




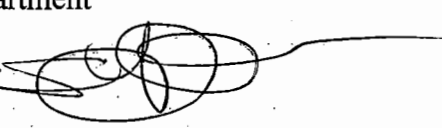
Interoffice Memorandum

CAPITAL PROJECTS ITEM 1

**DATE:** August 30, 2017

**TO:** Mayor Teresa Jacobs  
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 No. Y16-754 with Café Construction & Development in the amount of \$19,770.86 for the Corrections E Building 5<sup>th</sup> & 6<sup>th</sup> Floor Cell Door/Lock Replacement Project. The revised lump sum contract amount is \$585,328.77.

**PROJECT:** Corrections E Building 5<sup>th</sup> & 6<sup>th</sup> Floor Cell Door/Lock Replacement  
  
DISTRICT 6

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

**BUDGET:** Accounting Line No.: 1023-043-0264-6210

**JUSTIFICATION/DISCUSSION:**

This change order is necessary to repair and update existing door switches that are malfunctioning, creating safety hazards for Corrections personnel by causing inmates doors not to lock consistently.

**PREVIOUS ACTIONS TO THIS CONTRACT:**

The Contract award was approved on July 29, 2016.

<b>Original Contract dated September 30, 2016</b>	<b>Lump sum amount - \$</b>	<b>519,000.00</b>
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<b>Change Order No. 1 dated April 17, 2017</b>	<b>Lump sum amount - \$</b>	<b>46,557.91</b>
Additional Services to change security glass thickness to prevent inmate breakage. Supply / install new food pass hinges and custom recessed pulls for Corrections personnel safety.		

<b>Proposed Change Order No. 2</b>	<b>Lump sum amount - \$</b>	<b>19,770.86</b>
Additional Services for unforeseen issues with existing door switches malfunctioning creating life safety issues to Corrections personnel.		

<b>Proposed Final Contract Amount</b>	<b>\$</b>	<b>585,328.77</b>
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CC: *Administrative Services Department*  
*Corrections Department*  
*Procurement Division*  
*Capital Projects Division*

**ORANGE COUNTY PURCHASING AND CONTRACTS  
CHANGE ORDER REQUEST FORM**

BCC Mtg. Date: September 19, 2017

<b>DATE</b> 8/30/17	<b>DEPARTMENT/DIVISION</b> Admin. Services/Capital Projects	<b>CONTACT NAME</b> Ralph Odom Jr	<b>CONTACT PHONE</b> 407.836.0038
<b>CHANGE ORDER NO.</b> 2	<b>VENDOR</b> 282570/Cafe Construction & Development	<b>DOCUMENT NO.</b> C16754	<b>DOOC</b> <input checked="" type="checkbox"/>
		<b>POOC</b> <input checked="" type="checkbox"/>	<b>CONTRACT NUMBER</b> Y16-754
			<b>ORIGINAL DOCUMENT APPROVAL BUYER/PA/CA NAME</b> Kathy Bozeman

**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 585557.91	\$ 585,557.91	\$ 585,328.77	1023.043.0263.6210	\$ 19,770.86
	TO 585328.77				
	FROM				\$ 0.00
	TO				\$ 0.00

**ADD COMMODITY LINE**

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

**ACCOUNTING LINE CHANGE**

CMDTY. LINE NO.	ACCTG. LINE NO.	FROM AMOUNT	FROM ACCOUNTING LINE	TO AMOUNT	TO ACCOUNTING LINE

**OTHER CHANGES**

DESCRIBE
255 Calendar Days
Substantial Completion Date: 4/19/17
Final Completion Date: 5/19/17
BCC Approval

**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
\$ 100,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 465,557.91	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 19,770.86	\$ 585,328.77

**CONTRACT AMOUNT**

AWARD AMOUNT	NET DOLLARS PREVIOUS C/O	NET DOLLARS FOR THIS C/O	CONTRACT TOTAL AFTER THIS C/O
\$ 100,000.00	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 465,557.91	<input checked="" type="checkbox"/> ADD <input type="checkbox"/> SUBTRACT \$ 19,770.86	\$ 585,328.77

- ☐ CANCEL ENTIRE PO/DO
- ☐ DO NOT MAIL VENDOR COPY

**JUSTIFICATION (REQUIRED FOR ALL TRANSACTIONS)**

to contract documents

*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: 8-31-17

DEPARTMENT APPROVAL SIGNATURE

DATE: 8/31/17

OFFICIAL PURCHASING AND CONTRACTS USE ONLY

**PURCHASING AND CONTRACT APPROVAL:**

DATE:

ADD THE FOLLOWING TEXT TO PO/DO:

TRACK CHANGES: ☐ YES ☐ NO

CHANGE AWARD AMOUNT TO: