

Staff Report

Subject: Thomas and Hutton Task Order 5 – Diamond Concrete Roadway Extension (Contract 23-RFQU-061)

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Department: Procurement / Engineering

Meeting Date: November 4, 2025

Item Description: Consideration to approve Task Order 5 under the County's Professional Services Contract (23-RFQU-061) with Thomas & Hutton for the Diamond Concrete Roadway Extension Project.

Summary Recommendation: Staff recommends approval of Task Order 5 with Thomas & Hutton Engineering Co. for professional services related to the Diamond Concrete Roadway Extension project, and authorization for the Chairman to sign all necessary documents.

Executive Summary/Background:

Effingham County is extending a section of industrial roadway approximately 1,000 feet to improve access from the **Diamond Concrete Products facility** to **Effingham Parkway**. Under this task order, Thomas & Hutton will provide services across all project phases including:

- General Consulting
- Engineering Design
- Permit Assistance
- Bid Support
- Construction Observation and Closeout

Key elements of the scope include:

- Roadway and drainage design
- Dry utility coordination
- Erosion control and stormwater management plans
- Assistance with permit submittals to Effingham County and the Georgia Soil & Water Conservation Commission (GSWCC)
- Construction phase support including bid assistance, field observation, and record drawing preparation

The work will be billed as a combination of lump sum and time & expense services. This task order does not include surveying, geotechnical investigation, lighting, or environmental assessments.

Alternatives for Commission to Consider:

1. Approve Task Order 5 with Thomas & Hutton Engineering Co. in the amount of \$109,225.00.
2. Do not approve the task order and provide further direction to staff.
3. Request revisions to the scope or fee.

Recommended Alternative: 1

Other Alternatives: 2, 3

Department Review: Procurement and Engineering

Funding Source: SPLOST

Attachments: Thomas & Hutton Task Order 5