



Legislation Text

File #: 2023-1285, **Version:** 1

Purchasing Type: Change Order (CO)

Public Hearing: YES NO

Department: Purchasing & Contracting

AGENDA ITEM:

Commission District(s): ALL

CO - Change Order No. 4 to Contract No. 1136419 Inventory of Capital Assets: for use by the Department of Finance (Finance). This contract consists of the inventory appraisal, tagging and valuation of County Assets. This request is to increase contract funds and term through December 31, 2026. Awarded to HCA Asset Management, LLC. Amount Not To Exceed: \$210,000.00.

Information Contact: Michelle Butler, Procurement Manager

Phone Number: (404) 687-3581

PURPOSE:

Awarded by the BOC on November 13, 2018, for an amount not to exceed \$579,100.00. On December 10, 2019, the BOC approved Change Order No. 1 for an amount not to exceed \$60,000.00 for additional work needed due to the discovery of unlisted and unreported inventory resulting in increased field-time and data analysis. On December 21, 2021, the BOC approved Change Order No. 2 for a contract term increase to complete the second inventory that was part of the original contract that had to be extended due to the external auditor's need for review. On December 20, 2022, the BOC approved Change Order No. 3 to increase the contract term through December 31, 2023 and provided funding for an amount not to exceed \$70,000.00. This contract consists of the appraisal, tagging, and valuation of County Assets. This request is to increase the contract term through December 31, 2026 and funds to provide continuity of the capital asset management processes and financial reporting requirements.

RECOMMENDATION:

Recommend approval of Change Order No. 4 with:

HCA Asset Management LLC, 5214 4th Ave Circle E, Bradenton, FL 34208

Amount Not To Exceed: \$210,000.00

and authorize the Chief Executive Officer to execute the change order and all associated documents.

ADDITIONAL INFORMATION:

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|------------------------------|-------------------|
| 1. LSBE Participation: | 20% |
| 2. Contract Effective Date: | November 13, 2018 |
| 3. Contract Expiration Date: | December 31, 2023 |

4. Amount Spent to Date: \$541,600.00
5. Funding: General - Operating (Finance)