

**FIELD CHANGE DIRECTIVE  
No. One (1)**

PROJECT: **GN1204 - Fire Station #2**

DATE OF ISSUANCE: **9 January 2014**

EFFECTIVE DATE: **4 January 2014**

OWNER: **City of Key West**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

Project Mgr.: **Terrence K. Justice**

You are directed to **proceed promptly with the following change(s):**

Description: **Modifications to Storm Drainage work and added delay days:**

Purpose of Change Directive: **Please proceed with the following modification to proposed work:**

- (1) **Swap locations of storm drainage structures ST-03 and ST-05 per revised version of Sheet C-5.**
- (2) **Extend contract dates by 42 days to account for actual delays in start dates subsequent to Bldg. Dept. permit reviews and delays reviewing submittals.**

**This drainage structure modification is necessary due the Commission instructions to staff to that this project be constructed such that a future parking facility may be built at a later date. The delay days are necessary to compensate for the time needed to update and revise the plan set in order to obtain necessary permits.**

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If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in  
Contract Price: **N/A**

Method of determining change in  
Contract times: **Negotiated – actual delays**

Contractor's Records: **N/A.**

Engineer's records: **N/A**

Other: **N/A**

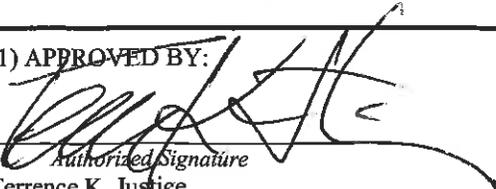
Estimated change in Contract Price:  
**N/A**

Estimated increase in Contract Times:  
**42 Calendar Days**

*It is understood that this Work Change Directive will not change the Contract Price or Times, but is evidence that the parties expect a Change Order approved by City Commission to be subsequently issued reflecting any changes.*

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(1) APPROVED BY:

  
*Authorized Signature*  
Terrence K. Justice  
Construction Coordinator

# CHANGE ORDER REQUEST

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PROJECT: **Key West Fire Station #2 (GN1204)**  
*(Name and address)* 616 Simonton St.  
Key West, FL 33040

CHANGE ORDER REQUEST NUMBER: **One (1)**  
DATE OF ISSUANCE: **2/11/2014**  
ARCHITECT'S PROJECT NO.  
CONTRACT FOR: **Demo & New Construction**  
CONTRACT DATE: **12/2/2013**

OWNER: **City of Key West**  
*(Name and address)* 3132 Flagler Ave.  
Key West, FL 33040

TO ARCHITECT: **mbi | k2m Architecture Inc.**  
*(Name and address)* 1001 Whitehead St.  
Key West, FL 33040

CONTRACTOR: **D.L. Porter Constructors, Inc.**  
*(Name and address)* 6574 Palmer Park Circle  
Sarasota, FL 34238

We herein request changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER OR AUTHORIZATION TO PROCEED WITH THE WORK DESCRIBED IN THIS REQUEST.

## Description:

*(Insert a written description of the work and justification)*

Contractor requests (42) Forty-Two calendar days be added to the owner/contractor agreement without additional compensation for related general conditions or otherwise. This request is simply to clear up when the project was in a position to get started in relation to the "Notice To Proceed" issued by the Owner. The Contractor acknowledges it incurred no additional general condition expenses during the period. This adjustment would make the new project start date 1/13/14.

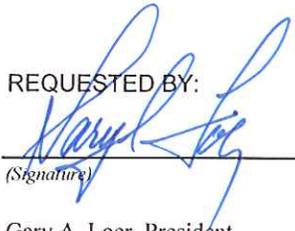
Additional funds requested: \$0

Additional days requested: Forty-Two (42)

## Attachments:

*(List attached documents that support)*

REQUESTED BY:

  
*(Signature)*

Gary A. Loer, President

*(Printed name and title)*

**CONSTRUCTION CHANGE DIRECTIVE 002**

PROJECT: GN1204 Fire Station #2

DATE OF ISSUANCE: 18 March 2014

EFFECTIVE DATE: 18 March 2014

OWNER: **City of Key West**

ENGINEER: **Terrence Justice**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

You are directed to proceed promptly with the following change(s):

Description: Generator Foundation.

Purpose of Work Change Directive: Generator foundation design was omitted from the published bid package drawings set but is required in order to relocate the existing generator to its new proposed location. The EOR has produced a signed and sealed design drawing, approved by the City, in response to RFI#07, and the Contractor has submitted a cost proposal for this added work, also approved by the City. The Contractor is directed to proceed with the construction of the so specified generator foundation upon building department approval of a revision to the permit application that documents the addition of this foundation structure.

The Contractor is further directed to perform this installation in conformance with the original foundation design with respect to the anchoring and mounting hardware, the isolation materials between masonry and metal, and the coordination between anchor locations and reinforcing steel.

Attachments: TKW sealed drawings (in response to RFI#07), contractor cost-add proposal (COR#02), email correspondence, original as-built information and anchoring specifications (provided by CH2M Hill).

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in –

Contract Price: N/A

Method of determining change in –

Contract times: N/A

Estimated increase in –

Contract Price: N/A

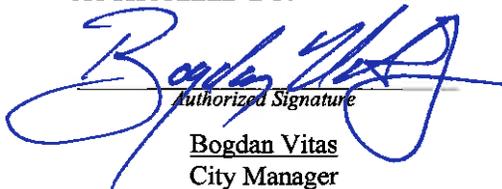
Contractor's Records: N/A

Engineer's records: N/A

Estimated increase in Contract Times: None

Commission-authorized construction allowance per contract award (Res. 13-237)	<b>\$250,000.00</b>	(1)
Cumulative total of previous approved CCDs:	<b>0.00</b>	(2)
Balance forward, remaining Construction Allowance (1) – (2) =	<b>\$250,000.00</b>	(3)
Authorized allocation of Construction Allowance for <b>CCD002--Generator Foundation</b>	<b><u>32,374.74</u></b>	(4)
Remaining unallocated Construction Allowance (3) – (4) =	<b>\$217,625.26</b>	(5)

AUTHORIZED BY:



*Authorized Signature*  
**Bogdan Vitas**  
 City Manager

# CHANGE ORDER REQUEST

**PROJECT:** Key West Fire Station #2 (GN1204)  
*(Name and address)* 616 Simonton St.  
Key West, FL 33040

**CHANGE ORDER REQUEST NUMBER:** Two (2)  
**DATE OF ISSUANCE:** 2/11/2014  
**ARCHITECT'S PROJECT NO.**  
**CONTRACT FOR:** Demo & New Construction  
**CONTRACT DATE:** 12/2/2013

**OWNER:** City of Key West  
*(Name and address)* 3132 Flagler Ave.  
Key West, FL 33040

**TO ARCHITECT:** mbi | k2m Architecture Inc.  
*(Name and address)* 1001 Whitehead St.  
Key West, FL 33040

**CONTRACTOR:** D.L. Porter Constructors, Inc.  
*(Name and address)* 6574 Palmer Park Circle  
Sarasota, FL 34238

We herein request changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein.

THIS IS NOT A CHANGE ORDER OR AUTHORIZATION TO PROCEED WITH THE WORK DESCRIBED IN THIS REQUEST.

## Description:

*(Insert a written description of the work and justification)*

Contractor requests a change order to furnish all labor, materials, tools and equipment necessary to construct the generator foundation & platform as described within the plan sheets provided by the Architect on or about 12/26/13 in his response to the contractor's RFI #7. Contractor is seeking \$32,374.74 additional for this work and if accepted within five (5) days of this submission, Zero (0) calendar days will be required in terms of a contract extension (See "Generator Foundation Takeoff" attached).

Additional funds requested: \$32,374.74

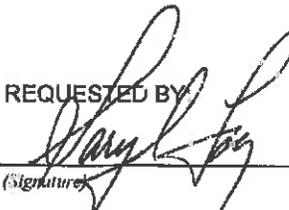
Additional days requested: Zero (0)

## Attachments:

*(List attached documents that support)*

Generator Foundation Takeoff dated 2/11/14

REQUESTED BY

  
*(Signature)*

Gary A. Loer, President

*(Printed name and title)*

**FIELD CHANGE DIRECTIVE 003**

PROJECT: GN1204 Fire Station #2

DATE OF ISSUANCE: 3 April 2014

EFFECTIVE DATE: 3 April 2014

OWNER: **City of Key West**

ENGINEER: **Terrence Justice**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

You are directed to proceed promptly with the following change(s):

Description: Unsuitable soils, rock anchors, foundation work.

Purpose of Work Change Directive: **Existing site conditions dictated the need for the following additional work:**

**A.) Removal and replacement of unsuitable soils containing organic material.**

**B.) Installation of significantly increased pile depths due to the absence of "cap rock" at the site.**

**C.) Localized over-excavation of the Arcade footer areas as proximity to the existing building precluded soil removal/replacement.**

**D.) Removal and disposal of a large concrete footer**

**The Contractor is further directed that the final completion date on this contract is extended by 18 days as per actual calendar days needed to perform the work. Pursuant to approval of this Change Directive, the modified final completion date for this project will be January 31, 2015.**

*Narrative is continued on the next sheet.*

Attachments: Updated geotechnical report (PSI), Contractor Change Order Requests (COR#3, #6, #7, #8), email correspondence.

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in –

Contract Price: **N/A**

Method of determining change in –

Contract times: **Gen. Conditions – Calendar Days (actual)**

Estimated increase in –

Contract Price: **N/A**

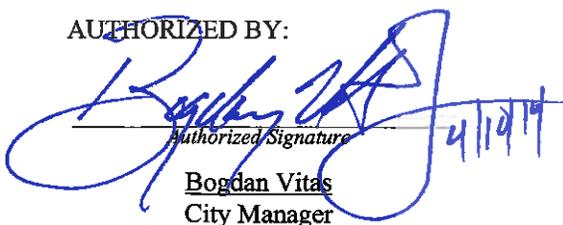
Contractor's Records: **N/A**

Engineer's records: **N/A**

Estimated increase in Contract Times: **18 days**

Commission-authorized construction allowance per contract award (Res. 13-237)	<b>\$250,000.00</b>	(1)
Cumulative total of previous approved CCDs (Generator Foundation):	<b>32,374.74</b>	(2)
Balance forward, remaining Construction Allowance (1) – (2) =	<b>\$217,625.26</b>	(3)
Authorized allocation of Construction Allowance for <b>FCD003—Foundation &amp; Soils</b>	<b><u>\$192,352.06</u></b>	(4)
Remaining unallocated Construction Allowance (3) – (4) =	<b>\$25,273.20</b>	(5)

AUTHORIZED BY:



*Authorized Signature*  
**Bogdan Vitas**  
 City Manager

*Narrative, continued ...*

**Purpose of Construction Change Directive Part A “Unsuitable Soils Encountered”:** Pursuant to the discovery of unsuitable soils in the foundation footprint of the Fire Station building, D.L. Porter is directed to remove these materials down to cap-rock in accordance with the revised geotechnical engineer’s report and at a side slope of not less than a 1:1 ratio from the edge of the proposed continuous footer. The excavation was backfilled in accordance with the geotechnical report including:

- From cap-rock to water table +1.0 foot a 50/50 mix of #4 or #57 rock and suitable fill material shall be placed, graded level, proof rolled, stabilized, and rolled again.
- From water table +1.0 foot up to finish grade, a 2:1 mix of suitable material imported to the job site may be mixed with the better portions of existing material and compacted to 95% Modified Proctor or better following placement in successive 1-foot lifts.

Materials removed and not reused shall be stored on-site until such time as the City receives the results of environmental testing to be performed by the City on their own behalf. (Update: these soils were deemed suitable and relocated to the Transit Facility by D.N. Higgins at no cost impact to this project.)

This change directive shall add 18 calendar days (for calculation of modified substantial/final completion dates) to the contract period.

This work shall allocate **\$108,771.26** from the construction allowance to the work required for “Unsuitable Soils.” Refer to Attachment A for documentation of this cost.

**Purpose of Construction Change Directive Part B “Additional Pile Depth”:** Pursuant to the discovery that cap rock was not encountered within much the building foundation footprint, D.L. Porter is directed to install the rock anchor piles down to cap-rock or a maximum depth of 30 feet in locations where cap-rock is not encountered.

In summary:

- 57 piles total.
- 39 piles at increased depth (including 36 piles at 30 feet).
- 8 piles at specified depth of 10 feet.
- 10 piles at depth less than 10 feet.
- Net change: 721 lineal feet of concrete pile added.

This work shall allocate **\$71,690.38** from the construction allowance to the work required for “Additional Pile Depth.” Refer to Attachment B for documentation of this cost.

**Purpose of Construction Change Directive Part C “Soils at Arcade Footers”:** Pursuant to the discovery that unsuitable soils were encountered in the area of the Arcade footers, the Contractor is directed to over-excavate these locations between 6 inches and 12 inches below specified footer base elevations and backfill with suitable, compacted material. Removal and replacement of soils in this area is not recommended due to proximity to the existing building’s foundation system.

This portion shall allocate **\$9,940.42** from the construction allowance to the work required for “Arcade Footers.” Refer to Attachment C for documentation of this cost.

**Purpose of Construction Change Directive Part D “Dispose of Concrete Footer”:** D.L. Porter is directed to remove and dispose of the large buried concrete footer (presumably from the old parking garage) located in conflict with proposed drainage structures.

This portion shall allocate **\$1,950.00** from the construction allowance to the work required for “Dispose of Concrete Footer.” Refer to Attachment D for documentation of this cost.

**FIELD CHANGE DIRECTIVE 004**

PROJECT: **GN1204 Fire Station #2**

DATE OF ISSUANCE: **9 April 2014**

EFFECTIVE DATE: **9 April 2014**

OWNER: **City of Key West**

ENGINEER: **Terrence Justice**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

You are directed to proceed promptly with the following change(s):

Description: **Door Actuators, Reuse existing Automatic Transfer Switch .**

Purpose of Work Change Directive: **Owner determination in response to RFIs require the following substitutions and/or modifications to the project:**

**A.) Substitute electrical door actuators for bay doors in lieu of the originally specified hydraulic operators.**

**B.) Eliminate the precast panel for the ceiling over the balcony, substitute sheathing over light gauge framing.**

**C.) Eliminate the new, interior Automatic Transfer Switch (ATS) and reuse the existing ATS in its existing waterproof housing and mounted adjacent to the new generator location.**

*Narrative is continued on the next sheet.*

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Attachments: Email correspondence, cost credit details, product cut sheets.

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in –

Contract Price: *N/A*

Method of determining change in –

Contract times: *N/A*

Estimated increase in –

Contract Price: *N/A*

Contractor's Records: *N/A*

Engineer's records: *N/A*

Estimated increase in Contract Times: *N/A*

Commission-authorized construction allowance per contract award (Res. 13-237)	<b>\$250,000.00</b>	(1)
Cumulative total of previous approved Field Change Directives: (FCD 1, 2 & 3):	<b>224,726.80</b>	(2)
Balance forward, remaining Construction Allowance (1) – (2) =	<b>\$25,273.20</b>	(3)
Authorized <b>credit</b> to Construction Allowance for <b>FCD004—Door Actuators &amp; ATS</b>	<b><u>\$50,840.44</u></b>	(4)
Remaining unallocated Construction Allowance (3) + (4) =	<b>\$76,113.64</b>	(5)

AUTHORIZED BY:

*Authorized Signature*

**Bogdan Vitas**  
City Manager

*Narrative, continued ...*

The City, Contractor and Project Architect are in concurrence with the following changes. Cost credit backup documentation is attached.

**Purpose of Construction Change Directive Part A “Electric Door Actuators”:** Pursuant to an inquiry from the Contractor, the City has evaluated a change from hydraulically operated actuators to electric operators. The benefits of this substitution are threefold:

- Cost savings of \$37,000.00
- Resolves a physical clearance issue in the space over the bay doors.
- Significantly reduced long-term maintenance requirements and potential repair costs.

As such the City has directed the Contractor to substitute electric operators in lieu of the originally specified hydraulic system and a credit of **\$37,000.00** shall be applied to the construction allowance line item in the Schedule of Values.

**Purpose of Construction Change Directive Part B “Eliminate Overhead Precast Panel”:** The City has directed the contractor to substitute sheathing over light-gauge framing in lieu of the originally specified precast concrete panel in the ceiling over the balcony. A credit of **\$1,714.00** shall be applied to the construction allowance.

**Purpose of Construction Change Directive Part C “Reuse Existing ATS”:** Pursuant to a recommendation from the Contractor, the existing Automatic Transfer Switch (ATS) was determined to be in good operating condition and could be reused. As such, the City has directed the Contractor to reuse the existing ATS. The ATS will be co-located with the generator. A credit of **\$12,126.44** shall be applied to the construction allowance.

**The total of these three items is a credit of \$50,840.44. Note that this Field Change Directive has no impact on the contract days or times.**

**FIELD CHANGE DIRECTIVE 005**

PROJECT: **GN1204 Fire Station #2**

DATE OF ISSUANCE: **30 April 2014**

EFFECTIVE DATE: **25 April 2014**

OWNER: **City of Key West**

ENGINEER: **Terrence Justice**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

You are directed to proceed promptly with the following change(s):

Description: **Additional asbestos abatement required.**

Purpose of Work Change Directive: **Approximately 2,500 square feet of additional asbestos-containing flooring mastic and approximately 600 square feet of asbestos-containing ceiling coating was discovered during abatement activities in the former Angela Street City Hall building. City personnel have confirmed the existence and quantity of these additional asbestos-containing materials.**

**The Contractor is directed to remove and properly dispose of these additional materials. Furthermore, the Contractor is directed to perform air quality clearance testing within work areas and submit results to the Owner.**

**This work shall allocate \$17,040.41 from the construction allowance for asbestos abatement. There are no schedule impacts resulting from this change directive.**

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Attachments: Original Environmental Report (PSI-2009), Updated Environmental Report (EE&G-2010), Contractor Change Order Request (COR#10).

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in –

Contract Price: **N/A**

Method of determining change in –

Contract times: **N/A**

Estimated increase in –

Contract Price: **N/A**

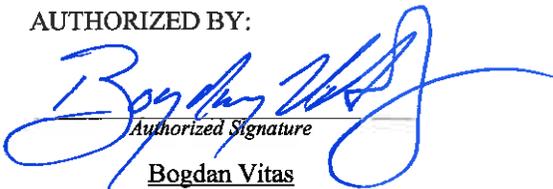
Contractor's Records: **N/A**

Engineer's records: **N/A**

Estimated increase in Contract Times: **0 days.**

Commission-authorized construction allowance per contract award (Res. 13-237)	<b>\$250,000.00</b>	(1)
Cumulative total of previous approved Field Change Directives 001 through 004:	<b>173,886.36</b>	(2)
Balance forward, remaining Construction Allowance (1) – (2) =	<b>\$76,113.64</b>	(3)
Authorized allocation of Construction Allowance for <b>FCD005—Asbestos Abatement</b>	<b><u>\$17,040.41</u></b>	(4)
Remaining unallocated Construction Allowance (3) – (4) =	<b>\$59,073.23</b>	(5)

AUTHORIZED BY:



*Bogdan Vitas*  
 Authorized Signature  
**Bogdan Vitas**  
 City Manager

**FIELD CHANGE DIRECTIVE 006**

PROJECT: GN1204 Fire Station #2

DATE OF ISSUANCE: 23 July 2014

EFFECTIVE DATE: 23 July 2014

OWNER: **City of Key West**

ENGINEER: **Terrence Justice**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

You are directed to proceed promptly with the following change(s):

Description: **Elimination of Concrete Pavers.**

Purpose of Work Change Directive: **Contractor is directed to eliminate the use of both concrete pavers and granite inserts in the drive apron. In lieu of the specified pavers, the contractor is directed to pour continuous 6" concrete consistent with the drive apron and to mark the pedestrian crosswalk with painted, non-thermoplastic striping.**

A credit of \$876.20 shall be applied to the construction allowance.

Attachments: Change Order Request #11 (D.L. Porter).

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in –  
Contract Price: **Lump Sum**

Method of determining change in –  
Contract times: **N/A**

Estimated increase in –  
Contract Price: **N/A**

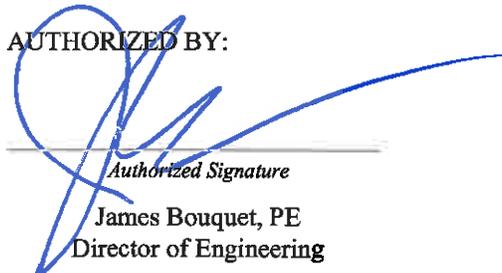
Contractor's Records: **N/A**

Engineer's records: **N/A**

Estimated increase in Contract Times: **0 days**

Commission-authorized construction allowance per contract award (Res. 13-237)	<b>\$250,000.00</b>	(1)
Cumulative total of previous approved Field Change Directives: (FCD 1-5):	<b>190,926.77</b>	(2)
Balance forward, remaining Construction Allowance (1) – (2) =	<b>59,073.23</b>	(3)
Authorized <b>credit</b> to Construction Allowance for <b>FCD009—Delete Concrete Pavers</b>	<b>\$876.20</b>	(4)
Remaining unallocated Construction Allowance (3) + (4) =	<b>\$59,949.43</b>	(5)

AUTHORIZED BY:



*Authorized Signature*  
**James Bouquet, PE**  
**Director of Engineering**

# CHANGE ORDER REQUEST

PROJECT: **Key West Fire Station #2 (GN1204)** CHANGE ORDER REQUEST NUMBER: **Eleven (11)**  
*(Name and address)* 616 Simonton St. DATE OF ISSUANCE: **6/11/2014**  
 Key West, FL 33040 ARCHITECT'S PROJECT NO.  
 CONTRACT FOR: **City of Key West**  
 CONTRACT DATE:

OWNER: **City of Key West**  
*(Name and address)* 3132 Flagler Ave.  
 Key West, FL 33040

TO ARCHITECT: **mbi | k2m Architecture Inc.** CONTRACTOR: **D.L. Porter Constructors, Inc.**  
*(Name and address)* 1001 Whitehead St. *(Name and address)* 6574 Palmer Park Circle  
 Key West, FL 33040 Sarasota, FL 34238

We herein request changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein.

**Description:**

Contractor was asked to eliminate the concrete pavers (those called for to be placed within the city sidewalk directly in front of the facility Truck & Equipment Bays) and the granite paver inserts also shown to be place in the drive area directly in front of the facility. See Cost Breakdown below.

1 Granite Pavers (40 SF) - Black - Deleted front front drive	\$ (1,000.00)
2 4" Concrete pavers (350 SF) - Color "Santa Fe" - Deleted from front drive sidewalk	\$ (1,935.50)
3 6" Concrete pavers (100 SF) - Color "White" - Deleted from front sidewalk	\$ (553.00)
4 2" Concrete (350 SF) - Additional to be poured at sidewalk area (6" sidewalk thru Bay drive entrance)	\$ 1,452.50
5 1-1/2" Concrete (40 SF) - Additional to be poured in drive entrance to fill granite void	\$ 124.80
6 Concrete Painted Non-Thermoplastic striping	\$ 450.00
7 PM time reviewing revisions, gathering pricing and coordinating the added work (3) hr.	\$ 585.00
<b>Total</b>	<b>\$ (876.20)</b>

Credit offered: \$ (876.20)  
 Additional days requested: Zero (0)

**Attachments:**

**REQUESTED BY:**

\_\_\_\_\_  
*(Signature)*

*(Printed name and title)*

**FIELD CHANGE DIRECTIVE 007**

PROJECT: GN1204 Fire Station #2

DATE OF ISSUANCE: 24 July 2014

EFFECTIVE DATE: 24 July 2014

OWNER: **City of Key West**

ENGINEER: **Terrence Justice**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

You are directed to proceed promptly with the following change(s):

Description: **Transplanting of existing trees.**

Purpose of Work Change Directive: **Contractor is directed to transplant remaining existing trees designated for relocation, including proper preparation, irrigation, removal, transportation to new locations as designated by the City of Key West Urban Forester, replanting, and necessary bracing.**

This work shall allocate **\$12,543.01** from the construction allowance for tree relocations. There are no schedule impacts resulting from this change directive

Attachments: Change Order Request # (D.L. Porter).

If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of the following methods of determining the effect of the change(s).

Method of determining change in –

Contract Price: **Lump Sum**

Method of determining change in –

Contract times: **N/A**

Estimated increase in –

Contract Price: **N/A**

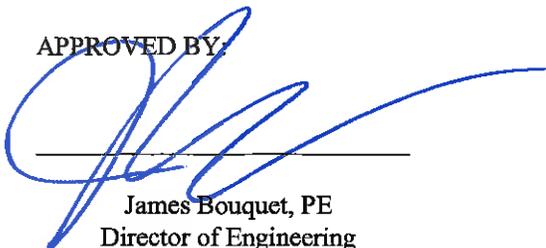
Contractor's Records: **N/A**

Engineer's records: **N/A**

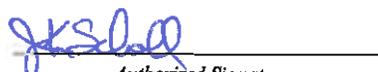
Estimated increase in Contract Times: **0 days**

Commission-authorized construction allowance per contract award (Res. 13-237)	<b>\$250,000.00</b>	(1)
Cumulative total of previous approved Field Change Directives: (FCD 1-6):	<b>190,050.57</b>	(2)
Balance forward, remaining Construction Allowance (1) – (2) =	<b>59,949.43</b>	(3)
Authorized allocation of Construction Allowance for <b>FCD007—Transplant Trees</b>	<b><u>\$12,543.01</u></b>	(4)
Remaining unallocated Construction Allowance <del>(3)</del> – (4) =	<b>\$47,406.42</b>	(5)

APPROVED BY:

  
James Bouquet, PE  
Director of Engineering

AUTHORIZED BY:

  
*Authorized Signature*  
Jim Scholl  
City Manager

# CHANGE ORDER REQUEST

**PROJECT:** *(Name and address)* Key West Fire Station #2 (GN1204) **CHANGE ORDER REQUEST NUMBER:** Twelve (12)  
 616 Simonton St. **DATE OF ISSUANCE:** 7/28/2014  
 Key West, FL 33040 **ARCHITECT'S PROJECT NO.**  
**CONTRACT FOR:**  
**CONTRACT DATE:**

**OWNER:** *(Name and address)*  
 City of Key West  
 3132 Flagler Ave.  
 Key West, FL 33040

**TO ARCHITECT:** *(Name and address)*  
 mbi | k2m Architecture Inc.  
 1001 Whitehead St.  
 Key West, FL 33040

**CONTRACTOR:** *(Name and address)*  
 D.L. Porter Constructors, Inc.  
 6574 Palmer Park Circle  
 Sarasota, FL 34238

We herein request changes in the Contract Sum and Contract Time for proposed modifications to the Contract Documents described herein.

**Description:** Due to the response received from architect and owner pertaining to the questions surrounding transplanting existing trees / plantings and information provided by the owner - To furnish all labor, materials, tools and equipment required to arrange to have certain selected landscaping materials trimmed, root pruned, removed, transported and reinstalled at a location within the city limits as directed by city personnel in accordance with the information provided. It has been suggested by the subcontractor performing the work that the materials be watered 2 to 3 times per week for 2 months after the transplantation operation has been completed. The cost for hand watering the materials is not included in this pricing. DLP requests \$ 12,543.01.

General Conditions	QTY	Unit	Mat. Unit	Lab. Unit	Material	Labor	Subcontractor	Totals
Ecoscapes	0	Day	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General disposal & cleanup as pertains to added work (2%)	1	ls	\$ -	\$ -	\$ -	\$ -	\$ 11,335.88	\$ 11,335.88
PM time reviewing revisions, gathering pricing & coordinating the added work (2 hrs)	1	ls	\$ 113.36	\$ 113.36	\$ 113.36	\$ 113.36	\$ -	\$ 226.72
	1	hrs	\$ -	\$ 195.00	\$ -	\$ 195.00	\$ -	\$ 195.00
Subtotal								
(Reduced Fee given City involvement) GC OVH & P (5%)								
Bond (1.6%)								
Total								
								ADD
								\$ 12,543.01
								\$ 587.88
								\$ 197.53
								\$ 12,543.01

Additional funds requested:  
 Additional days requested:

\$ 12,543.01 ADD  
 Zero (0)

**Attachments:**  
 (1) ECOSCAPES (Subcontractor) Change Order request for work

REQUESTED BY:

*Ray E. Ky, 1, and L.A.*  
*(Signature)*

*Gary A. Loew*  
*(Printed name and title)*

City Of Key West  
 Key West Old Town Firestation  
 Angela Street  
 Key West, FL 33040

Bid 6/14/2014

**Service- Root prune**

20 Hrs.- Crew and equipment- Root Prune

Totals

Qty.	Botanical Name	Common Name	Specifications		
1	<i>Cocos nucifera</i> 'Golden Malayan'	Same	18'- 20' wood	\$	590.63
1	<i>Cocos nucifera</i> 'Golden Malayan'	Same	18'- 20' wood	\$	590.63
1	<i>Thrinax radiata</i>	Green Thatch Palm	6-8' Single	\$	275.63
1	<i>Thrinax radiata</i>	Green Thatch Palm	Multi stem-24',20',18',10',6	\$	787.50
1	<i>Thrinax radiata</i>	Green Thatch Palm	Multi stem-20',18',5',4,3	\$	787.50
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single 20'- Curved	\$	551.25
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single- 18'	\$	551.25
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single- 5'	\$	275.63
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single- 18'	\$	551.25
1	<i>Bursera simaruba</i>	Gumbo Limbo	20' + approx. 8-10' caliper	\$	472.50
1	<i>Myrcianthes fragrans</i>	Simpson Stopper	18'	\$	472.50
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single- 15'	\$	393.75
1	<i>Sabal palmetto</i>	Cabbage Palm	30'- Some bark scaring	\$	-
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single- 6'	\$	275.63
1	<i>Thrinax radiata</i>	Green Thatch Palm	Double-20', 12'	\$	590.63
1	<i>Thrinax radiata</i>	Green Thatch Palm	Triple- 20', 18, 12'	\$	787.50
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single- 12'	\$	393.75
1	<i>Thrinax radiata</i>	Green Thatch Palm	Multi- 30', 24', 5', 5'	\$	787.50
1	<i>Thrinax radiata</i>	Green Thatch Palm	Triple -5'	\$	275.63
1	<i>Thrinax radiata</i>	Green Thatch Palm	Single -18'	\$	551.25

**Service- Relocate**

30 Hrs. - Crew and equipment- Dig Holes, relocate and Brace  
 Trees to be relocated to one site., Fort Street Parking Lot

**Misc.**

7 Soil for new location  
 1 Bracing materials  
 1 Equipment rental

\$ 52.00 \$ 364.00  
 \$ 260.00 \$ 260.00  
 \$ 750.00 \$ 750.00

**Total Services-**

\$ 11,335.88

\*\* Watering not part of this bid. Watering by others  
 Suggested 2-3 days a week water for 2-3 Months.. Min

**Mailing:**

1120 Seminary St.  
 Key West FL 33040



**Suggested Payment Schedule**

Deposit- Upon commencement of relocations \$ 5,000.00  
 Balance upon completion of relocation



**Terrence Justice**  
**Construction Coordinator**  
City of Key West

**THE CITY OF KEY WEST**  
P.O. BOX 1409  
KEY WEST, FL 33041-1409

3140 Flagler Avenue  
(305) 809-3943  
tjustice@keywestcity.com

**28 July 2014**

**TO: Jim Scholl – City Manager**  
**Jim Bouquet – Director of Engineering**

**Subject: Fire Station #2 – Tree Transplants**

Mr. Scholl:

The Change Directive to which this memo is attached is required due to a change in City policy regarding the transplantation of trees for construction projects: City staff is no longer taking on the responsibility for preparing, transplanting, and maintaining recently transplanted trees. This policy change came about during the course of the Fire Station #2 project and partially as a result of poor results from the initial round of transplants conducted by City staff.

As such, the remaining trees that are designated for relocation have been added to the scope of the contractor for Fire Station #2, D.L. Porter and their landscaping/arborist subcontractor, Ecoscapes. Our Urban Forester, Karen DeMaria is actively overseeing this aspect of the project.

Please feel free to contact me, Terrence Justice, on 305-809-3943 with any questions or concerns regarding this project.

Sincerely,

A handwritten signature in black ink, appearing to read "Terrence Justice".

Terrence Justice  
Construction Coordinator

cc: K. DeMaria

*Key to the Caribbean – Average yearly temperature 77° F.*

**FIELD CHANGE DIRECTIVE  
No. Thirteen (13)**

PROJECT: **GN1204 - Fire Station #2**

DATE OF ISSUANCE: **9 October 2014**

EFFECTIVE DATE: **9 October 2014**

OWNER: **City of Key West**

OWNER's Project Number: **GN1204**

CONTRACTOR: **D.L. Porter**

Project Mgr.: **Terrence K. Justice**

You are directed to **proceed promptly with the** following change(s):

Description: **Modifications to Storm Drainage work and added delay days:**

Purpose of Change Directive: **Please proceed with the following modification to proposed work:**

- (1) **Remove concrete spread footer—remains of demolished parking structure.**

This work shall allocate **\$1,470.96** from the construction allowance for removal of the spread footer. There are no schedule impacts resulting from this change directive.

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If a claim is made that the above change(s) have affected Contract Price or Contract Times any claim for a Change Order based thereon will involve one or more of **the** following methods of determining the effect of the change(s).

Method of determining change in  
Contract Price: **N/A**

Method of determining change in  
Contract times: **N/A**

Contractor's Records: **N/A**.

Engineer's records: **N/A**

Other: **N/A**

Estimated change in Contract Price:  
**N/A**

Estimated increase in Contract Times:  
**N/A**

Commission-authorized construction allowance per contract award (Res. 13-237)	<b>\$250,000.00</b>	(1)
Cumulative total of previous approved Field Change Directives: (FCD 1-7):	<b>202,593.58</b>	(2)
Balance forward, remaining Construction Allowance (1) – (2) =	<b>47,406.42</b>	(3)
Authorized allocation of Construction Allowance for <b>FCD013—Remove Footer</b>	<b><u>1,470.96</u></b>	(4)
Remaining unallocated Construction Allowance (3) - (4) =	<b>\$45,935.46</b>	(5)

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(1) APPROVED BY:

(2) AUTHORIZED BY:

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Jim Bouquet, PE  
Director of Engineering

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*Authorized Signature*

Jim Scholl  
City Manager