

Resolution No. 2025-3377

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2024 and ending September 30, 2025; providing for implementing administrative actions; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date.

Whereas, the Commission of the City of Sanford, Florida has adopted an annual operating budget for the fiscal year beginning October 1, 2024 and terminating on September 30, 2025 specifying certain projected revenues and expenditures for the operations of Sanford municipal government; and

Whereas, the City's budget presumes that each department generally will, to the best of their ability, maintain its expenditures within its allocated budgeted level and exercise prudence in expending funds during the course of the City's fiscal year; and

Whereas, from time-to-time circumstances and events may require that the original City budget may need revision; and

Whereas, the City Commission, in its judgment and discretion, has the authority to adjust the budget to more closely coincide with actual and expected events.

Now, therefore, be it adopted and resolved by the City Commission of the City of Sanford, Florida as follows:

Section 1. Adoption of Budget Amendment.

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2024 and terminating on September 30, 2025 is hereby revised and amended by Attachment "A". The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2024 and

terminating on September 30, 2025 shall remain in full force and effect.

Section 2. Implementing administrative actions.

The City Manager, or designee, is hereby authorized and directed to implement the provisions of this Resolution by means of such administrative actions as may be deemed necessary and appropriate.

Section 3. Savings.

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities are hereby ratified and affirmed.

Section 4. Conflicts.

All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

Section 5. Severability.

If any section, sentence, phrase, word, or portion of this Resolution is determined to be invalid, unlawful, or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

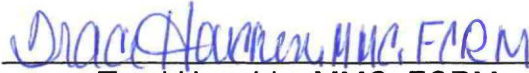
Section 6. Effective Date.

This Resolution shall become effective immediately upon enactment.

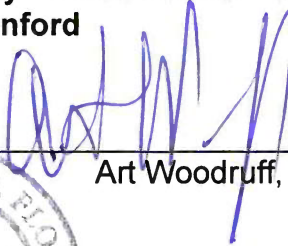
Passed and adopted this 28th day of April, 2025.

Attest:

City Commission of the City of
Sanford



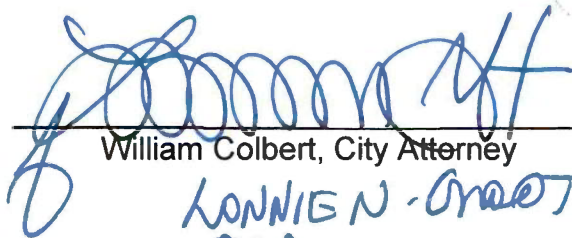
Traci Houchin, MMC, FCRM
City Clerk



Art Woodruff, Mayor

For use and reliance of the Sanford
City Commission only.
Approved as to ~~form and~~ legality.





William Colbert, City Attorney

LONNIE N. CRAIG
ACA

ATTACHMENT A REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2025
Department: public works

Division: Admin

4/14/2025

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER						Current	Current	Amount of	Amount of
Fund	Dept	Activity	Obj	Elem	Project #	Budget	Balance	Change	Original
138	0000	389	98	00	reserves	\$ 12,575,896	\$ 245,120	\$ 245,120	\$ 12,330,776
TOTAL CHANGES IN REVENUES								\$ 245,120	

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER						Current	Current	Amount of	Amount of	
Fund	Dept	Activity	Obj	Elem	Project #	Budget	Balance	Change	Original	
138	4047	541	63	00	pw2209	improvement other than building	\$ 4,844,414	\$ 2,070,833	\$ 245,120	\$ 2,315,953
TOTAL CHANGES IN EXPENDITURES								\$ 245,120		

REASON FOR AMENDMENT: change order 4 mellonyville ave drainage improvement project

DIRECTOR APPROVAL: 

DATE: 4/16/25

FINANCE APPROVAL: 

DATE: 4/15/25

CITY MANAGER APPROVAL: 

DATE: 4/16/25

CITY COMMISSION AGENDA DATE: 4.28.2025

APPROVED Y

FOR FINANCE USE

Entry Date: _____

Batch Number: _____

Document #: BA 07-111



CITY OF
SANFORD
FINANCE DEPARTMENT

SECTION 00850

CHANGE ORDER FORM

Change Order No. 4 Purchase Order No. 039982
 Project Title Mellonville Avenue Drainage Improvements
 Bid No. IFB 22/23-05
 Owner: City of Sanford, Florida
 Contractor: Universal Contracting and Construction Inc
 Agreement Date: 02.10.25

This Change Order is necessary to cover changes in the work to be performed under this Agreement. The GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS apply to and govern all work under this Change Order.

THE FOLLOWING CHANGES ARE MADE TO THE CONTRACT DOCUMENTS:

1. Original Contract Price	<u>\$ 1,815,329.19</u>
2. Current Contract Price (Adjusted by Previous Change Orders)	<u>\$ 1,984,069.15</u>
3. Total Proposed Change in Contract Price	<u>\$ 245,119.86</u>
4. New Contract Price (Item 2 + Item 3)	<u>\$ 2,229,189.01</u>
5. Original Contract Time (Notice to Proceed to Substantial Completion)	<u>305 Days</u>
6. Current Contract Time (Adjusted by Previous Change Orders)	<u>445 Days</u>
7. Current Subst. Completion Date (Adjusted by Previous Change Orders)	<u>05.21.25</u>
8. Total Proposed Change in Contract Time	<u>12 Days</u>
9. New Contract Time (Item 6 + Item 8)	<u>457 Days</u>
10. New Contract Substantial Completion Date (Item 7 + Item 8)	<u>06.02.25</u>
11. Current Final Completion Date (Adjusted by Previous Change Orders)	<u>07.21.25</u>
12. Current Contract Time From Substantial Completion to Final Completion	<u>61 Days</u>
13. Total Proposed Change in Contract Time Subst. to Final Completion	<u>12 Days</u>
14. New Contract Time to Subst. Final Completion (Item 12 + Item 13)	<u>73 Days</u>
15. New Contract Final Completion Date (Item 11 + Item 14)	<u>08.01.25</u>

CHANGES ORDERED

ITEM 1

Description of Change: **BONDING**

Reason for Change: Change in contract price increasing bonding costs
CO4 - \$9,252.49

Change in Contract Price: **\$9,252.49**

Change in Contract Time: **0 (Zero)**

ITEM 2

Description of Change: **Mobile Office and Port-o-potty Fees**

Reason for Change: Change in contract time - CO4
Mobile Office: \$147.12 Port-O-Potty: \$121.710

Change in Contract Price: **\$268.83**

Change in Contract Time: **0 (Zero)**

ITEM 3

Description of Change: **0102 1 - MAINTENANCE OF TRAFFIC**

Reason for Change: Change in contract time for MOT - RWM relocation

Change in Contract Price: **\$691.10**

Change in Contract Time: **0 (Zero)**

ITEM 4

Description of Change: **0327 70 5 - MILLING EXISTING ASPHALT PAVEMENT, 2" AVG DEPTH**

Reason for Change: 20th Street = 59sy
Crescent West side = 67.8sy
Crescent Ave (Mellonville to Washington) 222sy
Mellonville & North Street = 123.67sy
Mellonville = 122.67sy
Total 595.14 SY @ \$16.44/SY = **\$9,784.10**

Change in Contract Price: **\$9,784.10**



Change in Contract Time: 1 day

ITEM 5

Description of Change: 0522 1 – CONCRETE SIDEWALK, 4” THICK
Reason for Change: Mellonville 88SqFt = 9.78sy @ \$85.00/SY = \$831.30
Change in Contract Price: \$831.30
Change in Contract Time: 0 (Zero)

ITEM 6

Description of Change: 0522 2 – CONCRETE SIDEWALK AND DRIVEWAY, 6” THICK
Reason for Change: RWM Relocation 35SqFt = 3.89SY @ \$95.00/SY = \$369.55
Change in Contract Price: \$369.55
Change in Contract Time: 0 (Zero)

ITEM 7

Description of Change: 0520 1-10 CONCRETE CURB AND GUTTER, TYPE F
Reason for Change: 20th Street, Crescent Street, Mellonville
495LF @ \$60.00/LF = \$29,700.00
Washington & Crescent 104LF @ \$60.00LF = \$6,240.00 Confirmed
3.24.25
Change in Contract Price: \$35,940.00
Change in Contract Time: 2 days

ITEM 8

Description of Change: RWM Relocation
Reason for Change: EOR Plan change; Remove & Replace, City to provide pipe materials.
UCC to provide C900 PVC pipe
(Price includes Furnish & Install) FDOT Market #8
420LF @ 200.35 = \$84,147.00
Change in Contract Price: \$84,147.00
Change in Contract Time: 7 days

ITEM 9

Description of Change: Restraints – Reclaim Pipe

Reason for Change: EOR Plan change; Remove & Replace, City to provide pipe materials. UCC to provide C900 PVC pipe restraints (Price includes Furnish & Install) **FDOT Market #8**
 4 @ \$992.04 = \$3,968.16
 3" RW Detector Tape – Purple = \$54.00
 6" RW Tape Adhesive = \$243.45
 10GA Copper Steel Tracer Wire = \$361.50

Change in Contract Price: \$4,627.11

Change in Contract Time: 0 (Zero)

ITEM 10

Description of Change: RWM Relocation – Installation Costs of City Supplied Materials **FDOT Market #8**

Reason for Change: EOR Plan change; Remove & Replace

8" Gate Valve	\$3,331.54
8" MJ Solid Sleeve (Qty: 1)	\$3,033.45
8"- 45" Bend (Qty: 4)	\$8,598.32
8"x4" Tee	\$3,417.80
4" Gate Valve	\$2,650.00
4" Plug –	\$1,175.75
8"-11.24" Bend	\$2,167.58
8" MJ – DIP (Qty 2)	\$175.00
8" MJ – PVC (Qty 14)	\$1,460.55
8" MJ – ACC Set (Qty 16)	\$845.73
4" MJ – PVC (Qty 2)	\$119.63
4" MJ – ACC Set (Qty4)	\$127.97
2" Adapter – P-15428N (Qty 1)	\$153.01

Change in Contract Price: \$27,256.33

Change in Contract Time 0 (Zero)

ITEM 11

Description of Change: DEWATERING FOR RWM LINE

Reason for Change: Utility conflict per City of Sanford
Complete Wellpoint System with Pump
3.05.25 – 3.12.25

Change in Contract Price: \$5,625.00

Change in Contract Time: 1 day

ITEM 12

Description of Change: Structure Opening Work

Reason for Change: RFI #6: PD-21 – Dog House Structure Opening Work

Change in Contract Price: \$1,000.00

Change in Contract Time: 1 day

ITEM 13

Description of Change: 285706 - OPTIONAL BASE, BASE GROUP 06 (8" MIN)

Reason for Change: 20th & S. Washington Ave = 3,420SqFt = 380sy
20th & N Washington = 460.08SqFt = 51.12sy
N Washington & Crescent = 610.20SqFt = 67.8sy
Mellonville Int = 3,305.61SqFt = 367.29sy
Mellonville & N Street = 638.10SqFt = 70.9sy
8,433.99 SqFt = 937.11sy @ \$32.39/sy = \$30,352.99

Change in Contract Price: \$30,352.99

Change in Contract Time: 0 (Zero)

ITEM 14

Description of Change: 0160 4 - TYPE B STABILIZATION (12" MIN)

Reason for Change: 20th & S. Washington Ave = 3,420SqFt = 380sy
20th & N Washington = 460.08SqFt = 51.12sy
N Washington & Crescent = 610.20SqFt = 67.8sy
Mellonville Int = 3,305.61SqFt = 367.29sy
Mellonville & N Street = 638.10SqFt = 70.9sy
8,433.99 SqFt = 937.11sy @ \$12.00/sy = \$11,245.32

Change in Contract Price: \$11,245.32

Change in Contract Time: 0 (Zero)

ITEM 15

Description of Change: Gas Utility Work

Reason for Change: RFI #6 – Cut with torch and grouted
5hrs @ \$150.00/hr = \$750.00

Change in Contract Price: \$750.00

Change in Contract Time: 0 (Zero)

ITEM 16

Description of Change: Thrust Block

Reason for Change: Required collar - Gate valve – Crescent & Washington

<u>Hydrostatic Testing Equipment</u>	<u>\$483.94</u>
<u>(4) 3/4" X 6' 304 SS Rods</u>	<u>\$356.10</u>
<u>(4) 3/4" Duc Lug</u>	<u>\$38.95</u>
<u>1 1/2" x 4ft Pvc</u>	<u>\$12.85</u>
<u>3' x 3' x 1' Concrete Block (2SY) & Frame</u>	<u>\$400.00</u>

Change in Contract Price: \$1,291.84

Change in Contract Time: 0 day

ITEM 17

Description of Change: 0334 1 - SUPERPAVE ASPHALTIC CONCRETE (2" MIN)(SP 9.5)

Reason for Change: Crescent Ave (Mellonville to Washington) 222sy
Crescent – West side 67.8sy
20th Street = 59sy
Mellonville & North Street = 123.67sy
Mellonville = 122.67sy
Total 595.14 SY @ \$36.44/SY = \$21,686.90

Change in Contract Price: \$21,686.90

Change in Contract Time: 0 (Zero)

CHANGE ORDER SUMMARY			
No.	Description	Change in Contract Price	Change in Contract Time
1	Bonding	\$9,252.49	0 days
2	Mobile Office and Port-o-potty	\$268.83	0 days
3	MOT Fees	\$691.10	0 days
4	Milling Existing Asphalt Pavement	\$9,784.10	1 day
5	Concrete Sidewalk 4" Thick	\$831.30	0 days
6	Concrete Sidewalk & Driveway 6" Thick	\$369.55	0 days
7	Concrete Curb & gutter, Type F	\$35,940.00	2 days
8	RWM Relocation	\$84,147.00	7 days
9	Restraints – Reclaim Pip	\$4,627.11	0 days
10	RWM Relocation – Supplied Materials	\$27,256.33	0 days
11	Dewatering for RWM Line	\$5,625.00	1 day
12	Structure Opening Work	\$1,000.00	1 day
13	Optional Base, Base Group 06	\$30,352.99	0 days
14	Type B Stabilization (12" min)	\$11,245.32	0 days
15	Gas Utility Work	\$750.00	0 days
16	Thrust Block	\$1,291.84	0 days
17	Asphaltic Concrete – 2" min (9.5)	\$21,686.90	0 days
TOTAL		\$ 245,119.86	12 Days

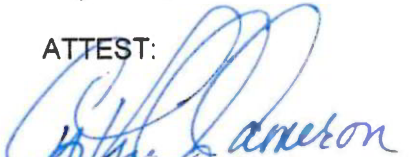
WAIVER This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Waiver constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order.

APPROVAL AND CHANGE ORDER AUTHORIZATION

ACKNOWLEDGMENTS

The aforementioned change, and work affected thereby, is subject to all provisions of the original Agreement and specifically changed by this Change Order; and it is expressly understood and agreed that the approval of the Change Order shall have no effect on the original Agreement other than matters expressly provided herein.

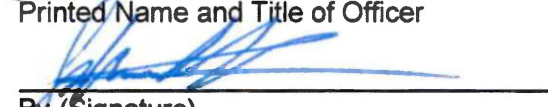
ATTEST:



 (Secretary)
 8 Apr 2025

 Date


(Corporate Seal)

Universal Contracting & Construction, Inc.
 Contractor
Jason Wadsworth, CEO
 Printed Name and Title of Officer


 By (Signature)
 04.08.25

 Date

ATTEST:




 (Signature) City Clerk
 4-28-25

 Date

(Seal)

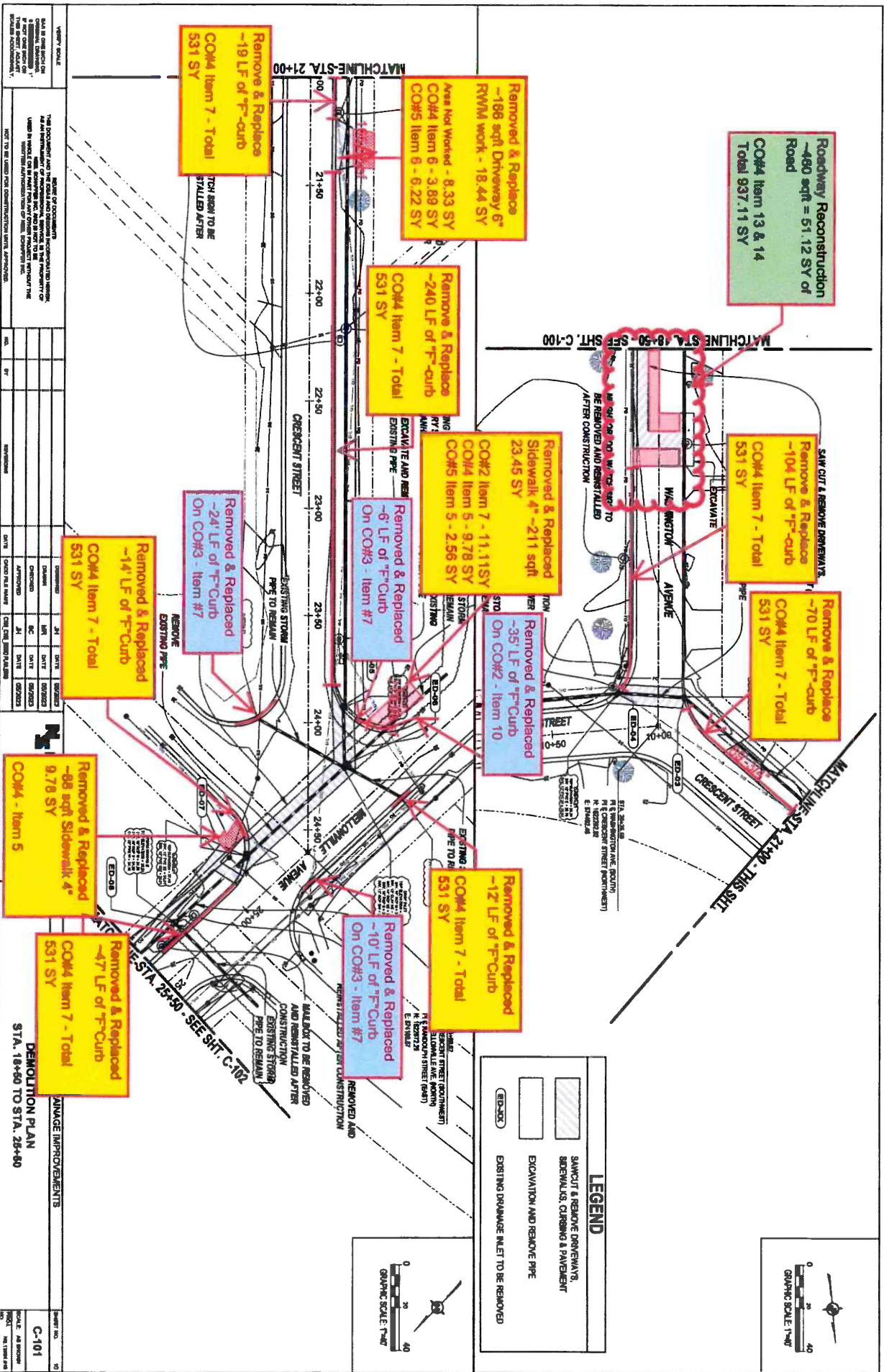


City of Sanford
 Owner
Art Woodruff, Mayor
 Printed Name and Title


 By (Signature)
 4-28-25

 Date

END OF SECTION



Roadway Reconstruction
 ~490 sqft = 51.12 SY of Road
 CO#4 Item 13 & 14
 Total 937.11 SY

Remove & Replace
 ~104 LF of 7" F-curb
 CO#4 Item 7 - Total
 531 SY

Remove & Replace
 ~70 LF of 7" F-curb
 CO#4 Item 7 - Total
 531 SY

Remove & Replace
 ~35' LF of 7" F-curb
 On CO#2 - Item 10

Remove & Replace
 ~12' LF of 7" F-curb
 CO#4 Item 7 - Total
 531 SY

Remove & Replace
 ~10' LF of 7" F-curb
 On CO#3 - Item #7

Remove & Replace
 ~240 LF of 7" F-curb
 CO#4 Item 7 - Total
 531 SY

Remove & Replace
 ~188 sqft Driveway 6" RMM work - 18.44 SY
 CO#4 Item 6 - 3.89 SY
 CO#5 Item 6 - 6.22 SY

Remove & Replace
 ~19 LF of 7" F-curb
 CO#4 Item 7 - Total
 531 SY

Remove & Replace
 ~24' LF of 7" F-curb
 On CO#3 - Item #7

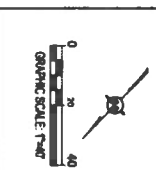
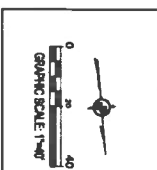
Remove & Replace
 ~14' LF of 7" F-curb
 CO#4 Item 7 - Total
 531 SY

Remove & Replace
 ~88 sqft Sidewalk 4"
 CO#4 - Item 5
 9.78 SY

Remove & Replace
 ~47 LF of 7" F-curb
 CO#4 Item 7 - Total
 531 SY

LEGEND

- SAWCUT & REMOVE DRIVEWAYS, SIDEWALKS, CURBS & PAVEMENT
- EXCAVATION AND REMOVE PIPE
- EXISTING DRAINAGE INLET TO BE REMOVED



AVENUE IMPROVEMENTS
 DEMOLITION PLAN
 STA. 18+50 TO STA. 25+50

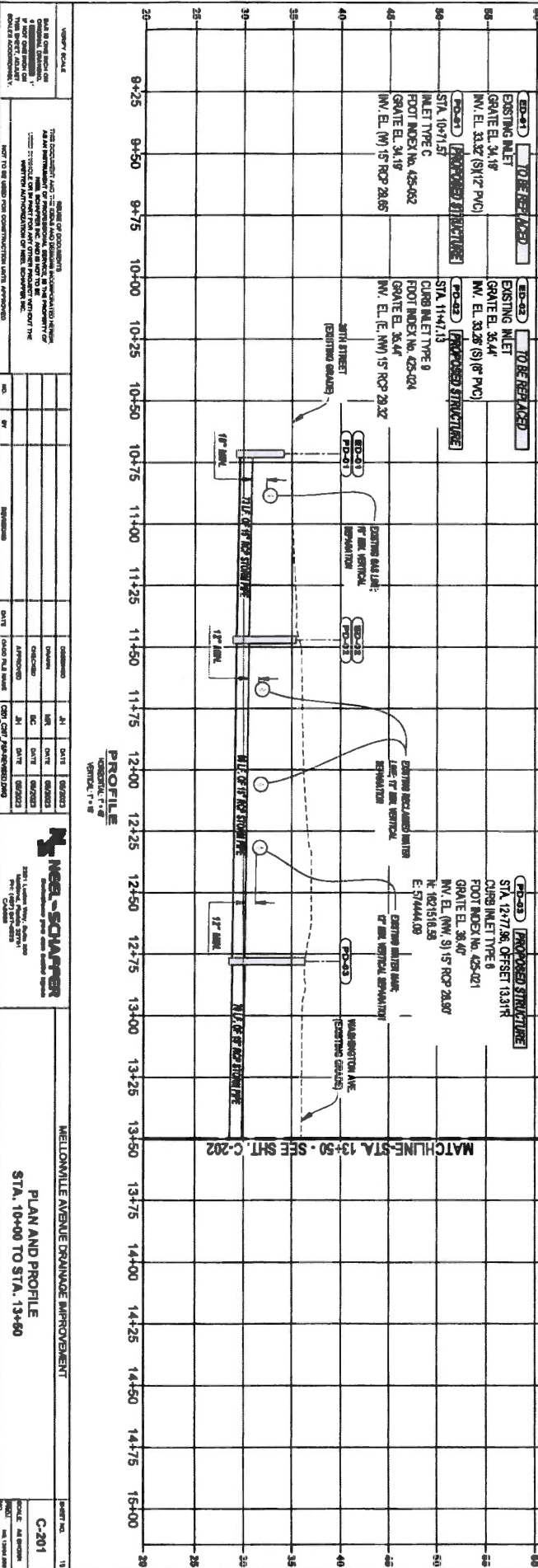
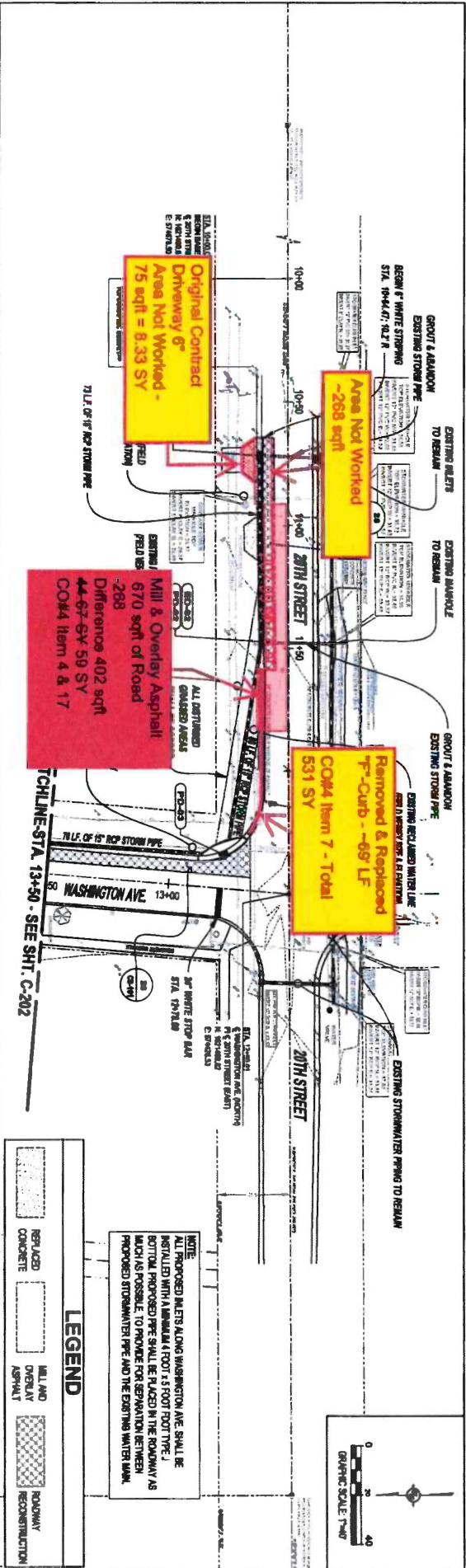
VERIFY SCALE
 DATA IS ONLY INTENDED FOR CONSTRUCTION PURPOSES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS IN THE FIELD. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ACCESS TO ALL ADJACENT PROPERTIES AND PUBLIC AREAS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR RESTORING ALL AREAS TO ORIGINAL OR BETTER CONDITION AFTER COMPLETION OF THE WORK.

NO.	DESCRIPTION	DATE	BY	CHKD.

NO.	DESCRIPTION	DATE	BY	CHKD.

NO.	DESCRIPTION	DATE	BY	CHKD.

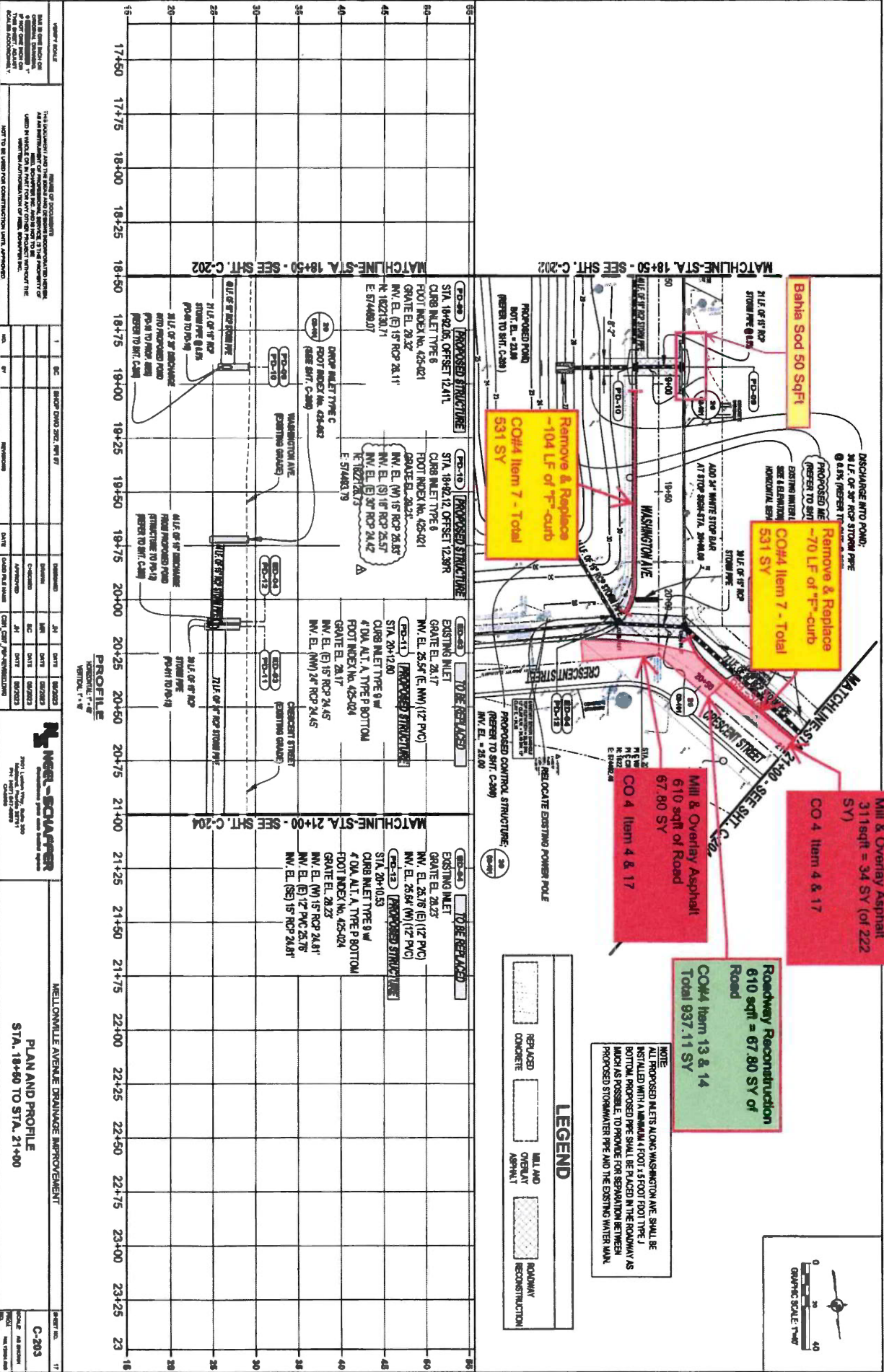
NO.	DESCRIPTION	DATE	BY	CHKD.



NO.	BY	CHKD.	DATE	APPROVED	DATE	NO.	BY	CHKD.	DATE	APPROVED	DATE

NO.	DATE	DESCRIPTION

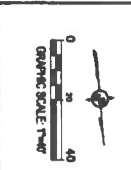
NO.	DATE	DESCRIPTION



LEGEND

	REPLACED CONCRETE
	MILL AND OVERLAY ASPHALT
	ROADWAY RECONSTRUCTION

NOTE:
 ALL PROPOSED INLETS ALONG WASHINGTON AVE SHALL BE INSTALLED WITH A MINIMUM 4 FOOT 5 FOOT FOOT TYPE J BOTTOM PROPOSED PIPE SHALL BE PLACED IN THE ROADWAY AS MUCH AS POSSIBLE TO PROVIDE FOR SEPARATION BETWEEN PROPOSED STORMWATER PIPE AND THE EXISTING WATER MAIN.



NO.	DATE	BY	CHKD.	DESCRIPTION
1	05/20/20	MM	MM	ISSUED FOR PERMIT
2	05/20/20	MM	MM	ISSUED FOR CONSTRUCTION

NO.	DATE	BY	CHKD.	DESCRIPTION
1	05/20/20	MM	MM	ISSUED FOR PERMIT
2	05/20/20	MM	MM	ISSUED FOR CONSTRUCTION



CITY OF
SANFORD
FLORIDA



APPROVED

WS	___	RM	<u>X</u>
Item No.	<u>9.D</u>		

**CITY COMMISSION MEMORANDUM 25-121
APRIL 28, 2025 AGENDA**

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Jeff Davis, Public Works and Utilities Project Manager
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Resolution No. 2025-3377; Budget Amendment; Mellonville Drainage Project; Change Order Increase To Purchase Order #39982; Universal Contracting and Construction, Inc.; \$245,119.86

STRATEGIC PRIORITIES:

- Unify Downtown & the Waterfront
- Promote the City’s Distinct Culture
- Update Regulatory Framework
- Redevelop and Revitalize Disadvantaged Communities

SYNOPSIS:

Requesting to approve a budget amendment resolution for Change Order #4 to increase Purchase Order #39982 to Universal Contracting and Construction, Inc. in the amount of \$245,119.86 resulting in an overall increase from \$1,984,069.15 to \$2,229,189.01.

FISCAL/STAFFING STATEMENT:

Funding is available from 3rd Gen Sales tax reserves account lines.

BACKGROUND:

The Mellonville Drainage Project is in process. There have been 15 work change directives as follows:

CHANGE ORDER SUMMARY		
Description	Change in Contract Price	Change in Contract Time
Bonding	\$9,252.49	0 days
Mobile Office and Port-o-potty	\$268.83	0 days
MOT Fees	\$691.10	0 days
Milling Existing Asphalt Pavement	\$9,784.10	1 day
Concrete Sidewalk 4” Thick	\$831.30	0 days
Concrete Sidewalk & Driveway 6” Thick	\$369.55	0 days
Concrete Curb & gutter, Type F	\$35,940.00	2 days
RWM Relocation	\$84,147.00	7 days
Restraints – Reclaim Pipe	\$4,627.11	0 days
RWM Relocation – Supplied Materials	\$27,256.33	0 days
Dewatering for RWM Line	\$5,625.00	1 day

Structure Opening Work	\$1,000.00	1 day
Optional Base, Base Group 06	\$30,352.99	0 days
Type B Stabilization (12" min)	\$11,245.32	0 days
Gas Utility Work	\$750.00	0 days
Thrust Block	\$1,291.84	0 days
Superpave Asphaltic Concrete	\$21,686.90	0 days
TOTAL	\$ 245,119.86	12 Days

An additional 12 days of performance time was added to the contract time due to the work change directives.

LEGAL REVIEW:

The Assistant City Attorney has reviewed this matter and has no legal objection to the proposed action.

RECOMMENDATION:

City staff recommends that the City Commission adopt Resolution No. 2025-3377 approving the budget amendment for a change order increasing Purchase Order # 39982 issued to Universal Contracting and Construction, Inc. the amount of \$245,119.86.

SUGGESTED MOTION:

“I move that the City Commission adopt Resolution No. 2025-3377, as proposed.”

- Attachments: (1). Resolution No. 2025-3377 with attached budget amendment form.
(2). Change Order.