

CEC
CIVIL ENGINEERING CONSULTANTS, INC.
Civil & Environmental Engineering

June 3, 2025

Mr. William King, P.E.
Assistant Director
Public Works and Utilities
Hall County
2875 Browns Bridge Road, 4th Floor
Gainesville, Georgia 30504

RE: IFB #026-45 Hall County – Spout Springs Water Reclamation Facility Expansion to 1.6 MGD
Proposed Change Order – Construction Services

Dear Bill:

The RFP included specific hours to be provided by the consultant for site inspection, professional inspection (special inspections) and Contract Administration during the entire construction project. For a project this size, the number of hours to perform construction services is insufficient. During the design phase, changes were made to increase the complexity of the project that require additional construction administration time. CEC requests additional compensation for time necessary to perform construction administrative services as summarized below.

	Task	Hours Budgeted	Fee
A.	Submittal Review	432	\$60,480.00
B.	Process RFIs and Change Orders	80	\$11,340.00
C.	Project Meetings (On-site)	80	\$11,200.00
D.	Construction Inspections (PE)	520	\$72,800.00
E.	Pay Application Processing	48	\$6,720.00
F.	Prepare O&M Manual for EPD	240	\$33,600.00
	Total	1,400	\$196,000.00

The narrative below describes the rational for the fees described above.

- A. Submittal Review – CEC will process shop drawings submitted by contractor.
- B. Process RFIs and Change Orders – CEC will address and resolve RFIs and Change Orders related to technical issues and contract financial considerations.
- C. Project Meetings (On-Site) – As needed, meet on site to resolve issues related during construction, including punch list inspection.
- D. Construction Inspections – On-Site inspections during construction for items such as rebar, equipment, or site considerations. CEC assumes one visit per month for 13 months at 5 hours per visit to allow for travel time, inspection, and reports.
- E. Pay Application Processing – Process pay requests once Hall County has reviewed and met with contractor on-site agreeing to quantities to be billed. This line item does not include on-site review and work completed.

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- F. Prepare O&M Manual for EPD – Prepare document required by EPD for their review and approval before facility can be placed into operation.

CEC requests a change order of \$196,000 to provide the necessary construction services through the end of April 2026 and Lakeshore's scheduled contract completion date.

Please call with any questions.

Very truly yours,
CIVIL ENGINEERING CONSULTANTS, Inc.



Andrew E. Lovejoy, P.E.
President

Cc: Bill Nash, Public Works & Utility Director, Hall County
Tim Bolinger, Civil Engineer, Hall County