



**DeKalb County
Roads and Drainage Division
Public Works Department
Peggy V. Allen, Deputy Director, PW**

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MEMORANDUM

March 11, 2024

TO: Michelle Butler, Chief Procurement Officer | Purchasing & Contracting

THROUGH: Zachary L. Williams, COO

Rick Lemke, Public Works Director

FROM: Peggy V. Allen, DDPW, Roads and Drainage ✓

SUBJECT: Procurement Request for First Renewal for DeKalb County Contracts
CPA 1333003- Atlas Technical Consultants; 1333006- International Design
Services, Inc.; and 1333013- Terminus Land Surveying & Services, LLC
(ITB No. 22-101501 Professional Inspection Services for Public Works
(Annual Contract with 2 Options to Renew)

Original Contract Term and Dollar Amount: May 23, 2023 through May 23, 2024; and Total \$2,505,000.00

Previous Changes to the Dollar Amount: N/A

Previous Changes to the Term: N/A

Current Cumulative Contract Term and Dollar Amount: Term Ends May 23, 2024 and \$2,505,000.00

Proposed Contract Term and Dollar Amount: Extend Term 12 months to May 23, 2025 with total funding \$2,505,000.000.

Detailed Description of Requested Changes:

PW-R&D requests the 1st Renewal for total funding amount \$2,505,000.00: for 1) 1333003-Atlas Technical Consultants - \$1,500,000.00; 2) 1333006-International Design Services, Inc.- \$660,000.00; and 3) 1333013-Terminus Land Surveying & Services, LLC- \$345,000.00

Justification for Requested Changes:

The County is required every year to inspect its 149,000 MS4 items in the infrastructure inventory and over 999,500 linear feet of conveyances. MS4 inventory includes catch basins, detentions pond, pipe, ditches, etc. Per State EPD/NPDES Permit requirements, R&D must annually inspect 20% of the County's MS4 inventory; that is 30,000 inspections/year. Also, the County is required to meet NPDES requirements and to reduce the drainage inspection queue and backlog. R&D cannot solely complete the task. Outside contractors are needed in order to meet these requirements and remain in compliance. We anticipate assigning additional inspections to the existing contractors who will have to bring on additional resources and subsequent additional costs to complete the task. It is imperative to complete the task; and all prices have surged. Work assignments have recently increased.

Low spend is due to the contingency to complete initial service for the MS4 inventory; these contracts were recently executed to begin work.

cc: Crystal Creekmore
Michele Smith