



## Interoffice Memorandum

January 14, 2021

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

~~FROM:~~ Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager,  
Procurement Division

CONTACT: Rich Steiger, FMA, Manager, Facilities Management Division  
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SUBJECT: Ratification of Purchase Order M103155, Change Order No. 1,  
Security Guard Services for Orange County Courthouse and  
Miscellaneous Sites

### ACTION REQUESTED:

Ratification of Purchase Order M103155, Change Order No. 1, Security Guard Services for Orange County Courthouse and Miscellaneous Sites, with G4S Secure Solutions USA, Inc., in the amount of \$147,226.24, for a revised contract amount of \$294,452.48.

### PROCUREMENT:

This change order extends COVID-19 screening services for the month of February and provides the associated funding. The screeners are assisting with temperature screening at the Courthouse, Juvenile Justice Center, and Administration Center.

### FUNDING:

Funding is available in account number 0001-043-1711-3197.

### APPROVALS:

The Facilities Management Division concurs with this request.

### REMARKS:

The security guard services will support the response to the COVID-19 pandemic. Duties include, but are not limited to, maintaining social distancing and conducting COVID-19 surveys. These services include alternate locations within Orange County requiring security guards performing similar duties. These needs were not contemplated in the County's term contract Y19-1105; however, this purchase is being made as a supplemental purchase in accordance with the terms and conditions therein.