

Staff Report

Subject: Change Order #6 – HVAC Duct Revisions for Central School - Akins

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Department: Procurement, Engineering

Meeting Date: March 3, 2026

Item Description: Consideration to approve Change Order #6 for HVAC duct revisions associated with the Central High School Renovation Project with Paul S. Akins Company, Inc.

Summary Recommendation: Staff recommends approval of Change Order #6 for HVAC duct revisions related to the Central High School Renovation Project.

Executive Summary / Background:

Effingham County is currently undertaking the Central High School Renovation Project under contract with Paul S. Akins Company, Inc.

During construction, revisions to the HVAC duct system were identified as necessary to accommodate field conditions and updated coordination with architectural and mechanical layouts. The proposed changes address modifications to duct configuration and material types to ensure proper system performance and installation alignment.

According to the Change Order Proposal submitted February 6, 2026 , the scope includes:

- Replacement of round paint grip double wall spiral duct with paint grip flat oval spiral duct relocated to the back wall above windows
- Replacement of spiral duct in other areas of the building with paint-grip-lined rectangular duct with flanged gasketed TDC connections

The subcontractor cost for this work is \$4,978.33, with contractor overhead and profit of \$746.75, for a subtotal of \$5,725.08. Payment and Performance Bond costs total \$114.50, resulting in a total Change Order amount of **\$5,839.58**.

These revisions are necessary to ensure the HVAC system is installed in accordance with coordinated drawings and functions as intended for the renovated facility.

Alternatives for Commission to Consider:

1. Approve Change Order #6 for HVAC duct revisions.
2. Do not approve the change order.
3. Provide staff with alternate direction.

Recommended Alternative: 1

Other Alternatives: 2, 3

Department Review: Engineering and Procurement

Funding Source: FY 26 Capital Improvement Project Budget – Central High School

Attachments: Change Order Proposal #6 – HVAC Duct Revisions