

Staff Report

Subject: County Building Spaces Allocation and Assessment Study Final Report (RFP 21-008)
Author: Eric Larson, Asst. County Manager
Department: County Engineering
Meeting Date: April 19, 2022
Item Description: Review and accept the County building space allocation and assessment study (Facility Master Plan).

Summary Recommendation:

In May 2021, Effingham County requested proposals from qualified consultants selected under the 2021 IDC contract (RFP 21-007) to provide Architectural Services to develop the County's Facility Master Plan. The Master Plan assessed our space needs based on functions and anticipated growth and assessed the building needs for remodeling, repairs, and capital investment. The goal of this Comprehensive plan was to have one working document available for the County facilities to support services within the County, and efficiently coordinate Capital Improvement Projects.

Executive Summary/Background:

- Pond, Inc. (Savannah, GA) was selected for the study in the amount of \$69,864.68.
- There were no change orders.
- Project was delayed due to COVID related restrictions on meetings with staff.

Alternatives for Commission to Consider

1 – Accept the County building space allocation and assessment study (Facility Master Plan) to be used as a Capital project planning tool.

2 – Take no action

Recommended Alternative: Alternative 1

Other Alternatives: N/A

Department Review: County Engineering; County Attorney

Funding Source: SPLOST 2022 – No additional funds being requested

Attachments:

1. Facility Condition Assessment Master Document
2. Space Allocation Programming Document