



TO: Mayor Linda Gorton  
Urban County Council

FROM: *(Signature)* (for Comm Coured)  
Monica Conrad, Acting Commissioner, General Services

CC: Jamshid Baradaran, Director, Facilities & Fleet Management  
Chris Litton, Project Program Manager, General Services  
Teresa Grider, Administrative Officer, Facilities & Fleet Management

DATE: November 1, 2019

SUBJECT: Request Council Authorization to amend the Consultant Services Agreement with EOP Architects for Design Services associated with RFP #1-2019.

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**Request authorization to:** Execute Change Order #1 in the not to exceed amount of \$38,712.14 with EOP Architects as an amendment to their contract for the Design Services of the Government Center Building Envelope Evaluation Services. The new contract amount including this change order is not to exceed \$102,712.14.

**Why are you requesting?** To execute the amendment to the Consultant Services Agreement to move forward with the project design services and maintain the overall project schedule.

**Department needs this action completed because:** To execute the amendment to the Consultant Services Agreement to move forward with the project design services and maintain the overall project schedule.

**What is the cost in this budget year and future budget years?**

The cost for this FY is: \$38,712.14

The cost for future FY is: N/A

**Advance Document Review:** Law Dept. **N/A** {Yes/No, Completed By [Attorney Name, Date]}

Risk Management **N/A** {Yes/No, Completed By [Official, Date]}

**Are the funds budgeted?**

**The funds are budgeted or a budget amendment is in process:** Budgeted

**Account number:** 2608-707201-0001-76101

**Project/Grant ID:** FACILITY\_2018

**Activity:** BUILD\_IMPR

**Budget Reference:** 2018

**Current Balance:** \$691,390

**File Number:**

**Director/Commissioner:** Jamshid Baradaran, Director, Facilities & Fleet Management

