

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 24

Date of Request: June 25, 2007

Date Request Received: June 25, 2007

Board Meeting Date Requested: July 9, 2007

Board Meeting Date Assigned: July 9, 2007

Short Title: Resolution Authorizing A Purchase Order To Environmental Chemists (Envirochem) For Testing And Sampling: \$19,000

Request Status:
 Request is proceeding to Board of Commissioners
 More information is needed – see attached
 Request on hold – no further information needed
 Other:

Background: : NCDENR permits to operate our water and wastewater systems require periodical monitoring and testing. The testing must be done by a state approved laboratory.

(Administrative Use Only)

Environmental Chemists in Wilmington have provided excellent service with regard to our sampling and testing requirements, and staff recommends we continue to utilize their services.

(Contracted Services:
70-404500 - \$ 4,000
71-404500 - \$ 2,500
072-404500 \$10,000
75-404500 - \$ 2,500

CONTRACT TYPE

- Renewal
 For Service(s)
 Intergovernmental – County as Grantee
 County as Grantor
 County Funds
 Other Funds
- Revision
 For Equipment
 Federal Grantor
 State Grantor
 Grantor

Specific Action Requested: The Board of Directors is requested to authorize a purchase order to Environmental Chemists (EnviroChem) in Wilmington to provide the required testing and sampling for the Utilities Department, in the amount of \$19,000

PURCHASING Budgeted Item: Yes No
Date Rec'd: Reviewed and Approved
 Comments on Reverse

Date Sent:

Signed:

Requested by: Paul Parker
Department: Pender Utilities
Title: Assistant County Manager
Contact Phone: 910.259.1280
Contact Fax: 910.259.1579

ATTORNEY Reviewed and Approved
Date Rec'd: Legal Problem(s)
 Comments on Reverse

Date Sent:

Signed:

FINANCE Sufficient Funds Available
Date Rec'd: Not Available
 Budget Amendment Necessary
 Budgeted Amendment is Attached
 Comments on Reverse

Date Sent:

Signed:

CLERK Signature(s) Required:
 Board Chairman/County Manager
 Other:

Date Rec'd Approved by Board: Yes No
At meeting on

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Board of Directors of both the Rocky Point/Topsail Water & Sewer District and the Maple Hill Water & Sewer District

that a purchase order is authorized to Environmental Chemists in the amount of \$19,000. (Contracted Services 70-404500 - \$4,000, 71-404500 - \$2,500.00, 072-404500 - \$10,000.00, 75-404500 - \$2,500) The Chairman/District Manager is authorized to execute any documentation necessary to implement this resolution.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rivenbark _____ Blanchard _____ Brown _____ Tate _____ Williams _____

F.D. Rivenbark, Chairman 07/09/07
Date

Attest 07/09/07
Date