

Staff Report

Subject: Change Order 4 – Atlas Sand Mine Park Design (Geotechnical Investigation)

Author: Danielle Carver, Procurement and Contracts Manager; Tre Wilkins to Present

Department: Procurement / Engineering

Meeting Date: November 4, 2025

Item Description: Consideration to approve Change Order 4 to the contract with Pond & Company for the Atlas Park Design project to perform a geotechnical investigation related to the planned pond, roadway, and paved areas.

Summary Recommendation: Staff recommends approval of Change Order 4 in the amount of **\$10,257.50** and authorization for the Chairman to execute the amendment with Pond & Company.

Executive Summary/Background:

Effingham County originally awarded a contract to Pond & Company under RFP 22-003 for the Parks Master Plan, which includes the development of the Atlas Sand Mine Park. The total contract value prior to this change order was \$465,459.32, composed of:

- Original Contract: \$69,226.00
- CO #1 (Concept Design): \$126,263.32
- CO #2 (Survey - 60 Acres): \$61,000.00
- CO #3 (Phase I Design, Construction Docs, Pickleball Study): \$208,970.00

Change Order 4, totaling \$10,257.50, provides for a geotechnical investigation needed to assess soil suitability in the planned pond, roadways, and paved parking areas. These investigations are necessary to ensure proper design and long-term performance of infrastructure improvements.

The breakdown of the fee is as follows:

- Subconsultant Services (Whitaker Lab): \$9,325.00
- Pond & Company Coordination Fee: \$932.50

This scope includes:

- 23 dynamic cone penetration borings
- 4 infiltration rate tests in pond areas
- 12 auger borings for walking paths
- 2 auger borings in mounded areas
- Soil lab analysis and reporting with subgrade preparation recommendations

The change order will add 30 days to the design schedule.

Alternatives for Commission to Consider:

1. Approve Change Order 4 with Pond & Company in the amount of \$10,257.50.
2. Do not approve the change order and provide alternative direction to staff.

3. Request revisions to the proposed scope or fee.

Recommended Alternative: 1

Other Alternatives: 2, 3

Department Review: Procurement and Engineering

Funding Source: FY26 Atlas

Attachments: Pond Change Order 4