



## Legislation Text

File #: 18-174, Version: 1

**TO: Mayor and Commissioners**  
**FROM: Missie Barletto, Deputy Director Program & Project Management**  
**THROUGH: Mark R. Lauzier, City Manager**  
**DATE: April 17, 2018**

APPROVAL OF CHANGE ORDER NO. 1 TO THE AGREEMENT WITH FLORIDA CDI, LLC FOR THE 100' CHRISTMAS TREE AND NORTH POLE VILLAGE ASSEMBLY AND DISASSEMBLY IN A NOT-TO-EXCEED AMOUNT OF \$55,549.

### **Recommended Action:**

Motion to approve Change Order No. 1 to the agreement with Florida CDI, LLC (CDI) for the 100' Christmas tree and North Pole village assembly and disassembly in a not-to-exceed amount of \$55,549 (Project No. 17-062).

### **Background:**

The City's previous Christmas Tree required replacement due to its age and condition. The City contracted to have a new Christmas Tree built by Crystal Valley, Inc., which was delivered late. On October 3, 2017, the City Commission approved a five-year agreement with Florida CDI for the annual assembly and disassembly of the 100' Christmas tree and North Pole village in an annual not-to-exceed amount of \$121,700. The agreement is effective from September 7, 2017 through September 6, 2022 with the option to renew for up to an additional five (5) years.

Change Order No. 1 in an amount not-to-exceed \$55,549 is requested by CDI for the additional construction services during the assembly/disassembly of the tree:

- 1) Delivery delays of the 100' tree from Crystal Valley - \$27,500\*
- 2) Installation of the Snowburst Tree Topper (Star) - \$7,800
- 3) Service Labor after hours - \$1,940
- 4) Ornament Package - \$18,309\*

\*These amounts were deducted from the City's contract with Crystal Valley, Inc. The City also assessed liquidated damages against Crystal Valley for delivering the tree twenty-two (22) days late (\$17,386.90). The costs for items 2 & 3 were incurred for the redesign and installation of a new Christmas Tree Star/Topper after the original tree topper, designed by Crystal Valley broke off and fell to the ground. Florida CDI redesigned and installed a new tree topper for the city. Therefore, while this Change Order No.1 contemplates a \$55,549 increase, the City's additional expense is actually only \$9,740.

This motion is in accordance with the City Code of Ordinances 21-17.

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

Funding is available from account number 001-42-360-519.34-90 (Other contractual services).

**Timing of Request:**

N/A