

# STAFF REPORT REGULAR MEETING

**AGENDA DATE:** March 31, 2026

**DEPARTMENT:** Public Works

**TITLE:**

Change Order No.1 with RMJ Contractors Inc for Youth Empowerment Center Renovations and Osborne Community Center Reroof Project

**SUMMARY:**

This Change Order authorizes additional work identified during construction of the Youth Empowerment Center (YEC) Renovations and Osborne Community Center Reroof Project under IFB #25-111.

The additional work totals \$114,200.00. After application of the contractual contingency allowance of \$20,000.00, the net increase to the contract is \$94,200.00, resulting in a revised total contract amount of \$487,600.00.

**BACKGROUND AND JUSTIFICATION:**

On November 4, 2025, the City Commission approved a construction contract with RMJ Contractors, Inc. in the amount of \$393,400.00 for renovations to the Youth Empowerment Center and reroofing of the Osborne Community Center under IFB #25-111

During demolition activities, unforeseen conditions were discovered, including significant termite damage to existing roof trusses. As a result, structural reinforcement is required in accordance with the engineer's plans to ensure the long-term integrity and safety of the facility. The corrective work includes reframing and reinforcing the trusses with LVL members and required anchoring.

Additional items identified during construction include removal and replacement of deteriorated plaster with new insulated drywall assemblies, reroofing of an approximately 600-square-foot flat roof section not shown on the original plans, and replacement of three impact-rated windows on the south elevation.

These items were not included in the original bid scope but are necessary to complete the project in a safe, code-compliant, and structurally sound manner. Staff therefore recommends approval of Change Order No. 1.

**MOTION:**

Move to approve/disapprove Change Order No. 1 with RMJ Contractors, Inc. for Youth Empowerment Center Renovations and Osborne Community Center Reroof Project – in the amount of \$114,200.00, with application of a \$20,000.00 contingency, for a revised contract amount not to exceed \$487,600.00.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Change Order

**FISCAL IMPACT ANALYSIS**

Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>	<b>2029</b>	<b>2030</b>
<b>Inflows/Revenues</b>					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
<b>Outflows/Expenditures</b>					
Appropriated (Budgeted)	0	0	0	0	0
Operating	0	0	0	0	0
Capital	\$94,200.00	0	0	0	0
<b>Net Fiscal Impact</b> <i>(If not budgeted)</i>	\$94,200.00	0	0	0	0
<b>No. of Addn'l Full-Time</b> <b>Employee Positions</b>	0	0	0	0	0

<b>Contract Award - Existing Appropriation (Budgeted)</b>	
	Expenditure
Department	Capital Projects Fund/ Recreation
Division	Recreation
GL Description	Improve other than build
GL Account Number	301-8060-572-6363
Project Number	FG2500/TBD
Requested Funds	\$94,200.00
Remaining Balance	0
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	2020 Non Advalorem Bond