



Marion County Board of County Commissioners

Procurement Services

2631 SE Third St.
Ocala, FL 34471
Phone: 352-671-8444
Fax: 352-671-8451

CHANGE ORDER FORM

This form is to be used when a Purchase Order has a change in scope, amount or date. Amounts exceeding 10% of original award requires BCC approval. Some fields may not be applicable and may be left blank. Use your cursor to hover over a field for help.

Date 06/20/2024 Department Facilities Management Change Order # 1

Additional Days Only Is Board Action Required? Yes No N/A

Bid/Contract/Quote Number & Project Title:
20Q-045 JC3 FOURTH FLOOR EXPANSION PH 1

Vendor (Name & Address):
RISPOLI & ASSOC ARCHITECTURE INC
114 SOUTH MAGNOLIA AVE
OCALA, FL 34471

Project Code: SAC000001

PO Number: 02101067

GL Account Number (ORG/OBJECT):
AA707712 - 562102

Contract Amount: 229,900.00

Have you sent Procurement the revised P&P Bond? Yes No N/A Contingency Amount (if requesting use):

Is the change order amount from Contingency? Yes No

DESCRIPTION OF CHANGE

Due to budget limitations, this project has undergone multiple bidding rounds, resulting in changes in codes due to the elapsed time. As a result, the design team is seeking compensation for revising 100% Drawings and providing additional bid services.

* BACKUP DOCUMENTATION MUST BE ATTACHED CLARIFYING CHANGE

Original PO Amount:	\$229,900.00
The Current PO Amount (includes all previous change orders):	\$229,900.00
The PO will be increased/decreased by this change order in the amount of:	Increase <input checked="" type="checkbox"/> Decrease <input type="checkbox"/>
(Do not put contingency amount)	\$10,450.00
The new PO amount including this change order will be:	\$240,350.00
(PO amount will not change if it comes from contingency)(auto calculated)	

Contract time will be Increased/decreased by	DAYS	
Prior Substantial Completion Date		Revised Substantial Completion Date
Prior Final Completion Date		Revised Final Completion Date

Approval:

BCC Approval (when applicable):

Mike Bates Department Head 6.21.2024 Date

Chairman, BCC Date

Asst. Co. Administrator: (If Applicable) Date
Mike Bates Project Mgr. 6.21.2024 Date

Attest: Clerk of Court Date

County Administrator Date

Procurement: _____ Date



May 29, 2024

CONTRACT # 20Q - 45

**Facilities Management
James Huber
Mike Bates**

James.huber@marionfl.org
Mike.bates@marionfl.org

2602 SE 8th Street
Ocala, Florida 34471

**Re: ADD SERVICES FOR:
Marion County Judicial Center 4th floor Build-Out (MCJC 3) located at: 110 NW 1st Ave,
Ocala, FL. 34475 Revisions to 100% CD and Bidding for a second time.**

**Rispoli & Associates Architecture, Inc. (RAA) and associated consulting shall provide
Additional Services for the above-mentioned project as follows:**

JC3 4th Floor Build-Out Revisions and Re Bid.

4th Floor Interior build -out
Design changes after the 100% construction documents were issued.
Bidding the project for second time. CPPI and now Dinkins Construction.

Base Services Included;

- Mechanical, Electrical, Plumbing and Fire Protection. MEP-FP Revisions
- Bidding Support, for the second time. CPPI and now Dinkins Construction.

SUMMARY	
Task A: Additional MEP-FP-IT Revisions and Bidding	\$9,500.00
Task B: RAA Coordination Fee (10%) of consultant's fee	\$950.00
Task B: Additional RAA Revisions and Bidding	No Charge
TOTAL FEE FOR ADDITIONAL SERVICES ABOVE:	\$ 10,450.00

SCHEDULE

We anticipate approximately an additional 4 weeks for complete construction document upon approval of services.



Re: ADD SERVICES FOR:

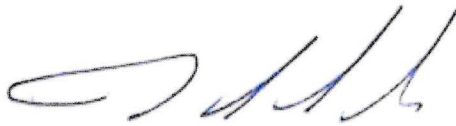
Marion County Judicial Center 4th floor Build-Out (MCJC 3) located at: 110 NW 1st Ave,
Ocala, FL. 34475 Revisions to 100% CD and Bidding for a second time.

PAYMENT SCHEDULE

Payment will be due and payable upon receipt of the Statements or as per Marion Co. policy.

If this proposal meets with your approval, please execute a notice to proceed and or a purchase order as required.

Thank you for your consideration.
Sincerely,



Joseph Rispoli, AIA, Architect
Architect, AR95439
Project Architect/Manager
(352) 620-0909
email: joe@rispoliarchitect.com



RISPOLI & ASSOCIATES ARCHITECTURE. INC.

FOR REVIEW





April 30, 2024

Mr. Joseph A. Rispoli, AIA
Rispoli & Associates Architecture, Inc.
114 S Magnolia Avenue
Ocala, FL 34471
Delivered via email: joe@risarchitecture.com

**Re: Marion County Courtroom Expansion 4th Floor Build Out
Additional Services Request – Design Changes
TLC Project Number: 521291**

Dear Joe:

As requested, TLC Engineering Solutions, Inc. has developed the following proposal to provide supplemental services for the referenced project.

Additional services are based on the following scope items:

1. Design changes after the 100% construction documents were issued.
2. Bidding the project for second time.

TLC is prepared to provide supplemental services as outlined above for a fixed fee of **\$9,500.00**.

All other terms of our original proposal apply unless specifically modified by this proposal.

If our proposal is acceptable, please remit appropriate authorization allowing us to proceed. This authorization constitutes your commitment to pay the fee and reimbursable expenses, and represents that your firm has received approval from the client.

Please give me a call with any questions or comments.

Sincerely,

TLC Engineering Solutions, Inc.


Morcel M. Hadji, PE, RCDD, LEED AP BD+C, GGP
Principal


Justin P. Mulhollan, PE, LEED AP BD+C, CEM, GGP, WELL AP
Principal | Regional Director

Authorization

By: _____

Print Name and Title

Date