

Resolution No. 2025-3436

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2025, and ending September 30, 2026; 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, 2025, and terminating on September 30, 2026, 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, 2025, and terminating on September 30, 2026, 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, 2025, and

terminating on September 30, 2026, 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All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.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 8th day of December, 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



TASK AUTHORIZATION FORM ISSUED BY CITY OF SANFORD

Task Authorization No.: 5 (PO 40303)

Project Title: City of Sanford – Breezeway Building Expansion CMAR

Contractor/Consultant/Vendor: Oelrich Construction, Inc.

Agreement Date and Solicitation Number: December 11, 2023; RFQ 22/23-16

—

This Task Authorization implements the above-referenced Agreement and assigns work to be performed under the Agreement. The terms, conditions and provisions of the Agreement apply to and govern all work under this Task Authorization Form. The Contractor shall not under any circumstances attach to any document, which proposes in conjunction with this Task Assignment or otherwise propose any term, condition or provision relating to the work. A Contractor/Consultant/Vendor so doing will be in breach of the Agreement and will be engaging in conduct, which the City will deem to be as unethical.

Execution of this Task Authorization by the City shall serve as authorization for the Contractor/Consultant/Vendor to provide the above project, professional services as set out herein and further delineated in the specifications, conditions and requirements stated in the following listed documents, which are attached hereto and made a part hereof.

ATTACHMENTS (Check all that apply):

- ☐ Drawings/Plans/Specification
- ☒ Detailed Services and Task for project or Study
- ☐ Special Conditions
- ☐ Schedule of Subcontractor Participation (approved by the City).
- ☐ Other please specify _____

Time for completion: The work authorization by this Task Authorization shall be commenced upon receipt of a purchase order by the Contractor/Consultant/Vendor and shall be completed with (185) calendar days from date of the purchase order issued by the City to the Contractor/Consultant/Vendor. Each enumerated task shall be completed in accordance with the contract time schedule set forth below.



TASK AUTHORIZATION (*Breezeway Building Expansion*)

TASK 1 Breezeway Building Expansion Construction

Description of Work: This project includes the demolition and renovation of the existing City Hall lobby, as well as the enclosure of the adjacent breezeway area. The lobby will receive comprehensive upgrades, including new flooring, wall finishes, ceiling systems, storefront windows and doors, and the renovation of restrooms to meet ADA compliance standards.

Approximately 85% of the breezeway will be enclosed to provide additional office space for the Building Division. The newly constructed interior will include private offices, a conference room, a training room, a break room, and new restrooms. The scope also includes associated exterior site improvements.

Contract Price: \$3,999,953.00 (Three million, nine hundred ninety-nine thousand, nine hundred fifty-three dollars)

Contract Time: 185 days

TASK 2

Description of Work: COPs 1-49

Contract Price: \$1,343,565.00

Contract Time: 183 Days

TASK 3

Description of Work: COPs 53-60

Contract Price: \$297,466.00

Contract Time: 25 Days



TASK 4

Description of Work: **COPs 61-77**

Contract Price: **\$89,858.00**

Contract Time: **0 Days**

Total Contract Time: **393 days**

Total Contract Price: **\$5,730,842.00**

TASK 5

Description of Work: **COPs 78-80**

Contract Price: **\$31,284.00**

Contract Time: **0 Days**

Total Contract Time: **393 days**

Total Contract Price: **\$5,762,126.00**



TASK AUTHORIZATION SUMMARY			
No.	Description	Contract Price	Contract Time
1	Breezeway Building Expansion Construction	\$3,999,953.00	185 Days
2	COPs 1-49	\$1,343,565.00	183 Days
3	COPs 53-60	\$297,466.00	25 Days
4	COPs 61-77	\$89,858.00	0
5	COPs 78-80	\$31,284.00	0
TOTAL		\$ 5,762,126.00	393 Days



APPROVAL OF TASK AUTHORIZATION AND ACKNOWLEDGMENTS

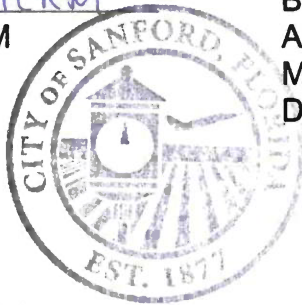
IN WITNESS WHEREOF, the City and following named Contractor/Consultant/Vendor have executed this instrument for the purpose herein expressed.

ATTEST:

Traci Houchin, MMC, FCRM
Traci Houchin, MMC, FCRM
City Clerk

Approved as to form and
legal sufficiency.

Lindsay N. Greene
Lindsay N. Greene, City Attorney



CITY OF SANFORD

By: Art Woodruff
Art Woodruff
Mayor
Date: 12-9-2025

ATTEST:

Christina Sapp
Christina Sapp
Print Name
Title: Sr. Act manager

Oelrich Construction, Inc.

By: Ivan Oelrich

Ivan Oelrich
Print Name

Title: President

Dated: 11/11/2025



CITY OF
SANFORD
FINANCE DEPARTMENT

SECTION 00850

CHANGE ORDER FORM

Change Order No. 1-80 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)	\$ 5,730,842.00
3.	Total Proposed Change in Contract Price	\$ 31,284
4.	New Contract Price (Item 2 + Item 3)	\$ 5,762,126.00
5.	Original Contract Time (Notice to Proceed to Substantial Completion)	185 Days
6.	Current Contract Time (Adjusted by Previous Change Orders)	393 Days
7.	Current Subst. Completion Date (Adjusted by Previous Change Orders)	10-20-25
8.	Total Proposed Change in Contract Time	0 Days
9.	New Contract Time (Item 6 + Item 8)	393 Days
10.	New Contract Substantial Completion Date (Item 7 + Item 8)	10-20-2025
11.	Current Final Completion Date (Adjusted by Previous Change Orders)	10-31-2025
12.	Current Contract Time From Substantial Completion to Final Completion	9 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)	9 Days
15.	New Contract Final Completion Date (Item 11 + Item 14)	10-31-25



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: RFI #10, 14, 18 and 19 - 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

Description of Change: RFI #1 and 23 - Existing Sprinklers relocated from under original slab. See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$17,924.00

Contingency: \$6,326.00

Total: \$24,250.00

Change in Contract Time: 5 days

ITEM 6

Description of Change: RFI #22 - 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: RFI #25 - 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: RFI #35 - 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: RFI #39 - 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: RFI #42 - 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: RFI #44 - Revised glass for the storefront window Fire Rating See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$71,033.00

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: \$3,426.00

Change in Contract Time: 0 days

ITEM 21

Description of Change: RFI #57 - 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: RFI #55 - 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: RFI #58 - 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: RFI #59 - 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: RFI #60 - 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: RFI #45 - 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 35

Description of Change: RFI #62 - 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: RFI #65 - 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: RFI #66 - 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: RFI #67 - 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: RFI #69 - 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: RFI #68 - 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: RFI #70 - 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: RFI #42 - 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: RFI #74 - 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: RFI #73 - 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: RFI #64 - 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



ITEM 53

Description of Change: RFI #81 - Exterior Soffit Ceiling Not Called Out to Be Demoed

Reason for Change: not in original plan

Change in Contract Price: \$1,016.00

Change in Contract Time 0

ITEM 56

Description of Change: Commission Door - Sitework

Reason for Change: not in original plan

Change in Contract Price: \$40,016.00

Change in Contract Time 0

ITEM 58

Description of Change: RFI #86 - Relocated VAVs Power

Reason for Change: not in original plan

Change in Contract Price: \$8,406.00

Change in Contract Time 0

ITEM 59 Credit

Description of Change: RFI #87 - Tree Removal from Scope

Reason for Change: not in original plan

Change in Contract Price: -\$10,713.00

Change in Contract Time 0



ITEM 60

Description of Change: Revision 15 (Phase 3 Drawings)

Reason for Change: not in original plan

Change in Contract Price: \$258,741.00

Change in Contract Time 25 days

ITEM 62

Description of Change: Architectural Revision 16 Drawings (6/30/25)

Reason for Change: not in original plan

Change in Contract Price: \$10,951.00

Change in Contract Time 0

ITEM 64

Description of Change: RFI #91 - Pre-existing Conduit/Junction Box clash with Shaft wall.

Reason for Change: not in original plan

Change in Contract Price: \$2,854.00

Change in Contract Time 0

ITEM 65

Description of Change: RFI #93 - Access Hatches Required for Pre-Existing Junction Boxes

Reason for Change: not in original plan

Change in Contract Price: \$3,737.00

Change in Contract Time 0



ITEM 67

Description of Change: RFI #100 and 101 - Existing Conduit Clash with Lobby Soffit

Reason for Change: not in original plan

Change in Contract Price: \$9,415.00

Change in Contract Time 0

ITEM 69

Description of Change: RFI #102 - Power Requirement for Recirculating Pump in Janitor's Closet

Reason for Change: not in original plan

Change in Contract Price: \$4,865.00

Change in Contract Time 0

ITEM 70

Description of Change: Revised Site Lighting Plan (6.13.2025)

Reason for Change: not in original plan

Change in Contract Price: \$13,756.00

Change in Contract Time 0

ITEM 71

Description of Change: RFI #103 - Stop Sign and Additional Striping

Reason for Change: not in original plan

Change in Contract Price: \$2,892.00

Change in Contract Time 0



ITEM 72

Description of Change: Hallway Light Update (07.24.2025)

Reason for Change: not in original plan

Change in Contract Price: \$15,899.00

Change in Contract Time 0

ITEM 73

Description of Change: RFI #104 - Additional Podocarpus for back patio

Reason for Change: not in original plan

Change in Contract Price: \$865.00

Change in Contract Time 0

ITEM 74

Description of Change: RFI #107 - Fire Damper for Women Restroom and Lobby Diffusers Location

Reason for Change: not in original plan

Change in Contract Price: \$5,807.00

Change in Contract Time 0

ITEM 75

Description of Change: RFI # 105 - Additional metal mesh requested on Breezeway Fencing.

Reason for Change: not in original plan

Change in Contract Price: \$5,244.00

Change in Contract Time 0



ITEM 76

Description of Change: ADA Restroom Trailer Extension

Reason for Change: not in original plan

Change in Contract Price: \$11,710.00

Change in Contract Time 0

ITEM 77

Description of Change: RFI #108 - IT Panel Power feed Issue on new riser drawing

Reason for Change: not in original plan

Change in Contract Price: \$1,863.00

Change in Contract Time 0

ITEM 78

Description of Change: RFI #110 - Steel Plate Attaching Lobby Steel to Floor Visible

Reason for Change: not in original plan

Change in Contract Price: \$3,284.00

Change in Contract Time 0

ITEM 79

Description of Change: RFI #3 - Elevation of Chambers Floor Lower Than Sidewalk

Reason for Change: not in original plan

Change in Contract Price: \$12,711.00

Change in Contract Time 0



ITEM 80

Description of Change: Signage Exterior

Reason for Change: not in original plan

Change in Contract Price: \$15,289.00

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
6	Transformer Disconnect	\$4,403.00	0
7	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
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 Walls	\$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
53	RFI #81 - Exterior Soffit Ceiling Not Called Out to Be Demoed	\$1,016.00	0
56	Commission Door - Sitework	\$40,016.00	0



CITY OF
SANFORD
FINANCE DEPARTMENT

58	RFI #86 - Relocated VAVs Power	\$8,406.00	0
59	RFI #87 - Tree Removal from Scope	-\$10,713.00	0
60	Revision 15 (Phase 3 Drawings)	\$258,741.00	25
62	Architectural Revision 16 Drawings (6/30/25)	\$10,951.00	0
64	RFI #91 - Pre-existing Conduit/Junction Box clash with Shaft wall.	\$2,854.00	0
65	RFI #93 - Access Hatches Required for Pre-Existing Junction Boxes	\$3,737	0
67	RFIs #100 & 101 - Existing Conduit Clash with Lobby Soffit	\$9,415.00	0
69	RFI #102 - Power Requirement for Recirculating Pump in Janitor's Closet	\$4,865	0
70	Revised Site Lighting Plan (6.13.2025)	\$13,756.00	0
71	RFI #103 - Stop Sign and Additional Striping	\$2,892	0
72	Hallway Light Update (07.24.2025)	\$15,899	0
73	RFI #104 - Additional Podocarpus for back patio	\$865.00	0
74	RFI #107 - Fire Damper for Women Restroom and Lobby Diffusers Location	\$5,807	0
75	RFI # 105 - Additional metal mesh requested on Breezeway Fencing.	\$5,244	0
76	ADA Restroom Trailer Extension	\$11,710	0
77	RFI #108 - IT Panel Power feed Issue on new riser drawing	\$1,863	0
78	RFI #110 - Steel Plate Attaching Lobby Steel to Floor Visible	\$3,284	0
79	RFI #3 - Elevation of Chambers Floor Lower Than Sidewalk	\$12,711	0
80	Signage Exterior	\$15,289	0
	Total	\$1,762,173.00	208



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)
11/11/25

Date

(Corporate Seal)

ATTEST:



(Signature)
12/9/2025

Date

(Seal)



Oelrich Construction

Contractor

Ivan A. Oelrich - President

Printed Name and Title of Officer

By (Signature)

11/10/2025

Date

Owner

Art Woodcraft, Mayor

Printed Name and Title

By (Signature)

Date

END OF SECTION

00850-20

24.01.021 COS City Hall Breezeway Expansion

CHANGE ORDER PROPOSAL LOG

Wednesday, November 5, 2025



COP	Description	Status	Estimated Cost		Submitted Cost		Executed Changes		Schedule Impact	Date Submitted	Date Approved	COP
			CM Contingency	Contract	CM Contingency	Contract	CM Contingency	Contract				
001	Buyout Savings	APPROVED	-	-	-	-	-	-		5/7/2024	6/25/2024	
002	Revised Conformance Set - Excludes Exterior Electrical SOW	APPROVED	-	-	-	-	\$ (20,668.00)	-		5/20/2024	6/25/2024	
003	Misc. RFIs # 10 (CMU Finish), 13 (Door), 18 (Sanitary Lines), 19 (Low Voltage)	APPROVED	-	-	-	-	\$ 62,126.00	-	10	5/20/2024	6/25/2024	
004	Misc. RFIs # 1 (Wall type E), 23 (Sprinkler relocation)	APPROVED	-	-	-	-	\$ 9,416.00	-		5/8/2024	6/25/2024	
005	Revised Conformance Set - Exterior Electrical Work Only	VOID	-	-	-	-	\$ 6,326.00	\$ 17,924.00	5	5/20/2024	6/25/2024	
006	RFI # 22 - Transformer Disconnect	APPROVED	-	-	-	-	-	-		6/4/2024	6/25/2024	
007	Chilled Water and Duct Insulation for Breezeway & Mechanical Room	APPROVED	-	-	-	-	\$ 4,403.00	-		6/4/2024	6/25/2024	
008	RFI # 25 - Underground Utility	APPROVED	-	-	-	-	\$ 85,195.00	\$ 15,623.00	10	5/24/2024	6/11/2024	
009	RFI # 35 - Vent Piping	APPROVED	-	-	-	-	-	\$ 4,624.00		8/7/2024	8/13/2024	
010	Misc. RFIs # 30 (Fire Dampers Existing Wall), 40 (Lobby Ceiling Clash), 41 (Mechanical Room Clash)	VOID	-	-	-	-	-	-		6/18/2024	8/2/2024	
011	RFI # 39 - Casework	APPROVED	-	-	-	-	\$ (20,550.00)	-		8/7/2024	8/13/2024	
012	RFI # 42 - Tube Steel Connection for Sliding Door	APPROVED	-	-	-	-	\$ 3,563.00	-		6/18/2024	8/13/2024	
013	23 7000 - HVAC Equipment (Product Data) R1 - CPH_APP	APPROVED	-	-	-	-	-	\$ 1,120.00		12/6/2024	12/30/2024	
014	Revised Layout Drawings (06/28/2024)	APPROVED	-	-	-	-	\$ 292,689.00	-	52	8/9/2024	8/14/2024	
015	RFI # 44 - Fire Rating on Storefront Glass	APPROVED	-	-	-	-	-	\$ 71,033.00		8/13/2024	8/15/2024	
016	Revised Conformance Set - Exterior Site Lighting	APPROVED	-	-	-	-	\$ 161,458.00	-		8/20/2024	8/26/2024	
017	Revised Conformance Set - EV Rough In	VOID	-	-	-	-	-	-		8/27/2024		
018	Revised Conformance Set - Full EV	VOID	-	-	-	-	-	-		8/27/2024		
019	Revised Drawings 2 (07/24/2024)	APPROVED	-	-	-	-	\$ 90,285.00	-	20	8/13/2024	8/15/2024	
020	Lobby Asbestos Remediation - 1st Floor	APPROVED	-	-	-	-	\$ 3,426.00	-		7/23/2024	7/24/2024	
021	RFI # 57 - Missed Concrete Between the Site Work and the Building	APPROVED	-	-	-	-	-	\$ 12,742.00		10/22/2024	10/31/2024	
022	RFI # 49 - Shaft Ceiling and Wall Concerns	VOID	-	-	-	-	-	-				
023	Load Study for Panel BM15657	VOID	-	-	-	-	-	-				
024	RFI # 55 - New Light pole bases	APPROVED	-	-	-	-	\$ 30,665.00	-		10/22/2024	10/31/2024	
025	RFI # 47 - New AC unit for IT room Condensation and Concrete pad issues	VOID	-	-	-	-	-	-				
026	RFI # 58 - Wall Above Elevator Control Room Extended to Deck	APPROVED	-	-	-	-	\$ 9,301.00	-		10/22/2024	10/31/2024	
027	RFI # 59 - Soft Louvers not Miami-Date Rated	APPROVED	-	-	-	-	\$ 3,099.00	-		11/19/2024	1/14/2025	
028	RFI # 60 - Water Build up on Mechanical Pad	APPROVED	-	-	-	-	\$ 1,151.00	-		10/8/2024	10/31/2024	
029	ADA Restroom Trailer	APPROVED	-	-	-	-	-	\$ 21,842.00		10/8/2024	10/31/2024	
030	RFI # 45 - Relocate IT Closet to Storage Room 126	APPROVED	-	-	-	-	\$ 25,893.00	-		12/6/2024	12/30/2024	
031	Updated Inspector Area/new Vestibule drawings (11/06/2024)	APPROVED	-	-	-	-	\$ 37,044.00	-	10	1/9/2025	1/14/2025	
032	Updated Drawings Code Comment Response (12/03/2024)	APPROVED	-	-	-	-	\$ 22,061.00	-		1/9/2025	1/14/2025	
033	Site Utilization Phasing Plan	APPROVED	-	-	-	-	\$ 115,981.00	-	71	2/4/2025	2/26/2025	
034	Veneer Quarantined Wallnut Wall Panels	VOID	-	-	-	-	-	-		1/28/2025		
035	RFI # 62 - New Design Drawings MEPs.	APPROVED	-	-	-	-	\$ 1,392.00	-		3/4/2025	4/1/2025	
036	RFI # 65 - Recirculating Pump Electrical Connection	APPROVED	-	-	-	-	\$ 2,878.00	-		4/7/2025	4/10/2025	
037	RFI # 66 - Exit Signs - Emergency Battery Backup	APPROVED	-	-	-	-	\$ 2,066.00	-		3/18/2025	4/1/2025	
038	RFI # 67 - Garbage Disposal Power is Missing	APPROVED	-	-	-	-	\$ 2,980.00	-		4/7/2025	4/10/2025	
039	RFI # 69 - Breezeway Ceiling Attachment to existing wall on west side	APPROVED	-	-	-	-	\$ 5,599.00	-	5	3/26/2025	4/1/2025	
040	RFI # 68 - Existing Concrete Sidewalk to be removed	APPROVED	-	-	-	-	\$ 3,924.00	-		4/24/2025	5/1/2025	
041	RFI # 70 - Raising the existing Flooring for Terrazzo	APPROVED	-	-	-	-	\$ 41,331.00	-		4/1/2025	4/7/2025	

24.01.021 COS City Hall Breezeway Expansion

CHANGE ORDER PROPOSAL LOG

Wednesday, November 5, 2025



COP	Description	Status	Estimated Cost		Submitted Cost		Executed Changes		Schedule Impact	Date Submitted	Date Approved	COP
			CM Contingency	Contract	CM Contingency	Contract	CM Contingency	Contract				
042	RFI # 71 - Pre-Existing Conduit Clash of Soffit Location	VOID	-	-	-	-	-	-			7/10/2025	
043	RFI # 72 - Mechanical Ductwork Within Chambers Corridor	VOID	-	-	-	-	-	-			3/25/2025	
044	RFI # 42 - Tube Steel Connection for Sliding Door R1	APPROVED	-	-	-	-	\$	23,368.00			4/2/2025	
045	RFI # 74 - Training room walls called to remain	APPROVED	-	-	-	-	\$	4,780.00			3/20/2025	
046	Damaged Concrete to be Repaired	APPROVED	-	-	-	-	\$	8,566.00			4/7/2025	
047	Sidewalk Concrete Replacement on West Side	APPROVED	-	-	-	-	\$	36,701.00			4/10/2025	
048	RFI # 73 - Catch Basin Shown to be removed	APPROVED	-	-	-	-	\$	20,518.00			4/17/2025	
049	RFI # 64 - Electrical Drawings to reflect EV Scope.	APPROVED	-	-	-	-	\$	175,690.00			5/13/2025	
050	RFI # 78 - Training Room Return Air or Transfer Grill	VOID	-	-	-	-	-	-			4/29/2025	
051	RFI # 79 - Existing Exhaust Fans System Not completed or Working	VOID	-	-	-	-	-	-			7/10/2025	
052	RFI # 90 - Existing Electrical Room Fire Rating	VOID	-	-	-	-	-	-			7/10/2025	
053	RFI # 81 - Exterior Soffit Ceiling Not Called Out to Be Demolished	VOID	-	-	-	-	\$	1,016.00			5/29/2025	
054	RFI # 82 - Adding Devices to The New IT Panel	APPROVED	-	-	-	-	-	-			6/4/2025	
055	RFI # 83 - Attachment of the Storefront Glass in Lobby	VOID	-	-	-	-	-	-			7/10/2025	
056	Commission Door - Stewwork	APPROVED	-	-	-	-	\$	40,016.00			5/5/2025	
057	RFI # 85 - New Storm Inlet in	VOID	-	-	-	-	-	-			6/25/2025	
058	RFI # 88 - Relocated VAVs Power	APPROVED	-	-	-	-	\$	8,406.00			7/17/2025	
059	RFI # 87 - Tree Removal from Scope	APPROVED	-	-	-	-	\$	(10,713.00)			7/22/2025	
060	Revision 15 (Phase 3 Drawings)	APPROVED	-	-	-	-	\$	258,741.00	25		7/19/2025	
061	3Form Wall Panels for Lobby	VOID	-	-	-	-	-	-			6/25/2025	
062	Architectural Revision 16 Drawings (6/30/25)	APPROVED	-	-	-	-	\$	10,951.00			8/22/2025	
063	RFI # 88 - Woman's A3 Wall Clash with Pre-Existing Ductwork	VOID	-	-	-	-	-	-			8/26/2025	
064	RFI # 91 - Pre-existing Conduit/Junction Box clash with Shaft wall.	APPROVED	-	-	-	-	\$	2,854.00			7/22/2025	
065	RFI # 93 - Access Hatches Required for Pre-Existing Junction Boxes	APPROVED	-	-	-	-	\$	3,737.00			9/5/2025	
066	RFI # 98 - New IT Room Electrical Power Feed	VOID	-	-	-	-	-	-				
067	RFI # 100 & 101 - Existing Conduit Clash with Lobby Soffit	APPROVED	-	-	-	-	\$	9,415.00			7/29/2025	
068	RFI # 101 - New Transfer Duct Doesn't Fit	VOID	-	-	-	-	-	-				
069	RFI # 102 - Power Requirement for Recirculating Pump in Janitor's Closet	APPROVED	-	-	-	-	\$	4,865.00			9/5/2025	
070	Revised Site Lighting Plan (6.13.2025)	APPROVED	-	-	-	-	\$	13,756.00			7/25/2025	
071	RFI # 103 - Stop Sign and Additional Striping	APPROVED	-	-	-	-	\$	2,892.00			7/31/2025	
072	Halfway Light Update (07.24.2025)	APPROVED	-	-	-	-	\$	15,899.00			9/5/2025	
073	RFI # 104 - Additional Podocarpus for back patio	APPROVED	-	-	-	-	\$	865.00			8/20/2025	
074	RFI # 107 - Fire Damper for Women Restroom and Lobby Diffusers Location	APPROVED	-	-	-	-	\$	5,807.00			9/18/2025	
075	RFI # 105 - Additional metal mesh requested on Breezeway Fencing.	APPROVED	-	-	-	-	\$	5,244.00			8/28/2025	
076	ADA Restroom Trailer Extension	APPROVED	-	-	-	-	\$	11,710.00			9/19/2025	
077	RFI # 108 - IT Panel Power feed issue on new riser drawing	APPROVED	-	-	-	-	\$	1,863.00			9/22/2025	
078	RFI # 110 - Steel Plate Attaching Lobby Steel to Floor Visible	APPROVED	-	-	-	-	\$	3,284.00			10/16/2025	
079	RFI # 3 - Elevation of Chambers Floor Lower Than Sidewalk	APPROVED	-	-	-	-	\$	12,711.00			10/8/2025	
080	Signage Exterior	APPROVED	-	-	-	-	\$	15,289.00			10/21/2025	
SUBTOTALS			0.00	0.00	0.00	0.00	57,200.00	1,782,173.00	0.00			

GMP AMOUNT	CONTINGENCY	GMP	CONTRACT TIME
	57,200.00	3,999,953.00	185.00
CURRENT TOTALS	0.00	5,762,136.00	393.00
ESTIMATED AMOUNTS	0.00	5,762,136.00	185.00

Original Contract Amount:

Total with Currently Executed Changes:

Total if All Estimated & Submitted Costs Were Approved:



WS	RM	X
Item No. 9.1A		

CITY COMMISSION MEMORANDUM 25- 243
OCTOBER 27, 2025, AGENDA

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Tony Raimondo, Director of Development Services
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Approve Task Authorization No. 3 and Task Authorization No. 4 Change Order; Building Breezeway; Increase Purchase Order #40303; Oelrich Construction, Inc.

SYNOPSIS:

Requesting to approve Task Authorization No. 3 in the amount of \$297,466, and Task Authorization No. 4 in the amount of \$89,858, to increase Purchase Order #40303 in the total amount of \$387,324 to Oelrich Construction, Inc.

FISCAL/STAFFING STATEMENT:

The total amount requested is an amount not to exceed \$387,324 is available in the Building Fund Account. This action will bring the total project cost from \$5,343,518 to \$5,730,842.

BACKGROUND:

Please see the following work directives:

CHANGE ORDER SUMMARY			
No.	Description	Change Contract Price	Change in Contract Time
53	Exterior soffit to be demoed	\$1,016	0
56	Commission Door sitework	\$40,016	0
58	Relocated VAV's Power	\$8,406	0
59	Tree removal from Scope	\$(10,713)	0
60	Revised 15 Drawings	\$258,741	25
62	Revised 16 Drawings	\$10,951	0
64	Relocation of Conduit and Junction Boxes	\$2,854	0
65	Access Hatches for Pre-existing Junction Boxes	\$3,737	0
67	Existing Conduit Clash without Lobby Soffit	\$9,415	0
69	Power for pump in Janitor's Room	\$4,865	0
70	Revised Site Lighting Plan	\$13,756	0
71	Stop sign and additional striping	\$2,892	0
72	Hallway light update	\$15,899	0
73	Additional Trees	\$865	0

74	Fire Damper in Women's Restroom and Lobby	\$5,807	0
75	Additional metal mesh on gates	\$5,244	0
76	ADA Restroom Outside Trailer Extension	\$11,710	0
77	IT Panel Power Feed Issue	\$1,863	0
	Total	\$387,324	0

LEGAL REVIEW:

No legal review requested of the City Attorney.

RECOMMENDATION:

City staff recommend that the City Commission approve increasing Purchase Order # 40303 to Oelrich Construction, Inc., in the amount of \$387,324, bringing the total amount to \$5,730,842.

SUGGESTED MOTION:

"I move to approve increasing Purchase Order # 40303 to Oelrich Construction, Inc. as proposed."

Attachments: Change Order Forms.



TASK AUTHORIZATION FORM ISSUED BY CITY OF SANFORD

Task Authorization No.: 3 (PO 40303)

Project Title: City of Sanford – Breezeway Building Expansion CMAR

Contractor/Consultant/Vendor: Oelrich Construction, Inc.

Agreement Date and Solicitation Number: December 11, 2023; RFQ 22/23-16

—

This Task Authorization implements the above-referenced Agreement and assigns work to be performed under the Agreement. The terms, conditions and provisions of the Agreement apply to and govern all work under this Task Authorization Form. The Contractor shall not under any circumstances attach to any document, which proposes in conjunction with this Task Assignment or otherwise propose any term, condition or provision relating to the work. A Contractor/Consultant/Vendor so doing will be in breach of the Agreement and will be engaging in conduct, which the City will deem to be as unethical.

Execution of this Task Authorization by the City shall serve as authorization for the Contractor/Consultant/Vendor to provide the above project, professional services as set out herein and further delineated in the specifications, conditions and requirements stated in the following listed documents, which are attached hereto and made a part hereof.

ATTACHMENTS (Check all that apply):

- ☐ Drawings/Plans/Specification
- ☒ Detailed Services and Task for project or Study
- ☐ Special Conditions
- ☐ Schedule of Subcontractor Participation (approved by the City).
- ☐ Other please specify _____

Time for completion: The work authorization by this Task Authorization shall be commenced upon receipt of a purchase order by the Contractor/Consultant/Vendor and shall be completed with (185) calendar days from date of the purchase order issued by the City to the Contractor/Consultant/Vendor. Each enumerated task shall be completed in accordance with the contract time schedule set forth below.



TASK AUTHORIZATION (*Breezeway Building Expansion*)

TASK 1 Breezeway Building Expansion Construction

Description of Work: This project includes the demolition and renovation of the existing City Hall lobby, as well as the enclosure of the adjacent breezeway area. The lobby will receive comprehensive upgrades, including new flooring, wall finishes, ceiling systems, storefront windows and doors, and the renovation of restrooms to meet ADA compliance standards.

Approximately 85% of the breezeway will be enclosed to provide additional office space for the Building Division. The newly constructed interior will include private offices, a conference room, a training room, a break room, and new restrooms. The scope also includes associated exterior site improvements.

Contract Price: \$3,999,953.00 (Three million, nine hundred ninety-nine thousand, nine hundred fifty-three dollars)

Contract Time: 185 days

TASK 2

Description of Work: COPs 1-49

Contract Price: \$1,343,565.00

Contract Time: 183 Days

TASK 3

Description of Work: COPs 53-60

Contract Price: \$297,466.00

Contract Time: 25 Days



Total Contract Time: 393 days_____

Total Contract Price: \$5,640,984.00_____

TASK AUTHORIZATION SUMMARY			
No.	Description	Contract Price	Contract Time
1	Breezeway Building Expansion Construction	\$3,999,953.00	185 Days
2	COPs 1-49	\$1,343,565.00	183 Days
3	COPs 53-60	\$297,466.00	25 Days
TOTAL		\$ 5,640,984.00	393 Days



APPROVAL OF TASK AUTHORIZATION AND ACKNOWLEDGMENTS

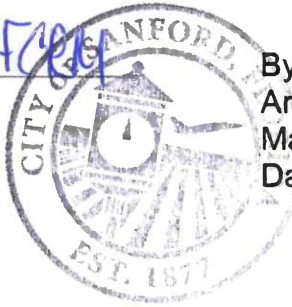
IN WITNESS WHEREOF, the City and following named Contractor/Consultant/Vendor have executed this instrument for the purpose herein expressed.


ATTEST:

CITY OF SANFORD




Traci Houchin, MMC, FCRM
City Clerk



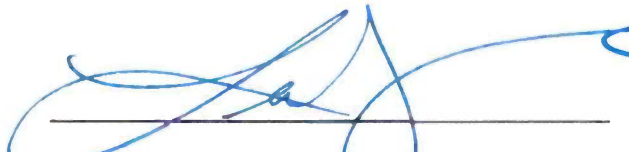
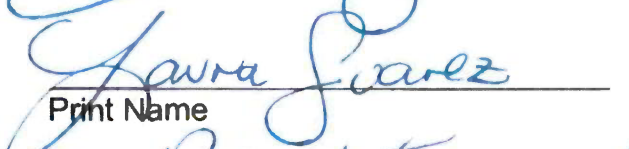
By: 
Art Woodruff
Mayor
Date: 10-28-25


Approved as to form and
legal sufficiency.


Lindsay N. Greene, City Attorney

ATTEST:

Oelrich Construction, Inc.



Laura Suarez
Print Name
Title: Project Engineer

By: 
Ivan Oelrich
Print Name
Title: President
Dated: 10/15/2025

CHANGE ORDER SUMMARY PHAZE 2

No.	Description	Change Contract Price	Change in Contract Time
53	Exterior soffit to be demoed	\$1,016.00	0
56	Commission door sitework	\$40,016.00	0
58	Relocated VAV's Power	\$8,406.00	0
59	Tree removal from scope	\$(10,713.00)	0
60	Revised 15 Drawings	\$258,741.00	25
62	Revised 16 Drawings	\$10,951.00	0
64	Relocation of conduit and junction boxes	\$2,854.00	0
65	Access hatches for pre-existing junction bxs	\$3,737.00	0
67	Existing conduit clash with lobby soffit	\$9,415.00	0
69	Power for pump in janitor's room	4,865.00	0
70	Revised Site Lighting Plan	\$13,756.00	0
71	Stop sign and additional striping	\$2,892.00	0
72	Hallway light update	\$15,899.00	0
73	Additional trees	\$865.00	0
74	Fire Damper Women's Restroom and Lobby	\$5,807.00	0
75	Additional metal mesh on gates	\$5,244.00	0
76	ADA Restroom Outside Trailer Extension	\$11,710.00	0
77	IT Panel Power Feed Issue	\$1,863.00	0
79	Elevation of chambers floor for door	\$12,711.00	0
	Total	400,035.00	

Items for Task Authorization No. 3



TASK AUTHORIZATION FORM ISSUED BY CITY OF SANFORD

Task Authorization No.: 4 (PO 40303)

Project Title: City of Sanford – Breezeway Building Expansion CMAR

Contractor/Consultant/Vendor: Oelrich Construction, Inc.

Agreement Date and Solicitation Number: December 11, 2023; RFQ 22/23-16

—

This Task Authorization implements the above-referenced Agreement and assigns work to be performed under the Agreement. The terms, conditions and provisions of the Agreement apply to and govern all work under this Task Authorization Form. The Contractor shall not under any circumstances attach to any document, which proposes in conjunction with this Task Assignment or otherwise propose any term, condition or provision relating to the work. A Contractor/Consultant/Vendor so doing will be in breach of the Agreement and will be engaging in conduct, which the City will deem to be as unethical.

Execution of this Task Authorization by the City shall serve as authorization for the Contractor/Consultant/Vendor to provide the above project, professional services as set out herein and further delineated in the specifications, conditions and requirements stated in the following listed documents, which are attached hereto and made a part hereof.

ATTACHMENTS (Check all that apply):

- ☐ Drawings/Plans/Specification
- ☒ Detailed Services and Task for project or Study
- ☐ Special Conditions
- ☐ Schedule of Subcontractor Participation (approved by the City).
- ☐ Other please specify _____

Time for completion: The work authorization by this Task Authorization shall be commenced upon receipt of a purchase order by the Contractor/Consultant/Vendor and shall be completed with (185) calendar days from date of the purchase order issued by the City to the Contractor/Consultant/Vendor. Each enumerated task shall be completed in accordance with the contract time schedule set forth below.



TASK AUTHORIZATION (*Breezeway Building Expansion*)

TASK 1 Breezeway Building Expansion Construction

Description of Work: This project includes the demolition and renovation of the existing City Hall lobby, as well as the enclosure of the adjacent breezeway area. The lobby will receive comprehensive upgrades, including new flooring, wall finishes, ceiling systems, storefront windows and doors, and the renovation of restrooms to meet ADA compliance standards.

Approximately 85% of the breezeway will be enclosed to provide additional office space for the Building Division. The newly constructed interior will include private offices, a conference room, a training room, a break room, and new restrooms. The scope also includes associated exterior site improvements.

Contract Price: \$3,999,953.00 (Three million, nine hundred ninety-nine thousand, nine hundred fifty-three dollars)

Contract Time: 185 days

TASK 2

Description of Work: COPs 1-49

Contract Price: \$1,343,565.00

Contract Time: 183 Days

TASK 3

Description of Work: COPs 53-60

Contract Price: \$297,466.00

Contract Time: 25 Days



TASK 4

Description of Work: COPs 61-77

Contract Price: \$89,858.00

Contract Time: 0 Days

Total Contract Time: 393 days

Total Contract Price: \$5,730,842.00

TASK AUTHORIZATION SUMMARY			
No.	Description	Contract Price	Contract Time
1	Breezeway Building Expansion Construction	\$3,999,953.00	185 Days
2	COPs 1-49	\$1,343,565.00	183 Days
3	COPs 53-60	\$297,466.00	25 Days
4	COPs 61-77	\$89,858.00	0
TOTAL		\$ 5,730,842.00	393 Days



APPROVAL OF TASK AUTHORIZATION AND ACKNOWLEDGMENTS

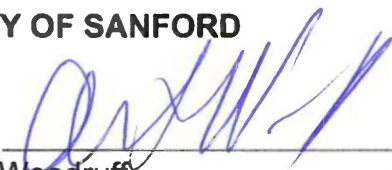
IN WITNESS WHEREOF, the City and following named Contractor/Consultant/Vendor have executed this instrument for the purpose herein expressed.

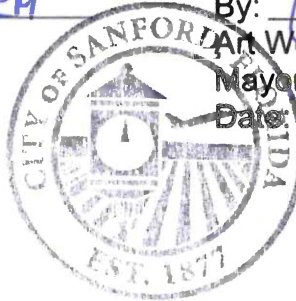
ATTEST:

CITY OF SANFORD




Traci Houchin, MMC, FCRM
City Clerk

By: 
Art Woodruff
Mayor
Date: 10-28-25



Approved as to form and
legal sufficiency.


Lindsay N. Greene, City Attorney

ATTEST:

Oelrich Construction, Inc.

By: 

Ivan Oelrich
Print Name

Title: President

Dated: 10/15/2025


Print Name

Title: Project Engineer

CHANGE ORDER SUMMARY PHAZE 2

No.	Description	Change Contract Price	Change in Contract Time
53	Exterior soffit to be demoed	\$1,016.00	0
56	Commission door sitework	\$40,016.00	0
58	Relocated VAV's Power	\$8,406.00	0
59	Tree removal from scope	\$(10,713.00)	0
60	Revised 15 Drawings	\$258,741.00	25
62	Revised 16 Drawings	\$10,951.00	0
64	Relocation of conduit and junction boxes	\$2,854.00	0
65	Access hatches for pre-existing junction bxs	\$3,737.00	0
67	Existing conduit clash with lobby soffit	\$9,415.00	0
69	Power for pump in janitor's room	4,865.00	0
70	Revised Site Lighting Plan	\$13,756.00	0
71	Stop sign and additional striping	\$2,892.00	0
72	Hallway light update	\$15,899.00	0
73	Additional trees	\$865.00	0
74	Fire Damper Women's Restroom and Lobby	\$5,807.00	0
75	Additional metal mesh on gates	\$5,244.00	0
76	ADA Restroom Outside Trailer Extension	\$11,710.00	0
77	IT Panel Power Feed Issue	\$1,863.00	0
79	Elevation of chambers floor for door	\$12,711.00	0
	Total	400,035.00	

Items for Task Authorization No. 4



CITY OF
SANFORD
FINANCE DEPARTMENT

SECTION 00850

CHANGE ORDER FORM

Change Order No. 1-78 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)	\$ 5,678,825.00
3.	Total Proposed Change in Contract Price	\$ 52,017
4.	New Contract Price (Item 2 + Item 3)	\$ 5,730,842.00
5.	Original Contract Time (Notice to Proceed to Substantial Completion)	185 Days
6.	Current Contract Time (Adjusted by Previous Change Orders)	393 Days
7.	Current Subst. Completion Date (Adjusted by Previous Change Orders)	10-10-25
8.	Total Proposed Change in Contract Time	0 Days
9.	New Contract Time (Item 6 + Item 8)	393 Days
10.	New Contract Substantial Completion Date (Item 7 + Item 8)	10-20-2025
11.	Current Final Completion Date (Adjusted by Previous Change Orders)	10-31-2025
12.	Current Contract Time From Substantial Completion to Final Completion	9 Days
13.	Total Proposed Change in Contract Time Subst. to Final Completion	-6 Days
14.	New Contract Time to Subst. Final Completion (Item 12 + Item 13)	9 Days
15.	New Contract Final Completion Date (Item 11 + Item 14)	10-31-25



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: RFI #10, 14, 18 and 19 - 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

Description of Change: RFI #1 and 23 - Existing Sprinklers relocated from under original slab. See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$17,924.00

Contingency: \$6,326.00

Total: \$24,250.00

Change in Contract Time: 5 days

ITEM 6

Description of Change: RFI #22 - 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: RFI #25 - 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: RFI #35 - 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: RFI #39 - 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: RFI #42 - 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: RFI #44 - Revised glass for the storefront window Fire Rating See attachment.

Reason for Change: not in original plan

Change in Contract Price: \$71,033.00

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: \$3,426.00

Change in Contract Time: 0 days

ITEM 21

Description of Change: RFI #57 - 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: RFI #55 - 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: RFI #58 - 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: RFI #59 - 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: RFI #60 - 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: RFI #45 - 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 35

Description of Change: RFI #62 - 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: RFI #65 - 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: RFI #66 - 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: RFI #67 - 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: RFI #69 - 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: RFI #68 - 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: RFI #70 - 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: RFI #42 - 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: RFI #74 - 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: RFI #73 - 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: RFI #64 - 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



ITEM 53

Description of Change: RFI #81 - Exterior Soffit Ceiling Not Called Out to Be Demoed

Reason for Change: not in original plan

Change in Contract Price: \$1,016.00

Change in Contract Time 0

ITEM 56

Description of Change: Commission Door - Sitework

Reason for Change: not in original plan

Change in Contract Price: \$40,016.00

Change in Contract Time 0

ITEM 58

Description of Change: RFI #86 - Relocated VAVs Power

Reason for Change: not in original plan

Change in Contract Price: \$8,406.00

Change in Contract Time 0

ITEM 59 Credit

Description of Change: RFI #87 - Tree Removal from Scope

Reason for Change: not in original plan

Change in Contract Price: -\$10,713.00

Change in Contract Time 0



ITEM 60

Description of Change: Revision 15 (Phase 3 Drawings)

Reason for Change: not in original plan

Change in Contract Price: \$258,741.00

Change in Contract Time 25 days

ITEM 62

Description of Change: Architectural Revision 16 Drawings (6/30/25)

Reason for Change: not in original plan

Change in Contract Price: \$10,951.00

Change in Contract Time 0

ITEM 64

Description of Change: RFI #91 - Pre-existing Conduit/Junction Box clash with Shaft wall.

Reason for Change: not in original plan

Change in Contract Price: \$2,854.00

Change in Contract Time 0

ITEM 65

Description of Change: RFI #93 - Access Hatches Required for Pre-Existing Junction Boxes

Reason for Change: not in original plan

Change in Contract Price: \$3,737.00

Change in Contract Time 0



ITEM 67

Description of Change: RFI #100 and 101 - Existing Conduit Clash with Lobby Soffit

Reason for Change: not in original plan

Change in Contract Price: \$9,415.00

Change in Contract Time 0

ITEM 69

Description of Change: RFI #102 - Power Requirement for Recirculating Pump in Janitor's Closet

Reason for Change: not in original plan

Change in Contract Price: \$4,865.00

Change in Contract Time 0

ITEM 70

Description of Change: Revised Site Lighting Plan (6.13.2025)

Reason for Change: not in original plan

Change in Contract Price: \$13,756.00

Change in Contract Time 0

ITEM 71

Description of Change: RFI #103 - Stop Sign and Additional Striping

Reason for Change: not in original plan

Change in Contract Price: \$2,892.00

Change in Contract Time 0



ITEM 72

Description of Change: Hallway Light Update (07.24.2025)

Reason for Change: not in original plan

Change in Contract Price: \$15,899.00

Change in Contract Time 0

ITEM 73

Description of Change: RFI #104 - Additional Podocarpus for back patio

Reason for Change: not in original plan

Change in Contract Price: \$865.00

Change in Contract Time 0

ITEM 74

Description of Change: RFI #107 - Fire Damper for Women Restroom and Lobby Diffusers Location

Reason for Change: not in original plan

Change in Contract Price: \$5,807.00

Change in Contract Time 0

ITEM 75

Description of Change: RFI # 105 - Additional metal mesh requested on Breezeway Fencing.

Reason for Change: not in original plan

Change in Contract Price: \$5,244.00

Change in Contract Time 0



ITEM 76

Description of Change: ADA Restroom Trailer Extension

Reason for Change: not in original plan

Change in Contract Price: \$11,710.00

Change in Contract Time 0

ITEM 77

Description of Change: RFI #108 - IT Panel Power feed Issue on new riser drawing

Reason for Change: not in original plan

Change in Contract Price: \$1,863.00

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
6	Transformer Disconnect	\$4,403.00	0
7	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
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 Walls	\$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



CITY OF
SANFORD
FINANCE DEPARTMENT

49	Electrical Drawings to Reflect EV Scope	\$175,890.00	0
53	RFI #81 - Exterior Soffit Ceiling Not Called Out to Be Demoed	\$1,016.00	0
56	Commission Door - Sitework	\$40,016.00	0
58	RFI #86 - Relocated VAVs Power	\$8,406.00	0
59	RFI #87 - Tree Removal from Scope	-\$10,713.00	0
60	Revision 15 (Phase 3 Drawings)	\$258,741.00	25
62	Architectural Revision 16 Drawings (6/30/25)	\$10,951.00	0
64	RFI #91 - Pre-existing Conduit/Junction Box clash with Shaft wall.	\$2,854.00	0
65	RFI #93 - Access Hatches Required for Pre-Existing Junction Boxes	\$3,737	0
67	RFIs #100 & 101 - Existing Conduit Clash with Lobby Soffit	\$9,415.00	0
69	RFI #102 - Power Requirement for Recirculating Pump in Janitor's Closet	\$4,865	0
70	Revised Site Lighting Plan (6.13.2025)	\$13,756.00	0
71	RFI #103 - Stop Sign and Additional Striping	\$2,892	0
72	Hallway Light Update (07.24.2025)	\$15,899	0
73	RFI #104 - Additional Podocarpus for back patio	\$865.00	0
74	RFI #107 - Fire Damper for Women Restroom and Lobby Diffusers Location	\$5,807	0
75	RFI # 105 - Additional metal mesh requested on Breezeway Fencing.	\$5,244	0
76	ADA Restroom Trailer Extension	\$11,710	0
77	RFI #108 - IT Panel Power feed Issue on new riser drawing	\$1863	0
	Total	\$1,730,889.00	208



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)



Date

(Corporate Seal)

Oelrich Construction
Contractor


Ivan A. Oelrich - President
Printed Name and Title of Officer

By (Signature)

10/07/2025

Date

ATTEST:



(Signature)



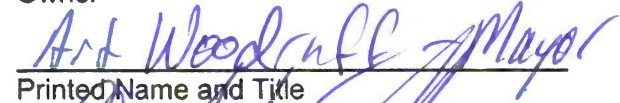
Date

(Seal)





Owner


Art Woodruff - Mayor
Printed Name and Title

By (Signature)



Date

24.01.021 COS City Hall Breezeway Expansion

CHANGE ORDER PROPOSAL LOG

Tuesday, October 7, 2025



COP	Description	Status	Estimated Cost		Submitted Cost		Executed Changes		Schedule Impact	Date Submitted	Date Approved	CO#
			CM Contingency	Contract	CM Contingency	Contract	CM Contingency	Contract				
001	Buyout Savings	APPROVED	-	-	-	-	-	-		6/7/2024	6/26/2024	
002	Revised Conformance Set - Excludes Exterior Electrical SOW	APPROVED	-	-	-	-	\$ (20,448.00)	-		5/20/2024	6/26/2024	
003	Misc. RFIs # 10 (CHMU Finish), 14 (Doors), 18 (Sanitary Lines), 19 (Low voltage relocation)	APPROVED	-	-	-	-	\$ 62,126.00	-	10			
004	Misc. RFIs # 1 (Wall type E), 23 (Sprinkler relocation)	APPROVED	-	-	-	-	\$ 9,416.00	-		5/6/2024	6/26/2024	
005	Revised Conformance Set - Exterior Electrical Work Only	VOID	-	-	-	-	\$ 6,328.00	\$ 17,924.00	5	5/20/2024	6/26/2024	
006	RFI # 22 - Transformer Disconnect	APPROVED	-	-	-	-	-	-		6/4/2024		
007	Chilled Water and Duct Insulation for Breezeway & Mechanical Room	APPROVED	-	-	-	-	-	\$ 4,403.00		6/4/2024	6/26/2024	
008	RFI # 25 - Underground Utility	APPROVED	-	-	-	-	-	\$ 85,195.00	10	5/24/2024	6/11/2024	
009	RFI # 35 - Vent Piping	APPROVED	-	-	-	-	-	\$ 16,633.00		8/7/2024	8/13/2024	
010	Misc. RFIs # 30 (Fire Dampers Existing Wall), 40 (Lobby Ceiling Clash), 41 (Mechanical Room Clash)	VOID	-	-	-	-	-	\$ 4,624.00		6/18/2024	8/6/2024	
011	RFI # 39 - Casework	APPROVED	-	-	-	-	-	-		8/7/2024	8/13/2024	
012	RFI # 42 - Tube Steel Connection for Sliding Door	APPROVED	-	-	-	-	-	\$ (20,580.00)		6/18/2024	8/13/2024	
013	23 7000 - HVAC Equipment (Product Data) R1 - CPH_APP	APPROVED	-	-	-	-	-	\$ 3,043.00		12/6/2024	12/30/2024	
014	Revised Layout Drawings (06/28/2024)	APPROVED	-	-	-	-	-	\$ 1,120.00		8/9/2024	8/14/2024	
015	RFI # 44 - Fire Rating on Storefront Glass	APPROVED	-	-	-	-	-	\$ 292,689.00	52	8/13/2024	8/15/2024	
016	Revised Conformance Set - Exterior Site Lighting	APPROVED	-	-	-	-	-	\$ 71,033.00		8/20/2024	8/26/2024	
017	Revised Conformance Set - EV Rough In	VOID	-	-	-	-	-	\$ 161,458.00		8/27/2024		
018	Revised Conformance Set - Full EV	VOID	-	-	-	-	-	-		8/27/2024		
019	Revised Drawings 2 (07/24/2024)	APPROVED	-	-	-	-	-	-		8/13/2024	8/15/2024	
020	Lobby Asbestos Remediation - 1st Floor	APPROVED	-	-	-	-	-	\$ 90,285.00	20	7/23/2024	7/24/2024	
021	RFI # 57 - Missed Concrete Between the Site Work and the Building	APPROVED	-	-	-	-	-	\$ 3,425.00		10/22/2024	10/31/2024	
022	RFI # 49 - Shaft Ceiling and Wall Concerns	VOID	-	-	-	-	-	\$ 12,742.00				
023	Load Study for Panel BM1867	VOID	-	-	-	-	-	-				
024	RFI # 55 - New Light pole bases	APPROVED	-	-	-	-	-	\$ 30,646.00		10/22/2024	10/31/2024	
025	RFI # 47 - New AC unit for IT room Condensation and Concrete pad issues	VOID	-	-	-	-	-	-				
026	RFI # 58 - Wall Above Elevator Control Room Extended to Deck	APPROVED	-	-	-	-	-	\$ 9,301.00		10/22/2024	10/31/2024	
027	RFI # 59 - Soft Louvers not Miami-Dade Rated	APPROVED	-	-	-	-	-	\$ 3,099.00		11/19/2024	1/14/2026	
028	RFI # 60 - Water Build up on Mechanical Pad	APPROVED	-	-	-	-	-	\$ 1,151.00		10/8/2024	10/31/2024	
029	ADA Restroom Trailer	APPROVED	-	-	-	-	-	\$ 21,842.00		10/8/2024	10/31/2024	
030	RFI # 45 - Relocate IT Closet to Storage Room 126	APPROVED	-	-	-	-	-	\$ 25,893.00		12/6/2024	12/30/2024	
031	Updated Inspector Area/new Vestibule drawings (11/06/2024)	APPROVED	-	-	-	-	-	\$ 37,044.00	10	1/9/2025	1/14/2026	
032	Updated Drawings Code Comment Response (12/03/2024)	APPROVED	-	-	-	-	-	\$ 22,061.00		1/9/2025	1/14/2026	
033	Site Utilization Phasing Plan	APPROVED	-	-	-	-	-	\$ 115,981.00	71	2/4/2025	2/26/2025	
034	Veneer Quartered Walnut Wall Panels	VOID	-	-	-	-	-	-		1/23/2025		
035	RFI # 62 - New Design Drawings MEPs.	APPROVED	-	-	-	-	-	\$ 1,392.00		3/4/2025	4/1/2025	
036	RFI # 65 - Recirculating Pump Electrical Connection	APPROVED	-	-	-	-	-	\$ 2,878.00		4/7/2025	4/10/2025	
037	RFI # 64 - Exit Signs - Emergency Battery Backup	APPROVED	-	-	-	-	-	\$ 2,046.00		3/18/2025	4/1/2025	
038	RFI # 67 - Garbage Disposal Power is Missing	APPROVED	-	-	-	-	-	\$ 2,980.00		4/7/2025	4/10/2025	
039	RFI # 69 - Breezeway Ceiling Attachment to existing wall on west side	APPROVED	-	-	-	-	-	\$ 6,999.00	5	3/26/2025	4/1/2025	
040	RFI # 68 - Existing Concrete Sidewalk to be removed	APPROVED	-	-	-	-	-	\$ 3,924.00		4/24/2025	5/1/2025	
041	RFI # 70 - Raising the existing Flooring for Terrace	APPROVED	-	-	-	-	-	\$ 41,331.00		4/1/2025	4/7/2025	

24.01.021 COS City Hall Breezeway Expansion

CHANGE ORDER PROPOSAL LOG

Tuesday, October 7, 2025



COP	Description	Status	Estimated Cost		Submitted Cost		Executed Changes		Schedule Impact	Date Submitted	Date Approved	COM
			CM Contingency	Contract	CM Contingency	Contract	CM Contingency	Contract				
042	RFI #71 - Pre-Existing Conduit Clash of Soffit Location	VOID	-	-	-	-	-	-				
043	RFI #72 - Mechanical Ductwork Within Chambers Corridor	VOID	-	-	-	-	-	-			7/10/2025	
044	RFI #42 - Tube Steel Connection for Sliding Door R1	APPROVED	-	-	-	-	\$	23,366.00		3/25/2025	4/2/2025	
045	RFI #74 - Training room walls called to remain	APPROVED	-	-	-	-	-	\$	4,760.00	3/20/2025	4/1/2025	
046	Damaged Concrete to be Repaired	APPROVED	-	-	-	-	-	\$	9,666.00	4/7/2025	4/10/2025	
047	Sidewalk Concrete Replacement on West Side	APPROVED	-	-	-	-	-	\$	38,701.00	4/7/2025	4/10/2025	
048	RFI #73 - Catch Basin Shown to be removed	APPROVED	-	-	-	-	-	\$	20,116.00	4/17/2025	5/13/2025	
049	RFI #64 - Electrical Drawings to reflect EV Scope.	APPROVED	-	-	-	-	-	\$	175,990.00	4/29/2025	5/5/2025	
050	RFI #78 - Training Room Return Air or Transfer Grill	VOID	-	-	-	-	-	-			7/10/2025	
051	RFI #79 - Existing Exhaust Fans System Not completed or Working	VOID	-	-	-	-	-	-			7/10/2025	
052	RFI #80 - Existing Electrical Room Fire Rating	VOID	-	-	-	-	-	-			7/10/2025	
053	RFI #81 - Exterior Soffit Ceiling Not Called Out to Be Demold	APPROVED	-	-	-	-	\$	1,016.00		5/29/2025	6/4/2025	
054	RFI #82 - Adding Devices to The New IT Panel	VOID	-	-	-	-	-	-			7/10/2025	
055	RFI #83 - Attachment of the Storefront Glass in Lobby	VOID	-	-	-	-	-	-			7/10/2025	
056	Commission Door - Stework	APPROVED	-	-	-	-	\$	40,516.00		5/6/2025	6/25/2025	
057	RFI #85 - New Storm Inlet in	VOID	-	-	-	-	-	-				
058	RFI #86 - Relocated VAVs Power	APPROVED	-	-	-	-	\$	8,406.00		7/7/2025	7/14/2025	
059	RFI #87 - Tree Removal from Scope	APPROVED	-	-	-	-	\$	(10,713.00)		7/22/2025	7/24/2025	
060	Revision 15 (Phase 3 Drawings)	APPROVED	-	-	-	-	\$	268,741.00	25	7/9/2025	7/10/2025	
061	3Form Wall Panels for Lobby	VOID	-	-	-	-	-	-		6/25/2025	7/10/2025	
062	Architectural Revision 16 Drawings (6/30/25)	APPROVED	-	-	-	-	\$	10,951.00		8/22/2025	8/26/2025	
063	RFI #88 - Woman's A3 Wall Clash with Pre-Existing Ductwork	VOID	-	-	-	-	-	-				
064	RFI #91 - Pre-existing Conduit/Junction Box clash with Shaft wall.	APPROVED	-	-	-	-	\$	2,664.00		7/22/2025	7/24/2025	
065	RFI #93 - Access Hatches Required for Pre-Existing Junction Boxes	APPROVED	-	-	-	-	\$	3,737.00		9/5/2025	9/9/2025	
066	RFI #98 - New IT Room Electrical Power Feed	VOID	-	-	-	-	-	-				
067	RFI #100 & 101 - Existing Conduit Clash with Lobby Soffit	APPROVED	-	-	-	-	\$	9,415.00		7/29/2025	7/31/2025	
068	RFI #101 - New Transfer Duct Doesn't Fit	VOID	-	-	-	-	-	-				
069	RFI #102 - Power Requirement for Recirculating Pump in Janitor's Closet	APPROVED	-	-	-	-	\$	4,865.00		9/5/2025	9/9/2025	
070	Revised Site Lighting Plan (6.13.2025)	APPROVED	-	-	-	-	\$	13,756.00		7/15/2025	7/31/2025	
071	RFI #103 - Stop Sign and Additional Striping	APPROVED	-	-	-	-	\$	2,892.00		9/18/2025	9/22/2025	
072	Halfway Light Update (07.24.2025)	APPROVED	-	-	-	-	\$	15,999.00		9/5/2025	9/9/2025	
073	RFI #104 - Additional Podocarpus for back patio	APPROVED	-	-	-	-	\$	865.00		8/20/2025	8/25/2025	
074	RFI #107 - Fire Damper for Women Restroom and Lobby Officers Location	APPROVED	-	-	-	-	\$	5,807.00		9/18/2025	9/22/2025	
075	RFI #106 - Additional metal mesh requested on Breezeway Fencing.	APPROVED	-	-	-	-	\$	5,444.00		8/28/2025	8/28/2025	
076	ADA Restroom Trailer Extension	APPROVED	-	-	-	-	\$	11,710.00		9/19/2025	9/22/2025	
077	RFI #108 - IT Panel Power feed issue on new riser drawing	APPROVED	-	-	-	-	\$	1,863.00		9/18/2025	9/22/2025	
078	RFI #110 - Steel Plate Attaching Lobby Steel to Floor Visible	VOID	-	-	-	-	-	-				
SUBTOTALS			0.00	0.00	0.00	0.00	67,200.00	1,730,889.00	208.00			

GMP AMOUNT	CONTINGENCY	GMP	CONTRACT TIME
	67,200.00	3,999,983.00	185.00
CURRENT TOTALS	Original Contract Amount:		
	0.00	5,730,842.00	393.00
ESTIMATED AMOUNTS	Total with Currently Executed Changes:		
	0.00	5,730,842.00	393.00
Total if All Estimated & Submitted Costs Were Approved:			



CITY OF
SANFORD
FLORIDA



APPROVED

WS __ RM X

Item No. 9, H

**CITY COMMISSION MEMORANDUM 25-283
DECEMBER 8, 2025, AGENDA**

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Cathy LoTempio, Administrative Services Manager, Development Services
SUBMITTED BY: Norton N. Bonaparte, Jr., ICMA-CM, City Manager
SUBJECT: Approve Resolution No. 2025-3436, and Change Order No. 5

SYNOPSIS:

Requesting to approve Resolution No. 2025-3436, to amend the Building Department budget and approve Change Order No. 5.

FISCAL/STAFFING STATEMENT:

The total amount of Change Order No. 3 and Change Order No. 4 is \$387,324. Funding in the amount of \$386,124, is available in the Building Capital Project fund with the remaining \$1,200 in the Building Reserves fund. Change Order No. 5 is \$31,284 with funding coming from the Building Reserves fund.

BACKGROUND:

On October 27, 2025, the City Commission approved Change Order No. 3 and Change Order No. 4 to increase Purchase Order No. 40303, in the amount of \$387,324. The balance of the building fund is \$386,124 leaving the amount of \$1,200 to be taken from the building reserve fund.

Change Order No. 5 is the final change order on the Breezeway Expansion Project.

LEGAL REVIEW:

The City Attorney has reviewed this agenda item and has no legal objections.

RECOMMENDATION:

It is staff's recommendation for the City Commission to approve Resolution No. 2025-3436, to amend the budget in the total amount of \$32,484; \$1,200 to cover the remaining balance for the \$387,324 in Change Order No. 3 and Change Order No. 4, and \$31,284 for Change Order No. 5.

SUGGESTED MOTION:

"I move to approve Resolution No. 2025-3436 and Change Order No. 5."

Attachments: Approved City Commission Memo from October 27, 2025
Resolution No. 2025-3436
Change Order No. 5