



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

Chief Executive Officer
Michael Thurmond
Board of Commissioners

District 1
Nancy Jester

District 2
Jeff Rader

District 3
Larry Johnson

District 4
Steve Bradshaw

District 5
Merceda Davis Johnson

District 6
Kathie Gannon

District 7
Lorraine Cochran-Johnson

MEMORANDUM

September 30, 2019

TO: Talisa Clark, Director, Purchasing and Contracting

THRU: William E. (Ted) Rhinehart, Deputy COO, Infrastructure
Rick Lemke, Public Works Director

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

SUBJECT: Proposed Amendment/Change Order No. 1 to DeKalb County Contract No. 1128328 Pittman Construction Co. for Phase 1 SPLOST Road Resurfacing Projects

Original Contract Term and Dollar Amount: November 9, 2018 through November 9, 2019 and \$11,228,600.48

Previous Changes to the Dollar Amount: None

Previous Changes to the Term: None

Current Cumulative Contract Term and Dollar Amount: Ends November 9, 2019 and \$11,228,600.48

Proposed Contract Term and Dollar Amount: Extend through February 7, 2020 and \$1,596,388.76

Detailed Description of Requested Changes: We are requesting to extend contract term for another 90 days and add additional funding in the amount of \$1,596,388.76 from the 2018 LMIG account. Due to weather delays and utility conflicts, the Contractor was not able to complete paving of designated roadways. This proposed amendment enables the contractor to continue working on road resurfacing projects and finish the list of roads to complete Phase 1 SPLOST and the 2018 LMIG.

Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid: Pittman Construction Co. is one of the two contractors that were given a contract in response to ITB No. 18-100921 to resurface roads throughout Area B in DeKalb County. Pittman Construction Co. contract expires November 9, 2019 but with the proposed term extension and funding this gives the County more time to finish maintenance related to our road resurfacing projects.



SPLOST Project Initiation Package (Change Order No. 1)

1. **Date:** September 27, 2019
2. **Project Name and Requesting Department:**
Department of Public Works, Road and Drainage – is requesting of Purchasing and Contract Compliance to process Change Order No. 1 to Contact No. 1128328 with Pittman Construction Company for Phase One SPLOST Road Resurfacing Projects.

Peggy Allen, Deputy Director Roads and Drainage _____ ✓ Date 9/27/19

3. **Deputy COD Head:**
Approved: Ted Rhinehart, Deputy COO _____ *TRH* Date 9/30/19

4. **Prepared by SPLOST Program Management Team:**
Chris Kingsbury, SPLOST Program Manager
Ernest Slaughter, SPLOST Program Management Coordinator

5. **Need and Purpose:**

The contractor, Pittman Construction Company, initially requested additional time prior to the end date of their LMIG/SPLOST contract. The Program Management team rejected their initial request and offered a counter proposal which they agreed; however, the process was not completed prior to their submittal of a pay request for the entire month of August, and as was discovered, the county's system to process payment would not accept an invoice for work after 8/24/2019.

The change order will move funds from 2018 LMIG Contract No. 1122348 into SPLOST 1-B Contact No. 1128328 with Pittman Construction in the amount of \$1,596,388.76 (14.22%) and for extending time for SPLOST 1-B Contract No. 1128328 to February 7, 2020. Revised contract amount \$12,824,989.24. Total amount revised to the contract is \$22,972,196.24 (7.47%). The funds will remain in SPLOST Category 1A.

6. **Requested Services and Work Scope:**

- a. **Type of Work Being Requested.** Services shall include, personnel and materials necessary to provide the goods or services that are in compliance with specifications as authorized by the County.

X	a.	Road Resurfacing (Change Order No. 1 to Contract 1128328)
	b.	Renovation/Restorations/Repairs/System Upgrades



c.	Engineering /Civil/Special Works
d.	Architectural/Building Renovation
e.	Mechanical/Electrical/Plumbing
f.	Planning Study
g.	Procurement of Goods Only

b. **Brief Description of Proposed Project:** Attached plans (location map, cross sections, renderings, etc.), if available.
 Department of Public Works, Road and Drainage Division, Contact No. 1128328 with Pittman Construction Company for Phase One SPLOST Road Resurfacing Projects Area –B.

c. **Pre-Construction Services When Required for Various Project Task:**

- Use of current on-call firm for services (Y/N) N/A
- Right of way or land acquisition required: N/A
- Environmental and permits required: N/A
- Utility design or coordination: N/A

7. **Proposed Budget (Including supporting details, detailed preliminary or final cost estimates, and SPLOST category)**

Category	Estimated Cost	SPLOST Fund	Other Funds (GDOT, Federal, CIP, Grants)
Design	N/A	N/A	N/A
Right of Way/Land	N/A	N/A	N/A
Utilities	N/A	N/A	N/A
Environmental	N/A	N/A	N/A
Road Resurfacing (Change Order)	\$1,596,388.76	SPLOST – 320-104783.80651.541401.01.2.2.602006	N/A
Procurement of Goods	N/A	N/A	N/A
Total Change Order Amount SPLOST	\$1,596,388.76		

Approval Capital and Grants: _____ Date _____



8. Expected Start and Finish Dates:

Category	Anticipated Start	Anticipated Completion
Design	N/A	N/A
Right of Way/Land Acquisition	N/A	N/A
Utilities (Reimbursable Costs)	N/A	N/A
Environmental Mitigation	N/A	N/A
Construction	2019	2020

9. Program Manager Action:

- a. Date PM received: September 27, 2019
- b. PM Recommendation: Approval to fund and proceed with Change Order No. 1 with Pittman Construction Company
Ernest Slaughter, Program Management Coordinator

_____ Date _____

10. SEC Action

a. SEC Action

Approve: _____ Date _____
 Disapprove: _____
 Defer: _____



DeKalb SPLOST
Change Order Request
Administrative Authorization

Request Date 9/18/19 Project Type Resurfacing

Project Description SPLOST 1-B

Contractor Pittman Original Contract Amt. \$11,228,600.48

Requester Name Michael Malcom

Requester Title Program Manager – Construction Manager

CO Amount \$1,596,388.76 Change to Contract \$1,596,388.76

Description of Proposed Change or Addition Extend contract time by 90 days from NTP

Date of November 9, 2018 to February 7, 2020 and add additional roadways and increase cost.

Explanation of Necessity for Change or Addition Due to weather delays and utility conflicts

Contractor has not been able to complete paving of designated roadways.

[Signature] 10-1-19
Division Manager Date

[Signature] 10/25/19
Vendor Signature Date

SPLOST PM Construction Manager Date

Hugh J. Bronaugh, Jr.
Print Name

SPLOST PM Coordinator Date

VICE PRESIDENT
Title

Zachary L. Williams/COO/Executive Assistant Date
or Delores Crowell/Director – Intergovernmental Affairs

The Chief Executive Officer or his designee shall have the authority to approve and execute a Change Order lowering the Contract Price or increasing the Contract Price up to twenty percent (20%) of the original Contract Price provided that the total amount of the increase authorized by such Change Order is less than \$100,000.



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MEMORANDUM

September 30, 2019

TO: Talisa Clark, Director, Purchasing and Contracting
THRU: William E. (Ted) Rhinehart, Deputy COO, Infrastructure
Rick Lemke, Public Works Director
FROM: ✓ Peggy V. Allen, DDPW, Roads and Drainage

SUBJECT: Proposed Amendment/Change Order No. 1 to DeKalb County Contract No. 1122348 Pittman Construction Co. for 2018 LMIG Road Resurfacing Projects

Original Contract Term and Dollar Amount: September 1, 2018 through August 31, 2019 and \$9,480,607.00

Previous Changes to the Dollar Amount: None

Previous Changes to the Term: None

Current Cumulative Contract Term and Dollar Amount: Expired August 31, 2019 and \$9,480,607.00

Proposed Contract Term and Dollar Amount: Reduce dollar amount by \$1,596,388.76

Detailed Description of Requested Changes: We are requesting to reduce contract dollar amount by \$1,596,388.76 and move funds to Phase 1 SPLOST Area B Contract No. 1128328 with Pittman Construction. Due to weather delays and utility conflicts, the Contractor was not able to complete paving of designated roadways. This proposed amendment enables the contractor to continue working on road resurfacing projects and finish the list of roads to complete 2018 LMIG.

Justification for the Proposed Changes and an Explanation of why the County should not consider a Competitive Bid: Pittman Construction Co. is the contractor that was given this contract in response to ITB No. 18-100928 as the lowest bidder to resurface roads listed in our 2018 LMIG throughout in DeKalb County.



SPLOST Project Initiation Package (Change Order No. 1)

1. Date: September 27, 2019

2. Project Name and Requesting Department:

Department of Public Works, Road and Drainage – is requesting of Purchasing and Contract Compliance to process Change Order No. 1 to Contract No. 1128328 with Pittman Construction Company for Phase One SPLOST Road Resurfacing Projects.

Peggy Allen, Deputy Director Roads and Drainage

Date 9/27/19

3. Deputy COO Head:

Approved: Ted Rhinehart, Deputy COO

Date 9/30/19

4. Prepared by SPLOST Program Management Team:

Chris Kingsbury, SPLOST Program Manager

Ernest Slaughter, SPLOST Program Management Coordinator

5. Need and Purpose:

The contractor, Pittman Construction Company, initially requested additional time prior to the end date of their LMIG/SPLOST contract. The Program Management team rejected their initial request and offered a counter proposal which they agreed; however, the process was not completed prior to their submittal of a pay request for the entire month of August, and as was discovered, the county's system to process payment would not accept an invoice for work after 8/24/2019.

The change order will move funds from 2018 LMIG Contract No. 1122348 into SPLOST 1-B Contract No. 1128328 with Pittman Construction in the amount of \$1,596,388.76 (14.22%) and for extending time for SPLOST 1-B Contract No. 1128328 to February 7, 2020. Revised contract amount \$12,824,989.24. Total amount revised to the contract is \$22,972,196.24 (7.47%). The funds will remain in SPLOST Category 1A.

6. Requested Services and Work Scope:

- a. Type of Work Being Requested. Services shall include, personnel and materials necessary to provide the goods or services that are in compliance with specifications as authorized by the County.

X	a.	Road Resurfacing (Change Order No. 1 to Contract 1128328)
	b.	Renovation/Restorations/Repairs/System Upgrades



c.	Engineering /Civil/Special Works
d.	Architectural/Building Renovation
e.	Mechanical/Electrical/Plumbing
f.	Planning Study
g.	Procurement of Goods Only

b. **Brief Description of Proposed Project:** Attached plans (location map, cross sections, renderings, etc.), if available.
 Department of Public Works, Road and Drainage Division, Contact No. 1128328 with Pittman Construction Company for Phase One SPLOST Road Resurfacing Projects Area –B.

c. **Pre-Construction Services When Required for Various Project Task:**

- Use of current on-call firm for services (Y/N) N/A
- Right of way or land acquisition required: N/A
- Environmental and permits required: N/A
- Utility design or coordination: N/A

7. **Proposed Budget (Including supporting details, detailed preliminary or final cost estimates, and SPLOST category)**

Category	Estimated Cost	SPLOST Fund	Other Funds (GDOT, Federal, CIP, Grants)
Design	N/A	N/A	N/A
Right of Way/Land	N/A	N/A	N/A
Utilities	N/A	N/A	N/A
Environmental	N/A	N/A	N/A
Road Resurfacing (Change Order)	\$1,596,388.76	SPLOST – 320-104783.80651.541401.01.2.2.602006	N/A
Procurement of Goods	N/A	N/A	N/A
Total Change Order Amount SPLOST	\$1,596,388.76		

Approval Capital and Grants: _____ Date _____



8. Expected Start and Finish Dates:

Category	Anticipated Start	Anticipated Completion
Design	N/A	N/A
Right of Way/Land Acquisition	N/A	N/A
Utilities (Reimbursable Costs)	N/A	N/A
Environmental Mitigation	N/A	N/A
Construction	2019	2020

9. Program Manager Action:

- a. Date PM received: September 27, 2019
- b. PM Recommendation: Approval to fund and proceed with Change Order No. 1 with Pittman Construction Company
Ernest Slaughter, Program Management Coordinator

_____ Date _____

10. SEC Action

a. SEC Action

Approve: _____ Date _____
 Disapprove: _____
 Defer: _____



DeKalb SPLOST Change Order Request Administrative Authorization

Request Date 9/18/19 Project Type Resurfacing

Project Description LMIG 18

Contractor Pittman Original Contract Amt. \$9,480,607.00

Requester Name Michael Malcom

Requester Title Program Manager – Construction Manager

CO Amount \$1,596,388.76 Change to Contract \$1,596,388.76

Description of Proposed Change or Addition Reduce funding for this project by amount shown above

Explanation of Necessity for Change or Addition Due to weather delays and utility conflicts Contractor was not able to complete paving of designated roadways within contract time

[Signature] 6-1-19
Division Manager Date

SPLOST PM Construction Manager Date

SPLOST PM Coordinator Date

[Signature] 10/25/19
Vendor Signature Date

Hugh J. Bronaugh, Jr.
Print Name

VICE PRESIDENT
Title

Zachary L. Williams/COO/Executive Assistant Date
or Delores Crowell/Director – Intergovernmental Affairs

The Chief Executive Officer or his designee shall have the authority to approve and execute a Change Order lowering the Contract Price or increasing the Contract Price up to twenty percent (20%) of the original Contract Price provided that the total amount of the increase authorized by such Change Order is less than \$100,000.