

## **Resolution No. 2025-3389**

**A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025; providing for implementing administrative actions; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date.**

**Whereas**, the Commission of the City of Sanford, Florida has adopted an annual operating budget for the fiscal year beginning October 1, 2024, and terminating on September 30, 2025, specifying certain projected revenues and expenditures for the operations of Sanford municipal government; and

**Whereas**, the City's budget presumes that each department generally will, to the best of their ability, maintain its expenditures within its allocated budgeted level and exercise prudence in expending funds during the course of the City's fiscal year; and

**Whereas**, from time-to-time circumstances and events may require that the original City budget may need revision; and

**Whereas**, the City Commission, in its judgment and discretion, has the authority to adjust the budget to more closely coincide with actual and expected events.

**Now, therefore, be it adopted and resolved by the City Commission of the City of Sanford, Florida as follows:**

### **Section 1. Adoption of Budget Amendment.**

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2024, and terminating on September 30, 2025, is hereby revised and amended by Attachment "A". The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2024, and

terminating on September 30, 2025, shall remain in full force and effect.

**Section 2. Implementing administrative actions.**

The City Manager, or designee, is hereby authorized and directed to implement the provisions of this Resolution by means of such administrative actions as may be deemed necessary and appropriate.

**Section 3. Savings.**

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities are hereby ratified and affirmed.

**Section 4. Conflicts.**

All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

**Section 5. Severability.**

If any section, sentence, phrase, word, or portion of this Resolution is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

**Section 6. Effective Date.**

This Resolution shall become effective immediately upon enactment.

Passed and adopted this 9<sup>th</sup> day of June, 2025.

Attest:

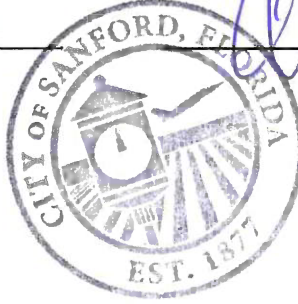
City Commission of the City of Sanford

*Traci Houchin MMC, FCRM*

Traci Houchin, MMC, FCRM  
City Clerk

*Art Woodruff*

Art Woodruff, Mayor



For use and reliance of the Sanford  
City Commission only.  
Approved as to form and legality.

*Lindsay N. Greene*

Lindsay N. Greene, City Attorney





**SECTION 00850**

**CHANGE ORDER FORM**

Change Order No. 1-49 Purchase Order No. 40303  
 Project Title Breezeway Project  
 Bid No. RFQ 22/23-16  
 Owner: City of Sanford, Florida  
 Contractor: Oelrich Construction Inc  
 Agreement Date: December 11, 2023

This Change Order is necessary to cover changes in the work to be performed under this Agreement. The GENERAL CONDITIONS, SUPPLEMENTARY CONDITIONS, and STANDARD SPECIFICATIONS apply to and govern all work under this Change Order.

**THE FOLLOWING CHANGES ARE MADE TO THE CONTRACT DOCUMENTS:**

1. Original Contract Price	<u>\$ 3,999,953.00</u>
2. Current Contract Price (Adjusted by Previous Change Orders)	<u>\$ 3,999,953.00</u>
3. Total Proposed Change in Contract Price	<u>\$ 1,343,565.00</u>
4. New Contract Price (Item 2 + Item 3)	<u>\$ 5,343,518.00</u>
5. Original Contract Time (Notice to Proceed to Substantial Completion)	<u>185</u>
	<u>Days</u>
6. Current Contract Time (Adjusted by Previous Change Orders)	<u>185 Days</u>
7. Current Subst. Completion Date (Adjusted by Previous Change Orders)	<u>12-20-24</u>
8. Total Proposed Change in Contract Time	<u>185 Days</u>
9. New Contract Time (Item 6 + Item 8)	<u>368 Days</u>
10. New Contract Substantial Completion Date (Item 7 + Item 8)	<u>9-5-2025</u>
11. Current Final Completion Date (Adjusted by Previous Change Orders)	<u>9-5-2025</u>
12. Current Contract Time From Substantial Completion to Final Completion	<u>15 Days</u>
13. Total Proposed Change in Contract Time Subst. to Final Completion	<u>0 Days</u>
14. New Contract Time to Subst. Final Completion (Item 12 + Item 13)	<u>15 Days</u>
15. New Contract Final Completion Date (Item 11 + Item 14)	<u>9-19-25</u>



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**CHANGES ORDERED**

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**ITEM 1 Credit**

**Description of Change:** Buyout Savings Cost Savings. See attachment.

**Reason for Change:**

**Change in Contract Price:** \$0

**Contingency:** -\$20,668.00

**Change in Contract Time:** 0

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**ITEM 2**

**Description of Change:** Fire Dampers. See attachment.

**Reason for Change:** Not included in original plan

**Change in Contract Price:** \$0

**Contingency:** \$62,126.00

**Change in Contract Time:** 10 days

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**ITEM 3**

**Description of Change:** Additional Doors rerouting pipes Relocating LV wiring. See attachment.

**Reason for Change:** not included in original plan

**Change in Contract Price:** \$0

**Contingency:** \$9,416.00

**Change in Contract Time:** 0

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**ITEM 4 RFI #23**

**Description of Change:** Existing Sprinklers relocated from under original slab. See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$17,924

**Contingency:** \$6,326

**Total:** \$24,250.00

**Change in Contract Time:** 5 days

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**ITEM 4 RFI #22**

**Description of Change:** Transformer Disconnect Mechanical Room See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$4,403.00

**Change in Contract Time:** 0

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**ITEM 7**

**Description of Change:** Chilled water and Duct Insulation for Mechanical Room See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$85,195.00

**Change in Contract Time:** 10 days

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**ITEM 8**

**Description of Change:** Underground Utility Repair/Replacement See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$15,623.00

**Change in Contract Time:** 0

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**ITEM 9**

**Description of Change:** Vent Piping Reroute the sanitary piping See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$4,624.00

**Change in Contract Time:** 0

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**ITEM 11 Credit**

**Description of Change:** Casework change marble finish See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$-20,550.00

**Change in Contract Time:**0

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**ITEM 12**

**Description of Change:** Installation of steel beam do to change of layout See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$3,563.00

**Change in Contract Time:** 0

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**ITEM 13**

**Description of Change:** Upgraded HVAC See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$1,120.00

**Change in Contract Time:** 0

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**ITEM 14**

**Description of Change:** Revised Layout Drawings See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$292,689.00

**Change in Contract Time:** 52 days

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**ITEM 15**

**Description of Change:** Revised glass for the storefront window Fire Rating See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$71,033

**Change in Contract Time:** 0

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**ITEM 16**

**Description of Change:** Revised Conformance Set Exterior Site Lighting See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$161,458.00

**Change in Contract Time:** 0

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**ITEM 19**

**Description of Change:** Revised Drawings #2 See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$90,285.00

**Change in Contract Time:** 20 days

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**ITEM 20**

**Description of Change:** Lobby Asbestos Remediation – 1<sup>st</sup> Floor

**Reason for Change:** Existing Conditions

**Change in Contract Price:** \$3,426

**Change in Contract Time:** 0 days

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**ITEM 21**

**Description of Change:** Missed Concrete Between site work and building See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$12,742.00

**Change in Contract Time:** 0

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**ITEM 24**

**Description of Change:** New Light Pole Bases See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$30,665.00

**Change in Contract Time:** 0

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**ITEM 26**

**Description of Change:** Wall above elevator Control Room extended to deck See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$9,301.00

**Change in Contract Time:** 0

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**ITEM 27**

**Description of Change:** Soffit Louvers not Miami/Dade Rated See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$3,099.00

**Change in Contract Time:** 0

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**ITEM 28**

**Description of Change:** Water Build Up on Mechanical Pad See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$1,151.00

**Change in Contract Time:** 0

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**ITEM 29**

**Description of Change:** ADA Restroom Trailer See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$21,842.00

**Change in Contract Time:** 0

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**ITEM 30**

**Description of Change:** Relocate IT Closet to Storage Room 126 See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$25,893.00

**Change in Contract Time:** 0

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**ITEM 31**

**Description of Change:** Update Inspector Area/new vestibule drawings See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$37,044.00

**Change in Contract Time:** 10

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**ITEM 32**

**Description of Change:** Update Drawings Code Comment Response See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$22,061.00

**Change in Contract Time:** 0

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**ITEM 33**

**Description of Change:** Site Utilization Phasing Plan See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$115,981.00

**Change in Contract Time:** 71 days

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**ITEM 34**

**Description of Change:** Veneer Quartered Walnut Wall Panels See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$24,496.00

**Change in Contract Time:** 0

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**ITEM 35**

**Description of Change:** New Design Drawings MEPs See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$1,392.00

**Change in Contract Time 0**

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**ITEM 36**

**Description of Change:** Recirculating Pump Electrical Connection See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$2,878.00

**Change in Contract Time: 0**

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**ITEM 37**

**Description of Change:** Exit Signs Emergency Battery Backup See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$2,066.00

**Change in Contract Time: 0**

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**ITEM 38**

**Description of Change:** Garbage Disposal Power is Missing See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$2,980.00

**Change in Contract Time 0**

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**ITEM 39**

**Description of Change:** Breezeway Ceiling Attachment to existing wall on west side See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$6,599.00

**Change in Contract Time 0**

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**ITEM 40**

**Description of Change:** Existing sidewalk to be removed See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$3,924.00

**Change in Contract Time 0**

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**ITEM 41**

**Description of Change:** Raising the existing Flooring for Terrazzo See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$41,331.00

**Change in Contract Time 0**

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**ITEM 44**

**Description of Change:** Tube Steel Connection for Sliding Door R1 See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$23,368.00

**Change in Contract Time 0**

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**ITEM 45**

**Description of Change:** Training room walls called to remain See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$4,780.00

**Change in Contract Time 0**

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**ITEM 46**

**Description of Change:** Damage Concrete to be repaired See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$8,566.00

**Change in Contract Time 0**

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**ITEM 47**

**Description of Change:** Sidewalk Concrete Replacement on West Side See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$38,701.00

**Change in Contract Time 0**

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**ITEM 48**

**Description of Change:** Catch Basin Shown to be removed See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$20,518.00

**Change in Contract Time 0**

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**ITEM 49**

**Description of Change:** Electrical Drawings to Reflect EV Scope See attachment.

**Reason for Change:** not in original plan

**Change in Contract Price:** \$175,890.00

**Change in Contract Time** 0

<b>CHANGE ORDER SUMMARY</b>			
<b>No.</b>	<b>Description</b>	<b>Change in Contract Price</b>	<b>Change in Contract Time</b>
1	Buyout Savings	\$0.00	0
2	Conformance Set	\$0.00	10
3	Additional Doors rerouting pipes Relocating LV wiring	\$0.00	0
4	Existing Sprinklers relocated	\$17,924	5
4	Transformer Disconnect	\$4,403.00	0
5	Chilled Water & Duct Insulation	\$85,195.00	10
8	Underground Utility	\$15,623.00	0
9	Vent piping	\$4,624.00	0
11	Casework	-\$20,550.00	0
12	Tube Steel Connection for Sliding Door	\$3,563.00	0
13	HVAC Equipment	\$1,120.00	0
14	Revised Layout Drawings	\$292,689.00	52
15	Fire Rating Storefront Glass	\$71,033.00	0
16	Revised Conformance Set	\$161,458.00	0
19	Revised Drawings	\$90,285.00	20
20	Lobby Asbestos Remediation – 1 <sup>st</sup> Floor	\$3,426.00	0
21	Missed Concrete Between the Site work & Bldg	\$12,742.00	0
24	New light Pole Bases	\$30,665.00	0
26	Wall above elevator control room	\$9,301.00	0
27	Soffit Louvers not Miami/Dade	\$3,099.00	0
28	Water Build up Mechanical Pad	\$1,151.00	0
29	ADA Restroom Trailer	\$21,842.00	0
30	Relocate IT Closet to Storage Room	\$25,893.00	0
31	Updated Inspector Area	\$37,044.00	10
32	Updated Drawings Code	\$22,061.00	0
33	Site Utilization Phasing Plan	\$115,981.00	71
34	Veneer Quartered Walnut Wall Panels	\$24,496.00	0
35	New Design Drawings	\$1,392.00	0
36	Recirculating	\$2,878.00	0
37	Exit Signs Emergency Battery Backup	\$2,066.00	0
38	Garbage Disposal Power is Missing	\$2,980.00	0
39	Breezeway Ceiling Attachment	\$6,599.00	5
40	Existing Concrete Sidewalk to be removed	\$3,924.00	0
41	Raising the Existing Floorings for Terazzo	\$41,331.00	0
44	Tube Steel Connection	\$23,368.00	0
45	Training Rooms calls	\$4,780.00	0
46	Damage to concrete to be replaced	\$8,566.00	0
47	Sidewalk concrete replacement	\$38,701.00	0
48	Catch Basin Shown to be removed	\$20,518.00	0
49	Electrical Drawings to Reflect EV Scope	\$175,890.00	0
	<b>Total</b>	<b>\$1,343,565.00</b>	<b>183</b>



**WAIVER** This Change Order constitutes full and mutual accord and satisfaction for the adjustment of the Contract Price and Contract Time as a result of increases or decreases in cost and time of performance caused directly and indirectly from the change. Acceptance of this Waiver constitutes an agreement between OWNER and CONTRACTOR that the Change Order represents an equitable adjustment to the Agreement and that CONTRACTOR shall waive all rights to file a Contract Claim or claim of any nature on this Change Order. Execution of this Change Order shall constitute CONTRACTOR's complete acceptance and satisfaction that it is entitled to no more costs or time (direct, indirect, impact, etc.) pursuant to this Change Order.

**APPROVAL AND CHANGE ORDER AUTHORIZATION**

**ACKNOWLEDGMENTS**

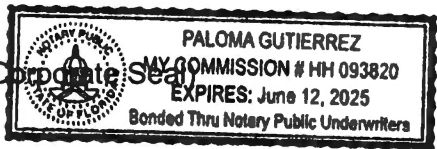
The aforementioned change, and work affected thereby, is subject to all provisions of the original Agreement and specifically changed by this Change Order; and

It is expressly understood and agreed that the approval of the Change Order shall have no effect on the original Agreement other than matters expressly provided herein.

ATTEST:

*Paloma Gutierrez*  
(Secretary)

5/28/25  
Date



Oelrich Construction  
Contractor

Ivan A. Oelrich - President  
Printed Name and Title of Officer

*[Signature]*  
By (Signature)

05/28/2025  
Date

ATTEST:

*Grace Hawkins*  
(Signature)

6/9/25  
Date

(Seal)



Owner

*Art Woodruff Mayor*  
Printed Name and Title

*[Signature]*  
By (Signature)

6-9-25  
Date

*[Signature]*



CITY OF  
**SANFORD**  
FLORIDA



APPROVED

WS	___	RM	<u>X</u>
Item No.	<u>9.4</u>		

**CITY COMMISSION MEMORANDUM 25-149  
JUNE 9, 2025, AGENDA**

**TO:** Honorable Mayor and Members of the City Commission  
**PREPARED BY:** Jeff Davis, Public Works and Utilities Project Manager  
**SUBMITTED BY:** Norton N. Bonaparte, Jr., ICMA-CM, City Manager  
**SUBJECT:** Budget Amendment; Resolution No. 2025-3389; Change Order; Building Breezeway; Increase Purchase Order #40303; Oelrich Construction, Inc.

**STRATEGIC PRIORITIES:**

- Unify Downtown & the Waterfront
- Promote the City's Distinct Culture
- Update Regulatory Framework
- Redevelop and Revitalize Disadvantaged Communities

**SYNOPSIS:**

Requesting to approve of Resolution No. 2025-3389, to amend the budget in the amount of \$1,413,555; to approve a change order to increase Purchase Order #40303 for \$1,343,555 to Oelrich Construction, Inc. and \$70,000 for increase in budget for Building Fund.

**FISCAL/STAFFING STATEMENT:**

The total amount requested is an amount not to exceed \$1,343,555 and is available in the Building Funds Reserve Account. This action will bring the total project cost from \$3,999,953 to \$5,343,518.

1. Building Fund/Protective Inspections \$1,343,555
2. Building Fund/Other Contractual Services \$70,000

**BACKGROUND:**

The Building Breezeway Project is being completed. There have been 39 work change directives as follows:

CHANGE ORDER SUMMARY			
No.	Description	Change Contract Price	Change in Contract Time
1	Buyout Savings	\$0.00	0
2	Conformance Set	\$0.00	10

3	Additional Doors rerouting pipes Relocating LV wiring	\$0.00	0
4	Existing Sprinklers relocated	\$17,924.00	5
4	Transformer Disconnect	\$4,403.00	0
5	Chilled Water & Duct Insulation	\$85,195.00	10
8	Underground Utility	\$15,623.00	0
9	Vent piping	\$4,624.00	0
11	Casework	-\$20,550.00	0
12	Tube Steel Connection for Sliding Door	\$3,563.00	0
13	HVAC Equipment	\$1,120.00	0
14	Revised Layout Drawings	\$292,689.00	52
15	Fire Rating Storefront Glass	\$71,033.00	0
16	Revised Conformance Set	\$161,458.00	0
19	Revised Drawings	\$90,285.00	20
21	Missed Concrete Between the Site work & Bldg	\$12,742.00	0
24	New light Pole Bases	\$30,665.00	0
26	Wall above elevator control room	\$9,301.00	0
27	Soffit Louvers not Miami/Dade	\$3,099.00	0
28	Water Build up Mechanical Pad	\$1,151.00	0
29	ADA Restroom Trailer	\$21,842.00	0
30	Relocate IT Closet to Storage Room	\$25,893.00	0
31	Updated Inspector Area	\$37,044.00	10
32	Updated Drawings Code	\$22,061.00	0
33	Site Utilization Phasing Plan	\$115,981.00	71
34	Veneer Quartered Walnut Wall Panels	\$24,496.00	0
35	New Design Drawings	\$1,392.00	0
36	Recirculating	\$2,878.00	0
37	Exit Signs Emergency Battery Backup	\$2,066.00	0
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39	Breezeway Ceiling Attachment	\$6,599.00	5
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41	Raising the Existing Floorings for Terazzo	\$41,331.00	0
44	Tube Steel Connection	\$23,368.00	0
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47	Sidewalk concrete replacement	\$38,701.00	0
48	Catch Basin Shown to be removed	\$20,518.00	0
49	Electrical Drawings to Reflect EV Scope	\$175,890.00	0
	<b>Total</b>	<b>\$1,343,565.00</b>	<b>183</b>

**LEGAL REVIEW:**

No legal review requested of the City Attorney.

**RECOMMENDATION:**

City staff recommend that the City Commission approve Resolution No. 2025-3389, to amend the budget for \$1,413,555 increasing Purchase Order # 40303 issued to Oelrich Construction, Inc. and to increase the Building Fund budget in the amount of \$70,000.

**SUGGESTED MOTION:**

“I move to approve Resolution No. 2025-3389, to amend the budget, as proposed.”

Attachments: (1). Resolution No. 2025-3389 with budget amendment sheet/exhibit.  
(2). Change Order Forms.