



a place to grow

**MEMORANDUM**

DATE: December 19, 2019  
TO: Cathryn G. Horner, Interim Chief Procurement Officer  
FROM: Alison L. Weissinger, Library Director *Alison Weissinger*  
SUBJECT: Proposed Contract Amendment (Change Order Request 1 – Add Funds)  
W.T.D. Holdings, Inc. d/b/a CT Darnell Construction  
Contract No. 1151170 for Renovation of the Stone Mountain Sue Kellogg Branch Library

Original Contract Term and Dollar Amount:	05/09/2019 – 12/31/2020 \$1,200,000.00
Previous Changes to the Dollar Amount:	N/A
Previous Changes to the Term:	N/A
Current Cumulative Contract Term Dollar Amount:	\$1,200,000.00
Proposed Contract Term Dollar Amount:	\$137,884.00 / CO 1

**Description of Requested Change:**

DeKalb County entered into contract with WTD Holdings, Inc. d/b/a CT Darnell Construction on May 9, 2019 for the renovation of the Stone Mountain Sue Kellogg Branch Library. Design-Build is the project delivery method where the design and engineering disciplines are organized and managed under the construction contractor. CT Darnell’s architecture and engineering consultants commenced a thorough investigation of building conditions after it was vacated by the Library July 26, 2019. The depth of invasive testing performed could not have been conducted while the building was in operation, nor could the extent of problems revealed have been anticipated. DCPL recommends this change order to add the items described below along with the three (3) bid alternates to the construction budget. The proposed change order would increase the project budget \$137,884. The contract term is otherwise not impacted.

The Design-Build team has worked closely with DCPL to value engineer project options at each stage of the design process. Subcontractor pricing has also been obtained at each design phase to establish baseline estimates to ensure that design specifications, quality of building

materials, and construction workmanship are maintained. The Design-Build team has exhausted cost benefit of value engineering, and the project is now positioned to proceed to construction. Permit drawings were filed with Planning & Sustainability to identify any code required work that the construction team may have to consider. Only one relatively minor item was added: replacement of a section of existing sidewalk to comply with Americans with Disability Act regulations.

Below is a summary of the project timeline to date. Full project completion is still achievable by the end of the current contract expiration date of December 31, 2020.

Project Timeline	
Bid Date	October 22, 2018
Effective Date	March 12, 2019
Contract Execution Date	May 9, 2019
Preconstruction Conference/ Notice to Proceed	May 23, 2019
Schematic Design Milestone	June 5, 2019
Design Development Milestone	July 18, 2019
Project Kickoff Event	July 29, 2019
Asbestos Survey Milestone	August 6, 2019
Review of DD Estimates	August 14, 2019
50% Construction Drawings	August 28, 2019
Temporary Waterproofing of Shingled Roof	August 28, 2019
City of Stone Mountain shifted permitting to DeKalb County	August 26, 2019
95% Construction Drawings	September 30, 2019
Permit Drawings Milestone	November 12, 2019
Building Permit	Approved December 2019
Abatement/Remediation	Pending
Request Change Order/Contract Amendment	December 3, 2019

**Summary of Additions to the Scope of Work**

The proposed change order for added scope can be broken down into four categories of work:

- 1) Building envelope
- 2) Plumbing
- 3) Add Alternates
- 4) Hazardous Materials

**1. Building Envelope**

A combination of roof leaks, deteriorated gutters, and foundation leaks are contributing factors to stormwater saturating the rear wall of the building. The existing underground roof leader has deteriorated over the years. As a result, water intrusion has led to moisture entrapment and mold problems on both sides of the wall. The entire storm

drainage along this wall requires complete removal, new trenching, and replacement of storm drainage pipes. New waterproofing and dampproofing membrane will be applied to the wall, and the grading corrected to prevent water from ponding at the building footing.

The flat roof, and the shingled roof will be resurfaced, and any deteriorated decking replaced as part of the current contract, which will solve leaks into the building. The clerestory windows at the roof level were also found to have leaking gaskets and these units will require metal flashing materials to prevent water leaks in the future. The Installation of metal flashing and replacing gaskets are included in this change order request. The engineers have proposed solutions that will require removal of the existing window units to install the flashing materials at the transition between the window frame and the exterior cladding. New gaskets will be installed on each of the clerestory windows to seal the units from water seepage and energy loss. The current contract requires new window film to be applied to the exterior face of the windows. The means and methods to install the flashing material will make it possible to apply the film on the inside face of the windows without adding costs to the project. This step alone will protect the window film from the extremes of heat and weather conditions, and will make it easier to maintain over the years.

## 2. Plumbing

The original scope of work anticipated that most of the existing sanitary sewer, and water supply lines could be reused. A video scope of the interior lines revealed significant damage, which explains the periodic line clogs and backups that were reported by library staff. The location of the staff restroom in the existing floorplan is proposed to be relocated, which will improve space efficiency and workflow in the staff work area. The quantity of floor trenching to remove and replace existing sanitary and water supply lines are proposed as added scope. While unexpected, it is a benefit to the project that the deteriorated lines were identified to prevent sewer backups into the renovated building.

## 3. Add Alternates

The original Request for Proposals identified three add alternates that were priced in the contractor's original bid. The criteria used to analyze these alternates placed highest priority on construction and maintenance necessity over aesthetic or elective preference.

Alternate 1 assumed the worst case scenario of replacing all three rooftop mechanical units. The engineer's conditions report recommends replacing only one unit, which is

beyond repair. The remaining two units will be refurbished with funds in the original budget. The largest of the remaining units will be switched from its current position where it supplies the meeting room, with the smaller unit that supplies the larger youth services area. This switch will improve energy efficiency of these units, extend the useful life of the equipment, and result in lower energy costs.

Alternate 2 adds a split system unit to the IT Room; highly recommended for energy efficiency and to protect the investment in new electrical and technology equipment housed in this room. The option of supplying the IT Room from one of the rooftop units is not only inefficient, it will place too heavy a load on the equipment leading to higher energy consumption and contribute to equipment failure.

Alternate 3 replaces the existing storefront entrance to the youth services area. The main entrance into the building, and the existing windows will all be replaced with new storefront frames and glass. Exercising the option of adding Alternate 3 to the budget will create a consistent design/finish for all doors and windows on this elevation, and will also reduce energy loss by replacing this aged, single-pane, low efficiency unit.

#### 4. Hazardous Materials

The presence of asbestos containing materials will require the removal and replacement of gypsum wall surfaces in the original part of the building (constructed in 1963) that was left undisturbed when the building was last renovated in 1988. The six, original exterior window units were also found to contain greater than 1% asbestos, mandating remediation. These window units, the wall surfaces mentioned, along with sections of carpeting and tile flooring (all in the original building) adhered with asbestos containing mastic will all be disposed of as hazardous materials. There are roof penetrations where asbestos contaminated mastics were detected, which are also slated for remediation.

The window units, roofing surfaces, and flooring, all slated for replacement in the original bid, will not add costs to the construction budget. Only the replacement of 3600 square foot of gypsum wall board that had not been slated for demolition is included in this change order proposal as added scope.

**PROPOSED SCOPE OF WORK to ADD FUNDS CHANGE ORDER**

	<b>ITEM DESCRIPTION</b>	<b>FUNDING REQUEST</b>	<b>COMMENT</b>
1	Relocation of Staff Restroom	\$5,915	Floor plan efficiency
2	Replace damaged sanitary lines	\$20,200	Unforeseen condition (Plumbing)
3	Replace non-ADA sidewalk @ book drop	\$3,982	ADA Code Requirement
4	Replace Entrance at Youth Services	\$9,080	Bid Alternate #3
5	Waterproofing at Rear of Building	\$7,514	Unforeseen condition (Envelope)
6	Replace gaskets at Clerestory Windows	\$4,237	Unforeseen Condition (Envelope)
7	Flashing at Clerestory Windows	\$11,000	Related to No. 6 Above (Envelope)
8	HVAC- Replace 1 Roof Top AC unit	\$41,167	Bid Alternate #1
10	Steel bracing for new RTU	\$3,186	Related to No. 8 Above
11	Install Split System Unit in IT Room	\$5,107	Bid Alternate #3
12	Additional Lighting in Soffit (8/ea.)	\$3,372	Exterior Security Lighting
13	Additional drywall after Abatement	\$4,203	Added scope (Hazardous Materials)
	<b>SUBTOTAL</b>	<b>\$118,963</b>	
15	CT Darnell General Conditions	\$17,844	15% of Proposed Added Costs
16	CT Darnell P&P Bond	\$1,077	Actual Premium Quote
	<b>TOTAL CHANGE ORDER REQUEST</b>	<b>\$137,884</b>	

**Justification for the Proposed Changes and Explanation of why the County should not consider a competitive Bid:**

Procuring the additional scope of work described above by competitive bid is not a cost effective alternative for the County, as this work has to be carried out as a component of the overall building renovation project. The added scope are not isolated items of work, but integrated parts of a coordinated whole that is best implemented by the subcontractor team under CT Darnell's current contract. This will ensure continuity of operations, physical integration, sequential scheduling, and will ensure that all installed improvements satisfy warranty requirements. The work has been designed and priced in the best interest of the County where reasonable steps have been taken to ensure that all work is priced consistent with competitive market practices and current market conditions.

Cc: Aaron Worthy, BuffCove LLC  
 Randy Webb, P&C  
 Jacqueline Kimbro, DCPL  
 Imee Brose, Project Manager, CT Darnell