

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 15.

Date of Request: November 9, 2007

Date Request Received: November 13, 2007

Board Meeting Date Requested: November 19, 2007

Board Meeting Date Assigned: November 19, 2007

Short Title: Resolution Of The Maple Hill Water & Sewer District Awarding Contract For Soil And Geologic Investigation. For Maple Hill Sewer Project To Land Management Group, Inc., And Authorize A Purchase Order In An Amount Not To Exceed \$93,500 For The Maple Hill Sewer Project

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

Background: Pender County is the recipient of Rural Center Funding to construct a sanitary sewer system in Maple Hill. At the November 5th meeting the Board approved a purchase order to Hobbs, Upchurch & Associates, (HU) P.A., to provide engineering services for this project.

(Administrative Use Only)

HU recommends retaining the Land Management Group, Inc. (LMG) to conduct soil and geologic investigation for a large wastewater system at the Maple Hill Tract for approximately 135 acres in Pender County:

Under the attached contract, LMG would be responsible for testing and modeling the designated lands in Maple Hill for the proposed wastewater system, including, wetlands, soil and hydrogeologic investigations.

Staff recommends approval as proposed.

Specific Action Requested: The Board of Directors of the Maple Hill Water & Sewer District is requested to Award a Contract for Engineering Services to Land Management Group, Inc. and to Authorize a Purchase Order in an amount Not to Exceed \$93,500 for the Maple Hill Sewer Project.

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

CONTRACT TYPE

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

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

Date Sent: Signed:

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

LAB
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Maple Hill Water and Sewer District, that a contract is with and purchase order to Land Management Group, Inc., is authorized in an amount not to exceed \$93,500 The Chairman/District Manager is authorized to execute any document necessary to implement this resolution.

82-404505

Contract Services-Eng

\$93,500

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

F.D. Rivenbark, Chairman 11/19/07
Date

Attest 11/19/07
Date



LMG

LAND MANAGEMENT GROUP INC.

Environmental Consultants

July 26, 2007

Jeff Thompson
Hobbs, Upchurch & Associates, P.A.
14878 US Hwy 17 - Suite 5
P.O. Box 1400
Hampstead, NC 28443

RE: Fee Proposal for Soil and Geologic investigation for a large wastewater system at the Maple Hill Tract for approximately 135 acres in Pender County, North Carolina

Dear Mr. Thompson:

The attached fee proposals represent the estimated range of costs for testing and modeling a site that is approximately 135 acres in size and is designed to receive an estimated 91,000 gpd of pretreated wastewater. The actual acreage tested will ultimately depend on the actual soil properties that emerge when testing commences. The attached fee proposal includes the wetland, soil and hydrogeologic investigations that will be required to support such a wastewater system proposal in accordance with 15A NCAC 02T and 02H.0400 regulations. This fee proposal includes all requisite wetland delineations (without ACOE approval), soil testing; a soil fertility study, a nutrient balance, a water balance, detailed soil mapping, deep auger borings, measurement of saturated hydraulic conductivity, geologic borings and monitor wells, reports, appendices, and correspondence with the design engineer. It should be noted that recent NC DENR policy involving large wastewater projects now requires most all sites to be tested with an aquifer test to measure hydraulic conductivity, transmissivity, storage coefficient and specific yield. This memorandum is listed as the Hydrogeologic Investigation and Reporting Policy, Performance and Analysis of Aquifer Slug Tests and Pumping Tests Policy and Groundwater Modeling Policy all dated May 31, 2007 and effective August 1, 2007.

The fee proposal includes a detailed hydrogeologic investigation including the measurement of hydraulic conductivity of deeper geologic sediments and computer modeling of the site with the use of MODFLOW or equivalent hydrogeologic model. All wells will be drilled by a North Carolina certified well driller and will be drilled in

accordance with applicable regulations. The final report of findings and computer model results should be completed within 8 to 12 weeks of receiving the signed letter agreement to proceed, pending favorable weather for field work. This timeline assumes that LMG will receive adequate support from all parties on the design team, with respects to maps, topographic and stream cross section surveys, wastewater flow rate calculations, pretreatment system type and dispersal methods. This fee proposal does not include additional meetings or site testing that is requested by regulatory agencies during their permit review process or for the proper well abandonment. These items will be considered beyond the scope of this agreement and will be billed at our hourly rate plus expenses.

LMG will bill for all services rendered on an hourly rate plus expenses basis as described in the letter agreement. The work will be invoiced monthly and payment of those invoices will be due upon receipt, as directed in the attached letter agreement. This fee proposal represents work that should not exceed \$93,500, based upon our current knowledge of the tract and knowledge of the regulatory process for submitting soil and hydrogeologic data to the design engineer. The client will be notified immediately if it appears that the "not to exceed" amount needs to be adjusted due to unforeseen circumstances, changes in scope, or other issues beyond the control of LMG.

LMG recommends that the wetland delineation be performed first. This analysis must be performed before any soils or geologic testing occurs. Furthermore, the wetlands and ditches will be considered as horizontal setbacks in accordance with T15 NCAC 18A .02T. There is a chance that an alternative dispersal site may need to be selected if the horizontal setbacks prove to be too limiting.

Please call Randy Brant or John P. Williams if you have any questions regarding these proposals. We will be glad to send you a formal Letter Agreement for your signature upon your request. We will begin the evaluation upon receipt of the signed Letter Agreement. The wetland delineation could be performed within 2 to 4 weeks and the results of that delineation could effect the overall project timeline.

Sincerely,

John Williams, CAE

John P. Williams
Registered Soil Scientist
JPW/kae

AGENT AUTHORIZATION FORM

TO WHOM IT MAY CONCERN:

I/we, the undersigned, hereby authorize Land Management Group, Inc. to act as our agent in the determination of jurisdictional wetland boundaries on the subject property _____, _____ County, NC. By way of this form, I/we additionally authorize access to the site by representatives of the US Army Corps of Engineers and/or the NC Division of Coastal Management for the purpose of reviewing the flagged wetland boundary and providing a final jurisdictional determination. Any questions regarding the jurisdictional wetland determination should be directed to Land Management Group, Inc.

Please provide the following information:

Property Address and Parcel ID Number: _____

Current Property Owner Name: _____

Owner Address & Phone Number: _____

Please circle Yes or No for the following questions:

I/We are the current owners:	Yes	No
I/We are under contract to purchase the subject property:	Yes	No
I/We are under option to purchase the subject property:	Yes	No

(NOTE: If person/entity requesting environmental site evaluation is not under option, under contract, nor is the present owner, then LMG will not be able to conduct on-site investigations without notice/authorization by current owner)

Print Owner's Name

Print Applicant's Name

Owner's Signature
(not required if under contract or under option)

Applicant's Signature

Date

Date