

# CONTRACT CHANGE ORDER

PROJECT: GT Bray Recreation Center

Change Order No.: TWO ( 2 )  
 Contract Amount: \$3,426,042.60  
 (Present Value)  
 Project Number: 6034302

NO. OF ITEM	DESCRIPTION OF ITEM AND CHANGE	DECREASE	INCREASE
1	<u>Change Storage Room 109A to Fitness Coordinator's Office</u>		
1a	Design Services		\$1,965
1d	Permitting & Inspections		\$350
1e	Re-framing walls at door/window		\$389
1f	New door, frame & hardware		\$1,064
1g	Adjusted finishes at new door (flooring base & paint)		\$575
1h	Adjusted glass at side frame		\$425
1i	Fire spinkler head adjustment		\$195
1j	Adjusted HVAC ductwork		\$205
1k	Three (3) power outlets		\$675
1l	Adjust lighting controls (add 1 occupancy sensor)		\$505
1m	Telephone/data raceway		\$75
1n	Telephone/data cabling & outlet		by MCG - ISD
5	Gen. Liability/Auto/Worker's Compensation Insurances		\$56
6	Overhead		\$324
7	Profit		\$340
8	Payment & Performance Bond		\$107

BY EXECUTION OF THIS CHANGE ORDER THE CONTRACTOR AGREES THAT ALL CLAIMS FOR ADDITIONAL CONTRACT TIME AND FEES FOR THE ITEMS IN THIS CHANGE ORDER HAVE BEEN SATISFIED.

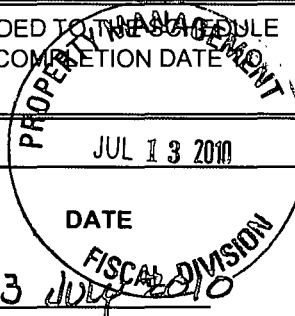
TOTAL DECREASE:  
 TOTAL INCREASE:  
 \$7,250.11

Contractor: Halfacre Construction Company  
 Address: 7015 Professional Parkway East  
 City / State: Sarasota, Florida 34240

THE NET CHANGE OF \$7,250.11  
 ADJUSTS THE CURRENT CONTRACT AMOUNT FROM  
 \$3,426,042.60 TO \$3,433,292.71

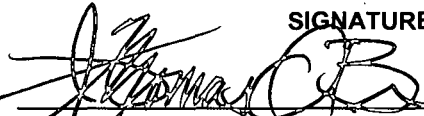
Contractor Signature:  Date: 7.2.10

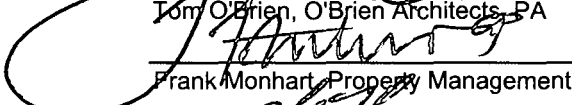
2 CALENDAR DAYS ARE ADDED TO THE SCHEDULE WHICH CHANGES THE FINAL COMPLETION DATE TO **October 12, 2010.**

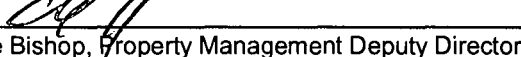


## RECOMMENDATION, CONCURRENCES AND APPROVALS

**SIGNATURES**

Consultant / Engineer:   
 Tom O'Brien, O'Brien Architects, PA

Project Manager:   
 Frank Monhart, Property Management

Department Head:   
 Charlie Bishop, Property Management Deputy Director

**DATE**

13 July 2010  
 14 July 2010  
 15 July 2010

Authority to execute this contract per Manatee County Code, Chapter 2-26, and per the delegation by the County Administrator effective 1/26/2009.

  
 R.C. "Rob" Cuthbert, CPM, Purchasing Manager

7/27/10

**JUSTIFICATION FOR CHANGE**

**Change Order No :** TWO ( 2 )

**Project Number:** 6034302

**1. NECESSITY FOR CHANGE:**

Change Storage Room 109A to Fitness Coordinator's Office per the request of Parks & Recreation

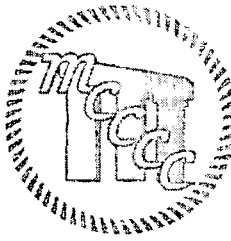
2. Is change an alternate bid? (no)

3. Does change substantially alter the physical size of the project? (no)  
(If yes, explain)

4 Effect of this change on other "Prime" contractors? NONE

5 Has the Surety and insurance company been notified, if applicable? CONTRACTOR RESPONSIBILITY





Manatee County

R.B. "Chips" Shore

Clerk of the Circuit Court and Comptroller

P.O. Box 25400 • Bradenton, Florida 34206 • (941) 749-1800 • FAX (941) 741-4082 • www.manateeclerk.com

**DATE:** July 28, 2010

**TO:** Halfacre Construction, Inc.  
7015 Professional Parkway East  
Sarasota, FL 34240

**FROM:** Clerk of Circuit Court  
Board Records Department  
Vicki Tessmer  
P. O. Box 25400  
Bradenton, FL 34206

**RE:** Change Order 2, Design/Build G. T. Bray Rec. Center

**Approved:** In open session by the Board of County Commissioners, Manatee County, Florida, Approved in open session on July 27, 2010.

cc: Board Records  
RBS/SGR

Blair Getz/Purchasing  
Tracie Moore/Property Management

"Pride in Service with a Vision to the Future"

Clerk of Circuit and County Court - Clerk of Board of County Commissioners - County Comptroller, Auditor and Recorder

# MANATEE COUNTY GOVERNMENT

## AGENDA MEMORANDUM

<b>SUBJECT</b>	C/O #2 to Design Build Construction Services for the GT Bray Recreation Center	<b>TYPE AGENDA ITEM</b>	Consent
<b>DATE REQUESTED</b>	July 27, 2010	<b>DATE SUBMITTED/REVISED</b>	July 19, 2010
<b>BRIEFINGS? Who?</b>	N/A	<b>CONSEQUENCES IF DEFERRED</b>	N/A
<b>DEPARTMENT/DIVISION</b>	Financial Mgmt /Purchasing	<b>AUTHORIZED BY TITLE</b>	<i>JMS</i> Jim Seuffert, Director
<b>CONTACT PERSON TELEPHONE/EXTENSION</b>	Blair C. Getz, Purchasing x 3053 R.C. "Rob" Cuthbert, Purchasing x 3014	<b>PRESENTER/TITLE TELEPHONE/EXTENSION</b>	Charlie Bishop, Director, Property Management Dept., x 3004
<b>ADMINISTRATIVE APPROVAL</b>		<i>[Signature]</i>	

**ACTION DESIRED**  
INDICATE WHETHER 1) REPORT; 2) DISCUSSION; 3) FORM OF MOTION; OR 4) OTHER ACTION REQUIRED

Authorize the County Administrator or his designee to execute Change Order #2 to the Design Build Construction Services for the GT Bray Recreation Center for minor construction changes in the amount not to exceed \$7,250.11 and increasing the Contract amount to \$3,433,292.71 with Halfacre Construction Inc., of Sarasota, FL.

**ENABLING/REGULATING AUTHORITY**  
Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy  
Ordinance 08-43, Manatee County Purchase Code Section 2-26-42.

**BACKGROUND/DISCUSSION**

- Change Order #2 provides for changing Storage Room 109A to the Fitness Coordinator's Office as well as additional performance and payment bond premiums due to this change and adding two (2) calendar days which changes the final completion date to October 12, 2010.
- This project will be managed by the Property Management Department, Construction Management Division.
- Continued on page 2

**APPROVED IN OPEN SESSION**

**COUNTY ATTORNEY REVIEW**

JUL 27 2010

<b>Check appropriate box</b>	<b>REVIEWED</b>
<input type="checkbox"/>	Written Comments: <input type="checkbox"/> Attached <input type="checkbox"/> Available from Attorney (Attorney's initials: _____)
<input type="checkbox"/>	NOT REVIEWED (No apparent legal issues.)
<input checked="" type="checkbox"/>	NOT REVIEWED (Utilizes exact form or procedure previously approved by CAO.)
<input type="checkbox"/>	OTHER County Attorney review, if necessary, will be requested after negotiations have concluded

BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA

<b>ATTACHMENTS:</b> (List in order as attached)	<b>INSTRUCTIONS TO BOARD RECORDS:</b> <i>Emailed</i>	
Department Memorandum dated July 6, 2010 Change Order #2 (2 originals) Copy of ACA #1 Dated: December 29, 2009 Copy of ACA#2 Dated: February 8, 2010	<i>mailed 7/28/10</i> <i>7/28/10</i>	
<b>COST:</b> \$3,433,292.71	<b>SOURCE (ACCT # &amp; NAME):</b>	3856034302 3036034302
<b>COMMENTS:</b> N/A	<b>AMT./FREQ. OF RECURRING COSTS:</b> (ATTACH FISCAL IMPACT STATEMENT)	N/A

#2

# MANATEE COUNTY GOVERNMENT

## AGENDA MEMORANDUM

<b>SUBJECT</b>	C/O #2 to Design Build Construction Services for the GT Bray Recreation Center	<b>TYPE AGENDA ITEM</b>	Consent
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<b>BRIEFINGS? Who?</b>	N/A	<b>CONSEQUENCES IF DEFERRED</b>	N/A
<b>DEPARTMENT/DIVISION</b>	Financial Mgmt /Purchasing	<b>AUTHORIZED BY TITLE</b>	Jim Seuffert, Director
<b>CONTACT PERSON TELEPHONE/EXTENSION</b>	Blair C. Getz, Purchasing x 3053 R.C. "Rob" Cuthbert, Purchasing x 3014	<b>PRESENTER/TITLE TELEPHONE/EXTENSION</b>	Charlie Bishop, Director, Property Management Dept., x 3004
<b>ADMINISTRATIVE APPROVAL</b>			

**ACTION DESIRED**  
INDICATE WHETHER 1) REPORT; 2) DISCUSSION; 3) FORM OF MOTION; OR 4) OTHER ACTION REQUIRED

Authorize the County Administrator or his designee to execute Change Order #2 to the Design Build Construction Services for the GT Bray Recreation Center for minor construction changes in the amount not to exceed \$7,250.00 and increasing the Contract amount to \$3,433,292.71 with Halfacre Construction Inc., of Sarasota, FL.

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**BACKGROUND/DISCUSSION**

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- Continued on page 2

**COUNTY ATTORNEY REVIEW**

<b>Check appropriate box</b>	<input type="checkbox"/> REVIEWED Written Comments: <input type="checkbox"/> Attached <input type="checkbox"/> Available from Attorney (Attorney's initials: _____)
<input type="checkbox"/>	NOT REVIEWED (No apparent legal issues.)
<input checked="" type="checkbox"/>	NOT REVIEWED (Utilizes exact form or procedure previously approved by CAO.)
<input type="checkbox"/>	OTHER County Attorney review, if necessary, will be requested after negotiations have concluded

<b>ATTACHMENTS:</b> (List in order as attached)	<b>INSTRUCTIONS TO BOARD RECORDS:</b>
Department Memorandum dated July 6, 2010 Change Order #2 (2 originals) Copy of ACA #1 Dated: December 29, 2009 Copy of ACA #2 Dated: February 8, 2010	Original to Board Records and Halfacre Construction Inc., Sarasota, FL 34236. Signature page to Blair C. Getz/Purchasing and Traci Moore, Property Management Department
<b>COST:</b> \$3,433,292.71	<b>SOURCE (ACCT # &amp; NAME):</b> 3856034302 3036034302
<b>COMMENTS:</b> N/A	<b>AMT./FREQ. OF RECURRING COSTS:</b> (ATTACH FISCAL IMPACT STATEMENT) N/A

#2      KC

- It is the intent to demolish two existing buildings constructed in 1986 (Activity Center Building 6,374 SF + Parks Administration Building 3,815 SF = 10,198 SF Total Existing Buildings) and construct a new two story 19,000 SF Recreation Center (15,000 SF +/- first floor and 4,000 SF +/- second floor). The building foundation and bearing walls are to be constructed so as to allow the second story to be expanded to fill the entire second floor footprint in the future, should funds become available. Two existing buildings on site (Gymnasium/Fitness Center and Aquatic Center) are to remain.
- Funding Sources:
  - Impact Fees - Account #3856034302 - Park Countywide - 33.5% of project funds
  - Parks and Recreation Capital Projects – Account #3036034302 Bray Activity Center 66.5% of project funds
- 8/11/2009 the Board of County Commissioners executed Agreements with Halfacre Construction, Inc. of Sarasota, FL to provide Design Build Construction Services for the GT Bray Recreation Center.
- 1/7/2010 Administrative Contract Adjustment (ACA) #1 Accepted in Open Session in the amount of \$105,532.00.
- 2/23/2010 ACA# 2 Accepted in Open Session in the amount of \$73,512.03.
- 5/11/2010 Change Order #1 Accepted in Open Session in the amount of \$1,469.12



# MANATEE COUNTY FLORIDA

**To:** Melissa Assha, Contracts and Buyer Manager  
Purchasing Division

**From:** Tom Yarger, Construction Services Division Manager *ty*

**Date:** July 6, 2010

**Subject:** Change Order No. # 2  
GT Bray Recreation Center  
Halfacre Construction Company

## **RECOMMENDATION:**

Execution of Contract Change Order No. #2 to P.O. #P0902505 with Halfacre Construction Company increasing the contract amount by \$7,250.11, from \$3,426,042.60 to \$3,433,292.71 and adding 2 calendar days to the contract time. The funding source for this contract is Park & Recreation Capital Projects. The overall increased amount of \$187,763.71 is 5% percent of the original contract approval of \$3,245,529.00.

## **BACKGROUND/DISCUSSION:**

August 11, 2009, the BCC executed a contract with Halfacre Construction Company in the amount of \$3,245,529.00 for the design and construction of the recreational Center.

Administrative Contract Adjustment #1 provided for additional permits, temperature controls, additional ADA upgrades and additional landscaping.

Administrative Contract Adjustment #2 provided for Café Room in lieu of Child Watch.

Contract Change Order #1 provided for relocation of existing FP&L electric.


Contract Change Order #1 provides for Fitness Coordinator Office in lieu of Storage 109A.

CC: Frank Monhart, Project Manager *FMS*  
Project File 48614, 14.0

Manatee County Property Management  
Mailing Address: P.O. Box 1000, Bradenton, FL 34206\* Street Address: 1112 Manatee Ave W, Bradenton, FL 34205  
PHONE: 941.748.4501 x 3628 \* FAX: 941.742.5880  
[www.mymanatee.org](http://www.mymanatee.org)



**MANATEE COUNTY  
FLORIDA**

Date: December 29, 2009  
To: Board Records, Clerk of Circuit Court  
From: Blair C. Getz, Contracts Negotiator   
Subject: Contract Documents – Administrative Contract Adjustment #1  
(Reference Resolution Number R-07-189 adopted October 9, 2007)  
Halfacre Construction, Inc., Sarasota, FL/ PO No. P0902505  
IFB #09-1314BG / Design / Build Construction Services for GT Bray Recreation Center &  
Administration Building

**RECEIVED  
DEC 29 2009  
BOARD RECORDS**

Please accept into record in accordance with Resolution R07-189, the attached ACA #1 which increases the amount of the Contract by \$105,532.45 from \$3,245,529.00 to \$3,351,061.45 and adding 14 calendar days to the contract time.

**Instructions to Board Records:**

**Original to:**

Board Records  
Halfacre Construction, Inc.

**Recording confirmation to:**

Traci Moore, Property Management Department  
Blair C. Getz, Purchasing Division.

Thank you and should you have any questions, please do call me at Ext. 3053.

- Att. 1.) Copy of Purchase Order No P0900359 - ACA #1  
2.) Department Memorandum dated December 16, 2009  
3.) Administrative Contract Adjustment Documents (2 originals)

**ACCEPTED IN OPEN SESSION**

Financial Management – Purchasing Division  
Suite 803 - 1112 Manatee Avenue West, Bradenton, FL 34205  
PHONE: 941.749.3014 \* FAX: 941.749.3034  
[www.myanatee.org](http://www.myanatee.org)

**JAN 07 2010**

**BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA**



# MEMORANDUM



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

MANATEE COUNTY  
FLORIDA

Phone: 941.749.3074  
Fax: 941.749.3034  
[deborah.carey-reed@mymanatee.org](mailto:deborah.carey-reed@mymanatee.org)

To: Susan Romine, Supervisor  
Board Records

ACCEPTED IN OPEN SESSION

From: *DR* Deborah Carey-Reed, Construction Buyer  
Purchasing Office

FEB 23 2010

Date: February 8, 2010

BOARD OF COUNTY COMMISSIONERS  
MANATEE COUNTY, FLORIDA

Subject: Contract Documents – Administrative Contract Adjustment (ACA) No. 2  
Halfacre Construction Co. for GT Bray Recreation Center

Please accept into record in accordance with Resolution R-07-189 adopted by the Board of County Commissioners on October 9, 2007 the attached ACA No.2 to the contract with Halfacre Construction Company for the GT Bray Recreation Center increasing the contract amount by \$73,512.03 and adding 32 days to contract completion for an adjusted contract amount of \$3,424,573.48 and a revised completion date of October 10, 2010.

## INSTRUCTIONS TO BOARD RECORDS

### Originals to:

- o Board Records
- o Halfacre Construction Company, 7015 Professional Parkway East, Sarasota, FL 34240

### Recording confirmation to:

- o Tracie Moore, Property Management Department
- o Deborah Carey-Reed, Purchasing

*7 Via Email  
2/23/10  
JG*

Thank you.

Cc: Tracie Moore, Fiscal Management Coordinator, Property Management Department

/dcr

Attachments to Board Records only:

- 1) Department Memorandum dated February 4, 2010
- 2) Administrative Contract Adjustment #2 (two originals)