

**SUMTER COUNTY BOARD OF COMMISSIONERS  
EXECUTIVE SUMMARY**

**SUBJECT:** Change Order Request to Purchase Order No. 53874 (Staff recommends approval).

**REQUESTED ACTION:** Approve change to increase total by \$3,606.00

Work Session (Report Only)    **DATE OF MEETING:** 9/14/10  
 Regular Meeting                       Special Meeting

**CONTRACT:**  N/A    Vendor/Entity: \_\_\_\_\_  
Effective Date: \_\_\_\_\_    Termination Date: \_\_\_\_\_  
Managing Division / Dept: Budget & Purchasing

**BUDGET IMPACT:** \$3,606.00  
 Annual                      **FUNDING SOURCE:** County Transportation Trust  
 Capital                      **EXPENDITURE ACCOUNT:** 103-340-541-6565  
 N/A

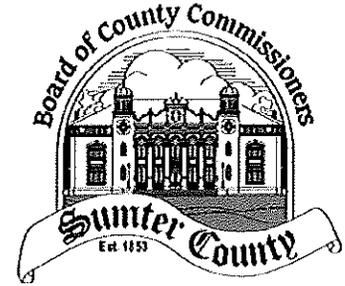
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**HISTORY/FACTS/ISSUES:**  
Purchase Order #53874 (Steven Counts, Inc.) increase request of \$3,606.00 for substitution Type 12.5 Base Material (Black Base) for 14" of Limerock at Sta. 10+29 to 10+78.  
  
Original PO amount - \$96,108.98 (C-466 Buena Vista Blvd. Turn Lane Construction).  
  
Amendment A-108 will cover this additional fund request.

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# Exhibit A

## CHANGE ORDER REQUEST FORM



PO Number	<u>53874</u>
Vendor	<u>Steven Counts, Inc.</u>
PO Amount	<u>96,108.98</u>
Net Change Amount (-/+)	<u>+ 3,606.00</u>

PLEASE CHANGE THE FOLLOWING ITEMS						
Item Number	From Quantity	To Quantity	From Unit Price	To Unit Price	From Account Code	To Account Code

PLEASE ADD THE FOLLOWING ITEMS					
Item	Account	Description	Quantity	Unit Price	Amount
	103-340-541-6565	C-466 Buena Vista Blvd. Turn Lane	1	3606.00	3606.00

Cancel Entire Purchase Order

\_\_\_\_\_  
Original Requestor's Signature

Cancel Item Numbers \_\_\_\_\_

<b>Reason/Justification/Special Instructions:</b> Substitute Type 12.5 Base Material (Black Base) for 14" of Limerock at Sta. 10+29 to 10+78.  <div style="text-align: center; font-size: 1.2em; font-family: cursive;">                     A-108 will cover the additional fund request                 </div>
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Signature/Approvals <u><i>Denise Warwick</i></u> Department Head 9-8-10 _____ Date	<u><i>Scott A. [Signature]</i></u> Division Director 8/28/10 _____ Date	<u><i>[Signature]</i></u> Budget & Purchasing Dept. 9/8/10 _____ Date	<u><i>[Signature]</i></u> County Administrator 9/8/10 _____ Date
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**PURCHASE ORDER**

PLEASE FURNISH MERCHANDISE BELOW FOR THE ACCOUNT OF

**BOARD OF SUMTER COUNTY COMMISSIONERS**

53874

910 N. MAIN STREET, ROOM #201

TELEPHONE 352-793-0200

**TO**

**BUSHNELL, FLORIDA 33513-9402**

Steven Counts, Inc.  
16611 SE 58th Ave.  
Summerfield, FL 34491

**COPY**

DATE 8/2/10  
DEPT. Road and Bridge  
BY [Signature]

FUND	ACCOUNT NO.	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
103-340-541-6565		1	C-466 Buena Vista Blvd. Turn Lane Construction	\$96,108.98	\$96,108.98
<b>TERMS:</b>				<b>TOTAL</b>	

**BOARD OF SUMTER COUNTY COMMISSIONERS \$96,108.98**

DELIVER TO: \_\_\_\_\_

AUTHORIZED BY: \_\_\_\_\_

**NOTE: ONLY ORIGINAL INVOICES  
WILL BE CONSIDERED FOR PAYMENT**

THIS IS TO CERTIFY THAT THE ABOVE GOODS WERE RECEIVED AND THAT THEY WERE OF THE QUANTITY AND QUALITY ORDERED AND PAYMENT FOR SAME IS HEREBY APPROVED.

**DISTRIBUTION:**

- BLUE COPY - TO BOARD OF COUNTY COMMISSIONERS
- WHITE COPY - TO VENDOR
- CANARY COPY - TO DEPARTMENT HEAD
- GREEN COPY - TO BOARD OF COUNTY COMMISSIONERS

BY: \_\_\_\_\_ DATE: \_\_\_\_\_

- OFFICER OR DEPT. HEAD
- 1. MAIL INVOICE TO BOARD OF COUNTY COMMISSIONERS
- 2. PLEASE SHOW OUR PURCHASE ORDER NUMBER ON ALL INVOICES
- 3. EACH SHIPMENT MUST BE COVERED BY A SEPARATE INVOICE
- 4. THE COUNTY OF SUMTER IS EXEMPT FROM STATE SALES AND USE TAX AND FEDERAL EXCISE TAXES. STATE SALES AND USE TAX CERTIFICATE NUMBER 05-8012622366C-3.



Kimley-Horn  
and Associates, Inc.

August 18, 2010

■  
Suite 101  
1321 SE 25<sup>th</sup> Loop  
Ocala, Florida  
34471

Mr. Jackey Jackson  
Sumter County Public Works  
319 E Anderson Avenue  
Bushnell, Florida 33513

*Re: Buena Vista Boulevard Turn Lane at C466  
KHA Project No. 142109011*

Dear Mr. Jackson:

Attached is the subject Contract Change Order No. 1 in the amount of \$3,605.58, and the addition of eighteen (18) calendar days to the subject contract. We recommend approval of this Change Order No. 1, and are attaching the proposed change order as submitted by Steven Counts Incorporated.

Sincerely,

~~KIMLEY-HORN AND ASSOCIATES, INC.~~

Richard V. Busche, P.E.

Attachments

K:\OCA\_Civil\142109011-Buena\_Vista\_at\_C-466\doc\JJCO1081810.doc

8/18/10 01:12:01



Steven Counts, Inc.  
 16611 SE 58th Avenue  
 Summerfield, FL 34491  
 (352) 307-2410 (352) 307-2411

**Change Order Request # 1**

Project Manager: **Kenny Mckettrick**

Project Name: Buena Vista Boulevard Turn Lane at C-466

Date: 8/9/2010

Contractor: BOCC of Sumter County

Subcontractor: Steven Counts, Inc.

**General Description of Changes:**

Substitute Type 12.5 Base Material (Black Base) for 14" of Limerock At STA: 10+29 to 10+78

Item No.	Description	Quantity	Unit Meas.	Unit Price	Extension
1	12.5 Asphalt Base (Black Base)	46	TN	\$103.05	\$4,740.30
2	Deduct Limerock Base	-99	SY	\$12.00	-\$1,188.00

**NOTES:**

- The Contract time will need to be altered by (calendar days)
- New Contract Calendar Days
- SCI Encountered Numerous Shallow Utilities between Sta: 10+29-10+78 that is resulting in SCI to construct project in Alternative Manner than design by using Black Base

18 ~~8~~ Days  
 63 ~~63~~ Days  
 8 days - Shallow Utilities  
 10 Days - Inconvenient weather.

SUB TOTAL: \$3,552.30  
 MARK UP: \$0.00  
 Bond: \$53.28  
 TOTAL: \$3,605.58

*RR*  
*KHA*

**APPROVALS REQUIRED**

To be effective, this order must be approved by the Owner if it changes the scope or objective of the project, or as may otherwise be required under the terms of the Supplementary General Conditions of the Contract.

Project Manager: *Kenny Mckettrick*  
 Steven Counts, Inc.

Date: 8/11/10

Department Head: *Frank Dinnelli*  
 Steven Counts, Inc.

Date: 8/13/10

SCI Officer: *[Signature]*  
 Steven Counts, Inc.

Date: 8/16/10

Owner/Contractor: BOCC of Sumter County

Date: \_\_\_\_\_