



**MEMORANDUM  
ACQUISITION APPROVAL**

- City Standard Approved Justification Memo Attached
- Sole Source, Approved Justification Memo Attached
- Quote
- Government Contract
- Exempt from Competitive Process

**TO:** Susan Goebel-Canning, Director Public Works *AM*

**THROUGH:** Jennifer Alvarez, Director Purchasing *JAV*

**FROM:** Missie Barletto, Deputy Director Program and Project Management *MB*

**SUBJECT:** Change Order No. 2 West Construction, Inc. for the NE 2<sup>nd</sup> Ave. / Seacrest Beautification Phase I (Project No. 17-008)

**DATE:** April 19, 2018

**Background**

On November 20, 2017 the City of Delray Beach Commission (CITY) approved the bid award (Bid Construction No. 2017-065-2) to West Construction, Inc. (WCI) in an amount not to exceed \$834,247.70 for the NE 2<sup>nd</sup> Ave. / Seacrest Beautification Phase I Project. This is an FDOT grant funded project in the amount not to exceed \$750,000 for FDOT approved components, which are reimbursable after WCI is paid. WCI's Notice to Proceed was issued on December 1, 2017

Change Order No. 1: in an amount not-to-exceed \$25,000 along with zero (0) calendar days to the contract time was approved by the CITY on April 17, 2018.

Change Order No. 2: in an amount not-to-exceed \$8,111.53 along with four (4) additional calendar days to the contract time is requested by WCI for the following reasoning:

- 1) Remove and install approximately 140 linear feet of additional concrete sidewalk (4" & 6" thick) at the intersections of NE 9<sup>th</sup> & NE 10<sup>th</sup> Street to meet ADA compliance.
- 2) Additional Surveying required to match the existing grades of the sidewalks.

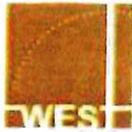
The CEI (Keith & Schnars) and Public Works recommends approval of the additional cost and calendar days for the additional work on the project (CPR #5 attached).

**Purchasing Policy**

This request complies with Code of Ordinance No. 21-17.

**Funding Account Number**

NE 2<sup>nd</sup> Ave. / Seacrest Beautification Phase I is funded from Account No. 377-41-340-541.68-18. The amount not to exceed \$8,111.53 can be account for from Line Item No. 9 (Unforeseen Condition Allowance) if not reimbursed from the FDOT.



# Change Proposal Request (CPR)

Project Information	
Project #	WSP 17-1295 SEACREAST
Title	SEACREAST BEAUTIFICATION
Address	434 S. SWINTON AVENUE
City, State, Zip	DELRAY BEACH, FL 33444
Country	USA

Change Proposal Request	
CPR #	005
Issue Date	02-Mar-2018
Subject	ADA sidewalk requirements @NE 9th and NE 10th Existing sidewalk should be removed as required at intersections of NE 9th and NE 10th Street to meet ADA requirements
Updated:	18-April-2018

Prime Contract Company	
Contact	Jessica Schiavi-Germony
Company	West Construction, Inc.
Address	820 North 4th St
City, State, Zip	Lantana, FL 33462
Country	United States
Phone	561-588-2027
Fax	561-582-9419

Owner	
Contact	Isaac Kovner
Company	CITY OF DELRAY BEACH
Address	434 S. SWINTON AVENUE
City, State, Zip	DELRAY BEACH, FL 33444
Country	USA
Phone	561-243-7300
Fax	561-243-7314

### Description of the proposed change:

The Existing sidewalks at the intersection of NE9th and NE10th street currently do not meet ADA requirements. The permitted plans for the referenced project do not take these deficiencies into account, and are not included in the original scope of work. The sidewalk has more than a 5% longitudinal slope, therefore the existing sidewalks should be removed and replaced as required at intersections of NE 9<sup>th</sup> and NE 10<sup>th</sup> Street to meet ADA requirements. To make it ADA compliant it is necessary to remove and replace sidewalk to accommodate proper slopes in order to comply with ADA standards. with regard to the intersections of NE 9<sup>th</sup> and NE 10<sup>th</sup> Street; work to include Station 38+33 West Side.

ADA sidewalk requirements @NE 9th and NE 10th (based on contract pricing)

4" thick concrete sidewalk remove 58'x \$12.00

4" thick concrete sidewalk replace 58' x \$24.50

6" thick concrete sidewalk remove 79'x \$ 14.90

6" thick concrete sidewalk replace 79' x \$28.60

Supervision and coordination \$1,000

Surveying and coordination \$500

This work is not in WEST's base contract; therefore the man power necessary to complete the proposed work in this Change Proposal is not reflected in our scheduling. We are requesting 4 days being added to our contract time in order to facilitate mobilizing a crew to complete proposed work, supervise the crew and all coordination and management necessary to execute additional work listed.

### Net Amount of this Proposed Change:

**\$8,111.53**

The Contract time due to this Change Proposal Request is to be 4 days.

This document, when fully executed as accepted, shall constitute authorization to proceed with the work described herein.

Submitted By

Response:  Accept  Do Not Accept

West Construction, Inc.  
Company

CITY OF DELRAY BEACH  
Company

By

Date

By

Date

### Company Financial and Schedule Impact Details

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
1	4" thick concrete sidewalk remove	58	Inft	\$12.00	\$696.00
2	4" thick concrete sidewalk replace	58	Inft	\$24.50	\$1,421.00
3	6" thick concrete sidewalk remove	79	Inft	\$14.90	\$1,177.10
4	6" thick concrete sidewalk replace	79	Inft	\$28.60	\$2,259.40
5	Supervision and Coordination	1	Is	\$1,000.00	\$1,000.00
8	Surveying and Coordination	1	Is	\$500.00	\$500.00
9	Mark-up	1	LS	\$1,058.03	\$1,058.03

Total = \$8,111.53



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<b>Phone</b>	561-588-2027
<b>Fax</b>	561-582-9419

Owner	
<b>Contact</b>	Isaac Kovner
<b>Company</b>	CITY OF DELRAY BEACH
<b>Address</b>	434 S. SWINTON AVENUE
<b>City, State, Zip</b>	DELRAY BEACH, FL 33444
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- Supervision and coordination \$1,000
- Surveying and coordination \$500

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April 19<sup>th</sup>, 2018

Isaac Kovner, P.E.  
**Project Manager**  
City of Delray Beach  
434 S. Swinton Avenue  
Delray Beach, Florida 33444

RE: Approval of Change Orders No. 5 and 9  
City Project No.: 14-071  
FM No. 435080-1-58-01

Dear Mr. Kovner,

Keith and Schnars, P.A. has reviewed the Change Orders No. 5 and 9 submitted by West Construction, Inc. for the subject project. These change orders have been combined into one single Change Proposal Request (CPR) No. 005. Based on the negotiation meeting conducted on 04/18/18, CEI recommend to process this CPR # 5 for the amount of \$8,111.53.

Thank you,

Roland Barros, CGC  
Project Administrator



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# INVOICE

**WEST SURVEY SERVICES, LLC**

CHANGE ORDER : CPR#5 and #9  
DATE : 04/18/18  
PROJECT : Seacrest Park

820 N 4 TH ST  
Lantana Fl 33462  
PHONE: 561-588-2027  
FAX: 561-582-9419

TO: Jessica Germony				
Project Manager				
West Construction	JOB	PAYMENT TERMS	DUE DATE	
820 N 4 th st	17-1295			
561-301-9733				

DESCRIPTION OF SERVICES	DATE	HOURS	RATE	CURRENT BILLING AMOUNT
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Item 1. surveying Services				
Surveying needed as per CPR #5 and CPR#9	4/18/18	8.0	\$62.50	\$500.00
<b>Sub-Total</b>		8.0		\$500.00

<b>Total</b>				
			SUBTOTAL	\$500.00
			SALES TAX	0.00
			<b>TOTAL</b>	<b>\$500.00</b>

Make all checks payable to WEST SURVEY SERVICES, LLC  
**THANK YOU FOR YOUR BUSINESS!**



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

## Detail by Entity Name

Florida Limited Liability Company  
WEST SURVEY SERVICES, LLC

### Filing Information

<b>Document Number</b>	L17000031844
<b>FEI/EIN Number</b>	82-0641833
<b>Date Filed</b>	02/09/2017
<b>State</b>	FL
<b>Status</b>	ACTIVE
<b>Last Event</b>	LC STMNT OF RA/RO CHG
<b>Event Date Filed</b>	05/01/2017
<b>Event Effective Date</b>	NONE

### Principal Address

820 N 4TH STREET  
LANTANA, FL 33462-1710

Changed: 04/26/2017

### Mailing Address

820 N 4TH STREET  
LANTANA, FL 33462-1710

Changed: 04/26/2017

### Registered Agent Name & Address

MORGAN, MARTHA A  
820 N 4TH ST  
LANTANA, FL 33462-1710

Address Changed: 05/01/2017

### Authorized Person(s) Detail

#### **Name & Address**

Title MGRM

WEST CONSTRUCTION, INC.  
820 N 4TH STREET  
LANTANA, FL 33462-1710

Title MGR

DE LA ROSA, FELIX  
820 N 4TH STREET  
LANTANA, FL 33462-1710

Annual Reports

Report Year	Filed Date
2018	01/10/2018

Document Images

<a href="#">01/10/2018 -- ANNUAL REPORT</a>	<a href="#">View image in PDF format</a>
<a href="#">05/01/2017 -- CORLCRACHG</a>	<a href="#">View image in PDF format</a>
<a href="#">03/27/2017 -- LC Amendment</a>	<a href="#">View image in PDF format</a>
<a href="#">02/09/2017 -- Florida Limited Liability</a>	<a href="#">View image in PDF format</a>