

Staff Report

Subject: Approval of Change Order 1 for Task Order 23-REQ-007 with Hussey Gay Bell

Author: Alison Bruton, Purchasing Agent

Department: Multiple

Meeting Date: July 18, 2023

Item Description: Change Order 1 for Task Order 23-REQ-007 with Hussey Gay Bell for the Clarence E. Morgan Gymnasium Expansion design and construction management

Summary Recommendation: Staff recommends Approval of Change Order 1 for Task Order 23-REQ-007 with Hussey Gay Bell for the Clarence E. Morgan Gymnasium Expansion design and construction management

Executive Summary/Background:

- Staff sent an RFP to the IDC consultants in September requesting proposals to design an expansion to the CEM Gymnasium for an EEMA and Recreation offices. Nine firms were contacted and one submittal was received.
 - Hussey Gay Bell: \$198,000.00
- Hussey Gay Bell was the original architect/engineer for the design of the current CEM Gym. Staff has reviewed the proposal and recommends award.
- Change Order 1 has been submitted for the addition of low voltage/data/IT design to the task order for HGB. This was not included in the original scope request or proposal. The cost for this addition is \$9,000.00.
- Change Order 1 also includes the \$3,000 reimbursable expenses total that was listed in HGB's original proposal, but not included in the contract total. This was an oversight by staff in the original task order approval.

Alternatives for Commission to Consider

1. Approval of Change Order 1 for Task Order 23-REQ-007 with Hussey Gay Bell for the Clarence E. Morgan Gymnasium Expansion in the amount of \$12,000
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: County Manager, Project Manager, Purchasing, Finance

Funding Source: SPLOST

Attachments: Change Order 1 for Task Order 23-REQ-007