

Administrative Contract Adjustment PROJECT:		Admin Contr Adj: ONE (1)	
		Contract Amount: \$563,945.00 (Present Value)	
		Project Number: 6005204	
NO. OF ITEM	DESCRIPTION OF ITEM AND CHANGE	DECREASE	INCREASE
1	Administrative Contract Adjustment No. 1		24 DAYS
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: 24 DAYS
Contractor: <u>Manson Roofing, Inc.</u> Address: <u>PO BOX 9048</u> City / State: <u>Bradenton, FL 34206</u>		THE NET CHANGE OF ADJUSTS THE CURRENT CONTRACT AMOUNT FROM \$563,945.00 TO \$563,945.00	
Contractor Signature: <u>Bruce Manson</u> Date <u>10/18/10</u> Bruce Manson		<u>24</u> CALENDAR DAYS ARE ADDED TO THE SCHEDULE WHICH CHANGES THE FINAL COMPLETION DATE TO March 17, 2010.	
RECOMMENDATION, CONCURRENCES AND APPROVALS			
	SIGNATURES	DATE	
Consultant / Engineer	<u>[Signature]</u>	<u>11/2/10</u>	
Project Manager:	<u>[Signature]</u> John Rowland/Howard Leyo	<u>11-2-10</u>	
Department Head:	<u>[Signature]</u> Charlie Bishop, Property Management Director	<u>11/4/2010</u>	
Authority to execute this contract per Manatee County Code, Chapter 2-26, and per the delegation by the County Administrator effective 1/26/2009.			
	<u>[Signature]</u> R.C. "Rob" Cuthbert, CPM, Purchasing Manager	<u>11/15/10</u>	
ACCEPTED IN OPEN SESSION			

JUSTIFICATION FOR CHANGE

Admin Contr Adj: ONE (1)

Project Number: 6005204

1. NECESSITY FOR CHANGE:

See discretionary work - field directive No.1 attached.

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?
Adds substantial amount of work requiring additional days.

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

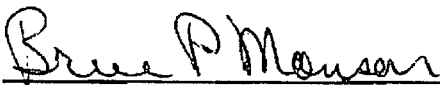
ACCEPTED IN OPEN SESSION

NOV 16 2010

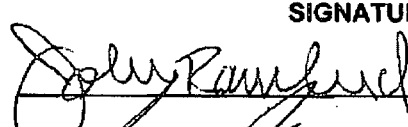

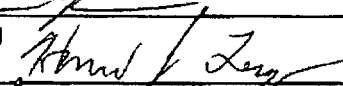
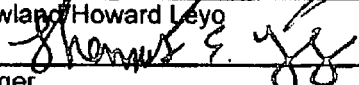
DISCRETIONARY WORK - FIELD DIRECTIVE	FIELD DIRECTIVE NO: One (1)
PROJECT: Roof Replacement at MSO Central Jail P0102326	PROJECT NO.: 6005204

ITEM	DESCRIPTION OF ITEM AND CHANGE	DECREASE
	Cut out base of wall over flat roof; Remove rusted out flashing and base wall panel; Apply vapor barrier to concrete wall; Install 28 gauge G-90 galvanized cover flashing; Install plastic stucco stop and fasten to wall with masonry redheads; Install stucco fiberglass mesh fastened to wall with masonry redheads; Install stucco mix to lath; Remove debris.	

	DECREASE \$43,674.00
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CONTRACTOR: <u>Manson Roofing Inc</u> ADDRESS: <u>807 24th Ave W</u> CITY/STATE: <u>BRADENTON FL 34205</u>	THE DISCRETIONARY WORK AMOUNT IS DECREASED \$43,674.00 FROM \$65,000.00 TO \$21,326.00 WITH NO CHANGE TO THE TOTAL CONTRACT AMOUNT.
CONTRACTOR SIGNATURE: <u></u> Bruce P. Manson, President	TIME CAN ONLY BE ADDED BY CHANGE ORDER OR ADMINISTRATIVE CONTRACT ADJUSTMENT

RECOMMENDATION, CONCURRENCES AND APPROVALS

	SIGNATURES	DATE
CONSULTANT:	<u></u>	<u>9-23-10</u>
PROJECT ENGINEER:	<u></u>	<u>9/23/10</u>
PROJECT MANAGER:	<u></u> John Rowland	<u>9/24/10</u>
SENIOR PROJECT MANAGER:	<u></u> Tom Yarger	<u>9/29/2010</u>



MANATEE COUNTY
FLORIDA

EMAIL: bruce.manson@mansonroofing.com

August 9, 2010

Mr. Bruce Manson, President
Manson Roofing, Inc.
Post Office Box 9048
Bradenton, Florida 34206

Dear Sir:

Re: NOTICE TO PROCEED
(IFB #10-2101DC) Membrane Roof Replacement @ MSO Central Jail

You are hereby notified to commence work on the referenced contract on or before **August 23, 2010** and are to fully complete the work within **180** consecutive days that is by **February 21, 2011**. Extensions in time will be by written change order only.

The contract provides for assessment of the sum of **\$1,423** as liquidated damages for each consecutive calendar day after the above established contract completion date that the work remains incomplete.

Sincerely,

A handwritten signature in cursive script that reads "Deborah Carey-Reed".

Deborah Carey-Reed, CPPB
Construction Buyer

/dcr
Attachment: Purchase Order

cc: Howard Leyo, Project Manager
John Rowland, Construction Coordinator
Captain Robert Smith, Sheriff Office

NOTE: ATTACH THIS NOTICE TO YOUR CONTRACT MAKING IT A PART THEREOF.

1112 MANATEE AVENUE WEST, SUITE 803, BRADENTON, FLORIDA 34205
PHONE: 941.749.3074 * FAX: 941.749.3034

LARRY BUSTLE * GWENDOLYN BROWN * JOHN R. CHAPPIE * RON GETMAN * DONNA HAYES * CAROL WHITMORE * JOE MCCLASH
District 1 District 2 District 3 District 4 District 5 District 6 District 7



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.manateesclerk.com

November 16, 2010

TO: Manson Roofing, Inc.
P.O. Box 9048
Bradenton, Florida 34206

FROM: Clerk of Circuit Court
Board Records Department
Diane E. Vollmer *DEV*
P. O. Box 25400
Bradenton, FL 34206

RE: **Manatee Sheriff's Office Central Jail – Roof Replacement**
Administrative Contract Adjustment One

Accepted: In open session by the Manatee County Board of
County Commissioners on November 16, 2010

RBS:DEV
Enclosure
cc: Board Records

"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

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

To: Susan Romine, Supervisor
Board Records

From:  Deborah Carey-Reed, Construction Buyer
Purchasing Office

Date: November 5, 2010

Subject: Contract Documents – Administrative Contract Adjustment (ACA) No. 1
Manson Roofing, Inc. – Membrane Roof Replacement @ MSO

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.1 to the contract with Manson Roofing Inc. for Membrane Roof Replacement @ MSO Central Jail adding 24 calendar days to the contract for a revised completion date of 03/17/2011.

INSTRUCTIONS TO BOARD RECORDS

Originals to:

- Board Records
- Manson Roofing, Inc., Post Office Box 9048, Bradenton, FL 34206

Recording confirmation to:

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

RECEIVED

NOV 09 2010

BOARD RECORDS

Thank you.

Cc: Howard Leyo, Project Manager, Property Management Department

/dcr

Attachments to Board Records only:

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



MANATEE COUNTY
FLORIDA

MEMORANDUM

DATE: November 4, 2010
TO: R.C. "Rob" Cuthbert, C.P.M., Purchasing Manager
FROM: Charlie Bishop, Director, Property Management *CB*
SUBJECT: Administrative Contract Adjustment No. 1
MSO Central Jail Flat Roof Replacement
Manson Roofing, Inc.

RECOMMENDATION:

Execution of an Administrative Contract Adjustment No. 1 to P.O. # P0102326 with Manson Roofing, Inc. increases the contract completion date by 24 days to March 17, 2011 with no change to the original contract amount which remains at \$563,945.00.

COMPREHENSIVE PLAN/POLICY DETERMINATION:

Manatee County Government Purchasing Policies implementing Ordinance 99-37, Section 4-106, Contract Administration.7

BACKGROUND/DISCUSSION:

- July 29, 2010, the BCC executed a contract with Manson Roofing, Inc. in the amount of \$563,945.00 for the Membrane Roof replacement at the MSO Central Jail.
- Administrative Contract Adjustment No. 1 provides for an additional 24 days to the overall project timeline to complete the project due to rain days. The completion date will change to March 17, 2011.

cc: Tom Yarger, Construction Services Division Manager
Jon Berry, Fiscal Services Manager
John Rowland, Construction Coordinator
Howard Leyo, Project Manager

Project File: 49605 10.2

From: Diane Vollmer

Sent: Thursday, November 18, 2010 9:53 AM

To: 'traci.moore@mymanatee.org'; 'deborah.carey-reed@mymanatee.org'

Subject: Central Jail Roof Replacement

Attachments: BC20101116DOCC04.PDF

Attached is Administrative Contract Adjustment 1 with Manson Roofing, which was accepted by the Board on November 16, 2010.

Diane

Diane Vollmer

Board Records Supervisor

For R.B. "Chips" Shore

Manatee County Clerk of the Circuit Court & Comptroller

www.ManateeClerk.com

diane.vollmer@manateeclerk.com

941-749-1800, ext. 4182

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