

## **Staff Report**

**Subject:** Approval of Task Order with Thomas & Hutton for Professional Consulting Services for Program Management

**Author:** Alison Bruton, Purchasing Agent

**Department:** County Manager/Capital Projects

**Meeting Date:** February 7, 2023

**Item Description:** Task Order with Thomas & Hutton for Professional Consulting Services for Program Management

**Summary Recommendation:** Staff recommends approval of the Task Order with Thomas & Hutton for Professional Consulting Services for Program Management

### **Executive Summary/Background:**

- Staff requested a proposal from Thomas & Hutton to assist with Program Management in regards to capital projects.
- Included in this scope is a Program Management Workshop with Effingham County Staff to develop the goals, objectives and logistics to be performed by T&H to set the overall strategy for a group of projects. Also included is priority project development/capital improvements and management and design services. With the absence of a County Engineer on staff, T&H will also perform construction observation in the capacity of the County's representative.
- This task order includes updated rates for services for T&H which will be incorporated in the upcoming addendum during the renewal of the IDC 21-007 Agreement.

### **Alternatives for Commission to Consider**

1. Approval of Task Order with Thomas & Hutton for Professional Consulting Services for Program Management with the increased rates
2. Deny the Task Order with Thomas & Hutton for Professional Consulting Services for Program Management
3. Take no action.

**Recommended Alternative:** 1

**Other Alternatives:** 2, 3

**Department Review:** County Manager, Purchasing

**Funding Source:** Various – Project/Department funding

**Attachments:** Task Order