

**CHANGE ORDER FORM**

PROCUREMENT MANAGEMENT DIVISION

Title: Parks and Recreation Sourcewell Contract #FL-R10-GC03-111821-TCI	Contract No.: 782 Purchase Order No.: _____
Vendor: Team Contracting	Change Order No.: 01
Contract Award Date:	Completion Date: TBD
Revised Completion Date (prior to this change):	Extension(s) of Time Previously Approved: N/A days
Revised Completion Date (including this change):	

Summary of Amount	
Original Amount	\$ 8,443.14
Change Orders Previously Approved	\$ 0
Adjusted Value Prior to this Change Order	\$ 0
Cost of Changes in this Change Order	\$ 500,000
Adjusted Amount Including this Change	\$ 508,443.14
Percentage Increase this Change Order	%
Total Percent Increase to Date	%
Extension of Time Allowed by this Change -	N/A days

Description of Change:

Piggyback contract from Sourcewell for Team Contracting Inc. to provide construction for Parks and Recreation FY23 approved budgeted Capital Projects:

- Challenger Park Memorial renovation and improvements \$460,000
- Kevin R. Sims Victory Pool facade upgrade \$70,000
- MLK Park improvements \$10,000
- General park amenities to include concrete pads 20,000

Account Number: 010710.572630

Code of Ordinances – Chapter III Purchasing, 3-3.20 Change Orders

The City Manager may approve any change orders so long as the total sum of all change orders does not exceed the total amount awarded by the City Commission by more than either ten percent of the contract cost or \$50,000.00, whichever is less. The scope of any project may not be changed without prior approval of the City Commission. No increase in contract price shall be approved unless there are sufficient funds available for such purpose

This change order is hereby incorporated into and becomes a part of the Contract.

RECOMMENDED:

Andrew Plotkin

(Project Manager)

By: gpb

(Signature)

12/21/22

(Date)

Director Park & Recreation

(Title)

By: [Signature]

(Department Head)

12/21/22

(Date)

APPROVED:

DocuSigned by:

By: Agnew Jean-Pierre

12/27/2022

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(Finance Division)

(Date)

DocuSigned by:

By: Phillip Ford

12/29/2022

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(Procurement Division)

(Date)

DocuSigned by:

By: Kemarr Brown

1/5/2023

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(Arthur H. Sorey, III, City Manager)

(Date)

**PIGGYBACK/COOPERATIVE PURCHASE REQUEST FORM****PROCUREMENT MANAGEMENT DIVISION**

Requesting Department: Parks and Recreation
 Primary Contact Name: Andrew Plotkin
 Primary Contact E-mail: andrew.plotkin@citynmb.com
 Secondary Contact Name: Dwight Jackson
 Secondary Contact E-mail: dwight.jackson@citynmb.com
 Department Phone: 305-948-2957
 Department Fax: 305-787-6040

Company Name: Team Contracting,
 Contact Name: Daniel Gell
 Company Address: 13911 SW 42nd Street
Miami, FL 33175 Suite 209
 Company Phone: 305-207-9799
 Company Fax: 305-207-9790
 Company E-mail: dgell@team-contracting.com
 Vendor Registration #: 525020

Piggyback Contract Details

1. Contract Title: Indefinite Delivery-Indefinite Quantity Construction Contract
 - a. Awarding Agency Sourcwell
 - b. Solicitation # IFB#111821
 - c. Solicitation included? Yes ☐ Awarded Letter included? Yes ☐ Proposal/Quote from Company included? Yes ☐
2. Description of the Scope of Service of This Contract: Basketball Backboard Installation and repair with welding
3. Total Value of Contract: \$ 8,443.14
4. Account Number(s): FY 22 010721.519347 FY _____

Contract Verification Information

5. Were alternative contracts evaluated to determine that the City is obtaining the most advantageous contract pricing for the required product / service? Yes ☐ No ☐
6. Would this purchase(s) result in the potential of future purchases for related products/ services being restricted to a particular vendor or create a specific vendor as sole source provider for the related items? Yes ☐ No ☐
7. Would this purchase(s) result in any future maintenance costs which are not included in the initial purchase? Yes ☐ No ☐
 If yes, please attach a draft maintenance plan which includes cost estimates and funding sources(s).

Required Documents Checklist

Contract Explanation Memo ☐ Solicitation ☐ Award Letter ☐ Proposal/Quote ☒
 Renewal Letter ☐ Risk Manager Approved Insurance Certificate ☐ Vendor Registration Form ☐

Grant Information (only applicable if grant related purchase)

11. Provide details (expiration dates, special requirements, etc). _____
12. Will this require matching funds? Yes ☐ No ☐
13. Grant source? _____ Grant (dollar) amount? _____
14. Complete an advanced search of the vendor recommended for award on the federal governments system for Award Management at www.sam.gov. Attach a copy of the results.

Approved**Date****Andrew Plotkin****4/19/22**

Form Prepared By:

Dept. Head:

HR Director:
(Employee/ Risk Only)IT Manager:
(Technology Only)

Finance Director:

Chief Procurement Officer:
(Purchases/Contract up to \$25,000.00)City Manager:
(Purchases/Contracts up to \$50,000.00)**Purchases/Contracts exceeding \$50,000.00 will be placed on the next Commission Agenda pending Procurement review****3-4.3 Use of Other Governmental Entities' Contracts**

Subject to the spending limitations in Section 3-3.14 and upon a determination that the supplies, materials, equipment or contractual services needed by the City are comparable to solicitation procedures substantially equivalent to the requirements of the North Miami Beach Purchasing Code, the Purchasing Agent may procure, without following formal contract procedure, all supplies, materials, equipment and contractual services which are the subject of contracts with the State of Florida, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof; provided, however, that this section shall apply only if (i) the supplies, materials, equipment or contractual services are the subject of a price schedule negotiated by the State of Florida or the United States government, or (ii) the supplies, materials, equipment or contractual services are the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference.



PROCUREMENT EXPLANATION MEMO

PROCUREMENT MANAGEMENT DIVISION

TO: **Arthur H. Sorey, III**
City Manager

VIA: Chief Procurement Officer

FROM:  **Andrew Plotkin**
Name
Director of Parks and Recreation
Title/Department

DATE: **4/19/22**

RE: **Victory Basketball Court**

Fiscal Amount not to Exceed: \$ 8,443.14

Vendor # 525020

Purpose (How does it align with City NMB Strategic Plan?):

Provide a beautiful, safe and livable community while providing excellent services and facilities.

Background:

Victory Park Basketball Courts are comprised of two full courts which contains four basketball backboards. The basketball back boards are in need of replacement and installation and the backboard structure require welding to make them safe. The job will also require a lift as the backboards are extremely heavy and need to be lifted into place.

Recommendation:

The Parks and Recreation Department recommends the installation and welding of the basketball backboards and structure

Fiscal Impact / Account Number(s):

FY22 010721.519347

Contact Person(s):

Andrew Plotkin

