

## Staff Report

**Subject:** Revised Indefinite Delivery Contract (IDC) with Thomas & Hutton

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**Department:** Public Works, Procurement

**Meeting Date:** November 19, 2024

**Item Description:** Consideration for approval of the revised Indefinite Delivery Contract (IDC) for Professional Engineering and Architectural Services with Thomas & Hutton.

**Summary Recommendation:** Staff recommends approval of the revised IDC with Thomas & Hutton, enabling task-based engineering and architectural services

### Executive Summary/Background:

Effingham County seeks to maintain an on-call agreement for professional engineering and architectural services to streamline infrastructure projects and respond to evolving project needs. This revised IDC with Thomas & Hutton offers a flexible, task-based approach, where each specific service request will be negotiated and authorized via task orders.

Key Contract Terms:

- **Contract Duration:** Initial term of one year (July 1, 2024 - June 30, 2025), with two optional one-year renewals.
- **Scope and Fee Structure:** Services are to be scoped on an on-call basis; fees will be set per task order and governed by the 2024 Thomas & Hutton rate sheet.
- **Insurance and Liability:** Includes comprehensive insurance provisions and a mutual waiver of consequential damages.

This contract covers on-call, task-based services with specific scopes and fees to be determined per task order.

This revision changed some verbiage that has been approved by the County Attorney to form all fees are the same as originally submitted in the IDC request for Proposals.

### Alternatives for Commission to Consider

1. Approval of the revised IDC with Thomas & Hutton for on-call engineering and architectural services.
2. Take no action.

**Recommended Alternative:** 1

**Other Alternatives:** 2

**Department Review:** County Manager, Procurement, County Attorney

**Funding Source:**

**Attachments:** Revised IDC with Thomas & Hutton, 2024 Thomas & Hutton Rate Sheet