

**CHANGE ORDER NO. 1 TO FORM OF CONTRACT**

Contractor: **NOVA Engineering and Environmental, LLC**

Contract No. **20RFP126602K-BKJ – Building Code Administration, Construction Management, and Planning Services**

Address: **390 Kennesaw 75 Parkway, Suite 100**  
City, State **Kennesaw, GA 30144**

Telephone: **770-425-0777**

E-mail address: [swillenborg@usanova.com](mailto:swillenborg@usanova.com)

Contact: **J. Stephen Willenborg**  
**Vice President**

**WITNESSETH**

WHEREAS, Fulton County (“County”) entered into a Contract with NOVA Engineering and Environmental, LLC to provide building code administration, construction management, and planning services for the unincorporated area of Fulton County dated January 1, 2021 on behalf of the Department of Public Works; and

WHEREAS, to increase current hourly rates of staff used to perform these services per the attached pricing sheet;

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

WHEREAS, this Change Order No. 1 was approved by the Fulton County Board of Commissioners on March 16, 2022 Agenda Item #22-XXXX.

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

This Change Order No. 1 to Form of Contract is effective as of the 16<sup>th</sup> day of March, 2022, between the County and NOVA Engineering and Environmental, LLC, who agree that all Services specified will be performed by in accordance with this Change Order No. 1 to Form of Contract and the Contract Documents.

1. **SCOPE OF WORK TO BE PERFORMED:** Scope of work remains the same in providing professional services for building code administration, construction management, and planning services as needed.
2. **COMPENSATION:** No additional funding is required.
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 County Manager, 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.

**[INTENTIONALLY LEFT 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:

**FULTON COUNTY, GEORGIA**

\_\_\_\_\_  
Robert L. Pitts, Chairman  
Fulton County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Tonya R. Grier  
Clerk to the Commission

(Affix County Seal)

APPROVED AS TO FORM:

\_\_\_\_\_  
Office of the County Attorney

APPROVED AS TO CONTENT:

\_\_\_\_\_  
David Clark, Director  
Department of Public Works

CONTRACTOR:

**NOVA Engineering and  
Environmental, LLC**

\_\_\_\_\_  
J. Stephen Willenborg  
Vice President

ATTEST:

\_\_\_\_\_  
Secretary/  
Assistant Secretary

(Affix Corporate Seal)

ATTEST:

\_\_\_\_\_  
Notary Public

County:\_\_\_\_\_

Commission Expires: \_\_\_\_\_

(Affix Notary Seal)

ITEM#: _____ RCS: _____ <b>RECESS MEETING</b>	ITEM#: _____ RM: _____ <b>REGULAR MEETING</b>
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