



AGENDA ITEM

Consent Agenda

REPORT TO: Work Session (06/19/23)

REPORT TO: Meeting (06/21/23)

ITEM NO: 298/2023

SUBJECT: Approve Change Order #1 under RFQ/P #41-001 Demand Services for Civil Engineering Services for Planning & Development to CPL Architects, Engineers, Landscape Architect & Surveyor, D.P.C. (P.C.) of Suwanee, GA. The estimated cost is \$217,000.00.

Meetings:

Work Session Date: 06/19/23

Voting Meeting Date: 06/21/23

Executive Summary:

Presenter: RD

Recommendation:

Approve change order under RFQ/P #41-001 Demand Services for Civil Engineering Services for Planning & Development to CPL Architects, Engineers, Landscape Architect & Surveyor, D.P.C. (P.C.) of Suwanee, GA.

Purpose of Request:

Seek approval for one (1) Change Order to pay for services rendered by a third-party professional planning service by adding \$217,000.00 to PO #433118. The increase accommodates additional on-site staff to cover vacant positions. The additional staff is required to continue the current level of service for walk-in customers, processing permits, and conducting inspections.

History:

Currently, the Planning Department has four (4) vacant positions. Hall County has an existing Demand Services contract #41-001 for On-Call Civil Engineering Services and CPL is an awarded vendor. The Planning Department needs additional professional staffing services for a period of time, and CPL is in good standing within the County.

Facts and Issues:

Funding will come from the salaries account within the department. This funding is available due to the vacant position savings. As required by the Hall County Purchasing Ordinance and based on the dollar value, the change orders must be approved by the Board of Commissioners.

Options:

Funding Requested

\$ 217,000.00

Are funds within current budget?

No

Source of Funds

General / Development Services

Does the action involve a Resolution, Ordinance, Contract, Agreement, etc.?

Yes

Has it been reviewed by the County Attorney?

Yes

Is there a deadline for this item?

2023-05-22

Approvals:

Buyer	Submit	Approve	Purchasing
AP	RD	RD	AP
Budget	Finance	Attorney	Administration
TS	WG	WLI	CR
Clerk			
JR			

Attachments:

Financial Supplement

Original Services Proposal (1/11/2022) and Amendment Renewal #1 (9/8/2022)



**HALL COUNTY BOARD OF COMMISSIONERS
FINANCIAL SUPPLEMENT REPORT**

AGENDA ITEM 298/2023

Funds Requested: \$ 217,000.00

Request Budgeted: No

Proposed Source of Funding:

Budget Transfer Requested:

General / Development Services

Yes

Funding Source Items:

Fiscal Year	Fund	Division	Account	Amount
2023	272-DEVELOPMENT SERVICES FUND	7410-PLANNING	521000-PROFESSIONAL SERVICES	\$217,000.00

Budget Transfer Items:

Fiscal Year	Fund	Division	Account	Amount
2023	272-DEVELOPMENT SERVICES FUND	7410-PLANNING	511100-SALARIES	\$-217,000.00
2023	272-DEVELOPMENT SERVICES FUND	7410-PLANNING	521000-PROFESSIONAL SERVICES	\$217,000.00

Additional Information/Comments:

Contact for Questions: RDDP&D

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