

Staff Report

Subject: Approval of Amendment No. 1 to the Indefinite Delivery Contract for Engineering and Architectural Services with Thomas & Hutton

Author: Danielle Carver, Procurement and Contracts Manager

Department: Procurement

Meeting Date: 08/05/2025

Item Description: Consideration to approve Amendment No. 1 to the Indefinite Delivery Contract for Professional Engineering and Architectural Services between Effingham County and Thomas & Hutton.

Summary Recommendation: Staff recommends approval of Amendment No. 1 to the contract with Thomas & Hutton, which renews the contract for FY 2026 and incorporates the updated hourly rate schedule.

Executive Summary/Background:

The original Indefinite Delivery Contract with Thomas & Hutton was executed on December 3, 2024, following RFQu No. 23-RFQu-061. The contract allows for professional engineering and architectural services to be rendered through task orders.

Thomas & Hutton has submitted a renewal request along with an updated hourly rate schedule to reflect current labor market conditions and inflationary cost increases. The proposed rate adjustments are outlined in the attached FY 2026 Rate Sheet and are effective July 1, 2025, through June 30, 2026.

This amendment will ensure continuity of services and maintain contract compliance while addressing current economic conditions that impact consultant compensation and operational costs.

Alternatives for Commission to Consider:

1. Approve Amendment No. 1, renewing the contract and adopting the updated hourly rates.
2. Do not approve the amendment and direct staff to initiate a new procurement process.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Procurement, Engineering

Funding Source: FY2026 Capital Budget

Attachments: Amendment No. 1 to the IDC Contract, and the FY26 Rate Sheet from Thomas & Hutton