

May 16, 2016

MEMORANDUM

TO:

District Board of Trustees

FROM:

Jim Murdaugh, President

SUBJECT:

Certificate of Final Inspection for the Wakulla Environmental Institute

Project

Item Description

This item requests Board approval of the Certificate of Final Inspection, Office of Educational Facilities (OEF) Form 209, for the Wakulla Environmental Institute Project.

Overview and Background

In support of Board Policy 11-12, Reduction of Retainage for Construction, Renovation and Remodeling Projects, TCC staff developed Administrative Procedure 11-12AP. By this procedure, the College will complete OEF Form 209 for projects with a construction value of more than \$250,000 and will provide the form to the Board for approval.

The General Contractor for the project has completed all close out documents and the building is in full operation. The General Contractor achieved a net \$14,036.45 in savings for the project which is shown on the attached Change Order.

Past Actions by the Board

On March 16, 2015, the Board of Trustees authorized the execution of a contract with Cook Brothers for the proposed construction of the Wakulla Environmental Institute per the recommendation from results of Invitation to Bid 2015-02.

Funding/Financial Implications

The construction project is complete. Final payment to the contractor is contingent upon Board approval.

Staff Resource

Barbara Wills

Recommended Action

Approve the Certificate of Final Inspection, OEF Form 209, for the Wakulla Environmental Institute Project.

FLORIDA DEPARTMENT OF EDUCATION Office of Educational Facilities

CERTIFICATE OF FINAL INSPECTION

		OLIVINIONIE OF THE MICHEUM	***	
	Office of Educational Facilit		OEF USE ONLY	/
	325 West Gaines Street, Ro			
	Tallahassee, Florida 32399	-0400		
	(850) 245-0494	045 0204		
	Fax (850) 245-9236 or (850	s one copy of the completed form for all projects		
		s one copy of the completed form for all projects 300,000. Mark the appropriate term within the		
		in sufficient quantity for your use. Section		
1013.37(2)(c), F.S.			
RE:			OEF Assigned Pr	oject Numbe
				+
			·	
		7		
	New educational facility with mul	i-purpose classrooms, science lab and offices	Descript	ion of Project
	A: BOARD'S ACCEPTANCE			
Upon the I	recommendation of our Project (CCEPTED the above-referenced p	K Architect _= Engineer) as certified in Section B below, roject on <u>May 16_,_2016</u>	in accordance with Chapter 1013	, F.S., THE
Name (Typ	oe or Print)			
Signature		Date:		
orginature.	(n Superinten	lent president)		
	: (X ARCHITECT - ENGINEER)			
As PROJE	CT (X ARCHITECT D ENGINEE	R), I have inspected this project and, in my considered	professional opinion, the work requ	ired by the
contract for	this project has been completed	in accordance with approved contract documents; Chapte	1013, Florida Statutes; Rule 6A-2.	0010, FAC;
Chapter 55	3, F.S.; and the Florida Building C	ode.	8APRIL 2016.	
Oignature		Date.	OAT FROM B.	
Firm Name	: Barnett Fronczak Barlowe Archi	tects		
Address: _	225 South Adams Street	Tallahassee	FL 32301	
	Street/P.O. Bo	x City	State Zip	
ECTION C	: X Building Official @ Other (Spe	cify) Certification		
I have inspe	ected the project, and in my consi	fered opinion, it is complete and in accordance with applic	able statutes, rules, and codes.	
Name (Typi	e or Print) William B. Hunter		/ /	
Signature:_	Motherston	Da	te: 4/28/2014.	
		icial o Certified Inspector		
ECTION D	FACILITY INFORMATION.			
	OF PROJECT: X New Plant	2. CORRECTED "SPACE INVENTORY REPORT" (I	and building room) HAS BEEN EIL	ED WITH
□ Add		THE OEF: D Yes D No X N/A	If "No," explain:	
	ovation p			
	CE OF FUNDS:	4. ADJUSTED FINAL CONTRACT AMOUNT: \$ 5,1	32.963.55	
X Loca	al X State	5. PROJECT GROSS SQUARE FOOTAGE: 9,842		SQ, FT.
X Fed	eral o	6. COST PER GROSS SQUARE FOOT: \$ 532.35 (I		
		7. COST PER STUDENT STATION: \$ 61,106 (Inclu		-/
		The state of the s		

CERTIFICATE OF FINAL INSPECTION (CFI)

8. BUILDING CONTRAC	T DATE: March 18, 2015	COMPLETION DATE	: April 15, 2016	
9. CHANGE ORDERS -	List of each Change Order and amou	int (excluding Direct Purchase amour	its).	
C.O. No. One	\$ (42,159)	C.O. No	\$	
C.O. No. <u>Two</u>	\$ 32,591,80	C.O. No	\$	
C.O. No. Three	\$ (4,469.25)	C.O. No	\$	
C.O. No	\$	C.O. No	\$	
10. Date of Occupancy:	March 15, 2016			
11. Additional Information:				
			*	
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OEF 209 Rule 6A-2,0010, FAC

CHANGE ORDER REQUEST FORM

This form is to be used for requesting a change to the scope of work of an existing project or the duration of time to an existing contract. Upon acceptance of the request a modification may be made to the purchase order, contract or both. This request does not constitute a change order until accepted and signed by the College.

				COR #: 03			
				Date: 4/13/16			
Project Name:	TCC Wakulla Er	nvironmental Institute					
Contractor's Name:	Cook Brothers,	Inc.					
PO#	PO-001085						
Date Needed:							
Reference Documents: (attach cop	ies of all backup docur	nentation)					
Architectural Supplemental Instruc	etion # N/A		Date:				
Request for Information #	N/A						
Construction Change Directive #	N/A						
Scope of Work Summary: (attach	additional sheets as ne	eded)					
Return contingency. See attac	hed contingency m	nodifications. All scope	changes	done by contingency			
modifications are hereby incorpart to Project:							
Additional Calendar D		30					
Final Original Substantial Co	ompletion Date:	1/23/15		-			
Final New Substantial Comp	oletion Date:	4/15/16	4/15/16				
Summary of Impact: (attach addition	onal sheets as needed)						
Cost Summary:							
Original Contract Sum:	:	\$ <u>5,147,000.00</u>					
Net of Previous Change	e Orders:	§ (9,567.20)					
Contract Sum to Date:		\$ 5,137,432.80					
Amount of Change Or	rder:	§ (4,469.25)					
New Contract Amoun	4:	§ 5,132,963.55					
Authorizations:	7 /						
Contractor:	2	Date:	4/13/16				
Material Dovider		Date:					
Architect:	711	Date:	4/2	2/2014			
Construction Coordinator:	Huntrh	Date:	4/15	1/2014			
Account Manager:	& WV1	Date:	4/2	8/16			

FORM 12620

CONTINGENCY MODIFICATION REQUEST FORM

This form is to be used for requesting the use of Project Contingency. This request does not constitute approval until acceptance and signed by the college.

				CMR#: Five
				Date: 3/31/16
Project Name:	TCC Wakulla Env	ironmental ins		
Contractor's Name:	Cook Brothers, Inc	c.		
PO #:	PO-001085			
Date Needed:				
Reference Documents: (attach cop	oies of all backup docu	mentation)		
Architectural Supplemental Instru	ction#		_ Date:	
Request for Information #				
Construction Change Directive #				
Change Order #			Date:	
Other: See attached.			Date:	3/31/16
Scope of Work Summary: (attach Additional plumbing fittings required for Si hook up to each lab table, lab tables requivisit, which was included in the direct purc additional piping for Siemens monitoring o	emens monitoring of rainv re (2) each. Reimbursem hase for rainwater harves	vater harvesting. Ad ent to Plumbing cont ting materials. Adde	tractor for rainwater.	harvesting manufacturer's optional site
Impact to Project:			K ^Q	22
Additional Calendar Days	Required:	0		RECEIVED
Original Substantial Comp.	letion Date:	1/23/16		
New Substantial Completic	on Date:	1/23/16		APR 11 2016
Cost Summary:				Barnett Fronczak Bariowe Tallahassee, Florida
Original Contingency Sum:	:	\$ <u>0</u>		(anatiesses, fiviles
Net of Previous Modification	ons:	\$ 35,053.53		
Contingency Sum to Date:		\$ 11,922.46		
Amount of this Modificati	on:	§ (7,453.21)		
New Contingency Amoun	t:	§ 4,469.25		
Authorizations:				
Contractor:	2		Date: 3/31/16	
Material Provider:			Date:	
Architect:			Date: 4/ 12	2/2016
Construction Coordinator:	Aunth		Date: 3/3	1/14
Account Manager.	I hull		Date: 4/3	28/16

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CBI			C	OST SI	UMMA	RY				15.2.1
COOK BROTHERS, INC.							Propos	al Number:		5
							Date:			4/8/201
Ow	ner: Tallahassee Commi	unity Col	lege							410/2011
			-			-				
	ject: TCC Wakulla Enviro	onmental	Insti	tute			CBI Project	Number:		15060
Owner Project	ct #:					•				
SUBWENDÓR	1 See attached CM #5 2 3 4			Unë	U ha	wat	LABOR	WATERIAL	SUB -	
		Tota!	Unit	Labor	19627	Suh	Inc/Burden	Inc/Tax		TOTAL
Scott-Burnett, Inc.	Plumbing/rainwater harvesting		1 LS			0.404.45	0.00			
Electrotech LLC	Electrical/rainwater harvesting		1 LS		100	6,404.18 890.28	0.00	0.00	6,404.18 890.28	6,404.18
Precision Signs	Deduct permitting		1 LS			(300.00)	0.00	0.00	-300.00	-300.00
Precision Signs	Deduct for aluminum letters		1 LS	=		(61.24)	0.00	0.00	-61.24	-300.00
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CHANGE ORDER REQUEST FORM

This form is to be used for requesting a change to the scope of work of an existing project or the duration of time to an existing contract.

Upon acceptance of the request a modification may be made to the purchase order, contract or both. This request does not constitute a change order until accepted and signed by the College.

				COR#: 02	
				Date: 2/2/16	
Project Name:	TCC Wakulla Enviro	nmental Institute	•		
Contractor's Name:	Cook Brothers, Inc	•	_		
PO#	PO-001085		_		
Date Needed:			~		
Reference Documents: (attach copie	es of all backup document	ation)			
Architectural Supplemental Instruction	ion# N/A				
Request for Information #	N/A		Date:		
Construction Change Directive #	N/A		Date:		
Scope of Work Summary: (attach a					
Add monument sign at Pi	reservation Way	entrance.			
Impact to Project:	en Rominad	53		36.	
Additional Calendar Day Final Original Substantial Cor		1/23/15	=	- s	
Onginal Substantial Comple New Substantial Comple	_	3/15/16		•	
Summary of Impact: (attach addition				+	
Summary of Impart (,				
Clark Democratic					
Cost Summary: Original Contract Sum:		\$ 5,147,000.0	0		
Net of Previous Change	Orders:	\$ (42,159.00)			
Contract Sum to Date:		\$ 5,104,841.0	0		
Amount of Change Ore	der:	\$ 32,591.80			
New Contract Ametics		§ 5,137,432.8	0		
Authorizations:	7				
Contractor:			Date: 2/2/16		
Material Provider:			Date:		
Architect:			Date: 9 Ma	12014	
Construction Coordinator:	twist.		Date: 2/	2/14	
Account Manager:	GNA		Date:3	15/16	

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l	THE REAL PROPERTY.
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COST SUMMARY

Proposal Number: Date:

One 2/2/2016

Owner: Cook Brothers, Inc.
Project: TCC Wakulia Environmental Institute

CBI Project Number:

15060

Item: WEI Sign

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DIRECT PURCHASE CHANGE ORDER REQUEST FORM (Sales Tax Saving)

This form is used to request a deduction in the amount of an existing PO for the Direct Purchase of materials or equipment for the SALES TAX SAVINGS to the College.

DPO #: __001

en i disensa i en

Date: 10/6/2015 Project Name: WEI Wakulla Environmental Institute PO # Being Modified: PO-001085 1) Contractor's Name: 2) Cook Brothers Inc. Subcontractor's Name: 3) Scott-Burnett Inc. Material Provider: 4) Resource Conservation Technology Inc. Supporting Documentation: (If multiple DPO's are submitted, list each on a separate form) Quote #: 5) ID 114509 Amount of Quote: 6) \$ 42,159.00 (Note: Quote already has tax removed) Amount of Tax: 7) \$ 2,259.00 Amount of Purchase: 8) \$39,900.00 (Line 8 should = the total amount of the DPO) Sales Tax Savings: (Line 9 should = the amount on line 7) \$ 2.259.00 Original PO Amount (PO from line 1) 10) \$5,147,000.00 Net of Previous Change Orders: 11) \$ 0.00 PO Sum to Date: 12) \$ 5,147,000.00 Amount of this Deduction: 13) \$ 42,159.00 New PO Amount: 14) \$ 5,104,841.00 Authorizations: Material Provider: Contractor Date: Date: Construction Coordinator Date: Account Manager: