



Construction Management Division

115 S. Andrews Avenue, Room A550 • Fort Lauderdale, Florida 33301 • 954-357-6419 • FAX 954-357-6411

MEMORANDUM

DATE: January 12, 2023

TO: Monica Cepero, County Administrator

THROUGH: Robert Gleason, Director
Purchasing Division

FROM: Ariadna Musarra, Director/County Architect

SUBJECT: Central Homeless Assistance Center Plumbing Renovations –
Project No. 105059
Request to Increase Change Order Allowance

Robert Gleason
Digitally signed by Robert Gleason
Date: 2023.01.12 14:18:12 -05'00'

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Digitally signed by ARIADNA MUSARRA
Date: 2023.01.12 12:05:00 -05'00'

Construction Management Division (CMD) respectfully requests approval of a 15% change order allowance increase, from \$63,130 or 5% to \$252,518 for a total of 20% of the original contact amount of \$1,262,590, for the subject contract.

The County entered into an agreement with HE Builders, for the renovation of restroom facilities in the Central HAC building. The work is divided in 3-phases allowing for continued use of the facility.

During Phase 1 demolition, the Contractor uncovered unforeseen conditions due to extensive water damage to wall structures and finishes that necessitated immediate remediation by a separate contractor. HE Builders paused work while remediation work took place.

CMD requested a proposal for additional scope of work as a result of the remediation work and attempted to negotiate a fair and reasonable price. HE Builders refused to accept the terms and has not resumed work. The requested change order allowance increase will allow the Contract Administrator to issue a unilateral change order and obligate HE Builders to resume work.

CMD plans to follow up with a Board action on February 7th, 2023, requesting approval to further increase the change order allowance by an additional 47% for a total of 67% of the original contract amount, to accommodate anticipated unforeseen conditions. The Board item will also

Memorandum Request for Change Order Increase Allowance
HE Builders

January 12, 2023

include a budget resolution to increase the project budget by \$250,000, to cover additional project expenses.

Kindly please sign below if the above request meets your approval.

Authority:

In accordance with Broward County Procurement Code, 21.56. Change Orders—Construction Contracts, the Director of Purchasing may approve change orders in an individual and cumulative amount that does not exceed ten percent (10%) of the original contract amount or \$100,000, whichever is less. Change orders that would exceed the authority of the Contract Administrator or the Director of Purchasing may only be approved by the Board.

In accordance with the December 13, 2022, Agenda Item No. 25, the Board of County Commissioners authorized the County Administrator to approve and/or execute agreements, contract amendments, work authorizations, advertisements of competitive solicitations and other documents during the 2022/2023 Board Winter Recess, December 14, 2022, through January 24, 2023. This change order allowance increase will be reported to the Board since it was not included in the agenda's exhibit.

Approved by:



Date:

1/17/23

Monica Cepero, County Administrator

- C. Trevor Fisher, P.E. Director, Public Works Department
- Jeff Thompson, Assistant Director, Construction Management Division
- Merlene Kelly, Senior Administrative Officer, Construction Management Division
- Pamela Sanguino, Expansion Project Administrator, Construction Management Division
- Project File