



Robert R. Freeman Administrative Complex
1701 Mountain Industrial Boulevard
Stone Mountain, GA 30083

MEMORANDUM

TO: Mr. Erick Hofstetter, Chief Operating Officer
Division of Operations

FROM: Dr. Devon Q. Horton, Superintendent
Office of the Superintendent

DATE: May 12, 2025

RE: **E-SPLOST V Project ~ Contract Award ~ CM@Risk -RFQu No. 25-752-005 ~ Kingsley Elementary School HVAC System Replacement and Renovations ~ Evergreen Construction, Inc. ~ Pre-Construction Phase Fee (Not to exceed \$100,000)**

At its business meeting on Monday, May 12, 2025, the DeKalb Board of Education approved the award of **RFQu No. 25-752-005** for **Construction Management Services ("CM@Risk")** for the **Kingsley Elementary School HVAC System Replacement and Renovations project to Evergreen Construction.**

Additionally, it requested that the Board approve a not-to-exceed amount of **\$100,000** for the **Pre-Construction Phase Fee** associated with this contract. Additional packages will be presented to the Board for approval as indicated below:

- Early release package tentatively presented in Summer 2025.
- Final Guaranteed Maximum Price (GMP) will be presented in Fall 2025.

Additional sub-packages may be presented to the Board for approval as needed.

Please take the appropriate action to affect this directive of the Board.

DQH:cm

c: Ms. Carla Smith, Executive Director, Vendor Services, Division of Finance
Ms. Latrice Brown-Shropshire, Purchasing Assistant, Division of Finance