

**INDIAN RIVER COUNTY, FLORIDA
MEMORANDUM**

TO: Board of County Commissioners

THROUGH: John A. Titkanich, Jr. County Administrator
Richard B. Szyrka, P.E., Public Works Director
Kirstin Leiendecker, P.E., Assistant Public Works Director

FROM: Richard Reichenbach, P.E., Project Engineer

SUBJECT: Final Payment, Release of Retainage and Change Order No. 2
Indian River County Tax Collector’s Office Expansion, IRC-2030

DATE: May 16, 2023

DESCRIPTION AND CONDITIONS

On January 18, 2022 the Board of County Commissioners awarded Bid No. 2022018 to Don Hinkle Construction Company, Inc. (DHC) for the Tax Collector’s Office Expansion in the amount of \$523,062.36 for the remodel and addition of approximately 1,450 S.F. enclosure of an existing covered patio. A notice to proceed was issued on June 20, 2022 with a contract time of 150 days to final completion. The design plans and specifications for this expansion were prepared by Edlund, Dritenbas, Binkley Architects & Associates, P.A.

Change Order No. 1 was issued to Don Hinkle Construction, Inc. on July 5, 2022 in the amount of \$91,157.40 to perform renovations within the Human Resources Office to accommodate additional staff for operational needs for a total contract price of \$614,219.76 and 180 days to final completion.

Change Order No. 2 makes final adjustments to contract bid items resulting in a decrease to the total contract amount by \$3,015.73 for a final cost of \$611,204.03.

Don Hinkle Construction, Inc. has completed the project and has been paid \$579,470.58 with \$30,498.45 held in retainage to date. Don Hinkle Construction Inc. has submitted Contractor’s Application for Payment No. 6 for the amount of \$31,733.45 for final payment and release of retainage.

FUNDING

Funding is budgeted and available in:

County Impact Fees/Administration Building B Expansion/Retainage – Don Hinkle Construction	Account No. 103-206000-20036 \$30,498.45
County Impact Fees/Administration Building B Expansion	10322019-066510-20036 \$1,235.00

RECOMMENDATION

Staff recommends approval of Change Order No. 2 and payment of Contractor's Application for Payment No. 6 to Don Hinkle Construction Inc. in the amount of \$31,733.45 for final payment and release of retainage.

ATTACHMENTS ARE AVAILABLE FOR VIEWING IN THE ENGINEERING DIVISION

1. Change Order 2
2. Contractors Application for Payment No. 6

APPROVED AGENDA ITEM FOR JUNE 06, 2023