

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: August 19, 2026

SUBJECT: Vendor Change Order - Mills River Medical Office Building

PRESENTER: Bryan Rhodes, Capital Projects Director
Chris Todd, Assistant County Manager

ATTACHMENTS: Yes
1. LS3P Mills River MOB Additional Services Change Order 01

SUMMARY OF REQUEST:

The Board is requested to approve the attached Change Order from LS3P Architects for the Henderson County UNC Health Pardee Mills River Medical Office Building Project. This change order is reflective of additional services necessary to progress the changes to the site design after construction documents were completed based on feedback from NCDOT and the Town of Mills River regarding entrance location and signalization. The total value of this Change Order is \$97,416.50.

BOARD ACTION REQUESTED:

The Board is requested to approve Change Order 01 issued by LS3P Architects for the Henderson County UNC Health Pardee Mills River Medical Office Building Project.

Suggested Motion:

I move the Henderson County Board of Commissioners approve Change Order 01, issued by LS3P Architects for the Henderson County UNC Health Pardee Mills River Medical Office Building Project in the amount of \$97,416.50.

July 29, 2026

Mr. Bryan Rhodes
Capital Projects Construction Manager
100 North King Street
Hendersonville, NC 28791

RE: Henderson County Government / Henderson County Hospital Corporation
UNC Health Pardee –Mills River Medical Office Building
LS3P Project No.: 0403-240136
Additional Services – **Entrance Relocation & Traffic Signal Scope Services**

Dear Bryan,

LS3P is pleased to submit a proposal for additional services necessary to progress the changes to the site design after construction documents were completed based on feedback from NCDOT and the Town of Mills River regarding the entrance location and signalization. We understand that both the Town of Mills River and NCDOT are requesting for the existing entrance to the site to be relocated further south along Hwy-280. We understand a turn-lane and roadway access improvements are necessary to meet these requirements. These redesign services are being managed by LS3P and led by our civil engineer, WGLA. This work was not work included in our original scope of work with the County as detailed in our agreement – B133-2019 between Henderson County and LS3P Associated LTD.

Additional Services are summarized as follows:

Traffic Signal Project Design by WGLA	\$33,000.00
Entrance Relocation Design by WGLA	\$40,000.00
Landscape Design for Relocated Entrance by Equinox	\$11,710.00
Subtotal	\$84,710.00

Per the AIA B133-2019 Agreement between Owner and Architect executed by Henderson County and LS3P, LS3P bills additional services at 1.25 times the consultant's direct invoice to the Architect. As a professional courtesy to Henderson County, we are reducing this to 1.15 times.

LS3P additional services mark-up	\$12,706.50
TOTAL	\$97,416.50

Equinox's Deliverables include: (1) Preliminary planting plan for review, (2) Construction Documents for planting plan, (3) construction observation memo

WGLA's scope of work includes:

UNCH Pardee – MOB (Traffic Signal Project) –

Task 1 – NCDOT Reimbursable Agreement Assistance - **\$1,045**

Task 2 – Traffic Signal Design - **\$13,530**

Task 3 – Traffic Signal System Communications - **\$4,675**

Task 4 – Signing and Delineation Plan - **\$7,315**

Task 5 – Coordinated Signal System Timing Integration Plans - **\$6,435**

Total Traffic Signal Cost = **\$33,000**

UNCH Pardee – MOB (Entrance Relocation)

Construction Drawings (Add-Service) **\$18,300.00**

Permitting (Add-Service) **\$8,300.00**

Bidding Assistance / Value Engineering / Revisions (Add-Service) **\$2,400.00**

Construction Administration & Inspections (Add-Service) **\$11,000.00**

EXCLUSIONS

This proposal does not include providing any of the following:

- Design of any off-site improvements
- LEED certification
- Surveys (boundary, topographic, as-built, etc)
- Flood Studies or Permitting
- Stream/Wetland/Environmental delineation or permitting
- Permit Fees
- Retaining Wall Designs
- Bridge Design and/or Bottomless Culvert Foundation Design
- Geotechnical or soils investigations
- Public water or sewer extensions
- Landscape, Lighting, or Architectural Plans
- Lighting or Photometric Plans
- Construction administration or site inspections (beyond those listed above)

BILLING & PAYMENT

LS3P shall bill monthly for work completed the prior month. Billing will be on a percentage of the overall work completed per phase. Payments are due and payable 30 days from the date of our invoice. Amounts not paid after 45 days after the invoice date shall bear interest at the rate of 1.5% per month.

We look forward to continuing our service on this important project for Henderson County and UNC Health Pardee. Please contact us with any questions regarding this proposal.

Sincerely,



Maggie Carnevale, AIA, LEED BD+C, NCARB
Principal | Vice President
LS3P

Proposal Accepted by:
Henderson County

Date: _____