

**Attachment A**  
**Change Order**

**ITEM # 1**

<b><u>Agreement No.</u></b> RFQ 2020-009-JC	<b><u>Title</u></b> Citywide Security Access System												
<b><u>Consultant</u></b> Integrated Security Systems, Inc.													
<b><u>Brief Scope:</u></b> On October 14, 2020, the Mayor and City Commission approved via Resolution No. 2020-31445 the award of a pool of prequalified contractors, pursuant to RFQ 2020-009-JC for Citywide Security Access System, from whom quotes could be sought when services are needed. In order to complete upgrades to the access system at City Hall, on July 5, 2022, the Procurement Department issued an ITQ to the three (3) prequalified contractors for the work. The lowest responsive, responsible quote was received from Integrated Security Systems ("Integrated") in the amount of \$308,203.40. On October 26, 2022, the City Commission approved the Contractor Service Order (CSO) to Integrated for \$308,203.40. Subsequently, on June 28, 2023, Change Order No. 1 to the CSO was approved for an additional \$43,626.00, increasing the total CSO to \$351,829.40.  The Facilities and Fleet Management Department requests Change Order No. 2 to the CSO, in the amount of \$66,050.00, to make the necessary adjustments to complete the updated control card access system installation at City Hall. While the project has not been delayed, the timeline has been extended due to various departments requesting layout modifications. These modifications include additional card access points and low-voltage infrastructure to accommodate these additions. Additionally, Facilities would like to include a 10% owner's contingency of \$41,787.94 for this project to accommodate any anticipated office renovations before the project is completed.													
<b><u>Request</u></b> This item seeks approval from the City Commission to approve Change Order No. 2 to the CSO issued to Integrated Security Systems in the amount of \$66,050.00 and further requests the approval of a 10% owner's contingency in the amount of \$41,787.94.													
<b><u>Impact of Change Order:</u></b> \$66,050.00 plus a 10% contingency of the project's total amount in the amount of \$41,787.94, for a total change order cost of \$107,837.94. (See Attachment B)	<b><u>GL Account No.</u></b> 302-1720-000342-00-401-508-00-00-00-64821-												
<b><u>Justification:</u></b> To complete the installation of the control card access system at City Hall, the Contractor has provided a quote in the amount of \$66,050.00, plus a 10% contingency in the amount of \$41,787.94, for a total change order cost of \$107,837.94 as detailed in Attachment B. The Facilities and Fleet Management Department has reviewed the proposal and determined that the additional cost is fair and reasonable for the scope of work. A breakdown of the project costs is provided below.													
<table border="1"> <tr> <td>Original CSO Amount</td><td>\$308,203.40</td></tr> <tr> <td>Change Order No. 1</td><td>\$43,626.00</td></tr> <tr> <td><b>Change Order No. 2</b></td><td><b>\$66,050.00</b></td></tr> <tr> <td><b>New Total Amount</b></td><td><b>\$417,879.40</b></td></tr> <tr> <td><b>10% Contingency</b></td><td><b>\$41,787.94</b></td></tr> <tr> <td><b>New Total Amount Including Contingency</b></td><td><b>\$459,667.34</b></td></tr> </table>		Original CSO Amount	\$308,203.40	Change Order No. 1	\$43,626.00	<b>Change Order No. 2</b>	<b>\$66,050.00</b>	<b>New Total Amount</b>	<b>\$417,879.40</b>	<b>10% Contingency</b>	<b>\$41,787.94</b>	<b>New Total Amount Including Contingency</b>	<b>\$459,667.34</b>
Original CSO Amount	\$308,203.40												
Change Order No. 1	\$43,626.00												
<b>Change Order No. 2</b>	<b>\$66,050.00</b>												
<b>New Total Amount</b>	<b>\$417,879.40</b>												
<b>10% Contingency</b>	<b>\$41,787.94</b>												
<b>New Total Amount Including Contingency</b>	<b>\$459,667.34</b>												
Based on the justification stated herein, this item seeks approval from the Mayor and City Commission for Change Order No.2 to the CSO issued to Integrated Security Systems for the required additional work in the amount of \$66,050.00, plus a 10% contingency in the amount of \$41,787.94, for a total change order cost of \$107,837.94.													