

130118



To Mayor  
4/18/14

04/07/14 09:29:35  
Procurement Division

March 25, 2014

**MEMORANDUM**

1940.14-1

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

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

**FROM:** Thomas G. McKnight *TG*  
Capital Improvement Construction Manager

**SUBJECT:** Rensselaer Avenue and Hollingsworth Street Drainage Improvements  
Contractor: Southeast Stainless Fabricators, Inc.  
Contract No: 9668-01

Forwarded herewith for execution is Change Order No. 2 for subject project.

Original Contract Amount .....	\$56,470.00
Previous Change Order No. 1.....	(\$8,920.00)
Change Order No. 2 .....	\$13,480.50
Total Revised Contract Amount.....	\$61,030.50
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

CHANGE ORDER TRACKING SHEET

Description of Project	Rensselaer Ave + Hollingsworth St Dig Imp	
Change Order Number	2	PLEASE KEEP THIS FORM WITH THE ATTACHED CHANGE ORDER
Contract Number	966801	

	Action	Date Received	Date Signed	Date Forwarded	Signature	Days
1	Date Initiated	N/A	N/A	3/5		
1A						
2	Contractor Execution		3/5			
3	Construction Management		3/10	3/11		
4	Using Agency					
5	JEA (if applicable)					
6	City Engineer		3/19			
7	C/O Review		3/19			
8	Director of Public Works	3/25	3/25	3/24		
9	Admin/Finance Clerk	3/31/14	4/4/14	4/7/14	BT	
10	Buyer					
11	Chief of Procurement	4/2/14	4/21/14		J.M.R.	
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. Two (2) Date February 19, 2014

Description of Project Rensselaer Avenue and Hollingsworth Street Drainage Improvements

Name of Contractor Southeast Stainless Fabricators, Inc.

Contractor's Address 634 Dyal Street, Jacksonville, Florida 32206

Contract No. 9668-01

Account No. PWCP462SD-06505-PW0072-01 Original Contract \$56,470.00

+ Previous Change Order 1 (\$8,920.00) + Change Order No.2 \$13,480.50

\*See attached appendix for additional listings.

	TOTAL REVISED CONTRACT	<u>\$61,030.50</u>
Bid Number <u>JCF-0113-12</u>	Original Construction Completion Date	<u>August 21, 2013</u>
	Revised Construction Completion Date	<u>September 17, 2013</u>
	Original Contract Expiration Date	<u>February 14, 2014</u>
	Revised Contract Expiration Date	<u>April 15, 2014</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 27 and 60 non-compensable calendar days to construction completion and contract expiration dates respectively.

Justification: See attached.

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 Southeast Stainless Fabricators, Inc.

Signed [Signature] Attest Karla Beseman

Title President Title office manager

Date 3-5-2014 Date 3-5-2014

Signed Engineering & Construction Mgmt Div. By [Signature] 3-12-14  
Issuing Authority FR Thomas G. McKnight, Capital Improvement Construction Manager

Signed Right of Way and Grounds Maintenance By [Signature] 3-13-14  
Using Division FR Div/Department Head

[Signature] 3/19/14 [Signature] 4-16-14  
Chief, Engineering Division Date Assistant Counsel Date

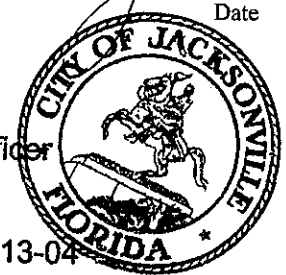
[Signature] 3/25/14 [Signature] 4/22/14  
Director of Public Works Date Mayor Date

[Signature] 4/10/14 [Signature] 4-24-14  
Chief of Procurement Date Corporation Secretary Date

MR-CP

[Signature] 4/11/14  
Director of Finance Date

Karen Bowling  
Chief Administrative Officer  
For: Mayor Alvin Brown  
Under Authority of:  
Executive Order No. 2013-04



**ADMINISTRATIVE AWARD  
BID No.: JCF-0113-12**

**DESCRIPTION OF GOODS/SERVICES:**

Subject bid was awarded to Southeastern Stainless Fabricators, Inc., on 10/9/12 in the amount of \$56,470.00. Change order # 1 was administratively awarded on 11/13/13 in the deductive amount (\$8,920.00).

Recommend approval of Change Order # 2 to Southeastern Stainless Fabricators, Inc., in the amount of \$13,480.50, for a revised maximum indebtedness to the City not to exceed \$61,030.50.

Funding for change order # 2 to be encumbered by account PWCP462SD-06505-PW0072-01 by contract amendment.

**FOR AGENCY/DEPARTMENT:**

Public Works

**REQUISITION NUMBERS:** n/a

**NUMBER FIRMS SOLICITED:** (12)    **NUMBER FIRMS BIDDING:** (9)

**RECOMMEND AWARD TO:** Southeastern Stainless Fabricators, Inc.

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

**PRICE:** \$61,030.50

**TERMS:** Net 30

**REASON FOR NOT ACCEPTING LOW BID:** n/a

W

*Sheryl Hunt*  
Buyer

*Mallory Fessell*  
Mgr. of Purchasing Services

3/10/2014  
Date

3/10/2014  
Date

**APPROVAL:**

*Gregory Pease*  
Gregory Pease, Chief, Procurement Division      3/10/14  
Date

NBR	MASTER ITEM DESCRIPTION	QUANTITY	UOM	UNIT COST	NET	
					ADDITION	NET DELETION
<b>ADDITIONAL SCOPE</b>						
1	DELETE HYDROSEED (BAHIA)	-306.00	CY	\$4.00		(\$1,224.00)
2	ADD ST. AUGUSTINE SOD	280.00	CY	\$10.51	\$2,942.80	
<b>TOTAL ADDITIONAL SCOPE</b>					\$2,942.80	(\$1,224.00)
<b>NET TOTAL ADDITIONAL SCOPE</b>						<b>\$1,718.80</b>
<b>RECONCILE FINAL QUANTITIES</b>						
ITEM #	DESCRIPTION					
3	MAINTENANCE OF TRAFFIC	1.00	LS	\$1,440.13	\$1,440.13	
7	OVEREXCAVATION (CONTINGENCY)	-63.55	CY	\$3.00		(\$190.65)
9	A-3 SAND (CONTINGENCY)	12.46	CY	\$15.00	\$186.90	
10	HAUL DISP (CONTINGENCY)	33.11	CY	\$12.00	\$397.32	
12	ASPHALTIC CONCRETE PVMNT RP.R CASE X	171.00	SY	\$52.00	\$8,892.00	
17	STANDARD 18" CURB & GUTTER	74.00	LF	\$14.00	\$1,036.00	
<b>TOTAL RECONCILE FINAL QUANTITIES</b>					\$11,952.35	(\$190.65)
<b>NET TOTAL RECONCILE FINAL QUANTITIES</b>						<b>\$11,761.70</b>
JUSTIFICATION: Reconcile final quantities.						
SUBTOTAL CHANGE ORDER NO. 2					\$14,895.15	(\$1,414.65)
NET TOTAL CHANGE ORDER NO. 2					\$13,480.50	

**Teresa**

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**From:** Ronnie Mitchell [RMitchell@candesconsults.com]  
**Sent:** Thursday, October 03, 2013 11:01 AM  
**To:** Stephen Manis  
**Cc:** teresa@irbowen.com  
**Subject:** Rennselaer pay request  
**Attachments:** 20131003\_100628.jpg

Manis,

Here are the final quantities for Rennselaer:

Item#7-overexcavation : total onsite 9.45cy. (3w x 3" x 345lf)

$$73 - 9.45 = -63.55$$

Item#9- A-3 sand: total onsite 85.46cy. (2.5d x 3w x 265) (2d x 3w x 80lf)in the road

$$73 - 85.46 = -12.46$$

Item#10 haul off unsuitable: total onsite 106.11cy (3w x3d x 265) 3w x 2d x 80lf)

$$73 = +33.11$$

Item#12 case x: total onsite 366sy

$$195 = +171$$

Item#17 18" curb: total onsite 222lf

$$148 = +74$$

Item# 22 hydro seed/ sod 280sy

Sent from Samsung tablet

Southeastern Stainless Fabricators

Project Name: Rensselaer & Hollingsworth Drainage Improvements

Payment #: 1 From: 8/12/13 To: 9/30/13 Pag 1 of 2

Item	Description	Original Estimate			Completed To Date			% Comp	
		Qty	Unit	Cost per Unit	Contract Price	Number of Units	Value		Value of Uncompl Work
Part A Total				47550.00		45535.50	2014.50	95.76	
1	Site Preperation	1	Ls	4769.00	4769.00	1.00	4769.00	0.00	100.00
2	Mobilization	1	Ls	900.00	900.00	1.00	900.00	0.00	100.00
3	Maintain Traffic	1	Ls	1050.00	1050.00	1.00	1050.00	0.00	100.00
4	As-Built	1	Ls	1200.00	1200.00	0.50	600.00	600.00	50.00
5	Erosion Control	1	Ls	640.00	640.00	1.00	640.00	0.00	100.00
6	Regular Excavation	1	Ls	1800.00	1800.00	1.00	1800.00	0.00	100.00
7	Overexcavation	73	Cy	3.00	219.00	9.50	28.50	190.50	13.01
8	Rel Conc Marker	1	Ea	130.00	130.00	1.00	130.00	0.00	100.00
9	A-3 Sand	73	Cy	15.00	1095.00	73.00	1095.00	0.00	100.00
10	Haul off Unsuitable	73	Cy	12.00	876.00	73.00	876.00	0.00	100.00
11	Wellpoint (25Lf)	1	Ls	3870.00	3870.00	1.00	3870.00	0.00	100.00
12	Case X Repair	195	Sy	52.00	10140.00	195.00	10140.00	0.00	100.00
13	15" HDPE	345	Lf	24.00	8280.00	345.00	8280.00	0.00	100.00
14	C Inlet 0-6	1	Ea	1380.00	1380.00	1.00	1380.00	0.00	100.00
15	Curb Inlet 0-6	2	Ea	1670.00	3340.00	2.00	3340.00	0.00	100.00
16	J-1 Manhole 0-6	1	Ea	1740.00	1740.00	1.00	1740.00	0.00	100.00
17	18" Curb	148	Lf	14.00	2072.00	148.00	2072.00	0.00	100.00
18	5" Driveway	27	Sy	43.00	1161.00	27.00	1161.00	0.00	100.00
19	Concrete Flume	1	Cy	400.00	400.00	1.00	400.00	0.00	100.00
20	Relocate Fence	57	Lf	12.00	684.00	57.00	684.00	0.00	100.00
21	Encase 8" Sewer	10	Lf	58.00	580.00	10.00	580.00	0.00	100.00
22	Hydro Seed	306	Sy	4.00	1224.00	0.00	0.00	1224.00	0.00

SOUTHEASTERN STAINLESS FABRICATORS INC										PAYMENT NUMBER:		CHANGE ORDER	
634 DYAL STREET										APPLICATION DATE:		11/1/2013	
JACKSONVILLE, FLORIDA 32206										CITY P.O. NO.:		9668-01	
RENSSELAER AVE & HOLLINGSWORTH STREET										BID NO.:		JCF-0113-12	
A	B	C	D	E	F	G	H						
ITEM	DESCRIPTION OF WORK	ESTIMATED	UNIT	UNIT	TOTAL	COMPLETED PREVIOUS	COMPLETED THIS PERIOD	MATERIALS	TOTAL	%	BALANCE		
NO.	CHANGE MOT TO ROAD CLOSURE	QUANTITY		PRICE	ESTIMATED	PERIOD	QTY.	VALUE	PRESENTLY	COMPLETED	COMPLETE		
	CHANGE ORDER				VALUE	QTY.	VALUE	(NOT IN D OR E)	STORED	AND STORED	(G - C)		
									TO DATE	TO DATE	(C - G)		
									(D + F)		(C - G)		
1	MOT SETUP 8-21-2013	1	LS	\$178.75	\$178.75	0	\$0.00	1	\$178.75	\$0.00	\$0.00	0%	\$178.75
2	DAILY MOT LABOR MAINTANCE	12	PD	\$50.00	\$600.00	0	\$0.00	12	\$600.00	\$0.00	\$0.00	100%	\$600.00
3	MOT REMOVAL 9-6-2013 RENTAL CHARGE	1	LS	\$495.00	\$495.00	0	\$0.00	1	\$495.00	\$0.00	\$0.00	0%	\$495.00
4	15% MARKUP	1	LS	\$191.06	\$191.06	0	\$0.00	1	\$191.06	\$0.00	\$0.00	0%	\$191.06
<b>Total</b>					<del>-\$1,464.81</del>		\$0.00		<del>-\$1,464.81</del>	\$0.00	\$0.00		<del>-\$1,464.81</del> \$

\$1,440.13

\$1,440.13

\$1,440.13

10% markup on subcontract - Items 1 and 3 = \$76.38

15% markup on contractor labor - Item 2 = \$90.00

Total \$166.38



RENSALIER

**Merchant ACME BARRICADES**

9800 NORMANDY BLVD  
JACKSONVILLE, FL 32221  
US

904-7811950

**Order Information**

Description:

Order Number:

Customer ID:

P.O. Number:

Invoice Number: 080813

**Billing Information**

Teresa S. Moore  
~~Northpointe Services~~ *SSFI*  
634 Dyal Street  
32208

**Shipping Information**

Shipping: 0.00  
Tax: USD 8.75  
Total: USD 178.75

Visa XXXX9437

Date/Time: 21-Aug-2013 18:20:04 EDT  
Transaction ID: 5477839108  
Transaction Status: Captured/Pending Settlement  
Authorization Code: 00183G  
Payment Method: Visa XXXX9437

Thank you!

RENSALIER

**Merchant ACME BARRICADES**

9800 NORMANDY BLVD  
JACKSONVILLE, FL 32221  
US

904-7811950

**Order Information**

Description:

Order Number:

Customer ID:

P.O. Number:

Invoice Number:

082613

**Billing Information**

Teresa S Moore  
Southeastern Fabricators  
634 Dyal Street  
32208

**Shipping Information**

Shipping: 0.00  
Tax: 0.00  
Total: USD 495.00

Visa XXXX9437

Date/Time:

03-Sep-2013 18:50:08 EDT

Transaction ID:

5509821362

Transaction Status:

Captured/Pending Settlement

Authorization Code:

00282G

Payment Method:

Visa XXXX9437

*OK TIME*

SOUTHEASTERN STAINLESS FABRICATORS INC				Project Name: 800				PAYMENT NUMBER:		CHANGE ORDER	
634 DYAL STREET								APPLICATION DATE:		11/1/2013	
JACKSONVILLE, FLORIDA 32208								CITY P.O. NO.:		9668-01	
RENSSELAER AVE & HOLLINGSWORTH STREET								BID NO.:		JCF-0113-12	
A	B	C	D		E		F	G	H		
ITEM NO.	DESCRIPTION OF WORK	ESTIMATED QUANTITY	UNIT	UNIT PRICE	TOTAL ESTIMATED VALUE	COMPLETED PREVIOUS PERIOD QTY.	COMPLETED THIS PERIOD VALUE	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + F)	% COMPLETE (G - C)	BALANCE TO FINISH (C - G)
	DELETED HYDRO SEED ADD SOD										
	CHANGE ORDER										
1	ST AUGUSTINE SOD PER PALLET	7	EA	\$125.00	\$875.00	0	\$0.00	7	\$875.00	100%	\$0.00
2	DELIVERY	1	LS	\$225.00	\$225.00	0	\$0.00	1	\$225.00	100%	\$0.00
3	LABOR	1	LS	\$1,200.00	\$1,200.00	0	\$0.00	1	\$1,200.00	100%	\$0.00
4	EQUIPMENT	1	LS	\$280.00	\$280.00	0	\$0.00	1	\$280.00	100%	\$0.00
5	15% MARK UP	1	LS	\$384.00	\$384.00	0	\$0.00	1	\$384.00	100%	\$0.00
<b>Total</b>					<b>\$2,944.00</b>		<b>\$0.00</b>		<b>\$2,944.00</b>		<b>\$0.00</b>

Final measured sod quantity = 280 SY

\$2,944.00 / 280 SY = \$10.51/SY

Do-All Culverts, Concrete & Sod

814 County Rd 308B  
Pomona Park FL 32181  
Ph: 386-559-3624 / Fax: 386-649-5486  
keachvinson@yahoo.com

# Invoice

Date	Invoice #
9/12/2013	1902

<b>Bill To</b>
Southwestern Stainless Fabricators

P.O. No.	Terms	Project
	Due on receipt	

Quantity	Description	Rate	Amount
7	7 pallets floridan	125.00	875.00
1	delivery of sod	225.00	225.00

**PAID**  
SEP 17 2013

work is completed  
Thank You for your Business

**Total** \$1,100.00