



Agenda Action Form Overview

Authorization of an Amendment to the Design Contract with HH Architecture, PA for Design Development and Construction Administration Services Related to the Office of Emergency Services Fleet Maintenance Project in the Amount of \$24,400 for a Total Revised Contract Amount of \$603,282.50.

Background/Justification

The Office of Emergency Services (OES) Fleet Maintenance Facility is responsible for servicing and repairing ambulances for Durham County Emergency Medical Services. The current facility, located on Stone Park Court, must be vacated due to a railroad realignment project.

On June 9, 2025, the Board approved a design contract with HH Architecture for design development and construction administration services for a new Fleet Maintenance Facility to be located on Hamlin Road. However, during the design development phase, the Hamlin Road site was determined to be unsuitable for the program’s operational needs.

On November 10, 2025, the Board approved a contract amendment with HH Architecture to develop renovation plans for a new site at 1129 E. East Geer Street that meets the requirements of the OES Fleet Maintenance Facility program with a contract total of \$578,882.50.

During the preparation of construction documents, it was identified that further work was necessary for the fire protection system and structural design, which had not been included in HH Architecture's Amendment 1 proposal. This amendment to their contract addresses the need for these additional services.

Policy Impact

Approval of this amendment is consistent with the Board’s ongoing support for providing the citizens of Durham with a safe and resilient community.

Procurement Background

Type of purchase

- Goods
- Services
- X - Architect, Engineer or Surveyor Services
- Construction and Repair

Did this request for purchase go through a bid process? Yes No

Goods: Bids required if ≥ \$30,000, BOCC approval if ≥ \$90,000

Services: Bids required if ≥ \$30,000, BOCC approval if > \$40,000

Construction/Repair work: Bids required if ≥ \$30,000, BOCC approval if ≥ \$500,000



Durham County Government
Agenda Action Form Supplemental Document

If no, why?

- Sole source exemption
- Cooperative purchasing program exemption
- State and federal contract exemption
- Contract is an amendment to an existing contract
- Other – Qualifications based selection based on advertisement and receipt of proposals from interested firms

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes No

If no, why?

Fiscal Impact

Adequate funding for these services has been budgeted and is within the CIP project account.

Recommendation

The County Manager recommends that the Board approve execution of a contract amendment to the design contract with HH Architecture, PA for design development and construction administration services related to the Office of Emergency Services Fleet Maintenance Project in the amount of \$24,400.00 for a total revised contract amount of \$603,282.50.