

Staff Report

Subject: Approval of Architectural and Engineering Services Agreement for Effingham County Animal Shelter

Author: Danielle Carver, Procurement and Contracts Manager

Department: Project Management, Procurement

Meeting Date: March 18, 2025

Item Description: Consideration to approve an agreement with Goodwyn Mills Cawood LLC (GMC) for architectural and engineering services related to the expansion and renovation of the Effingham County Animal Shelter

Summary Recommendation: Staff recommends approval of the Architectural and Engineering Services Agreement with GMC to move forward with design, planning, and construction oversight for the Effingham County Animal Shelter project.

Executive Summary/Background:

Effingham County has identified the need to expand and renovate its existing Animal Shelter. During the pre-design phase, GMC provided conceptual designs, and the County now wishes to proceed with full A/E services.

Scope of Work:

GMC will provide architectural and engineering services across five key phases:

1. Schematic Design – Initial design concepts and cost estimates.
2. Design Development – Refinement of architectural and engineering elements.
3. Construction Documents – Detailed plans and specifications for permitting and bidding.
4. Bidding & Negotiation – Coordination with contractors and permitting agencies.
5. Construction Administration – Oversight of project implementation.

Key Deliverables Include:

- Architectural, structural, mechanical, plumbing, electrical, and fire protection designs.
- Site layout, utilities, drainage, and landscape designs.
- Coordination with County officials and permitting agencies.
- Periodic site visits and construction oversight.

Estimated Budget & Compensation:

- Estimated project construction cost: \$5.5 million

Project Timeline:

GMC is prepared to begin immediately, with an estimated 7-month timeline for design completion if work starts by March 19, 2025.

Alternatives for Commission to Consider

1. Approve the Architectural and Engineering Services Agreement with GMC.
2. Do not approve the agreement and provide alternative direction.

Recommended Alternative: 1

Other Alternatives: 2,3

Department Review: Project Management, Procurement, Albeck

Funding Source: FY25/26 Capital Improvement Projects Budget

Attachments: GMC Proposal