

## FACILITIES SERVICES CHANGE ORDERS

PROJECT NAME	CONTRACTOR	CO#	CURRENT CONTRACT AMOUNT	CHANGE	REVISED CONTRACT AMOUNT	EXPLANATION (SEE ATTACHED)
SUMMARY OF FACILITIES SERVICES CHANGE ORDERS PRESENTED FOR APPROVAL AND /OR RATIFICATION AT THE 5/15/18 SCHOOL BOARD MEETING:						
Booker Middle Admin Bldg Security design	McIntyre Elwell and Strammer	1	\$ 23,321.00	\$ 4,393.00	\$ 27,714.00	add for design of add'l scope
Booker Middle Admin Bldg Security design	McIntyre Elwell and Strammer	2	\$ 27,714.00	\$ 18,547.20	\$ 46,261.20	add design for resistant glass
SMS Admin Bldg Security/Fencing design	McIntyre Elwell and Strammer	1	\$ 28,137.00	\$ 5,540.00	\$ 33,677.00	add for design of add'l scope
SMS Admin Bldg Security/Fencing design	McIntyre Elwell and Strammer	2	\$ 33,677.00	\$ 20,339.20	\$ 54,016.20	add design for resistant glass
Laurel Admin Bldg Security/Fencing design	McIntyre Elwell and Strammer	1	\$ 29,313.00	\$ 4,797.00	\$ 34,110.00	add for design of add'l scope
Laurel Admin Bldg Security/Fencing design	McIntyre Elwell and Strammer	2	\$ 34,110.00	\$ 26,656.00	\$ 60,766.00	add design for resistant glass
<b>TOTAL CHANGE</b>					<b>\$ 80,272.40</b>	

**CHANGE ORDER SUMMARY**

**PROJECT NAME:**

**Booker Middle Admin Bldg Security Design**

CHANGE ORDER NO. (1)

BOARD DATE: May 15, 2018

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ITEM 1) Description: Add for the design of the additional scope.

Reason for Change: Make changes due to increased security requirements for school campuses.

Cost of Change: INCREASE: \$4,393.00

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SUMMARY: ITEM 1) INCREASE: \$4,393.00

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**TOTAL COST:** INCREASE: \$4,393.00

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Total Direct Material Purchase amount to date and as a % of original contract:	<input type="text" value="\$0.00"/>	<input type="text" value="0.00%"/>
Total Tax Savings to date as a result of Direct Material Purchases:	<input type="text" value="\$0.00"/>	
Change Orders to date and as a % of original contract:	<input type="text" value="\$4,393.00"/>	<input type="text" value="18.837%"/>

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SUBMITTED BY:   
Jody Dumas, Exec Director of Fac Svcs

Is this a Design/Build continuing contract project? Yes X\_ No\_ / If Yes, enter this C.O. amount here: \$4,393.

# AIA Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 17-121 BMS Admin Bldg Security Booker Middle School 2250 Myrtle Street Sarasota, FL 34234	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: June 09, 2017	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001 Date: February 22, 2018
<b>OWNER:</b> <i>(Name and address)</i> Sarasota County Schools 1960 Landings Boulevard Sarasota, FL 34231	<b>ARCHITECT:</b> <i>(Name and address)</i> Seibert Architects P.A. 1373 5th Street Sarasota, FL 34236	<b>CONTRACTOR:</b> <i>(Name and address)</i> McIntyre Elwell and Strammer General Contractors, Inc. 1645 Barber Road Sarasota, FL 34240

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

ADD for the design of the additional scope of work requested by the security department in the administration building. The scope of work is further defined in the included Seibert Architects P.A. proposal dated February 21, 2018.

The original Contract Sum was	\$	23,321.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	23,321.00
The Contract Sum will be increased by this Change Order in the amount of	\$	4,393.00
The new Contract Sum including this Change Order will be	\$	27,714.00

The Contract Time will be increased by Two hundred fifty-six (256) days.  
 The new date of Substantial Completion will be April 09, 2018.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

	McIntyre Elwell and Strammer General Contractors, Inc.	Sarasota County Schools
<b>ARCHITECT</b> <i>(Firm name)</i>	<b>CONTRACTOR</b> <i>(Firm name)</i>	<b>OWNER</b> <i>(Firm name)</i>
<b>SIGNATURE</b>		
<b>PRINTED NAME AND TITLE</b>	Mark Freeman, President	Don E Hampton Date: 2018.02.28
<b>DATE</b>	02/22/2018	2018.02.28
	<b>DATE</b>	12:25:06 -05'00'



February 21, 2018

Josh Tomlinson  
c/o ME&S General Contractors  
1645 Barber Rd.  
Sarasota, FL 34240

Re: Booker Middle School Security Project Revisions

Dear Josh,

You advised me in mid-November that there were changes being considered by the owner for all three administration buildings at Laurel Nokomis, Booker Middle School and Sarasota Middle School. On November 28, 2017 we met at Laurel Nokomis School with SBSC staff, on December 20, 2017 we met at Booker Middle School with SBSC staff and on January 17, 2018 we met at Sarasota Middle with SBSC staff. Please consider this an amendment to our agreement with MES dated 5/26/17.

Generally, the program was enhanced to open the wall to Room 105 between it and the Administration Lobby, subdivide Room 105 with a six foot high drywall partition (structurally supported with cantilever steel post similar to administration Lobby walls), indicate a fixed glass window between Room 105 and the Clinic, note that the door to exterior in Room 105 is to have a controlled access, indicate that the door at the end of Hall 131 is to have controlled access, locate call buttons at the exterior entry doors, indicate that the new entry counter will have two work stations fitting in the space remaining after a low door and the security wall were proposed. The ceiling, lighting and AC will remain as is in Room 105. There was discussion to increase the height of the existing 8' high cantilevered wall to 10' but after subsequent conversation it was determined to leave this at 8' so as not to interfere with the AC system in the Lobby. Field verification of existing conditions is included.

In addition to the above, in Room 109 the overhead coiling window and stainless-steel counter is to be removed and replaced with a fixed glass window.

Architectural services and electrical services to accommodate these changes are as follows:

Seibert Architects	\$2913.00
Karl Hees and Associates	\$300.00
ME3, Consulting Engineers	\$1180.00
Total	\$4393.00

Sincerely yours,



SAMUEL C. HOLLADAY, AIA

SEIBERT ARCHITECTS P.A.  
1373 5TH STREET  
SARASOTA, FL 34236  
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**seibert** architects  
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34236-4915 [seibertarchitects.com](http://seibertarchitects.com)  
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lic AA-C000076  
**architecture planning interiors**

**CHANGE ORDER SUMMARY**

**PROJECT NAME:**  
**Booker Middle Admin Bldg Security Design**

CHANGE ORDER NO. (2)

BOARD DATE: May 15, 2018

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ITEM 1) Description: Add for the design of the additional scope to include resistant glass.

Reason for Change: Make changes due to increased security requirements for school campuses.

Cost of Change: INCREASE: \$18,547.20

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SUMMARY: ITEM 1) INCREASE: \$18,547.20

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**TOTAL COST:** INCREASE: \$18,547.20

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Total Direct Material Purchase amount to date and as a % of original contract:

Total Tax Savings to date as a result of Direct Material Purchases:

Change Orders to date and as a % of original contract:

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SUBMITTED BY:

  
\_\_\_\_\_  
Jody Dumas, Exec Director of Fac Svcs

Is this a Design/Build continuing contract project? Yes  No  / If Yes, enter this C.O. amount here: \$18,547.20.



# Document G701™ – 2017

## Change Order

**PROJECT:** (Name and address)  
17-121 BMS Admin Bldg Security  
Booker Middle School  
2250 Myrtle Street  
Sarasota, FL 34234

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: June 09, 2017

**CHANGE ORDER INFORMATION:**  
Change Order Number: 002  
Date: April 25, 2018

**OWNER:** (Name and address)  
Sarasota County Schools  
1960 Landings Boulevard  
Sarasota, FL 34231

**ARCHITECT:** (Name and address)  
Seibert Architects P.A.  
1373 5th Street  
Sarasota, FL 34236

**CONTRACTOR:** (Name and address)  
McIntyre Elwell and Strammer  
General Contractors, Inc.  
1645 Barber Road  
Sarasota, FL 34240

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Add for additional design services as outlined in the Seibert Architects proposal dated April 19, 2018.....	\$16,560.00
Contractor's Fee @ 12%.....	\$ 1,987.20
<b>Total Cost.....</b>	<b>\$18,547.20</b>

The original Contract Sum was	\$ 23,321.00
The net change by previously authorized Change Orders	\$ 4,393.00
The Contract Sum prior to this Change Order was	\$ 27,714.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 18,547.20
The new Contract Sum including this Change Order will be	\$ 46,261.20

The Contract Time will be increased by Three Hundred Eight (308) days.  
The new date of Substantial Completion will be June 1, 2018.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Seibert Architects P.A.  
1373 5th Street  
Sarasota, FL 34236  
\_\_\_\_\_  
**ARCHITECT** (Firm name)

McIntyre Elwell and Strammer General  
Contractors, Inc.

Sarasota County Schools  
\_\_\_\_\_  
**OWNER** (Firm name)

\_\_\_\_\_  
**SIGNATURE**

*Mark Freeman*  
\_\_\_\_\_  
**SIGNATURE**

Digitally signed  
by Don E  
Hampton

\_\_\_\_\_  
**PRINTED NAME AND TITLE**

Mark Freeman, President  
\_\_\_\_\_  
**PRINTED NAME AND TITLE**

\_\_\_\_\_  
**PRINTED NAME AND TITLE**

\_\_\_\_\_  
**DATE**

04/25/18  
\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**DATE** 07:48:35 -04'00'



April 19, 2018

Josh Tomlinson  
c/o ME&S General Contractors  
1645 Barber Rd.  
Sarasota, FL 34240

Re: Booker Middle School

Dear Josh,

A request has been made to modify the security design improvements for this school. Please consider this an amendment to our May 26, 2017 Proposal letter to ME&S.

**Scope of Architectural and Engineering Services:**

The modifications will include adding glass in front of the reception area in order to physically isolate the visitors from staff and students.

This glass may vary in resistance and will be confirmed by the School Board. Use standard School Board details and products for ballistic resistant requirements.

Specify bullet resistant trays at the receptionist station or as approved by the School Board. Use standard detail provided by School Board. Review location of this material with School Board.

Specify bullet resistant tiles at the receptionist station or as approved by the School Board. Use standard detail provided by School Board. Review location of this material with School Board.

The previous layout of new walls and doors at the entry lobby are to be modified to accommodate the separation of visitors from school staff.

Existing cabinetry will only change as required to meet ADA and a single staff/visitor station.

Modify existing drywall partitions adjacent to counter top to provide additional visibility to the new student seating and to visitors.

Security doors from the Administration work space to the adjacent halls will not be required

Indicate/design ADA counter on visitor's side of receptionist desk for sign-in sheets.

Counter top at receptionists to comply with ADA. It will be modified as required.

Speaker/communication system will be specified for receptionist/visitor communications as approved by School Board.

Changes to incorporate room 105/Clinic will not change. Indicate vertical blinds at new window.

Doors and or glazing for the Buildings 2, 3 and 5 will be changed to the School Board standard as directed.

Doors at the gym/cafeteria and other strategic locations will have controlled access as determined by the School Board.



Provide 3-D rendering of lobby design with multiple images.  
Services will include additional field visits to each campus to confirm existing drawings correspond with conditions in the Admin Lobby, Buildings 2, 3 and 5.  
Additional CAD drawings for Buildings 2, 3 and 5 will be obtained from CSD plan room.  
No fencing design is included for this school.  
Attend Coordination Meetings with Facilities, Security and Contractor.

Buildings will have new numbers that will be provided by the School Board and installed by the contractor as instructed by the School Board.

Signage, kiosks, code of conduct and similar signage for pedestrians and vehicles will be designed and fabricated by the School Board and installed by the contractor.

Safe Zone areas will be determined by School Board. Signage will be designed and fabricated by School Board and installed by the contractor at locations determined by the School Board.

All construction cost estimates are provided by ME&S.

Site lighting is not included in this scope of services.

No Civil engineering or survey work are included in this proposal.

Architectural, structural engineering and electrical engineering services are as follows:

Seibert Architects, P. A.	\$10,400.00
Karl Hees and Associates	\$2,000.00
ME3 Consulting Engineers.	\$2,660.00
3-D Rendering (multiple images)	\$1,500.00
Total fees	\$16,560.00

Unless there are any questions or comments then please approve this proposal. Thank you for the opportunity for our office to provide these services to the School Board.

Sincerely yours,



**SAMUEL C. HOLLADAY, AIA**

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lic AA-C000070  
**architecture • planning • interiors**

**CHANGE ORDER SUMMARY**

**PROJECT NAME:**  
**Sarasota Middle Admin Security/Fencing Design**

CHANGE ORDER NO. (1)

BOARD DATE: May 15, 2018

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ITEM 1) Description: Add for the design of the additional scope.

Reason for Change: Make changes due to increased security requirements for school campuses.

Cost of Change: INCREASE: \$5,540.00

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SUMMARY: ITEM 1) INCREASE: \$5,540.00

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**TOTAL COST:** INCREASE: \$5,540.00

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Total Direct Material Purchase amount to date and as a % of original contract:

Total Tax Savings to date as a result of Direct Material Purchases:

Change Orders to date and as a % of original contract:

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SUBMITTED BY:

  
\_\_\_\_\_  
Jody Dumas, Exec Director of Fac Svcs

Is this a Design/Build continuing contract project? Yes  No  / If Yes, enter this C.O. amount here: \$5,540.



# Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 17-119 SMS Admin Bldg Security & Fencing Sarasota Middle School 4826 Ashton Road Sarasota, FL 34233	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: June 09, 2017	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001  Date: February 22, 2018
<b>OWNER:</b> <i>(Name and address)</i> Sarasota County Schools 1960 Landings Boulevard Sarasota, FL 34240	<b>ARCHITECT:</b> <i>(Name and address)</i> Seibert Architects 1373 5th Street Sarasota, FL 34236	<b>CONTRACTOR:</b> <i>(Name and address)</i> McIntyre Elwell and Strammer General Contractors, Inc. 1645 Barber Road Sarasota, FL 34240

### THE CONTRACT IS CHANGED AS FOLLOWS:

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

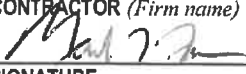
ADD for the design of the additional scope of work requested by the security department in the administration building. The scope of work is further defined in the included Seibert Architects P.A. proposal dated February 21, 2018.

The original Contract Sum was	\$ 28,137.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 28,137.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 5,540.00
The new Contract Sum including this Change Order will be	\$ 33,677.00

The Contract Time will be increased by Two hundred fifty-six (256) days.  
The new date of Substantial Completion will be April 09, 2018

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

### NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Seibert Architects	McIntyre Elwell and Strammer General Contractors, Inc.	Sarasota County Schools
<b>ARCHITECT</b> <i>(Firm name)</i>	<b>CONTRACTOR</b> <i>(Firm name)</i>	<b>OWNER</b> <i>(Firm name)</i>
<b>SIGNATURE</b>	 <b>SIGNATURE</b>	<b>SIGNATURE</b> Digitally signed by Don E Hampton
<b>PRINTED NAME AND TITLE</b>	Mark Freeman, President <b>PRINTED NAME AND TITLE</b>	<b>DATE</b> 2018.02.28 12:28:04 -05'00'
<b>DATE</b>	February 22, 2018 <b>DATE</b>	<b>DATE</b>



February 21, 2018

Josh Tomlinson  
c/o ME&S General Contractors  
1645 Barber Rd.  
Sarasota, FL 34240

Re: Sarasota Middle School Security/Fencing Project Revisions

Dear Josh,

You advised me in mid-November that there were changes being considered by the owner for all three administration buildings at Laurel Nokomis, Booker Middle School and Sarasota Middle School. On November 28, 2017 we met at Laurel Nokomis School with SBSC staff, on December 20, 2017 we met at Booker Middle School with SBSC staff and on January 17, 2018 we met at Sarasota Middle with SBSC staff. Please consider this an amendment to our agreement with MES dated 5/26/17. This amendment will not modify the fencing portion of the agreement.

Generally, the program was enhanced to open the wall to Room 105 between it and the Administration Lobby, subdivide Room 105 with a six foot high drywall partition (structurally supported with cantilever steel post similar to administration Lobby walls), indicate a fixed glass window between Room 105 and the Clinic, note that the door to exterior in Room 105 is to have a controlled access, indicate that the door at the end of Hall 131 is to have controlled access, locate call buttons at the exterior entry doors, indicate that the new entry counter will have two work stations fitting in the space remaining after a low door and the security wall were proposed. The ceiling, lighting and AC will remain as is in Room 105. There was discussion to increase the height of the existing 8' high cantilevered wall to 10' but after subsequent conversation it was determined to leave this at 8' so as not to interfere with the AC system in the Lobby. Field verification of existing conditions is included.

In addition to the above, Room 118A will be subdivided into two offices. Built-in cabinets will be indicated behind each propose desk location. All carpet repairs/replacements will be provided by owner. Modify the AC, electrical, data and lighting layout to accommodate these offices. All furnishing will be provided by owner.

Architectural Services and electrical services to accommodate these changes are as follows:

Seibert Architects	\$3280.00
Karl Hees and Associates	\$300.00
ME3, Consulting Engineers	\$1960.00
Total	\$5540.00

1373 5th Street Sarasota, FL  
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Lic. AA-C000070

architecture • planning • interiors

Sincerely yours,



**SAMUEL C. HOLLADAY, AIA**

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lic AA-C000070

**architecture planning interiors**

**CHANGE ORDER SUMMARY**

**PROJECT NAME:**  
**Sarasota Middle Admin Security/Fencing Design**

CHANGE ORDER NO. (2)

BOARD DATE: May 15, 2018

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ITEM 1) Description: Add for the design of the additional scope to include resistant glass.

Reason for Change: Make changes due to increased security requirements for school campuses.

Cost of Change: INCREASE: \$20,339.20

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SUMMARY: ITEM 1) INCREASE: \$20,339.20

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**TOTAL COST:** INCREASE: \$20,339.20

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Total Direct Material Purchase amount to date and as a % of original contract:

Total Tax Savings to date as a result of Direct Material Purchases:

Change Orders to date and as a % of original contract:

---

SUBMITTED BY:

  
\_\_\_\_\_  
Jody Dumas, Exec Director of Fac Svcs

Is this a Design/Build continuing contract project? Yes  No  / If Yes, enter this C.O. amount here: \$20,339.20.



AIA®

# Document G701™ – 2017

## Change Order

**PROJECT:** (Name and address)  
17-119 SMS Admin Bldg Security & Fencing  
Sarasota Middle School  
4826 Ashton Road  
Sarasota, FL 34233

**CONTRACT INFORMATION:**  
Contract For: General Construction  
Date: June 09, 2017

**CHANGE ORDER INFORMATION:**  
Change Order Number: 002  
Date: April 25, 2018

**OWNER:** (Name and address)  
Sarasota County Schools  
1960 Landings Boulevard  
Sarasota, FL 34240

**ARCHITECT:** (Name and address)  
Seibert Architects  
1373 5th Street  
Sarasota, FL 34236

**CONTRACTOR:** (Name and address)  
McIntyre Elwell and Strammer  
General Contractors, Inc.  
1645 Barber Road  
Sarasota, FL 34240

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

Add for additional design services as outlined in the Seibert Architects proposal dated April 19, 2018.....	\$18,160.00
Contractor's Fee @ 12%.....	\$ 2,179.20
<b>Total Cost.....</b>	<b>\$20,339.20</b>

The original Contract Sum was	\$ 28,137.00
The net change by previously authorized Change Orders	\$ 5,540.00
The Contract Sum prior to this Change Order was	\$ 33,677.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 20,339.20
The new Contract Sum including this Change Order will be	\$ 54,016.20

The Contract Time will be increased by **Three Hundred Eight (308) days**.  
The new date of Substantial Completion will be **June 1, 2018**.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Seibert Architects

McIntyre Elwell and Strammer General Contractors, Inc.

Sarasota County Schools

\_\_\_\_\_  
**ARCHITECT** (Firm name)

\_\_\_\_\_  
**CONTRACTOR** (Firm name)

\_\_\_\_\_  
**OWNER** (Firm name)

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**SIGNATURE**

**Don E** Digitally signed  
\_\_\_\_\_  
**SIGNATURE** by Don E

\_\_\_\_\_  
**PRINTED NAME AND TITLE**

Mark Freeman, President  
\_\_\_\_\_  
**PRINTED NAME AND TITLE**

**Hampton**  
\_\_\_\_\_  
**PRINTED NAME AND TITLE**

\_\_\_\_\_  
**DATE**

04/25/18  
\_\_\_\_\_  
**DATE**

Date:  
2018.04.26  
\_\_\_\_\_  
**DATE** 07:43:46 -04'00'



April 19, 2018

Josh Tomlinson  
c/o ME&S General Contractors  
1645 Barber Rd.  
Sarasota, FL 34240

Re: Sarasota Middle School

Dear Josh,

A request has been made to modify the security design improvements for this school. Please consider this an amendment to our May 26, 2017 Proposal letter to ME&S.

**Scope of Architectural and Engineering Services:**

The modifications will include adding glass in front of the reception area in order to physically isolate the visitors from staff and students.

This glass may vary in resistance and will be confirmed by the School Board. Use standard School Board details and products for ballistic resistant requirements.

Specify bullet resistant trays at the receptionist station or as approved by the School Board. Use standard detail provided by School Board. Review location of this material with School Board.

Specify bullet resistant tiles at the receptionist station or as approved by the School Board. Use standard detail provided by School Board. Review location of this material with School Board.

The previous layout of new walls and doors at the entry lobby are to be modified to accommodate the separation of visitors from school staff.

Existing cabinetry will only change as required to meet ADA and a single staff/visitor station.

Modify existing drywall partitions adjacent to counter top to provide additional visibility to the new student seating and to visitors.

Security doors from the Administration work space to the adjacent halls will not be required

Indicate/design ADA counter on visitor's side of receptionist desk for sign-in sheets.

Counter top at receptionists to comply with ADA. It will be modified as required.

Speaker/communication system will be specified for receptionist/visitor communications as approved by School Board.

Changes to incorporate room 105/Clinic will not change. Indicate vertical blinds at new window.

Doors and or glazing for the Buildings 2, 3 and 5 will be changed to the School Board standard as directed.

Doors at the gym/cafeteria and other strategic locations will have controlled access as determined by the School Board.



Site fencing will be enhanced as provided in the Facilities Fence Report and as requested by School Board.

Pedestrian chain link gates will be indicated for exiting part of the campus in the rear of the school. Side panels for new fencing will not have the frame for mesh; mesh side panels will be field installed. Modify details as required.

The campus will have pipe gate-controlled access that will be manually secured. Review this with School Board.

Provide 3-D rendering of lobby design with multiple images.

Services will include additional field visits to each campus to confirm existing drawings correspond with site conditions in the Admin Lobby, Buildings 2, 3 and 5 and as related to fencing.

Additional CAD drawings for Building 2, 3 and 5 will be obtained from CSD plan room.

Attend Coordination Meetings with Facilities, Security and Contractor.

Buildings will have new numbers that will be provided by the School Board and installed by the contractor as instructed by the School Board.

Signage, kiosks, code of conduct and similar signage for pedestrians and vehicles will be designed and fabricated by the School Board and installed by the contractor.

Safe Zone areas will be determined by School Board. Signage will be designed and fabricated by School Board and installed by the contractor at locations determined by the School Board.

All construction cost estimates are provided by ME&S.

Site lighting is not included in this scope of services.

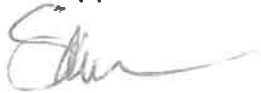
No Civil engineering or survey work are included in this proposal.

Architectural, structural engineering and electrical engineering services are as follows:

Seibert Architects, P. A.	\$12,000.00
Karl Hees and Associates	\$2,000.00
ME3 Consulting Engineers.	\$2,660.00
3-D Rendering (multiple images)	\$1,500.00
Total fees	\$18,160.00

Unless there are any questions or comments then please approve this proposal. Thank you for the opportunity for our office to provide these services to the School Board.

Sincerely yours,



SAMUEL C. HOLLADAY, AIA  
SEIBERT ARCHITECTS P.A.  
1373 5TH STREET  
SARASOTA, FL 34236  
P | 941.366.9161

**seibert** architects

1373 5th Street · Sarasota, FL  
34236-4915 · seibertarchitects.com  
T 941.366.9161 · F 941.365.0902  
lic AA-C000070

architecture · planning interiors

**CHANGE ORDER SUMMARY**

**PROJECT NAME:**  
**Laurel Admin Security/Fencing Design**

CHANGE ORDER NO. (1)

BOARD DATE: May 15, 2018

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ITEM 1) Description: Add for the design of the additional scope.

Reason for Change: Make changes due to increased security requirements for school campuses.

Cost of Change: INCREASE: \$4,797.00

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SUMMARY: ITEM 1) INCREASE: \$4,797.00

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**TOTAL COST:** INCREASE: \$4,797.00

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Total Direct Material Purchase amount to date and as a % of original contract:

Total Tax Savings to date as a result of Direct Material Purchases:

Change Orders to date and as a % of original contract:

---

SUBMITTED BY:

  
\_\_\_\_\_  
Jody Dumas, Exec Director of Fac Svcs

Is this a Design/Build continuing contract project? Yes X\_ No\_\_ / If Yes, enter this C.O. amount here: \$4,797.



# Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 17-120 LNMS Admin Bldg Security & Fencing Laurel Nokomis Middle School 1900 East Laurel Road Nokomis, FL 34275	<b>CONTRACT INFORMATION:</b> Contract For: General Construction Date: June 09, 2017	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001 Date: February 22, 2018
<b>OWNER:</b> <i>(Name and address)</i> Sarasota County Schools 1960 Landings Boulevard Sarasota, FL 34231	<b>ARCHITECT:</b> <i>(Name and address)</i> Seibert Architects P.A. 1373 5th Street Sarasota, FL 34236	<b>CONTRACTOR:</b> <i>(Name and address)</i> McIntyre Elwell and Strammer General Contractors, Inc. 1645 Barber Road Sarasota, FL 34240

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

ADD for the design of the additional scope of work requested by the security department in the administration building. The scope of work is further defined in the included Seibert Architects P.A. proposal dated February 21, 2018.

The original Contract Sum was	\$ 29,313.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 29,313.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 4,797.00
The new Contract Sum including this Change Order will be	\$ 34,110.00

The Contract Time will be increased by Two hundred fifty-six (256) days.  
The new date of Substantial Completion will be April 09, 2018

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Seibert Architects P.A.  
1373 5th Street  
Sarasota, FL 34236

ARCHITECT *(Firm name)*

SIGNATURE

PRINTED NAME AND TITLE

DATE

McIntyre Elwell and Strammer General Contractors, Inc.

CONTRACTOR *(Firm name)*

SIGNATURE

Mark Freeman, President  
PRINTED NAME AND TITLE

February 22, 2018  
DATE

Sarasota County Schools

OWNER *(Firm name)*

Don E Hampton  
SIGNATURE Digitally signed by Don E

Don E Hampton  
PRINTED NAME AND TITLE

DATE 2018.02.28 12:29:50 -05'00'



February 21, 2018

Josh Tomlinson  
c/o ME&S General Contractors  
1645 Barber Rd.  
Sarasota, FL 34240

Re: Laurel Nokomis School Security Fencing Project Revisions

Dear Josh,

You advised me in mid-November that there were changes being considered by the owner for all three administration buildings at Laurel Nokomis, Booker Middle School and Sarasota Middle School. On November 28, 2017 we met at Laurel Nokomis School with SBSC staff, on December 20, 2017 we met at Booker Middle School with SBSC staff and on January 17, 2018 we met at Sarasota Middle with SBSC staff. Please consider this an amendment to our agreement with MES dated 5/26/17. This amendment will not modify the fencing portion of the agreement.

Generally, the program was enhanced to open the wall to Room 105 between it and the Administration Lobby, subdivide Room 105 with a six foot high drywall partition (structurally supported with cantilever steel post similar to administration Lobby walls), indicate a fixed glass window between Room 105 and the Clinic, note that the door to exterior in Room 105 is to have a controlled access, indicate that the door at the end of Hall 131 is to have controlled access, locate call buttons at the exterior entry doors, indicate that the new entry counter will have two work stations fitting in the space remaining after a low door and the security wall were proposed. The ceiling, lighting and AC will remain as is in Room 105. There was discussion to increase the height of the existing 8' high cantilevered wall to 10' but after subsequent conversation it was determined to leave this at 8' so as not to interfere with the AC system in the Lobby. Field verification of existing conditions is included.

In addition to the above, the Clinic closet between Room 105 and the Clinic will be demolished and replaced with a low counter below the sill of the new window from room 105 to the Clinic. In Room 109 the overhead coiling window and stainless-steel counter is to be removed and replaced with a fixed glass window.

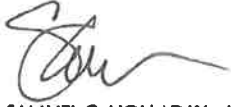
Architectural, structural engineering and electrical engineering services are as follows:

Seibert Architects	\$3317.00
Karl Hees and Associates	\$300.00
ME3, Consulting Engineers	\$1180.00
<b>Total</b>	<b>\$4797.00</b>

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Lic AA-C000070

architecture · planning · interiors

Sincerely yours,



SAMUEL C. HOLLADAY, AIA

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**seibert architects**  
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lic AA-CD00070

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**CHANGE ORDER SUMMARY**

**PROJECT NAME:**  
**Laurel Admin Security/Fencing Design**

CHANGE ORDER NO. (2)

BOARD DATE: May 15, 2018

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ITEM 1) Description: Add for the design of the additional scope to include resistant glass.

Reason for Change: Make changes due to increased security requirements for school campuses.

Cost of Change: INCREASE: \$26,656.00

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SUMMARY: ITEM 1) INCREASE: \$26,656.00

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**TOTAL COST:** INCREASE: \$26,656.00

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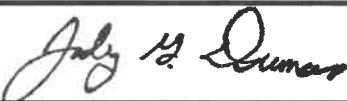
Total Direct Material Purchase amount to date and as a % of original contract:

Total Tax Savings to date as a result of Direct Material Purchases:

Change Orders to date and as a % of original contract:

---

SUBMITTED BY:

  
\_\_\_\_\_  
Jody Dumas, Exec Director of Fac Svcs

Is this a Design/Build continuing contract project? Yes X\_ No \_\_\_ / If Yes, enter this C.O. amount here: \$26,656.



# Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 17-120 LNMS Admin Bldg Security & Fencing Laurel Nokomis Middle School 1900 East Laurel Road Nokomis, FL 34275	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: June 09, 2017	<b>CHANGE ORDER INFORMATION:</b>  Change Order Number: 002  Date: April 25, 2018
<b>OWNER:</b> <i>(Name and address)</i> Sarasota County Schools 1960 Landings Boulevard Sarasota, FL 34231	<b>ARCHITECT:</b> <i>(Name and address)</i> Seibert Architects P.A. 1373 5th Street Sarasota, FL 34236	<b>CONTRACTOR:</b> <i>(Name and address)</i> McIntyre Elwell and Strammer General Contractors, Inc. 1645 Barber Road Sarasota, FL 34240

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

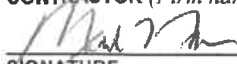

Add for additional design services as outlined in the Seibert Architects proposal dated April 19, 2018.....	\$23,800.00
Contractor's Fee @ 12%.....	\$ 2,856.00
<b>Total Cost.....</b>	<b>\$26,656.00</b>

The original Contract Sum was	\$	29,313.00
The net change by previously authorized Change Orders	\$	4,797.00
The Contract Sum prior to this Change Order was	\$	34,110.00
The Contract Sum will be increased by this Change Order in the amount of	\$	26,656.00
The new Contract Sum including this Change Order will be	\$	60,766.00

The Contract Time will be increased by Three Hundred Eight (308) days.  
The new date of Substantial Completion will be June 1, 2018.

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

Seibert Architects P.A. 1373 5th Street Sarasota, FL 34236 <b>ARCHITECT</b> <i>(Firm name)</i>	McIntyre Elwell and Strammer General Contractors, Inc.   <b>CONTRACTOR</b> <i>(Firm name)</i>	Sarasota County Schools   <b>OWNER</b> <i>(Firm name)</i>
_____ <b>SIGNATURE</b>	_____ <b>SIGNATURE</b>	_____ <b>SIGNATURE</b>
_____ <b>PRINTED NAME AND TITLE</b>	Mark Freeman, President _____ <b>PRINTED NAME AND TITLE</b>	Don E Hampton _____ <b>PRINTED NAME AND TITLE</b>
_____ <b>DATE</b>	04/25/18 _____ <b>DATE</b>	Date: 2018.04.26 _____ <b>DATE</b>



April 19, 2018

Josh Tomlinson  
c/o ME&S General Contractors  
1645 Barber Rd.  
Sarasota, FL 34240

Re: Laurel Nokomis School

Dear Josh,

A request has been made to modify the security design improvements for this school. Please consider this an amendment to our May 26, 2017 Proposal letter to ME&S.

**Scope of Architectural and Engineering Services:**

The modifications will include adding glass in front of the reception area in order to physically isolate the visitors from staff and students.

This glass may vary in resistance and will be confirmed by the School Board. Use standard School Board details and products for ballistic resistant requirements.

Specify bullet resistant trays at the receptionist station or as approved by the School Board. Use standard detail provided by School Board. Review location of this material with School Board.

Specify bullet resistant tiles at the receptionist station or as approved by the School Board. Use standard detail provided by School Board. Review location of this material with School Board.

The previous layout of new walls and doors at the entry lobby are to be modified to accommodate the separation of visitors from school staff.

Existing cabinetry will only change as required to meet ADA and a single staff/visitor station.

Modify existing drywall partitions adjacent to counter top to provide additional visibility to the new student seating and to visitors.

Security doors from the Administration work space to the adjacent halls will not be required

Indicate/design ADA counter on visitor's side of receptionist desk for sign-in sheets.

Counter top at receptionists to comply with ADA. It will be modified as required.

Speaker/communication system will be specified for receptionist/visitor communications as approved by School Board.

Changes to incorporate room 105/Clinic will not change. Indicate vertical blinds at new window.

Doors and or glazing for the Buildings 2, 3 and 5 will be changed to the School Board standard as directed.

Doors at the gym/cafeteria and other strategic locations will have controlled access as determined by the School Board.



Site fencing will be enhanced as provided in the Facilities Fence Report and as requested by School Board.

Pedestrian chain link gates for exiting part of the campus in the rear of the school are included. Side panels for new fencing will not have the frame for mesh; mesh side panels will be field installed. Modify details as required.

The campus will have pipe gate-controlled access that will be manually secured. Review this with School Board.

Provide 3-D rendering of lobby design with multiple images.

Services will include additional field visits to each campus to confirm existing drawings correspond with site conditions in the Admin Lobby, cafeteria/gyms and as related to fencing.

Additional CAD drawings for cafeteria/gym will be obtained from CSD plan room.

The space subdivided into two offices will be removed as part of this architectural scope. Information will be saved for future work scope and separate permit.

Attend Coordination Meetings with Facilities, Security and Contractor.

Buildings will have new numbers that will be provided by the School Board and installed by the contractor as instructed by the School Board.

Signage, kiosks, code of conduct and similar signage for pedestrians and vehicles will be designed and fabricated by the School Board and installed by the contractor.

Safe Zone areas will be determined by School Board. Signage will be designed and fabricated by School Board and installed by the contractor at locations determined by the School Board.

All construction cost estimates are provided by ME&S.

Site lighting is not included in this scope of services.

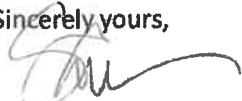
No Civil engineering or survey work are included in this proposal.

Architectural, structural engineering and electrical engineering services are as follows:

Seibert Architects, P. A.	\$17,640.00
Karl Hees and Associates	\$2,000.00
ME3 Consulting Engineers	\$2,660.00
3-D Rendering (multiple images)	\$1,500.00
Total fees	\$23,800.00

Unless there are any questions or comments then please approve this proposal. Thank you for the opportunity for our office to provide these services to the School Board.

Sincerely yours,



SAMUEL C. HOLLADAY, AIA  
SEIBERT ARCHITECTS P.A.  
1373 5TH STREET  
SARASOTA, FL 34236  
P | 941 366 9161

**seibert** architects

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