\$ 198,784.37	Project Parke Meadow Woods Recreation Center Generator - GRANT (20112)
		TO	198784.37			
8	Increase Quantity	FROM	192765.56	\$ 192,765.56	\$ 198,592.69	Project Parke West Orange Recreation Center Generator - GRANT (20111)
		TO	198592.69			
	Select Action	FROM				\$ 0.00
		TO				
	Select Action	FROM				\$ 0.00
		TO				
	Select Action	FROM				\$ 0.00
		TO				
	Select Action	FROM				\$ 0.00
		TO				

ADD COMMODITY LINE

CMDTY. LINE NO.	CMDTY. CODE	DESCRIPTION		QTY.	OF MEAS.	UNIT COST	ACCOUNTING LINE	CHANGE
		FOR D.O. YOU MUST SPECIFY AN MA LINE	MA LINE					
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 0.00
								\$ 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
4	1	\$ 97,191.42	\$ 101,082.42	7583-043-2082-6210	7583-043-2082-6210	2011005072	2011005072
5	1	\$ 97,146.42	\$ 102,070.65	7581-043-2084-6210	7581-043-2084-6210	2005305072	2005305072
6	3	\$ 82,344.95	\$ 88,319.76	1050-062-2162-6210	1050-062-2162-6210	2005405072	2005405072
7	1	\$ 63,277.41	\$ 69,262.39	7585-043-2083-6210	7585-043-2083-6210	2011205072	2011205072
8	1	\$ 82,854.66	\$ 88,681.79	7584-043-2086-6210	7584-043-2086-6210	2011105072	2011105072