



Interoffice Memorandum

CAPITAL PROJECTS ITEM 1

DATE: August 10, 2022

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 7, Purchase Order M92362, Parks Dr. Phillips/OCPS Future Middle School Joint Ballfield Park, with Borrelli & Partners Inc in the amount of \$21,634.64, for a revised lump sum contract amount of \$402,941.58. District 1.

PROJECT: Dr. Phillips/OCPS Future Middle School Joint Ballfield Park

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

BUDGET: Accounting Line No.: 1023-021-0187

JUSTIFICATION/DISCUSSION:

This work involves the permitting and relocation of the gopher tortoises identified in the environmental report to a recipient site.

PREVIOUS ACTIONS TO THIS CONTRACT:

The Contract award was approved on September 27, 2018.

Original Purchase Order dated September 27, 2018	Lump sum amount - \$	99,864.15
Change Order No. 1 dated November 9, 2020 Final design to include the remaining park elements	Lump sum amount - \$	182,434.88
Change Order No. 2 dated May 13, 2021 Update plans to meet new 2021 Florida Building Code	Lump sum amount - \$	3,263.30
Change Order No. 3 dated September 10, 2021 Update plans to meet sustainability changes, and OCPS' SREF requirements	Lump sum amount - \$	42,401.66
Change Order No. 4 dated January 4, 2022 Provide temporary access off Bissell Road since OCPS does not have an easement to cross onto Buena Vista Woods Avenue	Lump sum amount - \$	10,722.38
Change Order No. 5 dated April 26, 2022 Modifications to Prototype Building design to change tile flooring, toilet partitions, and ceilings in the concession area	Lump sum amount - \$	11,163.40
Change Order No. 6 dated May 24, 2022 Add Bissell street offsite improvement changes with new third party doing the construction	Lump sum amount - \$	31,457.17
Proposed Change Order No. 7 Environmental work to permit and relocate the gopher tortoises from the site to a recipient site.	Lump sum amount - \$	21,634.64
Proposed Final Contract Amount	\$	402,941.58

cc: *Administrative Services Department
Procurement Division
Capital Projects Division
Parks and Recreation Division*



BCC Mtg. Date: August 30, 2022

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

REQUEST DATE	BUDGET FY	GRANT FUNDING
08/02/22	21/22	<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	407-836-0081	

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
BORRELLI & PARTNERS INC	7	M92362	POOC		

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 381306.94				
	TO 402941.58	\$ 381,306.94	\$ 402,941.58	Project: Parks Dr. Phillips/OCPs Future Middle School Joint Ballfield Park	\$ 21,634.64
	Select Action				\$ 0.00
	Select Action				\$ 0.00

ADD COMMODITY LINE

CMDTY. LINE NO.	CMDTY. CODE	DESCRIPTION	MA LINE	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

CMDTY. 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)

OTHER CHANGES:

ORIGINAL PO/DO AMT.	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	DOCUMENT TOTAL AFTER THIS C/O	DESCRIBE
\$ 99,864.15	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 281,442.79	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 21,634.64	\$ 402,941.58	No Additional Time.
CONTRACT AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O	
\$ 99,864.15	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 281,442.79	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 21,634.64	\$ 402,941.58	

JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)

Gopher Tortoise capture and relocation as well as Construction Monitoring, Post Relocation Reporting, and Permit Close Out. (BCC District 1)

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

DATE: 08/11/2022

DEPARTMENT APPROVAL SIGNATURE

DATE: 8/11/22

OFFICIAL PROCUREMENT DIVISION USE ONLY

PROCUREMENT APPROVAL:	DATE:
ADD THE FOLLOWING TEXT TO PO/DO:	TRACK CHANGES: <input type="checkbox"/> YES <input type="checkbox"/> NO
	CHANGE AWARD AMOUNT TO :