

Resolution No. 2025-3389

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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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

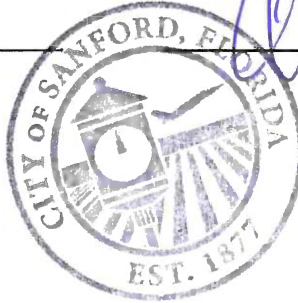
Passed and adopted this 9th day of June, 2025.

Attest:

**City Commission of the City of
Sanford**

Traci Houchin MMC, FCRM

Traci Houchin, MMC, FCRM
City Clerk



Art Woodruff
Art Woodruff, Mayor

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

Lindsay N. Greene
Lindsay N. Greene, City Attorney

**ATTACHMENT A
REQUEST FOR BUDGET AMENDMENT**

Fiscal Year 24-25
Department: Development Services

Division: Building

Date: 5/27/2025

BUDGET AMENDMENT

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER									
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title	Budget	Balance	Change	Unrealized
135	0000	389	98	00	Building Reserve			\$ 1,413,555	

TOTAL CHANGES IN REVENUES

\$ 1,413,555

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER									
Fund	Dpt/Div	Activity	Obj	Ele	Project #	Expenditure Account Title	Budget	Balance	Change
135	1114	524	63	00		Protective Inspections	\$ 2,532,361	\$ 177,217	\$ 1,343,555
135	1114	524	49	00		Other charges and obligations	79,760	(17,376)	70,000

TOTAL CHANGES IN EXPENDITURES

\$ 1,413,555

REASON FOR AMENDMENT: pay for change orders for Oelrich for Breezeway Project and to bring accounts from the negative status

DIRECTOR APPROVAL: Angela Oakley for Tony Rounoide

DATE: 5/27/25

FINANCE APPROVAL: Peter J. Staffieri 05/27/2025

DATE:

CITY MANAGER APPROVAL: Craig Radzak

DATE: 5/27/2025

(\$5,000 to \$49,999)

CITY COMMISSION AGENDA DATE: June 9th, 2025

APPROVED: V 5/27/25

(\$50,000 or More)

FOR FINANCE USE

Entry Date: _____

Batch Number: _____

Document #: _____

CCM#: _____

RES#: _____

Signature: Peter J. Staffieri

Peter J. Staffieri (May 27, 2025 17:32 EDT)

Email: peter.staffieri@sanfordfl.gov

Signature: Craig M. Radzak

Email: craig.radzak@sanfordfl.gov



CITY OF
SANFORD
FINANCE DEPARTMENT

SECTION 00850

CHANGE ORDER FORM

Change Order No. 1-49 Purchase Order No. 40303
Project Title Breezeway Project
Bid No. RFQ 22/23-16
Owner: City of Sanford, Florida
Contractor: Oelrich Construction Inc
Agreement Date: December 11, 2023

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	\$ 3,999,953.00
2.	Current Contract Price (Adjusted by Previous Change Orders)	\$ 3,999,953.00
3.	Total Proposed Change in Contract Price	\$ 1,343,565.00
4.	New Contract Price (Item 2 + Item 3)	\$ 5,343,518.00
5.	Original Contract Time (Notice to Proceed to Substantial Completion)	185
		Days
6.	Current Contract Time (Adjusted by Previous Change Orders)	185 Days
7.	Current Subst. Completion Date (Adjusted by Previous Change Orders)	12-20-24
8.	Total Proposed Change in Contract Time	185 Days
9.	New Contract Time (Item 6 + Item 8)	368 Days
10.	New Contract Substantial Completion Date (Item 7 + Item 8)	9-5-2025
11.	Current Final Completion Date (Adjusted by Previous Change Orders)	9-5-2025
12.	Current Contract Time From Substantial Completion to Final Completion	15 Days
13.	Total Proposed Change in Contract Time Subst. to Final Completion	0 Days
14.	New Contract Time to Subst. Final Completion (Item 12 + Item 13)	15 Days
15.	New Contract Final Completion Date (Item 11 + Item 14)	9-19-25

CHANGES ORDERED

ITEM 1 Credit

Description of Change: Buyout Savings Cost Savings. See attachment.

Reason for Change:

Change in Contract Price: \$0

Contingency: -\$20,668.00

Change in Contract Time: 0

ITEM 2

Description of Change: Fire Dampers. See attachment.

Reason for Change: Not included in original plan

Change in Contract Price: \$0

Contingency: \$62,126.00

Change in Contract Time: 10 days

ITEM 3

Description of Change: Additional Doors rerouting pipes Relocating LV wiring. See attachment.

Reason for Change: not included in original plan

Change in Contract Price: \$0

Contingency: \$9,416.00

Change in Contract Time: 0



ITEM 4 RFI #23

Description of Change: Existing Sprinklers relocated from under original slab. See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$17,924

Contingency: \$6,326

Total: \$24,250.00

Change in Contract Time: 5 days

ITEM 4 RFI #22

Description of Change: Transformer Disconnect Mechanical Room See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$4,403.00

Change in Contract Time: 0

ITEM 7

Description of Change: Chilled water and Duct Insulation for Mechanical Room See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$85,195.00

Change in Contract Time: 10 days

ITEM 8

Description of Change: Underground Utility Repair/Replacement See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$15,623.00

Change in Contract Time: 0



ITEM 9

Description of Change: Vent Piping Reroute the sanitary piping See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$4,624.00

Change in Contract Time: 0

ITEM 11 Credit

Description of Change: Casework change marble finish See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$-20,550.00

Change in Contract Time:0

ITEM 12

Description of Change: Installation of steel beam do to change of layout See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$3,563.00

Change in Contract Time: 0

ITEM 13

Description of Change: Upgraded HVAC See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$1,120.00

Change in Contract Time: 0



ITEM 14

Description of Change: Revised Layout Drawings See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$292,689.00

Change in Contract Time: 52 days

ITEM 15

Description of Change: Revised glass for the storefront window Fire Rating See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$71,033

Change in Contract Time: 0

ITEM 16

Description of Change: Revised Conformance Set Exterior Site Lighting See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$161,458.00

Change in Contract Time: 0

ITEM 19

Description of Change: Revised Drawings #2 See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$90,285.00

Change in Contract Time: 20 days



ITEM 20

Description of Change: Lobby Asbestos Remediation – 1st Floor

Reason for Change: Existing Conditions

Change in Contract Price: \$3,426

Change in Contract Time: 0 days

ITEM 21

Description of Change: Missed Concrete Between site work and building See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$12,742.00

Change in Contract Time: 0

ITEM 24

Description of Change: New Light Pole Bases See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$30,665.00

Change in Contract Time: 0

ITEM 26

Description of Change: Wall above elevator Control Room extended to deck See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$9,301.00

Change in Contract Time: 0



ITEM 27

Description of Change: Soffit Louvers not Miami/Dade Rated See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$3,099.00

Change in Contract Time: 0

ITEM 28

Description of Change: Water Build Up on Mechanical Pad See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$1,151.00

Change in Contract Time: 0

ITEM 29

Description of Change: ADA Restroom Trailer See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$21,842.00

Change in Contract Time: 0

ITEM 30

Description of Change: Relocate IT Closet to Storage Room 126 See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$25,893.00

Change in Contract Time: 0



ITEM 31

Description of Change: Update Inspector Area/new vestibule drawings See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$37,044.00

Change in Contract Time: 10

ITEM 32

Description of Change: Update Drawings Code Comment Response See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$22,061.00

Change in Contract Time: 0

ITEM 33

Description of Change: Site Utilization Phasing Plan See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$115,981.00

Change in Contract Time: 71 days

ITEM 34

Description of Change: Veneer Quartered Walnut Wall Panels See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$24,496.00

Change in Contract Time: 0



ITEM 35

Description of Change: New Design Drawings MEPs See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$1,392.00

Change in Contract Time 0

ITEM 36

Description of Change: Recirculating Pump Electrical Connection See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$2,878.00

Change in Contract Time: 0

ITEM 37

Description of Change: Exit Signs Emergency Battery Backup See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$2,066.00

Change in Contract Time: 0

ITEM 38

Description of Change: Garbage Disposal Power is Missing See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$2,980.00

Change in Contract Time 0



ITEM 39

Description of Change: Breezeway Ceiling Attachment to existing wall on west side See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$6,599.00

Change in Contract Time 0

ITEM 40

Description of Change: Existing sidewalk to be removed See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$3,924.00

Change in Contract Time 0

ITEM 41

Description of Change: Raising the existing Flooring for Terrazzo See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$41,331.00

Change in Contract Time 0

ITEM 44

Description of Change: Tube Steel Connection for Sliding Door R1 See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$23,368.00

Change in Contract Time 0



ITEM 45

Description of Change: Training room walls called to remain See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$4,780.00

Change in Contract Time 0

ITEM 46

Description of Change: Damage Concrete to be repaired See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$8,566.00

Change in Contract Time 0

ITEM 47

Description of Change: Sidewalk Concrete Replacement on West Side See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$38,701.00

Change in Contract Time 0

ITEM 48

Description of Change: Catch Basin Shown to be removed See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$20,518.00

Change in Contract Time 0



ITEM 49

Description of Change: Electrical Drawings to Reflect EV Scope See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$175,890.00

Change in Contract Time 0

CHANGE ORDER SUMMARY			
No.	Description	Change in Contract Price	Change in Contract Time
1	Buyout Savings	\$0.00	0
2	Conformance Set	\$0.00	10
3	Additional Doors rerouting pipes Relocating LV wiring	\$0.00	0
4	Existing Sprinklers relocated	\$17,924	5
4	Transformer Disconnect	\$4,403.00	0
5	Chilled Water & Duct Insulation	\$85,195.00	10
8	Underground Utility	\$15,623.00	0
9	Vent piping	\$4,624.00	0
11	Casework	-\$20,550.00	0
12	Tube Steel Connection for Sliding Door	\$3,563.00	0
13	HVAC Equipment	\$1,120.00	0
14	Revised Layout Drawings	\$292,689.00	52
15	Fire Rating Storefront Glass	\$71,033.00	0
16	Revised Conformance Set	\$161,458.00	0
19	Revised Drawings	\$90,285.00	20
20	Lobby Asbestos Remediation – 1 st Floor	\$3,426.00	0
21	Missed Concrete Between the Site work & Bldg	\$12,742.00	0
24	New light Pole Bases	\$30,665.00	0
26	Wall above elevator control room	\$9,301.00	0
27	Soffit Louvers not Miami/Dade	\$3,099.00	0
28	Water Build up Mechanical Pad	\$1,151.00	0
29	ADA Restroom Trailer	\$21,842.00	0
30	Relocate IT Closet to Storage Room	\$25,893.00	0
31	Updated Inspector Area	\$37,044.00	10
32	Updated Drawings Code	\$22,061.00	0
33	Site Utilization Phasing Plan	\$115,981.00	71
34	Veneer Quartered Walnut Wall Panels	\$24,496.00	0
35	New Design Drawings	\$1,392.00	0
36	Recirculating	\$2,878.00	0
37	Exit Signs Emergency Battery Backup	\$2,066.00	0
38	Garbage Disposal Power is Missing	\$2,980.00	0
39	Breezeway Ceiling Attachment	\$6,599.00	5
40	Existing Concrete Sidewalk to be removed	\$3,924.00	0
41	Raising the Existing Floorings for Terazzo	\$41,331.00	0
44	Tube Steel Connection	\$23,368.00	0
45	Training Rooms calls	\$4,780.00	0
46	Damage to concrete to be replaced	\$8,566.00	0
47	Sidewalk concrete replacement	\$38,701.00	0
48	Catch Basin Shown to be removed	\$20,518.00	0
49	Electrical Drawings to Reflect EV Scope	\$175,890.00	0
	Total	\$1,343,565.00	183



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

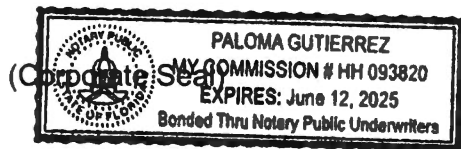
The aforementioned change, and work affected thereby, is subject to all provisions of the original Agreement and specifically changed by this Change Order; and

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:

Paloma Gutierrez
(Secretary)

5/28/25
Date



Oelrich Construction

Contractor

Ivan A. Oelrich - President

Printed Name and Title of Officer

[Signature]
By (Signature)

05/28/2025

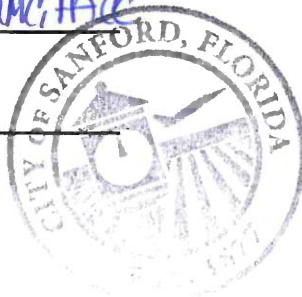
Date

ATTEST:

[Signature]
(Signature)

6/29/25
Date

(Seal)



Owner

Art Woodruff Mayor
Printed Name and Title

[Signature]
By (Signature)

6-9-25
Date

[Signature]



CITY OF
SANFORD
FLORIDA



APPROVED

WS ____ RM X
Item No. 9.4

CITY COMMISSION MEMORANDUM 25-149
JUNE 9, 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: Budget Amendment; Resolution No. 2025-3389; Change Order; Building Breezeway; Increase Purchase Order #40303; Oelrich Construction, Inc.

STRATEGIC PRIORITIES:

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

SYNOPSIS:

Requesting to approve of Resolution No. 2025-3389, to amend the budget in the amount of \$1,413,555; to approve a change order to increase Purchase Order #40303 for \$1,343,555 to Oelrich Construction, Inc. and \$70,000 for increase in budget for Building Fund.

FISCAL/STAFFING STATEMENT:

The total amount requested is an amount not to exceed \$1,343,555 and is available in the Building Funds Reserve Account. This action will bring the total project cost from \$3,999,953 to \$5,343,518.

1. Building Fund/Protective Inspections \$1,343,555
2. Building Fund/Other Contractual Services \$70,000

BACKGROUND:

The Building Breezeway Project is being completed. There have been 39 work change directives as follows:

CHANGE ORDER SUMMARY			
No.	Description	Change Contract Price	Change in Contract Time
1	Buyout Savings	\$0.00	0
2	Conformance Set	\$0.00	10

3	Additional Doors rerouting pipes Relocating LV wiring	\$0.00	0
4	Existing Sprinklers relocated	\$17,924.00	5
4	Transformer Disconnect	\$4,403.00	0
5	Chilled Water & Duct Insulation	\$85,195.00	10
8	Underground Utility	\$15,623.00	0
9	Vent piping	\$4,624.00	0
11	Casework	-\$20,550.00	0
12	Tube Steel Connection for Sliding Door	\$3,563.00	0
13	HVAC Equipment	\$1,120.00	0
14	Revised Layout Drawings	\$292,689.00	52
15	Fire Rating Storefront Glass	\$71,033.00	0
16	Revised Conformance Set	\$161,458.00	0
19	Revised Drawings	\$90,285.00	20
21	Missed Concrete Between the Site work & Bldg	\$12,742.00	0
24	New light Pole Bases	\$30,665.00	0
26	Wall above elevator control room	\$9,301.00	0
27	Soffit Louvers not Miami/Dade	\$3,099.00	0
28	Water Build up Mechanical Pad	\$1,151.00	0
29	ADA Restroom Trailer	\$21,842.00	0
30	Relocate IT Closet to Storage Room	\$25,893.00	0
31	Updated Inspector Area	\$37,044.00	10
32	Updated Drawings Code	\$22,061.00	0
33	Site Utilization Phasing Plan	\$115,981.00	71
34	Veneer Quartered Walnut Wall Panels	\$24,496.00	0
35	New Design Drawings	\$1,392.00	0
36	Recirculating	\$2,878.00	0
37	Exit Signs Emergency Battery Backup	\$2,066.00	0
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39	Breezeway Ceiling Attachment	\$6,599.00	5
40	Existing Concrete Sidewalk to be removed	\$3,924.00	0
41	Raising the Existing Floorings for Terazzo	\$41,331.00	0
44	Tube Steel Connection	\$23,368.00	0
45	Training Rooms calls	\$4,780.00	0
46	Damage to concrete to be replaced	\$8,566.00	0
47	Sidewalk concrete replacement	\$38,701.00	0
48	Catch Basin Shown to be removed	\$20,518.00	0
49	Electrical Drawings to Reflect EV Scope	\$175,890.00	0
	Total	\$1,343,565.00	183

LEGAL REVIEW:

No legal review requested of the City Attorney.

RECOMMENDATION:

City staff recommend that the City Commission approve Resolution No. 2025-3389, to amend the budget for \$1,413,555 increasing Purchase Order # 40303 issued to Oelrich Construction, Inc. and to increase the Building Fund budget in the amount of \$70,000.

SUGGESTED MOTION:

“I move to approve Resolution No. 2025-3389, to amend the budget, as proposed.”

Attachments: (1). Resolution No. 2025-3389 with budget amendment sheet/exhibit.
(2). Change Order Forms.