

HABERSHAM COUNTY BOARD OF COMMISSIONERS

EXECUTIVE SUMMARY

SUBJECT: Task Order No. 10 – ROFA Grading Improvements – Construction Phase Services for January 1, 2024 through February 29, 2024 for Phases 1 and 2

DATE: April 9, 2024

- (X) RECOMMENDATION
- () POLICY DISCUSSION
- () STATUS REPORT
- () OTHER

BUDGET INFORMATION:

ANNUAL-
CAPITAL- \$28,700.00

PRESENTED BY: Phil Eberly – Lead Edge Design Group

COMMISSION ACTION REQUESTED ON: April 15, 2024

PURPOSE: To seek approval of Lead Edge Design Group Task Order No. 10, which covers Construction phase services for the period of January 1, 2024 through February 29, 2024, for Phases 1 and 2 of the ROFA Grading Improvements project.

BACKGROUND / HISTORY: This task order covers the fees for the construction phase services for January 1, 2024, through February 29, 2024, for Phases 1 and 2 of the ROFA Grading Improvements project, which includes construction administration, on-site observation, and conducting site visits during the construction of the project.

FACTS AND ISSUES:

- The 5-year Airport CIP was approved at the November 18, 2021 Board of Commissioners meeting.
 - The ROFA project was approved in the 5-year CIP for the Habersham County Airport.
 - This task order was unanimously recommended by the Airport Commission at their April 9, 2024 regular meeting.
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OPTIONS:

- 1) Approve recommendation
 - 2) Deny recommendation
 - 3) Commission defined alternative
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RECOMMENDED SAMPLE MOTION:

Motion to approve Lead Edge Design Group Task Order No. 10 for ROFA Grading Improvements – for construction phase services for January 1, 2024 through February 29, 2024.

DEPARTMENT:

Prepared by: Patti McLarty

Director: _____

**ADMINISTRATIVE
COMMENTS:** _____

_____ **DATE:** _____

County Manager

**TASK ORDER NO. 10
ROFA GRADING IMPROVEMENTS
HABERSHAM COUNTY AIRPORT
CORNELIA, GEORGIA**

This Task Order is written pursuant to the basic agreement entitled General Services Agreement, executed on July 1, 2021. The referenced basic agreement pertains to proposed improvements to the Habersham County Airport. This Task Order entered into and executed on the date indicated below the signature block, by and between the Habersham County Board of Commissioners (Owner) and Lead Edge Design Group, Inc. (Engineer), sets forth the project description, project schedule, and engineering fees related to the Construction Phase for Phases 1 and 2 of the ROFA Grading Improvements project at the Habersham County Airport.

SECTION I - PROJECT DESCRIPTION

The project is to consist of:

- A. Construction phase services for Phases 1 and 2 of the ROFA Grading Improvements project.

SECTION II - PROJECT SCHEDULE

From the time the Owner approves this Task Order, the Engineer shall begin construction phase services for the project.

SECTION III - SCOPE OF SERVICES

Engineer will provide those services listed in the basic agreement which are applicable to this specific Task Order. Specifically, this project will include:

- A. Provide construction phase services for January 1st, 2024, through February 29th, 2024, for Phases 1 and 2 of the ROFA Grading Improvements project, which includes construction administration, on-site project observation and conducting site visits during the construction of the project.

Services not included in this Task Order:

- A. Predesign geotechnical investigation
- B. Topographic survey for design
- C. 3-year Disadvantaged Business Enterprise Plan or Disadvantaged Business Enterprise Plan for a specific project
- D. Engineers design report
- E. ALP Update
- F. Design phase services
- G. Bid phase services

- H. Geotechnical quality assurance testing during construction
- I. Record drawings
- J. Utility location, removal, or relocation
- K. Preparation of design drawings, specifications, and contract documents
- L. As-built surveys
- M. Environmental services
- N. Removal or mitigation of hazardous materials

SECTION IV - FEES AND PAYMENTS

The following fees are to be paid to the Engineer as compensation for these services:

- A. Basic services – Construction phase: \$ 28,700.00

SECTION V - BASIC AGREEMENT IN EFFECT:

Except as amended specifically herein, the basic General Services Agreement shall remain in full force as originally approved and executed.

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be duly executed as of the date and year first written herein.

HABERSHAM COUNTY BOARD OF COMMISSIONERS

LEAD EDGE DESIGN GROUP, INC.

Signature: _____

Signature: _____

Name (Print): _____

Name (Print): _____

Title: _____

Title: _____

Date: _____

Date: _____