

CHANGE ORDER APPROVAL FORM

PROJECT: Duct Cleaning

CHANGE ORDER NUMBER: 1

Judicial Annex & Records Building

DATE: 3-13-14

Bid No. NC13-039

CONTRACT NUMBER: P.O. 14-079

TO CONTRACTOR: Service-Tech Corporation.

Reason for Change Order: Change the effective date for the completion of the work from 90-days from the date the Contractor receives the purchase order to 90-days from the date work commenced. Due to the availability of staff to oversee the project during the holiday schedule for November and December, the County and Contractor agreed to push back the start of the work. Contractor began work on 01-21-14; Final completion 4-21-14.

Re-install duct insulation in the Judicial Building. The total duct section to be re-insulated is 37'-3"x2'-0" deep x 6'-0" wide. Increase contract time ten (10) additional days.

Original Contract Sum.....	\$	<u>70,560.00</u>
Net Change by Previous Change Order/Supplemental Agreement.	\$	<u>0.00</u>
Contract Sum Prior to This Change Order.....	\$	<u>70,560.00</u>
Amount of This Change Order (Add/Deduct).....	\$	<u>16,240.00</u>
New Contract Sum Including this Change Order.....	\$	<u>86,800.00</u>

The contract for substantial completion will be (increased) (~~decreased~~) (~~unchanged~~) by 10 days;
Final Completion: 5-1-14

APPROVED BY: [Signature]
Bob Knott, Facilities Maintenance Director

DATE: 3/29/2014

APPROVED BY: [Signature]
Ted Selby, County Manager

DATE: 4/28/14

APPROVED BY: [Signature]
David Hallman, County Attorney

DATE: 4-28-14

APPROVED BY: [Signature]
Barry V. Holloway, Chair

DATE: 4-28-14

ATTEST: [Signature]
John A. Crawford, Clerk of Courts

DATE: 4-30-14

MES
04-30-14

RECEIVED
CONTRACT MANAGEMENT

Nassau County
Department of Contract Management
2014 APR 2 PM 2:43

County
Contractor
Field
Other

CHANGE ORDER REQUEST

PROJECT: Duct Cleaning - CHANGE ORDER NUMBER: 1

Judicial Annex + Records DATE: 3/13/14

Building CONTRACT NUMBER: 14000079-00

CONTRACTOR: Service-Tech Corporation

The Contract is changed as follows:

Original Contract Sum	\$	<u>70,560.00</u>
Net change by Previous Change Order	\$	<u>NA</u>
Contract Sum Prior to This Change Order	\$	<u>70,560.00</u>
Amount of This Change Order (Add/Deduct)	\$	<u>16,240.00</u>
New Contract Sum, Including this Change Order	\$	<u>86,800.00</u>

The Contract Time for substantial completion will be (increased) (decreased) (unchanged) by 10 working days.

This document, when signed by all parties, shall become an amendment to the Contract and all provisions of the Contract shall apply hereto.

RECOMMENDED BY: Paul Keller JR DATE: 3/13/14
Resident Project Representative

ACCEPTED BY: Paul E Keller DATE: 03-13-14
Contractor

Approved by: _____ DATE: _____
Board of County Commissioners
Or their Designee



NASSAU COUNTY FACILITIES MAINTENANCE DEPARTMENT

Office Address: 45195 Musselwhite Road - Callahan, FL 32011

Mailing Address:
76347 Veterans Way, Suite 4000 - Yulee, FL 32097
Email: bknott@nassaucountyfl.com

Telephone: (904) 548-4688
Alternate: (904) 879-3751
Fax: (904) 548-4687

Memorandum

Date: March 19, 2014

Ted,

Enclosed is a request to re-install duct insulation in the Judicial Building. The original insulation interior of the ductwork is "rock wool" a fibrous insulation like fiberglass. Not a good idea due to fibers in the airstream. However, a 37'-3" section of this installation was loose and lying on the duct floor. All had to be removed; it also had the turning vanes covered. I am requesting additional dollars to re-insulate this section of the duct. I was able to locate an insulation that is closed cell with no fiber called "Armatek" and by installing this insulation in the interior I am able to save several thousand dollars. The R value is not what I would have liked but it will work for us. The total duct section that must be re-insulated is 37'-3" x 2'-0" deep x 6'-0" wide. I am requesting that the same contractor that performed the duct cleaning install the insulation. I have enclosed 4 pictures hopefully they will give you a good visual for a better understanding of the problem. Thank you for your consideration.

Bob *BK*

Sincerely

Bob Knott, P.E.- Director
Nassau County Facilities Maintenance/Parks & Recreation Dept.



NASSAU COUNTY
 BOARD OF COUNTY COMMISSIONERS
 76347 Veterans Way
 Suite 4000
 Yulee, FL 32097

Purchase Order

Fiscal Year 2014 Page 1 of 0

THIS NUMBER MUST APPEAR ON ALL INVOICES,
 PACKAGES AND SHIPPING PAPERS.

Purchase Order # **14000079-00**

STATE SALES TAX CERTIFICATION NUMBER:
 85-8012559204C-5
 FEDERAL IDENTIFICATION NUMBER:
 59-1863042

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SERVICE-TECH CORPORATION
 14240 60TH STREET NORTH STE B
 CLEARWATER FL 33760

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MAINTENANCE-JUDICIAL/HIST CH
 45195 MUSSLEWHITE ROAD
 CALLAHAN FL 32011

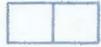
Vendor Phone Number		Vendor Fax Number		Requisition Number		Delivery Reference	
Date Ordered	Vendor Number	Date Required	Freight Method/Terms		Department/Location		
11/06/2013	14208				MAINT-JUDICIAL/HIST CH		
Item#	Description/Part No.			Qty	UOM	Unit Price	Extended Price
1	DUCT CLEANING: JUDICIAL ANNEX The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading DUCT CLEANING: JUDICIAL ANNEX & RECORDS BUILDING CM-18 NC13-039 BOARD APPRVD 10/28/13 TAB F ***** GL SUMMARY ***** 01074712 - 546030 - DUCT			1.0	EA	\$70,560.00	\$70,560.00
							70,560.00

RECEIVED IN GOOD ORDER
 BY: _____

DATE _____

PO Total	\$70,560.00
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photos for change order Nassau County



VIEW OF INSIDE
OF DUCT PRIOR TO
CLEANING

NOTE: ROCK WOOL
INSULATION LAYING
LOOSE INSIDE DUCT



photos for change order Nassau County



*VIEW OF DUCT AFTER
INSULATION BLOW-OFF
AND AFTER CLEANING*



photos for change order Nassau County



FAILED INSULATION
ON THE FLOOR AFTER
BEING REMOVED FROM
TURNING VANES
THIS INSULATION IS
"ROCKWOOL"

photos for change order Nassau County



TURNING VANES

INTERIOR WALL OF DUCT WHERE INSULATION TURNED LOOSE