

March 31, 2023

Alison Bruton, Purchasing Agent  
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## RE: Baker Park Change Order 01 – Additional Survey and Architectural Design Services

Dear Ms. Bruton,

The County has requested additional services from Pond as follows:

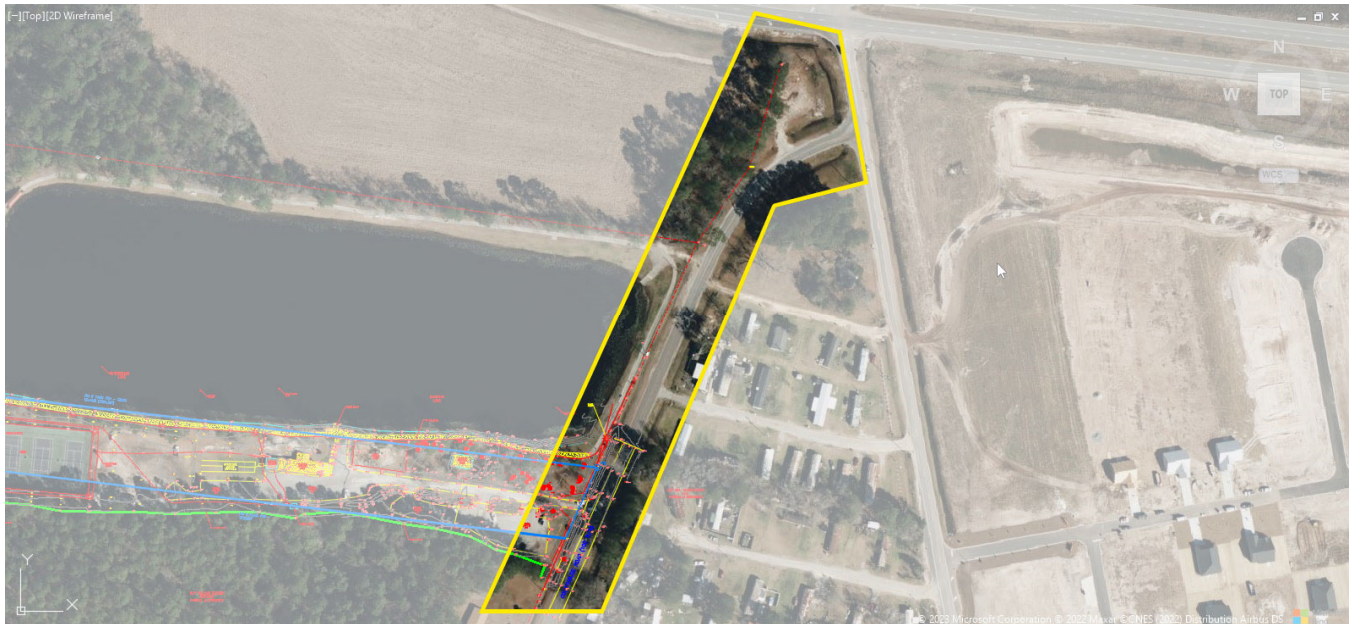
1. To provide additional survey along Courthouse Rd to State Road 21 for the use of locating a run of public utility service(s) to the park.
2. Restroom/Concession building design services beyond the original scope of the project.

### Task 1 – Additional Survey

As a sub-consultant to Pond, TR Long Engineering will provide the additional survey as defined in the limits of work exhibit below. The survey will include topography/existing conditions as well as Subsurface Utility (SUE) Level B location data.

### Limits of Work

General survey area along Courthouse Rd.



## Task 2 – Restroom / Concession Building Design

- A. Concept Design (25%)
  - a. Pond to provide Client with conceptual floorplan layout for the restroom building.
  - b. It is assumed that the building will be approximately 1500 square feet.
    - i. Additional program requests may result in additional fees.
  - c. Pond will provide a proposed materials palette and archetypal imagery for Client review and comment.
  - d. Pond to organize one virtual meeting to discuss floorplan and materials palette with Client representatives.
    - i. Pond to adjust floorplans and palette based on meeting discussions.
  - e. Pond to send updated concept to Client representatives.
    - i. This proposal assumes one additional round of edits based on Client feedback.
- B. Design Development (60%)
  - a. Once Client approves the floorplan, Pond will move into the design development phase for the building.
  - b. Deliverables for this phase shall include:
    - i. Cover Sheet
    - ii. General Notes, Legend, and Abbreviations
    - iii. Life Safety Plan
    - iv. Floor Plan
    - v. Reflected Ceiling Plan
    - vi. Roof Plan
    - vii. Exterior Elevations
  - c. The 60% set will be provided to the Client for review and feedback.
    - i. This proposal includes one virtual meeting to discuss 60% design.
    - ii. Pond will incorporate comments from client.
- C. Construction Documents and Permitting (100%)
  - a. Once the Client has approved the 60% set, Pond will proceed with Construction Documents.
  - b. Deliverables for this phase will include:
    - i. Cover Sheet
    - ii. General Notes, Legend, and Abbreviations
    - iii. Life Safety Plan
    - iv. Floor Plan
    - v. Reflected Ceiling Plan
    - vi. Roof Plan
    - vii. Exterior Elevations
    - viii. Building and Wall Sections
    - ix. Details
    - x. Finishes Schedule
    - xi. Structural Notes
    - xii. Foundation Plan
    - xiii. Structural/Framing Details
    - xiv. MEP Plans and Details associated with the building.
  - c. 90% Plans will be provided to the Client for review and comment as well as submitted for permit.
  - d. 100% plans will be issued upon incorporation of any Client or building permit comments and acceptance of plans by Client through issuance of permit.
- D. Construction Administration
  - a. Pond will respond to RFI's and submittals related to the additional architectural scope.
  - b. Pond will attend site meetings related to the additional architectural scope.

### Conditions / Exclusions:

- Conditions and exclusions from original scope still apply unless specified in the additional services above.

- Specifications will be included on the plans. Written specifications are not included in this scope.
- The County will be responsible for all application, bond, and permit fees.
- Heating and ventilating HVAC scope for the restrooms only.
- Stand-alone controls based on occupancy sensor or wall switch.
- Design will include domestic, sanitary and vent systems to support 4-6 water closets.
- Design includes necessary Power, Lighting and Lighting Controls.
- Design excludes Telecommunications, Electronic Security and Lightning Protection.
- Redesign and/or permit revision/resubmittals after initial permit review approval is obtained is not included.
- Any redesign, including due to client direction, as-built analysis, or unforeseen conditions may incur additional cost.
- As-builts and record drawings are to be the Contractor’s responsibility and are excluded from this proposal.

**Fee Proposal**

Task 1 – Additional Survey	\$12,190.00
Task 2A – Building Concept Design	\$5,568.00
Task 2B – Building Design Development	\$9,280.00
Task 2C – Building Construction Documents and Permitting	\$22,272.00
Task 2D – Construction Observation Services (Billed Hourly Not to Exceed)	\$5,830.00
<b>TOTAL ADD SERVICES</b>	<b>\$55,140.00</b>

**Notice-to-Proceed**

Upon approval of this Change Order request, Pond will proceed with the services as described.

Sincerely,

Matthew Wilder, PLA, ASLA  
Vice President

Melissa Phillips  
Client Liaison