



Fulton County Board of Commissioners
Agenda Item Summary

18-1028

BOC Meeting Date
 12/19/2018

Requesting Agency
 Public Works

Commission Districts Affected
 6, 7

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*
 Request approval of change order greater than ten percent - Department of Public Works, Bid# 17ITB110915K-LN, Taxiway J & K Realignment at the Fulton County Airport- Brown Field in the amount of \$229,799.30 with ER Snell Contractor, Inc. (Snellville, GA), to perform paving activities on the Charlie Brown Field at the Fulton County Airport. This requested amount will be an increase to the previously authorized Fulton County match. Effective upon BOC approval.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*
 In accordance with Purchasing Code Section 102-420, contract modifications within the scope of the contract & necessary for contract completion of the contract, in the specifications, services, time of performance or terms and conditions of the contract shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*
 Yes All People trust government is efficient, effective, and fiscally sound

Is this a purchasing item?
 Yes

Summary & Background *(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Scope of Work:
 As part of the relocation of Taxiway J that is currently under construction, Hill Aircraft is losing a portion of their leased apron area that is currently used to park aircraft using Hill's services. This change order will pave an area of approximately 365' x 60' to be used by Hill Aircraft for aircraft parking. The work will include all work necessary to create the parking area and pave the area with the appropriate asphalt pavement section for aircraft weight

Community Impact:
 The work will be totally completed on airport property and not accessible by the general public. Therefore, no community impact is anticipated

Department Recommendation:
 The Department of Public Works recommends approval of an amendment to the contract with ER Snell Contractor, Inc. to perform, paving activities on the Charlie Brown Field at the Fulton County Airport.

Project Implications:
 This change order will provide the necessary replacement of parking space capacity for aircraft

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

utilizing the Fulton County Airport on the north east parking ramp in the area leased by Hill Aircraft.

Community Issues/Concerns:

None have been brought to the attention of Public Works

Department Issues/Concerns:

If not approved, aircraft parking space will be decreased in the area of the north east ramp reducing the capacity of aircraft ground operations at Fulton County Airport

History of BOC Agenda Item:

CURRENT CONTRACT HISTORY	BOC ITEM	DATE	DOLLAR AMOUNT
Original Contract Amount	18-0281	4/18/2018	\$1,139,788.95
Amendment No. 1			\$ 229,799.30
Total Revised Amount			\$1,369,588.25

Additional Information:

To protect the interests of the County, the County Attorney shall approve the [e.g., contract, Intergovernmental Agreement, Memorandum of Understanding, etc.] as to form prior to execution by the Chairman.

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
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Contract Value: \$229,799.30

Prime Vendor: E. R. Snell Contractor, Inc.

Prime Status: Non-Minority

Location: Snellville, GA

County: Gwinnett County

Prime Value: \$229,799.30 or 100.00 %

Subcontract: None

Total Contract Value: \$229,799.30 or 100.00%

Total DBE Value: \$-0-

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:				
No. Bids Received:				

Total Contract Value	\$229,799.30 or 100.00%
Total DBE Values	-0-
Total Prime Value	\$229,799.30 or 100.00%

Fiscal Impact / Funding Source *(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*
 200-540-5601-1567: Airport, Public Works, Transfer Out – County Share - \$229,799.30

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*
 Exhibit 1: Change Order No.1
 Exhibit 2: Contractor Performance Report

Source of Additional Information *(Type Name, Title, Agency and Phone)*
 David Clark, Director, Public Works 404-612-2804

Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement

Contract Attached: No	Previous Contracts: Yes		
Solicitation Number: 17ITB110915K-LN,	Submitting Agency: Public Works	Staff Contact: David Clark	Contact Phone: 404-612-2804

Description: Taxiway J & K Realignment at the Fulton County Airport- Brown Field

FINANCIAL SUMMARY

Total Contract Value:		MBE/FBE Participation:	
Original Approved Amount:	\$1,139,788.95	Amount: .	%. .
Previous Adjustments:	\$ 0.00	Amount: .	%. .
This Request:	\$ 229,799.30	Amount: .-0-	%. .
TOTAL:	\$1,369,588.25	Amount: .	%. .

Grant Information Summary:

Amount Requested: .	<input type="checkbox"/>	Cash
Match Required: .	<input type="checkbox"/>	In-Kind
Start Date: .	<input type="checkbox"/>	Approval to Award
End Date: .	<input type="checkbox"/>	Apply & Accept
Match Account \$: .		

Funding Line 1: 200-540-5601-1567	Funding Line 2: .	Funding Line 3: .	Funding Line 4: .
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KEY CONTRACT TERMS

Start Date: upon BOC approval	End Date: .
Cost Adjustment: .	Renewal/Extension Terms: .

ROUTING & APPROVALS
(Do not edit below this line)

X	Originating Department:	Clark, David	Date: 11/30/2018
X	County Attorney:	Stewart, Derval	Date: 12/8/2018
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 12/10/2018
X	Finance/Budget Analyst/Grants Admin:	Freeman, Ashley	Date: 11/30/2018
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 12/10/2018

CHANGE ORDER NO. #1 TO FORM OF CONTRACT

Contractor: **E.R. Snell Contractor, Inc.**

Contract No. **171TB110915K-LN – Taxiways J and K Re-alignment, Fulton County Brown Field**

Address: **1785 Oak Road**
City, State **Snellville, Ga 30078**

Telephone: **770-985-0600**

E-mail: **tclower@ersnell.com**

Contact: **Tom Clower**
Asst. Vice President

WITNESSETH

WHEREAS, Fulton County (“County”) entered into a Contract with ER Snell Contractor, Inc. to pave an area of approximately 365’ x 60’ to be used by Hill Aircraft for aircraft parking. The work will include all work necessary to create the parking area and pave the area with the appropriate asphalt pavement section for aircraft weight, dated December 19, 2018, on behalf of the Department of Public Works; and

WHEREAS, the Contractor has performed satisfactorily over the period of the contract; and

WHEREAS, this Change Order was approved by the Fulton County Board of Commissioners on [Insert Board of Commissioners approval date and item number].

NOW, THEREFORE, the County and the Contractor agree as follows:

This Change Order No. 1 to Form of Contract is effective as of the ____ day of _____, 20__, between the County and ER Snell Contractor, Inc., who agree that all Services specified will be performed in accordance with this Change Order No. 1 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** As part of the relocation of Taxiway J that is currently under construction, Hill Aircraft is losing a portion of their leased apron area that is currently used to park aircraft using Hill’s services. This change order will pave an area of approximately 365’ x 60’ to be used by Hill Aircraft for aircraft parking. The work will include all work necessary to create the parking area and pave the area with the appropriate asphalt pavement section for aircraft weight.

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2. **COMPENSATION:** The services described under Scope of Work herein shall be performed by Contractor for a total amount not to exceed \$229,799.30.
3. **LIABILITY OF COUNTY:** This Change Order No. 1 to Form of Contract shall not become binding on the County and the County shall incur no liability upon same until such agreement has been executed by the Chair to the Commission, attested to by the Clerk to the Commission and delivered to Contractor.
4. **EFFECT OF CHANGE ORDER NO. 1 TO FORM OF CONTRACT:** Except as modified by this Change Order No. 1 to Form of Contract, the Contract, and all Contract Documents, remain in full force and effect.

REMAINDER OF PAGE LEFT INTENTIONALLY BLANK

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONSULTANT:

FULTON COUNTY, GEORGIA

ER SNELL CONTRACTOR, INC.

Robert L. Pitts,
Chairman, Board of Commissioners

Tom Clower
Asst. Vice President

ATTEST:

ATTEST:

Jesse A. Harris
Clerk to the Commission (Seal)

Secretary/
Assistant Secretary

(Affix Corporate Seal)

APPROVED AS TO FORM:

Office of the County Attorney

APPROVED AS TO CONTENT:

David Clark
Department of Public Works

DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE				
CONTRACTORS PERFORMANCE REPORT CONSTRUCTION SERVICES				
Report Period Start	Report Period End		Contract Period Start	Contract Period End
1/1/2017	5/10/2017		1/1/2017	12/31/2017
PO Number				PO Date
Department	PUBLIC WORKS			
Bld Number				
Service Commodity				
Contractor	E. R. Snell Contractor, Inc.			

- 0 = Unsatisfactory *Achieves contract requirements less than 50% of the time, not responsive, effective and/or efficient, unacceptable delay, incompetence, high degree of customer dissatisfaction.*
- 1 = Poor *Achieves contract requirements 70% of the time. Marginally responsive, effective and/or efficient; delays require significant adjustments to programs; key employees marginally capable; customers somewhat satisfied.*
- 2 = Satisfactory *Achieves contract requirements 80% of the time; generally responsive, effective and/or efficient; delays are excusable and/or results in minor programs adjustments; employees are capable and satisfactorily providing service without intervention; customers indicate satisfaction.*
- 3 = Good *Achieves contract requirements 90% of the time. Usually responsive; effective and/or efficient; delays have not impact on programs/mission; key employees are highly competent and seldom require guidance; customers are highly satisfied.*
- 4 = Excellent *Achieves contract requirements 100% of the time. Immediately responsive; highly efficient and/or effective; no delays; key employees are experts and require minimal directions; customers expectations are exceeded.*

1. Project Development (-Specification Compliance – Technical Excellence – Reports/Administration – Personnel Qualification)

Comments:

0
 1
 2
 3
 4

Contractor has vast technical experience and adheres to work plan.

2. Design (-Were Milestones Met Per Contract – Reliability – Responsiveness to Direction/Change – On Time Completion – Liquidated Damages)

Comments:

0
 1
 2
 3
 4

Project schedules are followed and provides communication to staff.

3. Award - Proposal Development (-Met Timeless/Due Dates - Reasonable/Cooperative - Flexible/Motivated - Prompt Problem Notification)

Comments:

0
 1
 2
 3
 4

ER Snell is responsive to the department.

4. Construction (-Mobilization Timely – Were Milestones Met – Met/Exceeded Specifications – Within Budget Performance – Proper Invoicing – Quality of Work – Responsive to Owner)

Comments:

0
 1


2
 3
 4

The Department is satisfied with the work performed by the contractor.

5. Closeout Action and Contractors Key Personnel (-Effective Management - Credentials/Experience - Ability to Accomplish Mission - Conduct)

0
 1
 2
 3
 4

Comments:
Key personnel are knowledgeable and provides effective management to complete projects.

Overall Performance Rating:	3.4		
Would you select/recommend this vendor again? (Check box for Yes. Leave Blank for No)		Rating completed by:	Leslie Matthews
<input checked="" type="radio"/> Yes <input type="radio"/> No			
Department Head Name	Department Head Signature	Date	
David Clark		5/12/2017	