



Fulton County

Legislation Details (With Text)

File #: 22-0364 **Version:** 1 **Name:**

Type: CM Action Item - Open & Responsible Government **Status:** Passed

File created: 4/5/2022 **In control:** Board of Commissioners

On agenda: 5/18/2022 **Final action:** 5/18/2022

Title: Request approval to amend an existing contract - Fulton County Library System, RFP #11RFP78732K -NH, Furniture, Fixtures and Equipment (FF&E) Consulting Services for the Library Capital Improvement Program, Phase II (FCLS-CIP) with Hillsman, Inc. (Alpharetta, GA) in the amount of \$50,075.00 to provide additional interior design, furniture selection, procurement of furniture and furnishings and installation of all procured items for Peachtree Library, MLK Library and East Point Library Expansion. Effective upon BOC approval until projects are completed as determined by the County. (APPROVED)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Exhibit 1 Amendment No. 3 to Form of Contract, 2. Exhibit 2 Contractor's Performance Report

Date	Ver.	Action By	Action	Result
5/18/2022	1	Board of Commissioners	approve	Pass

Department

Library

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to amend an existing contract - Fulton County Library System, RFP #11RFP78732K-NH, Furniture, Fixtures and Equipment (FF&E) Consulting Services for the Library Capital Improvement Program, Phase II (FCLS-CIP) with Hillsman, Inc. (Alpharetta, GA) in the amount of \$50,075.00 to provide additional interior design, furniture selection, procurement of furniture and furnishings and installation of all procured items for Peachtree Library, MLK Library and East Point Library Expansion. Effective upon BOC approval until projects are completed as determined by the County. **(APPROVED)**

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 and 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.

Strategic Priority Area related to this item *(If yes, note strategic priority area below)*

Arts and Libraries

Commission Districts Affected

- All Districts ☐
- District 1 ☐
- District 2 ☐
- District 3 ☒
- District 4 ☒
- District 5 ☒
- District 6 ☐

Is this a purchasing item?

Yes

Summary & Background To extend existing contract to provide additional interior design, furniture selection, procurement of furniture and furnishings and furniture installation for the completion of Phase II Library projects.

Scope of Work: The Fulton County Library System request approval to amend the existing contract with Hillsman, Inc. (FF& E Consultant) to provide interior design services, furniture selection, FF&E documentation and procurement and installation of furniture and furnishings for remaining Library CIP projects including Peachtree Library, MLK Library and East Point Library Expansion. Hillsman will continue to work with the County's selected Design/Build teams and representatives for the Library and Dream in the execution and delivery of the proposed additional services itemized below:

1. Peachtree Library

- Interior design
- Selection of furniture and furnishings
- FF&E documentation
- Procurement and installation of all required furniture, furnishings and equipment for the project
- Review and develop a Punch list of all deficiencies for all procured furniture items upon installation
- Monitor completion of all punch list items
- Serve as coordinator for all furniture and furnishings. Work with the owner and manufacturers during the warranty period to ensure any deficiencies that may arise are addressed and corrected as soon as possible

2. MLK Library

(Same scope as listed under Peachtree Library above)

3. East Point Library Expansion

- Interior design
- Selection of furniture and furnishings required for expansion areas of the library
- FF&E documentation
- Procurement and installation of all required furniture, furnishings and equipment for expansion areas of the library
- Review and develop a Punch list of all deficiencies for all procured furniture items upon installation

- Monitor completion of all punch list items
- Serve as coordinator for all furniture and furnishings. Work with the owner and manufacturers during the warranty period to ensure any deficiencies that may arise are addressed and corrected as soon as possible

Community Impact: This request involves the renovation of libraries in communities throughout the County.

Department Recommendation: The Fulton County Library System request approval to amend the existing contract to provide additional interior design, furniture selection, procurement of furniture and furnishings and furniture installation for the completion of remaining Phase II Library projects to include Peachtree Library, MLK Library and East Point Library Expansion.

Project Implications: The cost of the requested service will be funded using library bond funds; therefore, it will not impact the County or Library operations.

Community Issues/Concerns: None that the Department is aware of.

Department Issues/Concerns: If this contract amendment is not approved, the Fulton County Library System will not be able to provide additional interior design, furniture selection, procurement of furniture and furnishings and installation of all procured items for Peachtree Library, MLK Library and East Point Library Expansion.

Contract Modification

Current Contract History	BOC Item	Date	Dollar Amount
Original Award Amount	11-0900	10/5/11	\$406,315.00
Amendment No. 1	13-0476	6/19/13	\$40,600.00
Contract Extension	17-0020	1/4/17	\$1,175,274.00
Amendment No. 2	20-0621	9/2/20	\$74,660.00
Amendment No. 3			\$50,075.00
Total Revised Amount			\$1,746,924.00

Contract & Compliance Information *(Provide Contractor and Subcontractor details.)*

Contract Value: \$50,075.00
Prime Vendor: Hillsman, Inc.
Prime Status: African American Male Business Enterprise-Non-Certified
Location: Alpharetta, GA
County: Fulton County
Prime Value: \$50,075.00 or 100.00%

Total Contract Value: \$50,075.00 or 100.00%
Total M/FBE Value: \$50,075.00 or 100.00%

Exhibits Attached *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

Exhibit 1: Amendment No. 3 to Form of Contract

Exhibit 2: Contractor's Performance Report

Contact Information *(Type Name, Title, Agency and Phone)*

Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772

Contract Attached

Yes

Previous Contracts

Yes

Total Contract Value

Original Approved Amount: \$406,315.00
Previous Adjustments: \$1,290,534.00
This Request: \$50,075.00
TOTAL: \$1,746,924.00

Grant Information Summary

Amount Requested: ☐ Cash
Match Required: ☐ In-Kind
Start Date: ☐ Approval to Award
End Date: ☐ Apply & Accept
Match Account \$:

Fiscal Impact / Funding Source

Funding Line 1:

573-650-6500-L011- Library Bond Capital Phase 2, Library, Central Library- \$50,075.00

Key Contract Terms	
Start Date: 4/20/2022	End Date: Until Project Completion as Determine by th County
Cost Adjustment:	Renewal/Extension Terms:

Overall Contractor Performance Rating:

Would you select/recommend this vendor again?

Choose an item.

Report Period Start:
5/1/2020

Report Period End:
4/5/2022