

**EXECUTIVE SUMMARY – LEGACY PROJECT CLOSE OUT**

**Final Acceptance, Release of Retainage and Negotiated Close Out Cost  
Deerfield Beach Elementary School  
Auditorium Renovations  
Project No. P.000003**

**PROJECT OVERVIEW:**

<b>Type of Contract:</b>	<b>Continuing Services Minor Projects (CSMP)</b>
<b>Contractor:</b>	<b>Grace &amp; Naeem Uddin, Inc.</b>
<b>Notice to Proceed Date:</b>	<b>October 19, 2007</b>
<b>Retainage Amount:</b>	<b>\$500</b>
<b>Contract Balance(Excluding Retainage Amount):</b>	<b>\$150,927</b>
<b>Close Out Amount Due:</b>	<b>\$151,427</b>

**Project Overview:** Renovations of the Historical Auditorium, to include HVAC upgrades, new seating ADA wheelchair lift and structural ceiling repairs.

**Status of Work:** The required scope of work is complete and all final Building Department's inspections are deemed satisfactory, as evidenced with the executed OEF 110b and the OEF 209 by the Chief Building Official.

**Key Issues:** The Contractor requested compensation for additional cost of work and delay claims impacted by revised drawings (ASI's) modifying the original design drawings of the Project. Revisions of the scope of the Project were issued by the Consultant of Record as unforeseen conditions were discovered. Agreement on the final compensation associated with the additional scope was not resolved prior to executing the work. After several review iterations by OFC, the original contractor's claim was resolved to include only the actual cost of work as per the unit rates of the Construction Services Minor Projects Agreement between the SBBC and the Contractor.

**Action Plan:**

The CSMP contract at the time of this project did not require the standard 01250g change order form, but instead, uses the Recap Estimating Sheet (see Exhibit 2) with a new purchase order issued for the change amount. It is recommended that a final Purchase Order (P.O.) be generated and the final payment be issued closing out this project.