

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: September 9, 2025

Item Details

Presenter(s): Daniel Edwards, Senior Capital Projects Manager

Department(s): Town Manager's Office

Requested Motion

Motion to ratify an oral amendment to the existing Design Services Agreement between the Town of Apex and Hobbs Architects, P.A. for additional Construction Administration and inspections required for the Mason Street Municipal Building construction project.

Approval Recommended?

Yes

Item Details

The construction of the Mason Street Municipal Building Project (formally known as Town of Apex Permitting and Inspections Renovation Project) extended beyond the original construction schedule, which led to additional construction administration and inspections services being required of the Designer, Hobbs Architects. These services exceeded the original Design Services Agreement scope and amount. The cost of the additional services totaled \$25,600.00 and the specific tasks completed are detailed in the attached Amendment Tasks document. Due to the construction contractor's delay, the contractor's final adjusting change order credited the Town the exact amount to cover additional services by Hobbs Architects, as required by contract documents.

Attachments

- CN3-A1: Amendment Tasks - Ratification - Hobbs Architects, P.A. - Additional Construction Required at Mason Street Municipal Building
- CN3-A2: Fully Executed Original 2019 Design Services Contract - Hobbs Architects, P.A.

