

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: June 12, 2023

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: John A. Titkanich, Jr., County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Change Orders to Fire Station 11 Remodel

BACKGROUND:

On October 16, 2018, the Board approved agreements several architectural firms, in accordance with section 287.055, Florida Statute (“Consultants Competitive Negotiation Act” or “CCNA”). These agreements, including one with Edlund, Dritenbas, Binkley, Architects & Associates, P.A. (“EDB”), were renewed for an additional two-year term by the Board on November 2, 2021.

Section 105.01 of the Indian River County Code provides the County Administrator Authority to approve work orders for CCNA contracts under \$35,000. This authority is delegated to the Purchasing Manager by the Purchasing Manual, for work authorized by Purchase Order, rather than a formal work order.

On January 28, 2022, the Purchasing Manager approved Purchase Order 92627 to EDB for \$23,775 to complete design and construction documents for the remodeling of the kitchen and restrooms at Fire Station 11, located at 2555 93rd Street in Wabasso. All but \$1,937.67 of that amount, which represents construction administration services, was completed at the end of the previous fiscal year. The remaining balance was moved to current year Purchase Order 95091.

Bid 2022061 was subsequently issued for the remodeling, with the Board awarding the construction services to Intertech Construction Corporation of America, Inc. (“Intertech”) on September 13, 2022, for a price of \$260,470.

DISCUSSION:

As the remodeling has progressed, water damage was identified behind the walls, necessitating additional repairs. This will include the replacement of all dorm ductwork, damaged drywall ceiling, and water piping, and the installation of insulation in appropriate attic sections.

These additional repairs will require an increase to EDB’s design costs by \$20,562.50, and an estimated increase to the Intertech agreement of \$214,625, based on EDB’s initial assessment, for a total of \$235,187.50.

Because the additional design and permitting costs bring the total cost of the work to be performed by EDB to \$44,337.50, which exceeds the Administrator's \$35,000 approval threshold, Staff requests the Board approve a change order to Purchase Order 95091, adding the \$20,562.50 cost of the additional design work.

Because the work is ongoing, and to prevent delays, EDB recommends an additional 10% contingency be considered on top of the \$193,750 construction work. Therefore, Staff requests the Board authorize the County Administrator to execute one or more change orders to the agreement with Intertech, as verified and approved by EDB, and the Department, for the additional costs of \$235,187.50 plus a contingency of \$19,375, for a total of \$254,562.50. All change orders will be presented by the Board for final acceptance prior to final payment to the Contractor.

FUNDING:

Funds, in the amount of \$254,562.50, are available in the Emergency Services District/Fire Rescue/Other Improvements Except Buildings account, number 11412022-066390.

Account Name	Account Number	Amount
Emergency Services District/Fire Rescue/Other Improvements Except Building	11412022-066390	\$254,562.50

RECOMMENDATION:

Staff recommends the Board authorize the Purchasing Manager to increase Purchase Order 95091 by \$20,562.20, and authorize the County Administrator to execute Change Orders to the Intertech Agreement up to \$254,562.50.

Attachment:

EDB Proposal and Opinion of Estimated Cost