

MEMORANDUM

DATE: December 8, 2025

TO: ****ORIGINAL****
CITY CLERK

FROM: India Barr
Procurement Management

Department SUBJECT: Record Retention

CONTRACT: 20240115

CONTRACT TITLE: City Hall Lobby, Restrooms, Storefront and Additional
Parking

VENDOR NAME: Hooks Construction
Company, LLC. VENDOR ADDRESS: 2211
South Kanner Highway CITY & STATE: Stuart,
Florida 34994

APPROVED BY COUNCIL: N/A

Contract Amount : \$2,625,331.31

CONTRACT TERM : February 1, 2025 through February 1,

2026 Please see the attached for (1) original contract for your records



CONTRACT AMENDMENT

This Amendment #3 (“Amendment”) to the City Hall Lobby, Restroom, Storefront and Additional Parking Project under Contract #20240115 (“the Contract”), by and between the City and the Contractor, as defined below, shall be effective as of the date this Amendment is fully executed.

Contractor’s Full Legal Name:	Hooks Construction Company, LLC.
Solicitation No./Event ID:	20240115
Solicitation Title/Event Name:	City Hall Lobby, Restroom, Storefront and Additional Parking
Contract Award Date:	December 23, 2024
Initial Contract Term:	February 1, 2025 through February 1, 2026
Current Contract Expiration Date:	February 1, 2026
Requested Contract Expiration Date:	N/A
Initial Contract Amount:	\$2,427,221.28
Current Contract Amended Amount:	\$2,579,159.60
Requested Financial Change Amount:	\$46,171.71
New Contract Amount:	\$2,625,331.31
Amendment No.:	3
Amendment Type:	Increase Commodities

WHEREAS, the Contract, including any previous amendments, is in effect through the Current Contract Expiration Date, as defined above; and

NOW THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. SCOPE OF WORK. Additional items are added to the Contract at the prices listed.

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
020	CE #038 - Additional power for		\$532.11
021	CE #039 - Concrete and Earthwo		\$7,885.45
022	CE #041 - Deduct for 2 iPad St		(\$729.28)
023	CE #042 - Overtime Reconciliat		\$11,212.50
024	CE #043 - T & M- Roof Drain Change P2.2 * SEE BELOW NOTE		\$10,000.00
025	CE #044 - Central Lobby Level		\$8,783.00
026	CE #046 - Detail G and H Contr		\$8,855.00
028	CE #050 - Additional Lobby Exp		\$4,256.73
029	CE #052 - T&M- Low Voltage Changes per 09/09/25 plan & 9/12/25 site visit * SEE BELOW NOTE		\$12,000.00
030	CE #054 - Demo of Landscape at		\$2,415.00
031	CE #055 - Demo and haul side w		\$2,070.00
032	CE #057 - Additional Curbing a		\$13,367.60
033	CE #053 - Detail A Culvert Rai		(\$36,147.00)
034	CE #058 - Fire Sprinkler Night		\$1,890.60
Total:			\$46,171.71

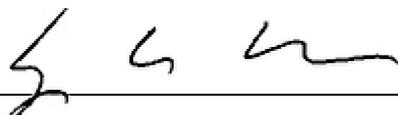
NOTE: reflected amount indicates partial payment per agreement with City of PSL, to be reconciled upon completion of scope

- 2. PAYMENT & PERFORMANCE BONDS:** If a Performance and Payment Bond was required under the Contract, then Contractor shall also furnish an acceptable recorded bond rider covering the cost difference added to the Contract price under this Amendment. The requirements for such a bond rider shall be subject to the same terms and conditions as the original Performance and Payment Bond under the Contract.
- 3. SUCCESSORS AND ASSIGNS.** This Amendment shall be binding upon and inure to the benefit of the successors and permitted assigns of the parties hereto.
- 4. ENTIRE AGREEMENT.** Except as expressly modified by this Amendment the Contract, including any written amendments thereto, shall be and remain in full force and effect in accordance with its terms and shall constitute the legal, valid, binding and enforceable obligations to the parties. This Amendment and the Contract, including any written amendments thereto, collectively, are the complete agreement of the parties and supersede any prior agreements or representations, whether oral or written, with respect thereto.

Signature Page to Follow

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed by their authorized representatives.

CONTRACTOR

Contractor's Full Legal Name: (PLEASE TYPE OR PRINT)	Hooks Construction Company, LLC.
Authorized Signature:	
Printed Name and Title of Person Signing:	Steven Hooks, President
Date:	10/28/2025
Company Address:	2211 S Kanner Hwy Stuart, FL 34994

CITY OF PORT ST. LUCIE

Authorized Signature:	
Printed Name and Title of Person Signing:	Caroline Sturgis, Director, Office of Management & Budget, and Procurement
Date:	December 8, 2025
City Address:	121 SW Port St. Lucie Blvd., Port St. Lucie, FL 34984

City of Port St. Lucie - Change Order

PO # 20250362 Change Order #3
 Requested By William Montgomery
 Change Request: Change

Vendor Name: Hooks Construction
 Project Manager: Roger Jacob
 Mail to Vendor Yes - No

Vendor # 205480
 Dept. 4135
 10/22/2025

Contract # 20240115

PO Amount before change: \$ 2,579,159.60

	Line Item	Old Qty	New Qty	Description	Account Numbers Fund,Dept,Object	Unit Price*	Current line Amount	Am't of Change	New Line Total
Chg								-	\$ -
Chg								-	\$ -
Chg								-	\$ -
Chg								-	\$ -
Chg								-	\$ -
Chg								-	\$ -
Chg								-	\$ -
Add	4		1	Additional Scope - Amendm	301-4135-562000	46,171.71		46,171.71	\$ 46,171.71
Add								-	\$ -
Add								-	\$ -
Add								-	\$ -
Add								-	\$ -

Am't of change total \$ 46,171.71

Reasons for Change (Be specific)

New PO Total: \$ 2,625,331.31

Instructions:

1. A vendor change requires a new PO and the existing PO should be cancelled.*
2. Enter line item information to be changed only. To cancel or delete specified items, change the quantity to zero. See below for exception*
3. The "requested by" field should be completed with the name of the person requesting the change, not the department head.

Please Remember: Any change orders to decrease a quantity or unit price on a line that has prior liquidations, will not show on the printed PO. You must check amounts in the Munis system!. Do not rely on hard copy for accurate information.

PMD Authorization _____

Changes by: Roger Jacob

Date: 10/22/2025

Notes: _____



PCO # 021: CE #039 - Concrete and Earthwo

#	Budget Code	Description	Amount
1	10-10530.000.Subcontract Protective Covers/ Awning.Subcontract	Concrete for New Awnings	\$5,933.00
2	2-2000.000.Subcontract Site Construction.Subcontract	Earthwork for New Awnings	\$750.00
3	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P- 15%	\$1,002.45
Grand Total:			\$7,685.45

PCO # 022: CE #041 - Deduct for 2 iPad St

#	Budget Code	Description	Amount
1	13-13700.000.Subcontract Security Access &Surveillance.Subcontract	Deduct for 2 iPad Stands, \$344 each= \$688 + tax of \$41.28= Total \$729.28	\$(729.28)
Grand Total:			\$(729.28)

PCO # 023: CE #042 - Overtime Reconciliat

#	Budget Code	Description	Amount
1	1-1401.000.Labor Supervision.Labor	Overtime Reconciliation through 8/15/2025; Added over time for nights and weekends for the following scopes: Flooring/ Plumbing/Electrical/All Eastern Hallway Scopes, & Hallway Storefront Trades; 150 hours @ \$65/hr= \$9,750	\$9,750.00
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P- 15%	\$1,462.50
Grand Total:			\$11,212.50

NOTE: reflected amount indicates partial payment per agreement with City of PS�,
to be reconciled upon completion of scope

PCO # 024: CE #043 - T & M- Roof Drain Change P2.2

#	Budget Code	Description	Amount
1	15-15400.000.Subcontract Plumbing.Subcontract	T & M- Roof Drain Change P2.2	\$10,000.00
Grand Total:			\$10,000.00

PCO # 025: CE #044 - Central Lobby Level

#	Budget Code	Description	Amount
1	9-9250.000.Subcontract Drywall & Metal Frame.Subcontract	Central Lobby Level 5 Skim and Finish	\$7,620.00
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P- 15%	\$1,143.00
Grand Total:			\$8,763.00

PCO # 026: CE #046 - Detail G and H Contr

#	Budget Code	Description	Amount
1	2-2000.000.Subcontract Site Construction.Subcontract	Detail G and H Control Structures	\$7,700.00
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bond and OH&P-15%	\$1,155.00
Grand Total:			\$8,855.00

PCO # 028: CE #050 - Additional Lobby Exp

#	Budget Code	Description	Amount
1	9-9300.000.Subcontract Flooring.Subcontract	Additional Lobby Expansion Joints	\$3,701.50
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bond and OH&P- 15%	\$555.23
Grand Total:			\$4,256.73

NOTE: reflected amount indicates partial payment per agreement with City of PS�,
to be reconciled upon completion of scope

PCO # 029: CE #052 - T&M- Low Voltage Changes per 09/09/25 plan & 9/12/25 site visit

#	Budget Code	Description	Amount
1	16-16050.000.Subcontract Electrical.Subcontract	T&M- Low Voltage Changes per 09/09/25 Plan and 09/12/25 Site Visit	\$12,000.00
Grand Total:			\$12,000.00

PCO # 030: CE #054 - Demo of Landscape at

#	Budget Code	Description	Amount
1	2-2200.000.Subcontract Demolition.Subcontract	Demo of Landscape at North Lobby	\$2,100.00



CO #3

Project: 138 - PSL City Hall Renovations
 121 SW Port St. Lucie Blvd., Building A
 Port St. Lucie, Florida 34984

Prime Contract Change Order #3

TO:	City of Port St. Lucie 121 SW Port St. Lucie Boulevard Port St. Lucie, Florida 34984		
DATE CREATED:	10/23/2025	CREATED BY:	Jodi Peterson (Hooks Construction)
CONTRACT STATUS:	Pending - In Review	REVISION:	0
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
SCHEDULE IMPACT:		EXECUTED:	No
REVISED SUBSTANTIAL COMPLETION DATE:		SIGNED CHANGE ORDER RECEIVED DATE:	
CONTRACT FOR:	1:	TOTAL AMOUNT:	\$46,171.71

DESCRIPTION:
 See below PCO detail

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
020	CE #038 - Additional power for		\$532.11
021	CE #039 - Concrete and Earthwo		\$7,685.45
022	CE #041 - Deduct for 2 iPad St		(\$729.28)
023	CE #042 - Overtime Reconciliat		\$11,212.50
024	CE #043 - T & M- Roof Drain Change P2.2 * SEE BELOW NOTE		\$10,000.00
025	CE #044 - Central Lobby Level		\$8,763.00
026	CE #046 - Detail G and H Contr		\$8,855.00
028	CE #050 - Additional Lobby Exp		\$4,256.73
029	CE #052 - T&M- Low Voltage Changes per 09/09/25 plan & 9/12/25 site visit * SEE BELOW NOTE		\$12,000.00
030	CE #054 - Demo of Landscape at		\$2,415.00
031	CE #055 - Demo and haul side w		\$2,070.00
032	CE #057 - Additional Curbing a		\$13,367.60
033	CE #053 - Detail A Culvert Rai		(\$36,147.00)
034	CE #058 - Fire Sprinkler Night		\$1,890.60
Total:			\$46,171.71

NOTE: reflected amount indicates partial payment per agreement with City of PSL, to be reconciled upon completion of scope
CHANGE ORDER LINE ITEMS:

PCO # 020: CE #038 - Additional power for

#	Budget Code	Description	Amount
1	16-16050.000.Subcontract Electrical.Subcontract	Additional power for the east and west storefront	\$462.70
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P- 15%	\$69.41
Grand Total:			\$532.11



#	Budget Code	Description	Amount
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P- 15%	\$315.00
Grand Total:			\$2,415.00

PCO # 031: CE #055 - Demo and haul side w

#	Budget Code	Description	Amount
1	2-2200.000.Subcontract Demolition.Subcontract	Demo and haul side walk at Building Department House	\$1,800.00
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P	\$270.00
Grand Total:			\$2,070.00

PCO # 032: CE #057 - Additional Curbing a

#	Budget Code	Description	Amount
1	2-2000.000.Subcontract Site Construction.Subcontract	Additional Curbing at Details B and E	\$11,624.00
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P- 15%	\$1,743.60
Grand Total:			\$13,367.60

PCO # 033: CE #053 - Detail A Culvert Rai

#	Budget Code	Description	Amount
1	2-2000.000.Subcontract Site Construction.Subcontract	Detail "A" Scope Credit	\$(35,397.00)
2	5-5500.000.Subcontract Metal Fabrications.Subcontract	Detail "A" Scope Credit	\$(750.00)
Grand Total:			\$(36,147.00)

PCO # 034: CE #058 - Fire Sprinkler Night

#	Budget Code	Description	Amount
1	15-15300.000.Subcontract Fire Sprinkler.Subcontract	Fire Sprinkler Night Work	\$1,644.00
2	99-990000.000.Subcontract OH&P.Subcontract	Insurance, bonding and OH&P- 15%	\$246.60
Grand Total:			\$1,890.60

The original (Contract Sum)	\$2,427,221.28
Net change by previously authorized Change Orders	\$151,938.32
The contract sum prior to this Change Order was	\$2,579,159.60
The contract sum would be changed by this Change Order in the amount of	\$46,171.71
The new contract sum including this Change Order will be	\$2,625,331.31
The contract time will not be changed by this Change Order.	

City of Port St. Lucie
 121 SW Port St. Lucie Boulevard
 Port St. Lucie, Florida 34984

 SIGNATURE

 DATE