

# MEMORANDUM



FINANCIAL MANAGEMENT  
DEPARTMENT  
Purchasing Division  
1112 Manatee Avenue West  
Bradenton, FL 34205

MANATEE COUNTY  
FLORIDA

Phone: 941.708.7528  
Fax: 941.708-7544  
donna.stevens@mymanatee.org

To: Susan Romine, Supervisor  
Board Records

From: Donna M. Stevens  
Purchasing Office

Date: February 2, 2010

Subject: Delta Services Group LLC---Change order # 1 to P0100829.  
Design/Build North Water Tower Bathroom Structure—Rubonia FL  
(Project File: 600072500)

RECEIVED  
FEB 05 2010  
BOARD RECORDS

Please accept into record the enclosed change order number # 1 to purchase order # P0100829 with Delta Services Group LLC for the Design/Build North Water Tower Bathroom Structure for **\$4,152.50**. The change order # 1 increases the original purchase order from **\$115,735.00** to **\$119,887.50**. This is an increase for additional plumbing work to Tap and Directional Bore a new 2" diameter water line 220 LF. In accordance with the Terms and Conditions detailed in Request for Quotation No. #10-0312-DS. Manatee County Code of Laws, Chapter 2-26 Manatee County Purchasing Ordinance, Section 2-26-40 and the Standards and procedures approved by the County Administrator.

If you require any additional background or information, please call me at Ext. 7528.

Please send a copy of the accepted document via email to: Donna M. Stevens, Purchasing Department *DMS 2/9/10*

Thank you.

Cc: Randi Dunsworth, Project Management Division

/ds

Attachments to Board Records only: (signed and dated: *DMS 2/3/10*)  
1) Copy of Change order po # P0100829

FEB 9 2010  
ACCEPTED IN OPEN SESSION  
BOARD OF COUNTY COMMISSIONERS, MANATEE COUNTY



**MANATEE COUNTY PURCHASING**  
 Mail Invoice To:  
**CLERK OF THE CIRCUIT COURT**  
**MANATEE COUNTY FINANCE DEPARTMENT**  
**P.O. BOX 1000**  
**BRADENTON, FL 34206-1000**  
**SEND SEPARATE INVOICES FOR EACH SHIPMENT**

<b>PURCHASE ORDER NO.:</b>	P0100829
<b>PAGE:</b>	Page 1 of 2
<b>ORDER DATE:</b>	02/03/10
<b>DATE REQUIRED:</b>	
<b>TERMS:</b>	NET 45
<b>SHIP VIA:</b>	BESTWAY
<b>F.O.B.:</b>	DESTINATION
<b>CONFIRMED TO:</b>	Task 20101203DS

**VENDOR**

V014472 (941) 721-0202  
 DELTA SERVICES GROUP LLC  
 1301 10TH ST E  
 SUITE G  
 PALMETTO, FL 34221

**SHIP TO**

S0205  
 PROJECT MANAGEMENT DEPARTMENT  
 PROJECT MANAGEMENT ADMIN  
 1026 26TH AVE E  
 BRADENTON, FL 34208  
 Requested by: BORDONARO/G/RD

ITEM	QUANTITY	U/M	DESCRIPTION	UNIT PRICE	TOTAL PRICE
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Change order # 1 to PO# P0100829

\*\*\*\*\*  
 MANATEE COUNTY CODE OF LAWS, CHAPTER 2-26 MANATEE COUNTY  
 PURCHASING ORDINANCE, SECTION 2-26-40 AND THE STANDARDS  
 AND PROCEDURES APPROVED BY THE COUNTY ADMINISTRATOR.  
 \*\*\*\*\*  
 MANATEE COUNTY CONTACT:  
 SAL BORDONARO, PROJECT MANAGER  
 PHONE: 941-708-7450, EXTENSION 7341  
 EMAIL: sal.bordonaro@mymanatee.org  
 \*\*\*\*\*  
 FINANCE: Please note make payable to:  
 Delta Services Group, LLC  
 \*\*\*\*\*  
 Forwarded directly to:  
 National Escrow  
 ATTN: William L. Heaner  
 3120 Medlock Bridge Road  
 Building F. Suite 100  
 Norcross, GA 30071  
 \*\*\*\*\*

\*\*\*\*\*  
 \*\*\*\*\* CHANGE ORDER #1 \*\*\*\*\*  
 THIS IS A CHANGE TO THE  
 ORIGINAL PURCHASE ORDER  
 \*\*\*\*\*  
 \*\*\*\*\*THIS PURCHASE ORDER \*\*\*\*\*  
 \*\*\* HAS BEEN FAXED TO \*\*\*  
 \*\*\*CONTINUED\*\*\*

**TOTAL**

**Requisition #:**

**Reference #:**

**See Reverse Side For Terms and Conditions**

**Buyer:**

**FEB 9 2010**

ACCEPTED IN OPEN SESSION  
 BOARD OF COUNTY COMMISSIONERS, MANATEE COUNTY

**Approved By:**

A PACKING LIST MUST ACCOMPANY EVERY SHIPMENT.  
 FLORIDA SALES TAX EXEMPT. CERT. NO. 85-801262206C-6.  
 F.E.T. EXEMPT CERT. NO. 59-78-0089 K.  
 NO DEVIATION IN THE TERMS AND CONDITIONS OR SPECIFICATIONS OF THIS PURCHASE CONTRACT  
 SHALL BE MADE UNLESS SPECIFICALLY AUTHORIZED BY MANATEE COUNTY PURCHASING.

*Donna M. Stevens*



**MANATEE COUNTY PURCHASING**  
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**MANATEE COUNTY FINANCE DEPARTMENT**  
 P.O. BOX 1000  
 BRADENTON, FL 34206-1000  
 SEND SEPARATE INVOICES FOR EACH SHIPMENT

<b>PURCHASE ORDER NO.:</b>	P0100829
<b>PAGE:</b>	Page 2 of 2
<b>ORDER DATE:</b>	02/03/10
<b>DATE REQUIRED:</b>	
<b>TERMS:</b>	NET 45
<b>SHIP VIA:</b>	BESTWAY
<b>F.O.B.:</b>	DESTINATION
<b>CONFIRMED TO:</b>	Task 20101203DS

**VENDOR**  
 V014472 (941) 721-0202  
 DELTA SERVICES GROUP LLC  
 1301 10TH ST E  
 SUITE G  
 PALMETTO, FL 34221

**SHIP TO**  
 S0205  
 PROJECT MANAGEMENT DEPARTMENT  
 PROJECT MANAGEMENT ADMIN  
 1026 26TH AVE E  
 BRADENTON, FL 34208  
 Requested by: BORDONARO/G/RD

ITEM	QUANTITY	U/M	DESCRIPTION	UNIT PRICE	TOTAL PRICE
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\*\*\*\* THE VENDOR; HARD \*\*\*\*  
 \*\*\*\* COPY TO FOLLOW \*\*\*\*  
 \*\*\*\*\*  
 \*\*\*\*\*  
 \*\*\* VENDOR PLEASE NOTE \*\*\*  
 \*\* TO EXPEDITE YOUR PAYMENT \*\*  
 \*DOCUMENT PO# ON ALL INVOICES\*  
 \*\*\*\*\*

003	4,152.5	TC	UTILITIES - NORTH COUNTY SATELLITE OFFICE	1.00	4,152.50
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\*\*\*\*\*  
 CO #1 TO P0100829  
 \*\*\*\*\*  
 PREVIOUS: \$115,735.00  
 CO #1: \$4,152.50  
 NEW TOTAL: \$119,887.50  
 \*\*\*\*\*  
 FOR ADDITIONAL PLUMBING WORK TO TAP AND  
 DIRECTIONAL BORE A NEW 2" DIAMETER  
 WATER LINE 220 LF.  
 \*\*\*\*\*

404-6072500-534000/6072500-0004 4,152.50

**TOTAL** 4,152.50

**Requisition #:** R043531

**Reference #:** **Buyer:**  
**See Reverse Side For Terms and Conditions**

DONNA STEVENS CONSTRUCTION BUYER (941) 708-7528

A PACKING LIST MUST ACCOMPANY EVERY SHIPMENT.  
 FLORIDA SALES TAX EXEMPT. CERT. NO. 85-8012622206C-6.  
 F.E.T. EXEMPT CERT. NO. 59-78-0089 K.

ACCEPTED IN OPEN SESSION  9 2010  
 BOARD OF COUNTY COMMISSIONERS MANATEE COUNTY

**Approved By:**

NO DEVIATION IN THE TERMS AND CONDITIONS OR SPECIFICATIONS OF THIS PURCHASE CONTRACT  
 SHALL BE MADE UNLESS SPECIFICALLY AUTHORIZED BY MANATEE COUNTY PURCHASING.

*Donna M Stevens*