



**Agenda Action Form Overview**

The Board is requested to approve a contract amendment with Progressive Contracting Inc. in the amount of \$22,219.06 to upgrade the existing Fire Command Center Elevator Monitoring Panel. This is the first change order regarding Progressive’s construction contract with the County and is needed to make the monitoring panel compatible with the new elevators that are being installed as part of the Detention Center Elevator Modernization project. RND Architects, the project designer, has reviewed Progressive’s proposal for the additional scope of work and is in agreement with General Services staff that the cost is fair and reasonable. Upon execution of this amendment, the new contract total with Progressive Contracting will be \$1,654,719.06, which is within the available funding for this capital project. Given the nature of renovation work in existing, occupied buildings, there is the possibility that other change orders may be needed in the future to accommodate the project demands. To expedite the change order process, The Board is also requested to give the County Manager authority to execute future amendments for this project if within the project budget.

**Background/Justification**

In FY 16/17, The Board of County Commissioners approved funding for a design consultant contract with RND Architects in the amount of \$161,000 to provide engineered drawings and specifications for a proposed capital project to upgrade the aging elevators within the Detention Center. In FY 17/18, upon completion of the design, advertisement for bids, and selection of the lowest qualified bidder, the Board approved funding to enter into contract with Progressive Contracting Inc. in the amount of \$1,632,500 to provide construction services for IFB No. 18-003 Durham County Detention Center Elevator Upgrades. Shortly after the initiation of construction, it was discovered that the existing fire command center elevator monitoring panel also needed to be upgraded to maintain compatibility with the new elevator equipment. RND Architects made revisions to plans/specifications and issued a bulletin to the contractor requesting pricing to replace the existing fire command center elevator monitoring panel. Progressive Contracting worked with its subcontractors and responded accordingly with a price of \$22,219.06 for complete replacement and integration of a new monitoring panel. Per DOL requirements, the Fire Command Center Elevator Monitoring Panel is required to be operational by the completion of the project, which is expected to be in the summer of 2019.

**Policy Impact**

Approval of this capital project fits current Board policy of continuing to support the Durham County Detention Center. This action does not require BOCC policy changes.

**Procurement Background**

**Type of purchase**

- ☐ Goods
- ☐ Services
- ☐ Architect, Engineer or Surveyor Services
- ☒ Construction and Repair

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



**Durham County Government**  
**Agenda Action Form Supplemental Document – Contract Approval**

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

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

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

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☒ Contract is an amendment to an existing contract
- ☐ Other (please explain)

**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?

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**Fiscal Impact**

An additional \$22,219.06 will be expended from the ongoing Elevator CIP fund (4190DC077 – 4190420030076402), bringing the current contract cost for Progressive Contracting to \$1,654,719.06.

**Recommendation**

The County Manager recommends that the Board authorize the County Manager to execute the proposed Contract Amendment #1 **with Progressive Contracting Inc. in the amount of \$22,219.06** to upgrade the Fire Command Center Elevator Monitoring Panel and be given authority to execute future amendments for this capital project if within the project budget.