



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 7

DATE: 04/16/2024

**SUBJECT: APPROVAL OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES CONTRACT WITH MELCHIORS ARCHITECTURE, INC. FOR ARCHITECTURAL SERVICES FOR THE CITY OF RICHLAND HILLS LIBRARY AMERICANS WITH DISABILITIES ACT IMPROVEMENTS PROJECT AS PART OF THE COMMUNITY DEVELOPMENT BLOCK GRANT – CARES ACT PROGRAM**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court approve Amendment No. 1 to the Professional Services Contract with Melchiors Architecture, Inc. for the Richland Hills Library Americans with Disabilities Act (ADA) Improvements Project as part of the Community Development Block Grant – CARES Act (CDBG-CV) program.

**BACKGROUND**

On September 20, 2022, the Commissioners Court, through Court Order #139150, approved a Professional Services Contract with Melchiors Architecture, Inc. to provide architectural services for the construction of ADA improvements to public restrooms and an entry way at the Richland Hills Library. Tarrant County originally approved \$30,000.00 in CDBG-CV funds for this contract.

With approval of Amendment No. 1, Melchiors Architecture will be compensated an additional \$5,580.00 for thirty-one (31) hours of professional services rendered due to project delays during the construction phase, which occurred at no fault of Tarrant County or Melchiors Architecture, Inc.

Original Agreement Amount	\$30,000.00
Amendment No. 1 Amount	<u>\$ 5,580.00</u>
Amended Total Not-to-Exceed Amount	\$35,580.00

The Criminal District Attorney’s Office has reviewed this amendment as to form.

**FISCAL IMPACT**

Funding in the amount of \$5,580.00 is available through grant #B-20-UW-48-0001. Upon approval of a claim for payment under this contract, funds will be drawn down from the U.S. Treasury through the U.S. Department of Housing and Urban Development’s (HUD’s) electronic transfer system to Tarrant County’s bank account. Any delay in this transaction may impact the amount of interest earned by Tarrant County.

SUBMITTED BY:	Community Development	PREPARED BY: APPROVED BY:	Brad Hearne James A. McClinton
---------------	-----------------------	------------------------------	-----------------------------------