




**TO:** Mayor Linda Gorton  
Urban County Council

**FROM:**   
Richard Dugas, Administrative Officer Sr.  
Environmental Quality and Public Works

**DATE:** August 4, 2025

**SUBJECT:** Change Order #1 - Consultant Services Agreement for Professional Design Services –  
Division of Water Quality Headquarters and Operations building.

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**Request**

Request Council approval for the Mayor to execute Change Order # 1 to consultant services agreement with GRW for professional design services of the Division of Water Quality Headquarters and Operations building Renovation & Refit Project.

**Why are you requesting?**

During the Design Development and Construction Document preparation phases of this project, the initial scope of work has expanded due to unforeseen conditions in the building. Including additional levels of complexity in converting the existing facility layout to match the operational needs of the Division of Water Quality. LFUCG has also been informed by KYTC that the US 27 Railroad Bridge replacement project will require alteration to the property boundary adjacent to the railroad track. Parking lot and other site-related items have been modified to reduce and eliminate conflicts with the KYTC project. Original Contract amount \$299,120, amended contract amount \$443,965. Change Order #1 exceeds 10% of the original contract and requires approval of the Council. Professional design services for this renovation & refit were competitively advertised under RFP #48-2024.

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

The cost for Fiscal Year 2026 is \$ 144,845

**Are the funds budgeted?**

Yes.

BA is pending to adjust accounting

CO#1 50/50 Split

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**Law:** Yes, M. Craven 8/4/2025

**Director/Commissioner** Dugas / Albright

