

Memorandum
County of Edgefield

To: County Council
From: Tommy Paradise, County Administrator
Reference: Contract Addendum for LMO
Date: August 21, 2020

County Council suspended further development of the Land Management Ordinance until January 1, 2021 during their August 5th meeting.

While the project's approval project is on hold until next year, we anticipate county staff continuing to work with the consultants during this five-month period. This work will include phone calls, emails, text reviews, response to questions and recommendations, and preparation of new edited drafts for review based on comments. This additional work will provide for the Planning Commission to be able to move forward on the project in January. Any changes to the current draft will need to be approved by the Planning Commission.

During this time the consultants will incur work hours exceeding the original proposal. The contract with the consultants states, "Should the Contractor encounter, or the County of Edgefield discover, during the progress of the work, unknown conditions of an unusual nature differing materially from those ordinarily encountered and generally recognized as inherent in work of the character provided for in the County of Edgefield's Request for Proposals the County of Edgefield shall thereupon promptly investigate the conditions, and if it finds that they do so materially differ, the Contract shall be modified, with the written approval by the County of Edgefield, to provide for any increase or decrease of costs or difference in time resulting from such conditions. No changes in work shall be made without prior written approval by the Owner."

The proposed letter authorizing additional services is for an amount not to exceed \$10,000 and will be billed by the hourly rate shown. The amount billed may be lower, but will not be higher than \$10,000. These are the same hourly rates that the original contract was determined by.



Robert and Company

229 Peachtree Street N.E. | Intl. Tower | Ste. 2000
Atlanta, Georgia 30303 | www.robertandcompany.com
T: 404.577.4000 | F: 404.577.7119

13 August 2020

Mr. Thomas L. Paradise
Edgefield County Office of County Administrator,
124 Courthouse Square
Edgefield, South Carolina 29824

RE: Edgefield County Land Management Ordinance Request for Additional Services; Contract Extension

Dear Mr. Paradise

Robert and Company appreciates the opportunity to continue working with Edgefield County to develop and prepare the Land Management Ordinance and update of County zoning and development standards per our contract dated 30 July 2019. The first complete draft document was provided to the staff on 2 August for initial review by the Planning Commission. Unfortunately, due to a continuing public health emergency, the County Council has chosen to delay public hearings until January 2021 and temporarily suspend review of the draft ordinance by the Planning Commission and the County Council during that time.

Although the draft review by the Planning Commission is deferred until next year, discussions with County staff and your office are expected to continue during the period from 10 August to 31 December 2020, and will include phone calls, emails, text reviews, response to questions and recommendations, and preparation of new edited drafts to enhance the proposed document over a five-month period.

Therefore, Robert and Company requests an amendment to the contract to provide additional funding for project services for the period from 10 August to 31 December 2020 to cover our added costs of reviews and communications with staff during the period of delay. We propose to continue review calls once per week and to make edits and discuss revisions to the draft before the documents are formally presented to the Planning Commission. One or two additional trips may be made by the project manager to the County to discuss details and ensure a smooth management of the revisions.

Robert and Company is requesting compensation in the amount not to exceed **\$10,000.00 (Ten Thousand & No/100's)** to be billed at hourly rates to provide for the maintenance of continued planning advisement services throughout this period of delay. Furthermore, the original period of services identified by the original contract will be extended through 1 June 2021 to allow for the Edgefield County Planning Commission and the Edgefield County Council to provide their review, recommendations and expected approval of a new Land Management Ordinance per the revised schedule as proposed by the County.

At this time, we acknowledge that we anticipate our services to be complete by or before 30 June 2021 pending external conditions which neither we nor you may have any control over. We consider that minor delays or issues will not alter our commitment to complete these efforts within a reasonable time frame.

Please return a copy of this letter with executed signatures to help all of us expedite completion of the project. If you have any additional questions, please contact me at your convenience.

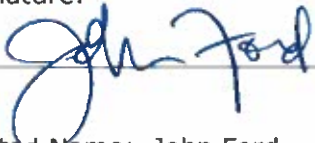
Best regards,

Agreement to Conditions of the Proposal:

Robert and Company

Edgefield County

Signature:



Signature:

Printed Name: John Ford

Printed Name: _____

Title: Vice President

Title: _____

Date: 13 August 2020

Date: _____

Attachment A: Scope of Work, expected hours and associated costs
Reference: RAC Project 19028.10



**Edgefield County Add Services Fee
FEE ESTIMATE - LABOR - COMPOSITE
ROBERT AND COMPANY**

8/10/2020

#	TASK	PM Lead Planner	Planner	Plan Consultant	TOTAL
	Rate / Hour	\$186.00	\$130.00	\$100.00	
Task 1	Design Variance				
	Phone calls/Reviews & Edits @ 1.5 Hour x 20 weeks	30	6	12	
	Review Process meeting	8		8	
	Total Hours	38	6	20	64
		\$7,068.00	\$780.00	\$2,000.00	\$9,848.00
	Expenses for Trip(s)				\$152.00
					\$10,000.00