



MEMORANDUM

Date: August 8, 2024

To: Honorable Mayor and Commissioners

Via: Todd C. Stoughton, Interim City Manager

From: Ian McDowell, P.E. Interim Engineering Director
Karen A Wilman, CRA Manager

Subject: **Frederick Douglass Community Center – Change Order 5**
File ID 24-6209

Introduction

This resolution will approve Change Order 05 to Keystar Inc. contract in the amount of \$27,000.06 for the Frederick Douglass Community Center and authorize the City Manager to execute the contract and provide any necessary budget transfers.

Background

Frederick Douglass Community Center (FDCC) is under construction and this change order will provide the funding required to complete the project by 12/01/2024. The change order of \$27,000.06 is a result of errors and omissions in the drawings files. The canopy color was specified incorrectly with one color, and two colors are needed to meet the approved HARC design. The canopy lights that were specified could not be installed in the canopy that was specified. Credit was given for the labor but an added cost for new lights will be required. The electrical plans didn't account for power to multiple pieces of equipment in the kitchen and missed the light at the base of the flagpole. Keystar Inc. has confirmed that upon approval of funds, they can complete the work without delays to the current project schedule.

The change order table below describes the additional cost to the project and percentage breakdown.

Frederick Douglass Community Center- Change Order Table

	Original Scope of Work	Added Scope of Work
Base Bid	\$ 7,985,927.86	
Change Order 2		
Solar Panel		\$ 181,614.68
Change Order 3		
Main Hall Sound Panels	\$ 11,780.00	\$ 54,626.10
Hand dryers and Repairs		\$ 24,443.57
Project Changes	\$ 32,854.00	
Change Order 4		
IT Package and AV		\$ 71,463.99
BDA System		\$ 142,644.57
Change Order 5		
Canopy and Elec. changes	\$ 27,000.06	
Sub Total	\$ 71,634.06	\$ 474,792.91
Percentage of Project	0.90%	5.95 %
Total Change Orders	\$ 546,426.97	
Total Percentage of Project	6.84%	

Procurement

This change order in the amount of \$27,000.06 will be funded from Bahama Village TIF Fund account 601-5502-555-4600 repairs and maintenance, and transferred to account 601-5502-555-6200, Project Number BV55021701, bringing the total contract amount to \$8,532,354.83.

Recommendation

The City Manager’s Office recommends the approval of Change Order 5 to Keystar Inc. contact in the amount of \$27,000.06 for the Frederick Douglass Community Center and authorize the City Manager to execute the contract and provide any necessary budget transfers.

Attachments:

- Change Order 5 (Exterior Canopy and Electrical changes)
- Resolution 23-193 Keystar, Inc. Construction Award
- Resolution 24-024 Solar addition, Change Order 02
- Resolution 24-114 Change order 03
- Resolution 24-115 IT Package and BDA System, Change Order 04