

DEPARTMENT OF PUBLIC WORKS

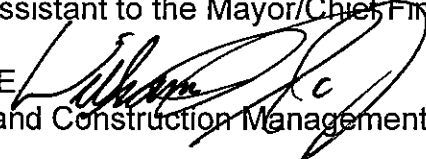


April 27, 2015

**MEMORANDUM**

**TO:** James R. McCain, Jr.  
Corporation Secretary/Assistant General Counsel

**THROUGH:** C. Ronald Belton, Assistant to the Mayor/Chief Financial Officer

**FROM:** William J. Joyce, P.E.   
Chief, Engineering and Construction Management Division

**SUBJECT:** Wind Retro fit Hazard Mitigation for 5 Public Buildings  
Contractor: Atlantic Coast Hurricane Shutters, Inc.  
Contract No: 9714 9729

Forwarded herewith for execution is Change Order No. 3 for subject project.

Original Contract Amount .....	\$185,989.38
Previous Change Order No. 1-2 .....	\$92,368.35
Change Order No. 3 .....	\$5,000.00
Total Revised Contract Amount.....	\$283,357.73
Account Number .....	See attached

This office recommends the Change Order be approved by your office, the Office of General Counsel, and Mayor Brown, in accordance with Executive Order No. 13-05.

- Attachments: 1. Change Order  
2. Back-up Information  
3. Legal Request Memorandum

TGM:lw

05/04/15 13:59:14  
Procurement Division

CHANGE ORDER TRACKING SHEET

Description of Project	Wind Retro Fit 5 RB.	
Change Order Number	3	PLEASE KEEP THIS FORM WITH THE ATTACHED CHANGE ORDER
Contract Number	9714	

	Action	Date Received	Date Signed	Date Forwarded	Signature	Days
1	Date Initiated	N/A	N/A			
1A						
2	Contractor Execution					
3	Construction Management					
4	Using Agency					
5	JEA (if applicable)					
6	City Engineer		3/20			
7	C/O Review	3/24	3/24		<del>[Signature]</del>	
8	Director of Public Works	3/24	3/24		held for <sup>grout</sup> <del>act</del>	
9	Admin/Finance Clerk	4/30	5/1		[Signature]	
10	Buyer	5/4	5/4		NR	
11	Chief of Procurement	5/5	5/5		NR	
12	Director Finance					
13	Asst. General Counsel					
14	CAO/Mayor					
15	Asst. General Counsel					
Total Processing Days:						

**Attention Change Order reviewers and signatories:**  
 Please assist in expediting this change order by reviewing, signing, and forwarding immediately to the next step. Thank you in advance for your efforts to reduce contract change order processing times.

James M. Robinson, P.E.  
 Director of Public Works

CITY OF JACKSONVILLE  
DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION  
CONSTRUCTION CHANGE ORDER

Change Order No. Three (3) Date February 24, 2015

Description of Project Wind Retrofit Hazard Mitigation for 5 Public Buildings

Name of Contractor Atlantic Coast Hurricane Shutters, Inc.

Contractor's Address 5804 Spruce Creek Woods Drive, Port Orange, FL 32127

Contract No. 9714 9729

Account No. See attached. Original Contract \$185,989.38

+ Previous Change Orders 1-2 \$92,368.35 + Change Order No. 3 \$5,000.00

\*See attached appendix for additional listings.

	TOTAL REVISED CONTRACT	<u>\$283,357.73</u>
Bid Number	Construction Completion Date	<u>September 30, 2012</u>
<u>CF-0158-11</u>	Revised Construction Completion Date	<u>April 8, 2015</u>
<u>0137-11</u>	Contract Expiration Date	<u>January 28, 2013</u>
	Revised Contract Expiration Date	<u>July 7, 2015</u>

In compliance with General Conditions of above-referenced contract, CONTRACTOR and OWNER do both hereby agree that the CONTRACTOR shall make the following changes, additions or deletions to the Work specified in the plans and specifications: See attached. Add 160 non-compensable calendar days to construction completion and contract expiration dates.

Justification: See attached.

By execution of this document, the Contractor acknowledges that all issues related to Contract Time and Compensation are resolved.

The Issuing Authority has looked over cost and pricing data for this change order and has determined that this change order is necessary and all costs are reasonable.

Accepted for Contractor Atlantic Coast Hurricane Shutters, Inc.

Signed [Signature] Attest [Signature]

Title Pres. Title Sec/treas.

Date 3-5-15 Date 3-5-15

Signed [Signature] Public Buildings Issuing Authority By [Signature] Date 3/16/15

Signed [Signature] Mowing & Landscape Maintenance Using Division By [Signature] Div/Department Head Date 3/18/15

Chief, Engineering & Construction Management Div [Signature] Date 3/20/15 Assistant Counsel [Signature] Date 5-20-15

Director of Public Works [Signature] Date 3/24/15 Mayor [Signature] Date NA per 13-05

Chief of Procurement [Signature] Date 5/5/15 Corporation Secretary [Signature] Date 5-20-15

Director of Finance [Signature] Date 5/19/15

9729 C/O 3  
AB



ATTACHMENT "A"  
 ACCOUNT NUMBERS  
 WIND RETROFIT HAZARD MITIGATION FOR 5 PUBLIC BUILDINGS

ACCOUNT NO.	PWCP331PB519-06505-PW0034-04-PWP007-10	PWSW441DO-04938	Contract Totals
CT NO.	CTPW12000063-01	CTPW15000005-01	
original contract	\$185,989.38	\$0.00	\$185,989.38
change order #1	\$88,568.35	\$0.00	\$88,568.35
change order #2	\$0.00	\$3,800.00	\$3,800.00
change order #3	\$5,000.00	\$0.00	\$5,000.00
Account Totals	\$279,557.73	\$3,800.00	\$283,357.73

*CTPW15000033*

CHANGE ORDER BREAKDOWN  
 Wind Retrofit Hazard Mitigation for 5 Public Buildings  
 CONTRACT NO. 9714

+Change Order No. 1 <u>          \$88,568.35</u> Less Contingency Amount <u>          \$0.00</u> Net Change Order No. 1 <u>          \$88,568.35</u>	+ Change Order No. 2 <u>          \$3,800.00</u> Less Contingency Amount <u>          \$0.00</u> Net Change Order No. 2 <u>          \$3,800.00</u>
+Change Order No. 3 <u>          \$5,000.00</u> Less Contingency Amount <u>                          </u> Net Change Order No. 3 <u>          \$5,000.00</u>	+ Change Order No. 4 <u>                          </u> Less Contingency Amount <u>                          </u> Net Change Order No. 4 <u>                          </u>
+Change Order No. 5 <u>                          </u> Less Contingency Amount <u>                          </u> Net Change Order No. 5 <u>                          </u>	+ Change Order No. 6 <u>                          </u> Less Contingency Amount <u>                          </u> Net Change Order No. 6 <u>                          </u>
+Change Order No. 7 <u>                          </u> Less Contingency Amount <u>                          </u> Net Change Order No. 7 <u>                          </u>	+ Change Order No. 8 <u>                          </u> Less Contingency Amount <u>                          </u> Net Change Order No. 8 <u>                          </u>
- Change Order No. 9 <u>                          </u> Less Contingency Amount <u>                          </u> Net Change Order No. 9 <u>                          </u>	+ Change Order No. 10 <u>                          </u> Less Contingency Amount <u>                          </u> Net Change Order No. 10 <u>                          </u>

TOTAL ORIGINAL CONTRACT	<u>          \$185,989.38</u>
TOTAL CHANGE ORDERS	<u>          \$97,368.35</u>
TOTAL ENCUMBERED	<u>          \$283,357.73</u>

NBR	MASTER ITEM DESCRIPTION	QUANTITY	UOM	UNIT COST	NET ADDITION	NET DELETION
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NEW ITEMS -

**UNFORSEEN CONDITIONS**

1	INSTALL HV ACCORDIAN DORRS FOR MAXIMUM HURRICANE PROTECTION ON NEWLY INSTALLED DOORS AT THE EAST YARD.	1.000	LS	\$5,000.00	\$5,000.00	
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JUSTIFICATION: . The majority of this project is funded with FEMA funds, which require that every opening is covered or secured. While performing a final walk thru at all 5 buildings to ensure all openings were covered and in working order, it was discovered that additional doors have been cut into the building at the East yard for the Mowing and Landscape Maintenance Division, after the initial protection was installed. While these door coverings will not be paid by the grant, FEMA requires that they be covered in order to receive reimbursement on our grant for all the other work that's been completed. We need this work performed ASAP in order to have them installed prior to the State inspection.

SUBTOTAL CHANGE ORDER NO. 3					\$5,000.00	\$0.00
NET TOTAL CHANGE ORDER NO. 3					\$5,000.00	



5804 Spruce Creek Woods Drive  
 Port Orange, Florida 32127  
 (386) 756-1902  
 Fax (386) 322-0823

No 3797

**PROPOSAL**

DATE 2-20-14

PROPOSAL SUBMITTED TO:

NAME <u>City of Jacksonville</u>
ADDRESS
PHONE NO.

WORK TO BE PERFORMED AT:

ADDRESS <u>East yard</u>
<u>609 St. Johns Bluff Road</u>
<u>Jacksonville, fl.</u>

We hereby propose to furnish the materials and perform the labor necessary for the completion of All Florida building code approved products and materials for maximum hurricane protection. HV accordion shutters to cover the following openings:

- 1) Side door North office \$1454.00
- 2) Side door North Hallway \$638.00
- 3) front double door left \$1454.00
- 4) front double door right \$1454.00

All Stainless fasteners

Approximate delivery time 3 weeks based on material availability. 40% deposit, Balance upon completion.  
 # of openings proposed to be covered 4  
**Price includes all labor and materials.**

**Permit cost not included & will be added to final invoice. Initials \_\_\_\_\_**

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in substantial workmanlike manner for the sum of \_\_\_\_\_

with payments to be made as follows.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control.

Respectfully Submitted \_\_\_\_\_

Per \_\_\_\_\_

Dollars (\$ 5000.00 )

Note — This proposal may be withdrawn by us if not accepted within 60 days.

**ACCEPTANCE OF PROPOSAL**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_