

## **Staff Report**

**Subject:** Approval of Change Order 2 for Task Order 23-REQ-007 with Hussey Gay Bell

**Author:** Alison Bruton, Purchasing Agent

**Department:** Multiple

**Meeting Date:** September 19, 2023

**Item Description:** Change Order 2 for Task Order 23-REQ-007 with Hussey Gay Bell for the Clarence E. Morgan Gymnasium Expansion design and construction management

**Summary Recommendation:** Staff recommends Approval of Change Order 2 for Task Order 23-REQ-007 with Hussey Gay Bell for the Clarence E. Morgan Gymnasium Expansion design and construction management

### **Executive Summary/Background:**

- Staff sent an RFP to the IDC consultants in September requesting proposals to design an expansion to the CEM Gymnasium for an EEMA and Recreation offices. Nine firms were contacted and one submittal was received.
  - Hussey Gay Bell: \$198,000.00
- Hussey Gay Bell was the original architect/engineer for the design of the current CEM Gym. Staff has reviewed the proposal and recommends award.
- Change Order 1 had been submitted for the addition of low voltage/data/IT design to the task order for HGB. This was not included in the original scope request or proposal. The cost for this addition is \$9,000.00. Change Order 1 also included the \$3,000 reimbursable expenses total that was listed in HGB's original proposal, but not included in the contract total. This was an oversight by staff in the original task order approval.
- Change Order 2 has been requested for additional topographic surveying that needs to be completed. It was assumed there would be enough information from the original design plans, but that is not the case. The cost for CO2 is \$2,500.00.

### **Alternatives for Commission to Consider**

1. Approval of Change Order 2 for Task Order 23-REQ-007 with Hussey Gay Bell for the Clarence E. Morgan Gymnasium Expansion in the amount of \$2,500
2. Take no action.

**Recommended Alternative:** 1

**Other Alternatives:** 2

**Department Review:** County Manager, Project Manager, Purchasing, Finance

**Funding Source:** SPLOST

**Attachments:** Change Order 2 for Task Order 23-REQ-007