

# CHANGE ORDER APPROVAL FORM

PROJECT: Detention Center – Shower Repair Project

CHANGE ORDER NUMBER: #2

DATE: April 13, 2010

CONTRACT NUMBER: CM1399

TO CONTRACTOR: Warden Construction Corp

Reason for Change Order:

COR#2      \$2,548.00      Install 11 each 1" ball valves, Install 22 each 3/4" ball valves, furnish and install two mirrors at Booking A171 & A172.

COR#3      \$1,321.00      Install Block in Shower for D-151 & D1130 (Note Block added after DIB for Permit).

Original Contract Sum..... \$ 360,445.00

Net Change by Previous Change Order/Supplemental Agreement. \$ 1,040.00

Contract Sum Prior to This Change Order..... \$ 361,485.00

Amount of This Change Order (Add)/Deduct)..... \$ 3,869.00

New Contract Sum Including this Change Order..... \$ 365,354.00

APPROVED BY: *Daniel Salmo*  
Project Manager (Department Head)

DATE: 4-13-10

APPROVED BY: *Charlotte Young*  
Contract Manager

DATE: 4/22/10

APPROVED BY: *Delby*  
Director of Office of Management & Budget

DATE: 4/23/10

APPROVED BY: *Delby*  
County Manager

DATE: 4/23/10

RECEIVED  
CONTRACT MANAGEMENT  
2010 APR 15 AM 10:28

**Suzie Fontes**

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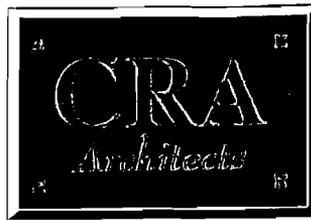
**From:** Bill Howard  
**Sent:** Tuesday, April 13, 2010 11:44 AM  
**To:** Suzie Fontes  
**Subject:** Change orders for Warden Construction for NCDF shower project

Suzie, I have been working with the Architect of record to clear up any issues with the change orders submitted and they are now accurate. The change order forms you received from me have been reviewed and are accurate for processing.

Thanks,

Bill Howard - Facilities Supervisor  
Nassau County Building Maintenance  
(904)-548-4969 office  
(904)- 753-0373 cell  
(904)- 548-4509 fax  
[bhoward@nassaucountyfl.com](mailto:bhoward@nassaucountyfl.com) email

Reference Copy



March 9, 2010

Clemons, Rutherford  
& Associates, Inc.

**RECEIVED**  
APR 13 2010  
NASSAU COUNTY BOCC  
BLDG MAINT & PARKS DEPT.

Mr. Billy Howard  
Facilities Supervisor  
Nassau County Building Maintenance  
76347 Veterans Way  
Yulee, FL 32097

Re: Nassau County Jail Bathrooms – Change Order Request No. 2 and No. 3  
CRA Project #08079

Dear Mr. Howard:

This letter is in reference to Change Order Request #2 and #3 and the suggested cost related to the proposed work to include the following:

- 1) Saw cut and remove block at Cell 163, 162, 161 and 160 to access duct work.

Response: I agree that this how I would propose to access this duct work, but I'm not sure why this is an added cost to the project. The site was walked and any and all questions were addressed in relations to the scope of work. It is my opinion that this should not be an additional cost to the Owner.

- 2) Comfort Plumbing to install two new handicap mirrors at Booking A171 and A172.

Response: Handicap mirrors are not required by code, but at the Owner's request these are to be added. This is a valid cost.

- 3) Comfort Plumbing to install 11 each 1" Ball Valves and 22 each ¾" Ball Valves.

Response: Again this is an Owner requested item and a valid cost.

- 4) New block material furnished by Warden Construction (we hauled, cut and cleaned up).

Response: This request is for the walls that were added to the rear of the showers on sheets D, I, J and K. This block was added to the permit set after the bidding of the

Mr. Billy Howard  
March 9, 2010  
Page Two

project took place on November 24, 2008. These changes were in response to Keith Ellis' comments after plan review and were addressed to him on May 8, 2009. I feel that this is a legitimate cost item.

Please feel free to contact me with any questions or concerns that you may have with this letter. I would be happy to either conference call or meet on site to discuss any discrepancies.

Sincerely,

CLEMONS, RUTHERFORD & ASSOCIATES, INC.

A handwritten signature in cursive script, appearing to read "Mark Faison".

Mark Faison  
Construction Administrator

MF/rs

cc: John Harrell, Warden Construction  
File

CHANGE ORDER

Attachment F - AIA form G701

AIA DOCUMENT G701

- OWNER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER

PROJECT: Nassau County Detention Center-Shower Maintenance & Upgrade

CHANGE ORDER NUMBER: 2 R

DATE: 2/12/2010

ARCHITECT'S PROJECT NO.: Clemons, Rutherford & Associates, Inc

TO CONTRACTOR:

CONTRACT DATE: Start Date 10/06/09

Warden Construction Corp.

CONTRACT FOR: Detention Center-Shower Maintenance & Upgrade

3653 Regent Blvd #507, Jacksonville, Florida 32224

The Contract is changed as follows:

~~Demo Block at cell 163, 162, 161, & 160 to access duct work, Reinstall Block,~~  
 The Owner Has requested we Install 11 each 1" Ball Valves, Install 22 each 3/4" ball valves,  
 Furnish and install two mirrors at Booking A171 & A172

APPROVED:

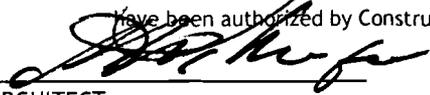
Construction Management

Not valid until signed by the Owner, Architect and Contractor.

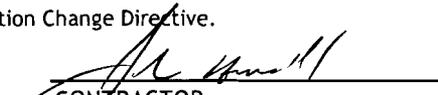
The original (Contract Sum) (Guaranteed maximum Price) was	\$360,445
Net change by previously authorized Change orders	\$1,040
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	\$361,485
The (Contract Sum) (Guaranteed maximum price) will be <u>increased</u> (decreased) (unchanged) by this Change Order in the amount of	\$2,548
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	\$364,033

The Contract Time will be (increased) decreased) (unchanged) by  
 The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

  
 ARCHITECT

Address

  
 CONTRACTOR

Warden Construction  
 Address  
 3653 Regent Blvd. #507, Jax, FL 32224

  
 OWNER

96135 Nassau Place  
 Address  
 Yulee, FL 32097

BY William D. Rutherford

BY John Harrell

BY Ted Selby, Interim County Manager

DATE 4/15/10

DATE 2/12/2010

DATE 4/23/10

**CONSTRUCTION COST ESTIMATE BREAKDOWN CHANGE ORDER TWO**

CONTRACTOR **WARDEN CONSTRUCTION CORPORATION** ADDRESS **3653 Regent Blvd. Suite 507, Jacksonville, FL 32224**

CONTRACT FOR (Work to be performed) **Demo Block at cell 163, 162, 161, & 160 to access duct work, Reinstall Block, Install 11 each 1" Ball Valves, Install 22 each 3/4" ball valves, Furnish and Install two mirrors at Booking A171 & A172** PROPOSED TOTAL CONTRACT PRICE **MODIFICATION 2 REVISED \$ 2,548.00**

PURCHASE REQUEST NUMBER **Nassau County Detention Center-Shower Maintenance & Upgrade** PROJECT NUMBER **CM1399** WORK LOCATION **Nassau County Jail**

LINE NO	ITEM  (1)	UNIT OF MEASURE  (2)	QUANTITY  (3)	MATERIAL COST		LABOR COSTS			OTHER DIRECT COSTS  (9)	LINE TOTAL  (10)	
				UNIT  (4)	TOTAL  (5)	MANHOUR MANDAYS  (6)	AVERAGE RATE  (7)	TOTAL  (8)			
1	Saw Cut and remove block at cell 163, 162, 161, & 160 to access duct work	EA	16	0.00	-	12.00	\$ 24.50	294.00	\$0.00	-	
2	New Block Material furnished by Warden Construction (we hauled, cut and cleaned up)	EA	16	2.00	32.00	5.00	\$ 24.50	122.50	\$0.00	-	
3	Labor to install Block in four cells By A & N Concrete Services	LS	1		-	1.00	\$ 150.00	150.00		-	
4	Paint new Block by Warden Construction	LS	1		-	4.00	\$ 24.50	98.00	\$0.00	-	
5	Comfort Plumbing to install two new Handicap mirrors at Booking A171 & A172	EA	2	294.00	588.00		\$ 24.50	-		588.00	
6	Comfort Plumbing to install 11 each 1" Ball Valves and 22 each 3/4" Ball Valves	EA	33	16.00	528.00	12.74	\$ 85.56	1,090.00		1,618.00	
7					-			-		-	
8					-		\$ -	-		-	
10					-		\$ -	-		-	
11					-		\$ -	-		-	
12					-		\$ -	-		-	
13								-		-	
14								-		-	
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16								-		-	
17								-		-	
18								-		-	
19								-		-	
<b>PAGE ONE TOTALS</b>						<b>\$1,148.00</b>			<b>\$1,754.50</b>	<b>\$0</b>	<b>\$ 2,206.00</b>

INSTRUCTIONS FOR COMPLETING AF FORM 3052

Col 1 Item. Description of materials required, work to be done, special equipment needed, etc. Breakdown should be in sufficient detail to permit itemizing of all direct costs.

Col 2 Unit of Measure. Description of the unit in which each item is to be estimated (examples - square yards - SY, cubic yards - CY, square feet - SF, linear feet - LF, board feet - BF, each - EA, pound - LB).

Col 3 Quantity. Contractor's estimate of quantity required in terms of unit of measure (column 2). Items and units of measure will be furnished by the Government. Quantity estimates will be furnished by the Government only when it is anticipated that a unit price contract will be issued. Otherwise, the contractor is responsible for determining quantity estimates.

Col 4 and 5 Material Costs. Enter unit cost (Col 4) of material to be supplied and total cost (col 5) for item listed in column 1.

Col 6, 7 and 8 Labor Costs. Enter in col 6 the estimated number of manhours or mandays needed to perform the work listed in column 1. Enter in col 7 the average rate per manhour (manday) and in col 8 the total labor cost.

Col 9 Other Direct Costs. Enter estimated costs of special equipment and other items (listed in column 1) which are special to the contract and of significant dollar value.

Col 10 Line Total. Self-explanatory.

NOTE: In addition to other totals entered on various pages, the grand total of column 10, plus overhead and profit will be shown on the last page as follows:

TOTAL MATERIAL COSTS		\$	<u>1,148</u>
TOTAL LABOR COSTS		\$	<u>1,755</u>
TOTAL OTHER DIRECT COSTS		\$	<u>-</u>
TOTAL DIRECT COSTS		\$	<u>2,206</u>
OVERHEAD	% <u>10</u>	\$	<u>221</u>
SUBTOTAL		\$	<u>2,427</u>
PROFIT	% <u>5</u>	\$	<u>121</u>
TOTAL PRICE		\$	<u>2,548</u>

DATE March 12, 2010 FIRM NAME WARDEN CONSTRUCTION CORPORATION

TITLE PROJECT MANAGER BY \_\_\_\_\_  
(Signature)

INSTRUCTIONS TO OFFERORS

1. The purpose of this form is to provide a standard format by which the offeror submits to the Government a summary of incurred and estimated costs (and attached supporting information) suitable for detailed review and analysis. Prior to the award of a contract resulting from this proposal the offeror shall, under the conditions stated in ASPR 3-807.3, be required to submit a certificate of current cost or pricing data (see ASPR 3-807.3(e) and 3.807.4).

2. In addition to the specific information required by this form, the offeror is expected, in good faith, to incorporate in and submit with this form any additional data, supporting schedules, or substantiation which are reasonably required for the conduct of an appropriate review and analysis in the light of the specific facts of this procurement. For effective negotiations, it is essential that there be a clear understanding of

- a. The existing, verifiable data.
- b. The judgmental factors applied in projecting from known data to the estimate, and
- c. The contingencies used by the offeror in his proposed price.

In short, the offeror's estimating process itself needs to be disclosed.

3. When attachment of supporting cost or pricing data to this form is impracticable, the data will be described (with schedules as appropriate), and made available to the contracting officer or his authorized representative upon request.

4. By submission of this proposal the offeror grants to the contracting officer, or his authorized representative, the right to examine, for the purpose of verifying the cost or pricing data submitted, those books, records, documents and other supporting data which will permit adequate evaluation of such cost or pricing data, along with the computations and projections used therein. This right may be exercised in connection with any negotiations prior to contract award.

CHANGE ORDER

AIA DOCUMENT G701

- OWNER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER

PROJECT: Nassau County Detention Center-Shower Maintenance & Upgrade

CHANGE ORDER NUMBER: 32

DATE: 2/12/2010

ARCHITECT'S PROJECT NO.: Cemons, Rutherford & Associates, Inc

TO CONTRACTOR: Warden Construction Corp.

CONTRACT DATE: Start Date 10/06/09

CONTRACT FOR: Detention Center-Shower Maintenance & Upgrade

3653 Regent Blvd #507, Jacksonville, Florida 32224

The Contract is changed as follows:

INSTALL BLOCK IN SHOWER FOR CELL D-151 (NOTE BLOCK ADDED AFTER DIB FOR PERMIT)

INSTALL BLOCK IN SHOWER FOR CELL D-1130 (NOTE BLOCK ADDED AFTER DIB FOR PERMIT)

APPROVED: \_\_\_\_\_  
Construction Management

Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	<u>\$360,445</u>
Net change by previously authorized Change orders	<u>\$3,588</u>
The (Contract Sum) (Guaranteed maximum Price) prior to this Change order was	<u>\$364,033</u>
The (Contract Sum) (Guaranteed maximum price) will be <u>increased</u> (decreased) (unchanged) by this Change Order in the amount of	<u>\$1,321</u>
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	<u>\$365,354</u>

The Contract Time will be (increased) decreased) (unchanged) by \_\_\_\_\_  
The date of Substantial Completion as of the date of this Change Order therefore is \_\_\_\_\_

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

[Signature]  
ARCHITECT

[Signature]  
CONTRACTOR

[Signature]  
OWNER

Address \_\_\_\_\_

Warden Construction  
Address  
3653 Regent Blvd. #507, Jax, FL 32224

96135 Nassau Place  
Address  
Yulee, FL 32097

BY William D. Rutherford

BY John Harrell

BY Ted Selby, Interim County Manager

DATE 4/5/10

DATE 3/12/2010

DATE 4/23/10

**CONSTRUCTION COST ESTIMATE BREAKDOWN CHANGE ORDER THREE**

CONTRACTOR

WARDEN CONSTRUCTION CORPORATION

ADDRESS

3653 Regent Blvd. Suite 507, Jacksonville, FL. 32224

CONTRACT FOR (Work to be performed)

1. INSTALL BLOCK IN SHOWER FOR CELL D-151 (NOTE BLOCK ADDED AFTER DIB FOR PERMIT) 2. INSTALL BLOCK IN SHOWER FOR CELL D-130 (NOTE BLOCK ADDED AFTER DIB FOR PERMIT)

PROPOSED TOTAL CONTRACT PRICE

MODIFICATION 3

\$

1,321.00

PURCHASE REQUEST NUMBER Nassau County Detention Center-Shower Maintenance & Upgrade

PROJECT NUMBER CM1309

WORK LOCATION Nassau County Jail

LINE NO	ITEM  (1)	UNIT OF MEASURE  (2)	QUANTITY  (3)	MATERIAL COST		LABOR COSTS			OTHER DIRECT COSTS  (9)	LINE TOTAL  (10)	
				UNIT  (4)	TOTAL  (5)	MANHOUR MANDAYS  (6)	AVERAGE RATE  (7)	TOTAL  (8)			
1	New Block Material furnished by Warden Construction (we hauled, cut, Grout and cleaned up) FOR CELL D-151	EA	42	3.00	126.00	8.00	\$ 24.50	196.00	\$0.00	322.00	
2	New Block Material furnished by Warden Construction (we hauled, cut, Grout and cleaned up) FOR CELL D-130	EA	42	3.00	126.00	8.00	\$ 24.50	196.00	\$0.00	322.00	
3	Labor to install Block in four cells By A & N Concrete Services FOR CELL D-151	LS	1		-	1.00	\$ 250.00	250.00		250.00	
4	Labor to install Block in four cells By A & N Concrete Services FOR CELL I-130	LS	1		-	1.00	\$ 250.00	250.00		250.00	
5					-		\$ -	-		-	
6					-		\$ -	-		-	
7					-		\$ -	-		-	
8					-		\$ -	-		-	
10					-		\$ -	-		-	
11					-		\$ -	-		-	
12					-		\$ -	-		-	
13					-			-		-	
14					-			-		-	
15					-			-		-	
16					-			-		-	
17					-			-		-	
18					-			-		-	
19					-			-		-	
<b>PAGE ONE TOTALS</b>						<b>\$252.00</b>			<b>\$892.00</b>	<b>\$0</b>	<b>\$ 1,144.00</b>

INSTRUCTIONS FOR COMPLETING AF FORM 3052

Col 1 Item. Description of materials required, work to be done, special equipment needed, etc. Breakdown should be in sufficient detail to permit itemizing of all direct costs.

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Col 9 Other Direct Costs. Enter estimated costs of special equipment and other items (listed in column 1) which are special to the contract and of significant dollar value.

Col 10 Line Total. Self-explanatory.

NOTE: In addition to other totals entered on various pages, the grand total of column 10, plus overhead and profit will be shown on the last page as follows:

TOTAL MATERIAL COSTS		\$	<u>252</u>
TOTAL LABOR COSTS		\$	<u>892</u>
TOTAL OTHER DIRECT COSTS		\$	<u>-</u>
TOTAL DIRECT COSTS		\$	<u>1,144</u>
OVERHEAD	% <u>10</u>	\$	<u>114</u>
SUBTOTAL		\$	<u>1,258</u>
PROFIT	% <u>5</u>	\$	<u>63</u>
TOTAL PRICE		\$	<u>1,321</u>

DATE March 12, 2010 FIRM NAME WARDEN CONSTRUCTION CORPORATION  
 TITLE PROJECT MANAGER BY \_\_\_\_\_  
 (Signature)

INSTRUCTIONS TO OFFERORS

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- a. The existing, verifiable data.
- b. The judgmental factors applied in projecting from known data to the estimate, and
- c. The contingencies used by the offeror in his proposed price.

In short, the offeror's estimating process itself needs to be disclosed.

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4. By submission of this proposal the offeror grants to the contracting officer, or his authorized representative, the right to examine, for the purpose of verifying the cost or pricing data submitted, those books, records, documents and other supporting data which will permit adequate evaluation of such cost or pricing data, along with the computations and projections used therein. This right may be exercised in connection with any negotiations prior to contract award.