



DeKalb County School District

DESIGN & CONSTRUCTION
1780 Montreal Road
Tucker, GA 30084-6705
(678) 676-1345

Mrs. Cheryl Watson-Harris
SUPERINTENDENT

Routing/Transmittal Form

Project: Stoneview Elementary School - Facility Improvement
Contractor: N/A
Originator: Carl Henry
Project No: 355-35
Architect: CDH Partners, Inc.
Date: September 7, 2021

DOCUMENT ATTACHED

Design/Construction Phase

- ☐ Contract Award Package: (Reason Below)
☐ Notice of Award ☐ Notice to Proceed ☐ Original Contract
- ☐ Mandatory Addendum to Owner Architect Agreement - State Capital Outlay
- ☐ Work Authorization
- ☐ Request for Proposal/Invitation to Bid Package
☐ Review ☐ Signature
- ☐ Design Contract Additional Services Request
- ☐ Change Order
- ☐ Change Order Request: (Reason Below) COR Amount _____
- ☒ Amendment Amendment Amount \$12,500.00
- ☒ Owner Request ☐ Errors/Omissions ☐ Unforeseen Conditions ☐ Regulatory Change Other (Specify): _____
- ☐ Review of Drawings or Specifications
- ☐ Finish Board/Color Boards
- ☐ Plaque Dedication Authorization
- ☐ Project Close-Out: (Reason Below)
☐ Release of Retainage ☐ Recommendation of Acceptance
☐ Report of Substantial Completion ☐ Certificate of Substantial Completion
- ☐ Other: _____

Provide a signed and certified digital copy of a topographic and underground utility survey.

Notes:

REVIEWERS & APPROVALS

Please Fill In Appropriately and Forward to the Next Approver

Review	Approve		
☐	☐	Project Manager ☐	Carl Henry <u>9/7/21</u>
☐	☐	Program Director ☐	Mel Butler <u>9/8/21</u>
☐	☐	Interim Chief Operating Officer ☐	Richard Boyd <u>9/9/21</u>
☐	☐	Accounting Department ☐	Nikki Marshall <u>9.9.21</u>
☐	☐	☐	
☐	☐	☐	
☐	☐	☐	

Project Name:	Stoneview Elementary School Facility Upgrades	
Project #:	355-423	
Amendment #:	001	
Date:	April 19, 2021	

Architect:	CDH Architecture 3330 Cumberland Blvd. SE, Suite 100 Atlanta, GA 30339 (hereinafter, "the Architect")	Phone: (770) 423-0016
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Project Description:	Professional Design Services for Stoneview Elementary School Facility Upgrades
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Reason for Amendment:	The district does not have any existing survey drawings for basis of design.
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Scope of Work: (for this Amendment)	
Provide a signed and certified digital copy of a topographic and underground utility survey.	

Required Submissions / Deliverables:	Construction Documents (provided electronically)
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Owner Selections And Approvals Required:	Construction Documents Owner Approval upon submittal
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Cost Breakdown (for this Amendment):	TSS boundary survey	\$ 6,300.00
	TSS topographic survey	\$ 4,000.00
	TSS underground utility survey	\$ 2,200.00

Contract Amount:	Original Contract Amount:	\$ 270,641.00
	Previous Amendments (1, 2 & 3):	\$ 0.00
	Current Contract Amount (with Amendment(s)):	\$ 270,641.00
	Amount of this Amendment:	\$ 12,500.00
	Revised Contract Amount:	\$ 283,141.00

Attachments (Incorporated by Reference):	CDH letter "Stoneview ES – modifications Addition Service Request Site Survey" dated April 1, 2021 and accompanying three survey proposals.
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Signatures are included on the following page.

All terms and conditions of the Standard Form of Contract for Architectural Services between the Architect and the DeKalb County Board of Education for the Stoneview Elementary School Upgrade Project remain in full force and effect as amended hereby.

Agreed to by the Architect:



Melissa Cantrell
Principal

August 19, 2021

Date

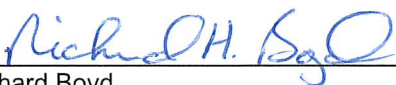
Recommended for Acceptance by Program Manager & Owner:



Mel Butler
Program Director

= 9/8/21 =

Date



Richard Boyd
Interim Chief Operations Officer

9/9/21

Date

Approved by The DeKalb County Board of Education:

Cheryl Watson-Harris
Superintendent

Date

Mrs. Vickie B. Turner
Board Chair

Date

Board of Education Approval: Date:
(Required Over \$100,000)

Item No.:



SCOPE OF PROFESSIONAL SERVICES

Proposal For:	DeKalb County School District Stoneview Elementary School 2629 Huber St Lithonia, GA 30058	Date:	4/1/2021
Project:	Stoneview ES- modifications Addition Service Request Site Survey	CDH Proposal No.:	21010.00_
		Client Contact:	Carl Henry
		Revision No.:	1

Scope of Services

Scope of the work for this additional services request is for limited site survey. After soliciting multiple responses, CDH recommends approval for this work to be performed by Technical Survey Services (TSS). This recommendation is based on best value for cost and schedule. Specifically, the survey will include:

Site Description:

+/-11.05 Acres located at 2629 Huber St, Dekalb County, Georgia. This site is located in Land Lot 120, 16th District, being Parcel ID 16 120 01 010. It is known as Stoneview Elementary School.

Scope of Work:

1. Boundary survey of the overall Elementary School as shown on Exhibit A. Improvements for the overall site outside of the topographic area will be shown by photogrammetric methods.
2. Topographic Survey of the above reference area as shown on Exhibit B. The Topographic Survey will be at a 2' contour interval and include pertinent spot elevations.
3. Underground utilities will be delineated within the area on exhibit B by an outside firm and field located by TSS. The fee below includes utility locate fees.

Schedule of Work:

1. The completion date will be in 30 calendar days.
2. The work effort will be scheduled in order to complete the scope of work the specified timeframe. Inclement weather may delay the due date of the project. Inclement weather will be defined as any day in which 4 or more hours is lost due to rain, lightning or other natural forces which make for unsafe working conditions or potential for equipment damage.

Compensation:

The fee for the above services is twelve thousand five hundred dollars and no cents (\$12,500.00).

Boundary Survey of the entire property	\$6,300.00
Topographic survey of designated area	\$4,000.00
Utility locate survey	\$2,200.00

The intent of our proposal is based upon providing all professional services required for the prescribed scope of work in accordance with this proposal and the Continuing Contract for Professional Services Between the DeKalb County Board of Education and CDH Partners for RFQu 19-752-023 on February 29, 2019 and extended on March 29, 2021.

If the above fee proposal and outline of services meets your approval, please sign, date and return one copy for our files.

CDH Partners, Inc.

Accepted by: Melissa Cantrell Date: April 1, 2021

DeKalb County School District

Accepted by: _____ Date: _____

March 31, 2021

Antonio Sample
2951 Flowers Road South
Suite 119
Atlanta, GA



Site Description: +/-11.05 Acres located at 2629 Huber St, Dekalb County, Georgia. This site is located in Land Lot 120, 16th District, being Parcel ID 16 120 01 010. It is known as Stoneview Elementary School.

Scope of Work: We propose to provide the following:

1. Boundary survey of the overall Elementary School as shown on Exhibit A. Improvements for the overall site outside of the topographic area will be shown by photogrammetric methods.
2. Topographic Survey of the above reference area as shown on Exhibit B. The Topographic Survey will be at a 2' contour interval and include pertinent spot elevations.
3. Underground utilities will be delineated within the area on exhibit B by an outside firm and field located by TSS.

Schedule of Work: The completion date will be in **30 calendar days**.

The work effort will be scheduled in order to complete the scope of work the specified timeframe. Inclement weather may delay the due date of the project. Inclement weather will be defined as any day in which 4 or more hours is lost due to rain, lightning or other natural forces which make for unsafe working conditions or potential for equipment damage.

Compensation: The fee for the above services is **\$12,500.00 (This includes the utility locate fee)**

The scope of work will be invoiced upon the completion of the work performed. Invoices are due and payable upon receipt. Invoices not paid within 30 days of the date rendered will be assessed a finance charge of (1 ½ %) per month for each month beyond 30 days past due.

We appreciate the opportunity to provide you with this proposal and partner up with you on this project. Thank you for your consideration and we look forward to hearing from you soon.

Sincerely,

Technical Survey Services, Inc.
Aubrey Akin, RLS, CEO

Accepted By:

Name: _____ Signature: _____ Date: _____

Exhibit A



DeKalb County GIS Disclaimer
The maps and data, contained on DeKalb County's Geographic Information System (GIS) are subject to constant change. While DeKalb County strives to provide accurate and up-to-date information, the information is provided "as is" without warranty, representation or guarantee of any kind as to the content, sequence, accuracy, timeliness or completeness of any of the database information provided herein. DeKalb County explicitly disclaims all representations and warranties, including, without limitation, the implied warranties of merchantability and fitness for a particular purpose. In no event shall DeKalb County be liable for any special, consequential, or punitive damages, including, without limitation, loss of profits, loss of data, or any other damages, arising out of or in connection with the use of the maps and/or data herein provided. The maps and data are for illustration purposes only and should not be relied upon for any reason. The maps and data are not suitable for site-specific decision-making nor should they be construed or used as a legal description. The areas depicted by maps and data are approximate, and are not necessarily accurate to surveying or engineering standards.



DeKalb County Parcel Map
0 0.0075 0.015 0.03 0.045 0.06 mi
Date Printed: 3/31/2021



Exhibit B

