



140056  
To Mayor  
10/8/14

September 16, 2014


10/9/14 940.14-1

**MEMORANDUM**

09/30/14 09:26:14  
Procurement Division

**TO:** James R. McCain, Jr.  
Corporation Secretary/Assistant General Counsel

**THROUGH:** C. Ronald Belton, Assistant to the Mayor/Chief Financial Officer

**FROM:** Thomas G. McKnight   
Capital Improvement Construction Manager

**SUBJECT:** Ernest Street Drainage Improvements  
Contractor: Aquino Construction, Inc.  
Contract No: 9045-17

Forwarded herewith for execution is Change Order No. 1 for subject project.

Original Contract Amount .....	\$27,381.00
Previous Change Order No. 0.....	\$0.00
Change Order No. 1 .....	\$2,370.00
Total Revised Contract Amount.....	\$29,751.00
Account Number .....	See attached

This office recommends the Change Order be approved by your office, the Office of General Counsel, and Mayor Brown, in accordance with Executive Order No. 13-05.

- Attachments: 1. Change Order  
2. Back-up Information  
3. Legal Request Memorandum

TGM:lw

CHANGE ORDER TRACKING SHEET

Description of Project	Ernest St	
Change Order Number	1	PLEASE KEEP THIS FORM WITH THE ATTACHED CHANGE ORDER
Contract Number		

	Action	Date Received	Date Signed	Date Forwarded	Signature	Days
1	Date Initiated	N/A	N/A	8/27		
1A						
2	Contractor Execution		8/29			
3	Construction Management		9/8	9/9		
4	Using Agency	9/10	9/10	9/10	<i>[Signature]</i>	0
5	JEA (if applicable)					
6	City Engineer		9/16			
7	C/O Review	9/16	9/16		<i>[Signature]</i>	
8	Director of Public Works	9/16	9/16			
9	Admin/Finance Clerk	9/19	9/29	9/29	<i>[Signature]</i>	
10	Buyer					
11	Chief of Procurement	9/30	9/30	10/1	<i>[Signature]</i>	
12	Director Finance					
13	Asst. General Counsel					
14	CAO/Mayor					
15	Asst. General Counsel					
	Total Processing Days:					

Attention Change Order reviewers and signatories:  
 Please assist in expediting this change order by reviewing, signing, and forwarding immediately to the next step. Thank you in advance for your efforts to reduce contract change order processing times.

James M. Robinson, P.E.  
 Director of Public Works

CITY OF JACKSONVILLE  
DEPARTMENT OF PUBLIC WORKS  
ENGINEERING DIVISION  
CONSTRUCTION CHANGE ORDER

Change Order No. One (1) Date August 15, 2014

Description of Project Ernest Street Drainage Improvements

Name of Contractor Aquino Construction, Inc.

Contractor's Address 8638 Stanmoor Court, Jacksonville, Florida 32244

Contract No. 9045-17

Account No. PWCP462SD-06505-PW0072-01 Original Contract \$27,381.00

+ Previous Change Orders 0 + Change Order No. 1 \$2,370.00

\*See attached appendix for additional listings.

Bid Number	<u>JCF-0114-12</u>	TOTAL REVISED CONTRACT	<u>\$29,751.00</u>
		Original Construction Completion Date	<u>June 16, 2014</u>
		Revised Construction Completion Date	<u>August 19, 2014</u>
		Original Contract Expiration Date	<u>October 14, 2014</u>
		Revised Contract Expiration Date	<u>December 17, 2014</u>

In compliance with General Conditions of above-referenced contract, CONTRACTOR and OWNER do both hereby agree that the CONTRACTOR shall make the following changes, additions or deletions to the Work specified in the plans and specifications: See attached. Add 64 non-compensable calendar days to construction completion and contract expiration dates.

Justification: See attached.

The Issuing Authority has looked over cost and pricing data for this change order and has determined that this change order is necessary and all costs are reasonable.

Accepted for Contractor Aquino Construction, Inc.

Signed <u>[Signature]</u>	Attest <u>[Signature]</u>
Title <u>PRESIDENT</u>	Title <u>Vice President</u>
Date <u>8-29-14</u>	Date <u>8-29-14</u>

Signed <u>Construction Management</u>	By <u>[Signature]</u>	Date <u>9.8.14</u>
Issuing Authority	Thomas G. McKnight	Capital Improvement Construction Manager

Signed <u>Right-of-Way and Grounds Maintenance</u>	By <u>[Signature]</u>	Date <u>9/14/14</u>
Using Division	Div/Department Head	

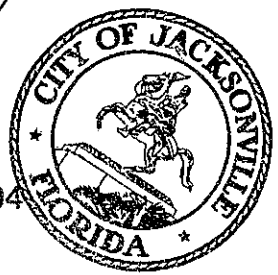
<u>[Signature]</u>	Date <u>9/16/14</u>	<u>[Signature]</u>	Date <u>10-7-14</u>
Chief, Engineering & Construction Mgmt Div		Assistant Counsel	

<u>[Signature]</u>	Date <u>9/16/14</u>	<u>[Signature]</u>	Date <u>10/8/2014</u>
Director of Public Works		Mayor	

<u>[Signature]</u>	Date <u>9/20/14</u>	<u>[Signature]</u>	Date <u>10-10-14</u>
Chief of Procurement		Corporation Secretary	

<u>[Signature]</u>	Date <u>10-1-14</u>
Director of Finance	

Karen Bowling  
Chief Administrative Officer  
For: Mayor Alvin Brown  
Under Authority of:  
Executive Order No. 2013-04



**ADMINISTRATIVE AWARD**  
**BID No.: JCF-0078-13**

**DESCRIPTION OF GOODS/SERVICES:**

Subject bid was awarded to Aquino Construction, Inc., for the Ernest Street Roadway Improvement project on 8/23/13 for a total base bid amount of \$27,381.00.

Recommend approval of CO# 1 in the amount of \$2,370.00 for a revised maximum indebtedness of \$29,751.00

FUNDING SOURCE IS: PWCP462SD-06505-PW0072-01  
To be executed by amendment to the formal contract through Office of General Counsel.

Bonds have been formally waived for this project.

**FOR AGENCY/DEPARTMENT:**

Public Works/Right of Way and Grounds Maintenance

**REQUISITION NUMBERS:** n/a

**NUMBER FIRMS SOLICITED:** 6      **NUMBER FIRMS BIDDING:** 2

**RECOMMEND AWARD TO:** Aquino Construction Inc.

**CONCURRENCE BY:** William J. Joyce, P.E. Chief, Engineering and Construction Management Division

**PRICE:** \$29,751.00

**TERMS:** Net 30

**REASON FOR NOT ACCEPTING LOW BID:** n/a



Buyer/Analyst

9/8/2014  
Date



Manager of Purchasing Services

9/8/2014  
Date

**APPROVAL/DISAPPROVAL:**

  
Gregory Pease, Chief, Procurement Division

9/9/14  
Date

NBR	MASTER ITEM DESCRIPTION	QUANTITY	UOM	UNIT COST	NET ADDITION	NET DELETION	TOTALS
ADDITIONAL SCOPE							
1	RELOCATE INLET STRUCTURE AT MELSON AND MODIFY STRUCTURE FOR ERNEST.	1.00	LS	\$2,370.00	\$2,370.00		
TOTAL ADDITIONAL SCOPE					<b>\$2,370.00</b>		<b>\$0.00</b>
SUBTOTAL CHANGE ORDER NO. 1					\$2,370.00		\$0.00
NET TOTAL CHANGE ORDER NO. 1					\$2,370.00		

JUSTIFICATION: The contract originally called for a headwall to be installed; however, we were able to use an existing structure @ Melson and move another structure, which had to be modified to use at Ernest to better control the drainage.

