



Interoffice Memorandum

CAPITAL PROJECTS ITEM 2

DATE: January 17, 2024

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

THROUGH: Anne Kulikowski, Director
Administrative Services Department

A handwritten signature in black ink, appearing to read "Anne Kulikowski".

FROM: Sara Flynn-Kramer, Manager
Capital Projects Division

A handwritten signature in black ink, appearing to read "Sara Flynn-Kramer".

CONTACT PERSON: Sara Flynn-Kramer, Manager

DIVISION: Capital Projects
Phone: 407-836-0048

ACTION REQUESTED: Approval of Change Order No 2, Contract Y23-749 Corrections Uninterrupted Power Supply (UPS) Systems Replacement, with Echo ED Corp in the amount of \$86,579.74, for a revised lump sum contract amount of \$896,245.70. District 6.

PROJECT: Corrections Uninterrupted Power Supply (UPS) Systems Replacement

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

BUDGET: Accounting Line Number: 1023-043-2073-3810.

JUSTIFICATION/DISCUSSION:

To complete the scope of work for this project, the existing electrical service needed to be increased and modernized. This scope of work was originally included in the Sheriff's Sector IV Electrical Distribution Systems and Generator Replacement project that was delayed due to budget challenges. Due to the urgency of the Uninterrupted Power Service project, only the electrical work necessary to continue this project needed to be added. This work included upgrading and replacing the large electrical panel, breakers, and all associated wiring for the increase to the electrical service to comply with code.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on November 8, 2022.

Original Contract dated May 18, 2023	Lump sum amount - \$	782,000.00
Change Order No. 1 dated January 3, 2024 Uninterrupted Power Service Voltage configuration changes	Lump sum amount - \$	27,665.96
Proposed Change Order No. 2 Electrical upgrades for building code compliance	Lump sum amount - \$	86,579.74
Proposed Final Contract Amount	\$	896,245.70

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



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

REQUEST DATE	BUDGET FY	GRANT FUNDING	
01/09/24	23/24	<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	Jose Canas	407-836-0061	

VENDOR	CHANGE ORDER NO.	DOCUMENT NO. (ATTACH FIRST PAGE)	TYPE	CONTRACT NUMBER	<input type="checkbox"/> CANCEL ENTIRE PO/DO
ECHO ED CORP	2	C23749	POOC	Y23-749	<input type="checkbox"/> DO NOT MAIL VENDOR COPY

INCREASE, DECREASE OR DELETE COMMODITY LINE

COMDTY. LINE NO.	ACTION	PREVIOUS LINE DOLLAR AMOUNT	NEW LINE DOLLAR AMOUNT	COMMODITY LINE DESCRIPTION/COMMENTS	NET DOLLAR CHANGE
1	Increase Quantity	\$ 809,665.96	\$ 896,245.70	Project: Corvallis Uninterrupted Power Supply (UPS) Systems Replacement (1)	\$ 86,579.74
	Select Action				\$ 0.00
	Select Action				\$ 0.00

ADD COMMODITY LINE

COMDTY. LINE NO.	COMDTY. CODE	DESCRIPTION	QTY.	UNIT OF MEAS.	UNIT COST	ACCOUNTING LINE	CHANGE
		FOR D.O. YOU MUST SPECIFY AN MA LINE					
							\$ 0.00
							\$ 0.00
							\$ 0.00

FUNDING: ACCOUNTING LINE OR REPORTING CODE CHANGE

COMDTY. LINE NO.	ACCTG. LINE NO.	FROM AMOUNT	TO AMOUNT	FROM ACCOUNTING LINE	TO ACCOUNTING LINE	FROM REPORTING CODE	TO REPORTING CODE

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:
\$ 782,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 27,865.96	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 88,579.74	\$ 896,245.70	DESCRIBE

CONTRACT AMOUNT

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 782,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 27,865.96	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 88,579.74	\$ 896,245.70

Adding 6 Days.
 Revised Substantial
 Completion Date: 5/29/24
 Revised Final Completion
 Date: 6/29/24

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Electrical upgrades needed for code compliance.

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

[Handwritten Signature]

DATE:

DATE:

1/18/24
 1/17/24

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: YES NO

CHANGE AWARD AMOUNT TO :