



II. FISCAL IMPACT ANALYSIS

1. FIVE YEAR SUMMARY OF FISCAL IMPACT: No cash match required

Fiscal years	2004	2005	2006	2007	2008
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	_____	_____	_____	_____	_____
No. additional FTE positions (Cumulative)	_____	_____	_____	_____	_____

Is item included in current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_

Budget Account No.: Fund \_\_\_\_\_ Agency \_\_\_\_\_ Org. \_\_\_\_\_ Object \_\_\_\_\_

Reporting Category \_\_\_\_\_

2. RECOMMENDED SOURCES OF FUNDS/SUMMARY OF FISCAL IMPACT:

3. DEPARTMENTAL FISCAL REVIEW: \_\_\_\_\_

III. REVIEW COMMENTS

1. OFMB FISCAL AND/OR CONTRACT DEV. AND CONTROL COMMENTS:

\_\_\_\_\_  
OFMB

\_\_\_\_\_  
Contract Dev. and Control

2. LEGAL SUFFICIENCY:

BOARD SERVICES (MINUTES) DIVISION

**ROUTING INFORMATION SLIP:**

DATE ROUTED: October 22, 2007

ROUTED TO: Richard Iavarone/Charles Mansen/Angela Sims

ROUTED FROM: Judith Crosbie, Board Services Phone: 3-3069

DESCRIPTION OF ITEM:

Change Orders list for September 2007 to be submitted for BCC approval  
11/20/2007

(Must be submitted to the agenda coordinator 11/02/2007)

REQUESTED ACTION:

- Review and signature
- Review and information
- Other: \_\_\_\_\_

OTHER ROUTING INSTRUCTIONS:

- Return to originator
- Forward for additional processing to:

**Judith Crosbie, Board Services**

- Other: \_\_\_\_\_

*Reviewed by ASUP = staff 11/29/07  
jen*  
*The attached contract Change Orders were reviewed  
by Pre-Audit and appear to be in compliance with  
County policies & procedures. Thanks J. Mansen  
11/1/07*



RECEIVED  
FINANCE  
OCT 22 2007  
SHARON H. BUCK  
Clerk & Comptroller

**INTER-OFFICE COMMUNICATION  
PALM BEACH COUNTY**

Office of  
Financial Management & Budget  
Contract Development & Control

P.O. Box 1989  
West Palm Beach, FL 33402-1989  
(561) 355-4150  
FAX: (561) 355-3675  
www.pbcgov.com



**Palm Beach County  
Board of County  
Commissioners**

Addie L. Greene, Chairperson

Jeff Koons, Vice Chair

Karen T. Marcus

Robert J. Kanjian

Mary McCarty

Burt Aaronson

Jess R. Santamaria

**County Administrator**

Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*

printed on recycled paper

DATE: October 18, 2007

TO: Honorable Addie L. Greene, Chairperson, and Members of  
the Board of County Commissioners

FROM: Irwin L. Jacobowitz, Director  
Contract Development & Control

RE: Contract Activity Report for the Month of September 2007

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In accordance with Countywide PPM# CW-F-050, this report is submitted to Board Members and the Clerk's Finance Department for informational purposes.

The enclosed package summarizes all items in relation to construction and design/consulting work approved by the Contract Review Committee and by the applicable Lead Departments during the month of September 2007.

If you have any questions pertaining to this report, feel free to contact me at 355-4150.

Enclosures

cc: ✓ Grant Skolnick, Board Services, Finance/Clerk & Comptroller  
Phyllis House, Minutes, Finance/Clerk & Comptroller  
Milen Martinez Reynolds, Contract Development & Control/OFMB

**THE FOLLOWING CHANGE ORDERS WERE APPROVED BY THE  
CONTRACT REVIEW COMMITTEE DURING THE MONTH OF SEPTEMBER 2007**

	PROJECT	CONTRACTOR	CO #	INCREASE (DECREASE) AMOUNT	INDIVIDUAL/ CUMULATIVE PERCENTAGE	DESCRIPTION
1	Project #2006310 Vista Center Video Wall Engineering & Public Works District #2	The Whitlock Group R2006-2388	7	\$-0-	0% 17.03%	Contract time extension of 30 days. (Original Contract Amount \$1,164,801.00)
2	Project #01247 Mid-County Senior Center Facilities Development & Operations District #3	West Construction, Inc. R2006-0981	10	\$36,069.00	.69% 5.22%	Site lighting changes: Replacement light poles and new bollard lighting; Contract time extension of 42 days. (Original Contract Amount \$5,646,000.00)
3	Project #04211 Glades Pioneer Park Aquatic Facility Facilities Development & Operations District #6	Catalfumo Construction, Ltd. R2003-1543	4	\$87,019.22	N/A - Construction Management at Risk	Numerous additions and revisions. (Original Contract Amount \$N/A)
4	Project #03214 Wellington Branch Library Facilities Development & Operations District #6	Balfour Beatty Construction R2003-1541	18	\$27,606.36	.45% -6.23%	Signage striping; Sidewalk and asphalt changes; Changes to existing library entrance. (Original Contract Amount \$6,167,156.00)

**ORDER**

- Owner Initiated
- Differing Site Conditions
- Zoning/Code/Ordinance Changes
- Errors/Omissions/In Design

- Quantity Overruns/Underruns
- Request By Another Agency/Outside Party
- A. Reimbursable  B. Non-Reimbursable
- Other:

PROJECT: VISTA CENTER VIDEO WALL  
 (Name)  
 TO:  
 (Contractor) The Whitlock Group

CHANGE ORDER NO: 7 (Seven)  
 COUNTY PROJECT NO: 2006310  
 CONTRACT DATE: 01/21/06  
 RESOLUTION NO: R2006-2388  
 DISTRICT NO: 2

The Contractor requests a time extension by 30 days in order to complete software integration tasks. The new contract end date may be October 10, 2007.

(see attached Time Extension Request)

The original Contract Sum was . . . . .	\$1,164,801.00
Net change by previous Change Orders . . . . .	\$ 198,396.01
The Contract Sum prior to this Change Order was . . . . .	\$1,363,197.01
The Contract Sum will be increased by this Change Order . . . . .	\$ 0.00
The new Contract Sum including this Change Order will be . . . . .	\$1,363,197.01
The Contract Time will be increased by . . . . .	(30) Days
The Date of Completion as of the date of this Change Order therefore is . . . . .	October 10, 2007

EXECUTION OF THIS CHANGE ORDER ACKNOWLEDGES FINAL SETTLEMENT OF, AND RELEASES ALL CLAIMS FOR, COSTS AND TIME ASSOCIATED, DIRECTLY OR INDIRECTLY, WITH THE ABOVE-STATED MODIFICATION(S). INCLUDING ALL CLAIMS FOR CUMULATIVE DELAYS OR DISRUPTIONS RESULTING FROM, CAUSED BY, OR INCIDENT TO, SUCH MODIFICATION(S), AND INCLUDING ANY CLAIM THAT THE ABOVE-STATED MODIFICATION(S) CONSTITUTES, IN WHOLE OR PART, A CARDINAL CHANGE TO THE CONTRACT.

<u>The Whitlock Group</u> ENGINEER (If Applicable) (pl. see attached) Address	<u>CONTRACTOR</u> 6005 Commerce Dr Address Suite 320, Irving, TX 75063	<u>P.B.Co. Board of County Commissioners</u> OWNER P.O. Box 21229 Address West Palm Beach, FL 33416-1229
BY <u>Jan Naylor</u>	BY <u>[Signature]</u>	BY <u>[Signature]</u>
DATE <u>09/07/07</u>	DATE <u>9.6.07</u>	DATE <u>9/12/07</u>

PALM BEACH COUNTY ENGINEERING AND PUBLIC WORKS

APPROVED BY THE  
CONTRACT REVIEW COMMITTEE

August 31, 2007

Mr. Jason Hoel  
2300 North Jog Road, 3<sup>rd</sup> Floor  
West Palm Beach, Florida 33411-2745  
561-478-5761  
FAX 561-478-5770  
[jhoel@co.palm-beach.fl.us](mailto:jhoel@co.palm-beach.fl.us)

RE: Contract Time Extension Request for Vista Center Video Wall Project Number 2006310

Dear Jason:

The Whitlock Group (TWG) officially requests a Contract Time Extension for Vista Center Video Wall Project Number 2006310. TWG requests that the Contract Time be Extended until October 10<sup>th</sup>, 2007, for the completion of all work as detailed in our existing Contract Documents, as modified by currently approved Change orders TWG-01, TWG-02, and TWG-04.

1. TWG is requesting this Contract Time Extension until October 10<sup>th</sup>, 2007, due to Video Management Software Issues beyond our control.

Very truly yours,

Craig Taylor  
Account Executive

Cc: Giri Jeedigunta, Palm Beach County  
Blair Marsden, Kimley-Horn  
David Rizzo and Jason Burrows, The Whitlock Group



**CHANGE ORDER TRACKING CHART**

<b>CHANGE ORDER #</b>	<b>LEAD DEPT. APPROVAL</b>	<b>CRC APPROVAL</b>	<b>CUMULATIVE APPROVAL</b>	<b>BCC APPROVAL</b>
1		\$84,824.75	\$84,824.75	
2		\$39,310.26	\$121,135.01	
3	Time Extension (30 days)		\$121,135.01	
4		Time Extension (30 days)	\$124,135.01	
5		\$74,261.00	\$198,396.01	
6		Time Extension (30 days)	\$198,396.01	
7*		Time Extension (30 days)	\$198,396.01	

\* Being presented to CRC for approval.

**SCHEDULE 1**

**LIST OF PROPOSED SBE-M/WBE SUBCONTRACTORS**

PROJECT NAME: VISTA CENTER VIDEO WALL PROJECT NO. 2006310  
 NAME OF PRIME BIDDER: THE WHITLOCK GROUP  
 CONTACT PERSON: CRAIG TAYLOR PHONE NO: 972-465-8888 FAX NO: 972-465-8223  
 BID DATE: SEPTEMBER 5, 2006 DEPARTMENT: PALM BEACH COUNTY ENGINEERING & PUBLIC WORKS

**PLEASE IDENTIFY ALL APPLICABLE CATEGORIES OF SUBCONTRACTORS**

Name, Address and Phone Number	(Check one or both Categories) Minority Business Small	Small Business	Black	Hispanic	Women	Other (Please Specify)
		Dollar Amount	Dollar Amount	Dollar Amount	Dollar Amount	Dollar Amount
1.	<input type="checkbox"/>	<input type="checkbox"/>	\$ 0.00	\$	\$	\$
2.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$
3.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$
4.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$
5.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$
6.	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$
<b>Total</b>			\$ 0.00	\$	\$	\$

(Please use additional sheets if necessary)

**Total Bid Price \$0.00 (Time Extension only)**      **Total Value of SBE Participation \$0.00 (Time Extension only)**

- NOTE:**
1. The amounts listed on this form must be supported by the Subcontractors prices included on Schedule 2 in order to be counted toward goal attainment.
  2. Firms may be certified by Palm Beach County as an SBE and/or M/WBE. If firms are certified as both an SBE and M/WBE, please indicate the dollar amount under the appropriate category.
  3. M/WBE information is being collected for tracking purposes only.

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/26/2007

<b>PRODUCER</b> Wachovia Insurance Services, Inc. 9020 Stony Point Parkway Suite 200 Richmond, VA 23235		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
<b>INSURED</b> Audio Fidelity Communications Corp. dba The Whitlock Group 3900 Gaskins Road Richmond, VA 23233		<b>INSURERS AFFORDING COVERAGE</b>	<b>NAIC #</b>
		INSURER A: <b>Valley Forge Insurance Company</b>	<b>20508</b>
		INSURER B: <b>Continental Casualty Company</b>	<b>20443</b>
		INSURER C:	
		INSURER D:	
		INSURER E:	

**COVERAGES**

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	2075846059	04/01/07	04/01/08	EACH OCCURRENCE <b>\$1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) <b>\$500,000</b> MED EXP (Any one person) <b>\$15,000</b> PERSONAL & ADV INJURY <b>\$1,000,000</b> GENERAL AGGREGATE <b>\$2,000,000</b> PRODUCTS - COM/OP AGG <b>\$2,000,000</b>
A		<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	2075846062	04/01/07	04/01/08	COMBINED SINGLE LIMIT (Ea accident) <b>\$1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ GARAGE LIABILITY <input type="checkbox"/> ANY AUTO AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EA ACC \$ AGG \$
B		<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE  <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION <b>\$ 10000</b>	2075846076	04/01/07	04/01/08	EACH OCCURRENCE <b>\$10,000,000</b> AGGREGATE <b>\$10,000,000</b> \$ \$ \$
A		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WC2075846093	04/01/07	04/01/08	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT <b>\$500,000</b> E.L. DISEASE - EA EMPLOYEE <b>\$500,000</b> E.L. DISEASE - POLICY LIMIT <b>\$500,000</b>
A		<b>OTHER Installation Floater</b>	2075846059	04/01/07	04/01/08	Limit: <b>\$1,500,000.</b> Deductible: <b>\$2,500.</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Re: Project #2006310  
 Project Description: Vista Center Video Wall  
 (See Attached Descriptions)

**CERTIFICATE HOLDER**

Palm Beach County  
 Engineering & Public Works Dept.  
 Engineering Services Division  
 2300 N. Jog Road, 3rd Floor  
 West Palm Beach, FL 33411-2745

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

*Merlene M. Barbauer*

## IMPORTANT

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

## DISCLAIMER

The Certificate of Insurance on the reverse side of this form does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

