

## Staff Report

**Subject:** Ratification of Professional Services Contract with Whitaker Laboratory, Inc. - Central High Renovations

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**Department:** Procurement / Facility Maintenance

**Meeting Date:** October 7th, 2025

**Item Description:** Consideration to ratify a contract with Whitaker Laboratory, Inc. for professional services related to construction materials testing and special inspections for the Effingham County Central High School Renovations Project.

**Summary Recommendation:** Staff recommends that the Board ratify the execution of the contract with Whitaker Laboratory, Inc. for the full scope of testing, inspections, and NPDES services in the amount of **\$73,725.00**.

### Executive Summary/Background:

In preparation for the renovations at Effingham County Central High School, the County is required to engage a certified firm to perform:

- IBC Chapter 17 Special Inspections (e.g. concrete, steel, masonry, soils)
- Site and laboratory materials testing
- National Pollutant Discharge Elimination System (NPDES) stormwater inspections and reporting

Whitaker Laboratory, Inc. submitted a detailed proposal dated **September 24, 2025**, outlining estimated costs based on standard inspection protocols and an assumed construction schedule. Due to time-sensitive scheduling and the need to initiate services prior to Board meeting dates, the County Manager authorized execution of the contract in accordance with procurement policy. Formal Board ratification is now requested.

### Estimated Contract Costs:

Category	Estimated Cost
Special Inspections (IBC Chapter 17)	\$29,430.00
Site & Lab Testing	\$9,305.00
Reinforcement & Concrete Testing	\$17,470.00
<b>Subtotal – Testing &amp; Inspections</b>	<b>\$56,205.00</b>
NPDES Monitoring (12 months)	\$17,520.00
<b>Total Contract Amount</b>	<b>\$73,725.00</b>

Actual billing will be based on usage and unit rates per Whitaker's published schedule of fees.

### Alternatives for Commission to Consider:

1. Ratify the execution of the contract with Whitaker Laboratory, Inc. for \$73,725.00.
2. Do not ratify the contract and provide alternative direction to staff.
3. Direct staff to rebid or reschedule inspection services (which may delay construction).

**Recommended Alternative:** 1

**Other Alternatives:** 2, 3

**Department Review:** Procurement and Engineering

**Funding Source:** FY2026 Budget – Capital Improvement Projects

**Attachments:** Whitaker Laboratory Proposal (September 24, 2025)