

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 12.

Date of Request: December 18, 2007

Date Request Received: December 18, 2007

Board Meeting Date Requested: January 7, 2008

Board Meeting Date Assigned: January 7, 2008

Short Title: Resolution Authorizing A Contract With And A Purchase Order To Mckim & Creed, PA, For The Highway 421- Engineering Alternative Analysis And Environmental Assessment: \$225,000

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

Background: On October 15, 2007, the Board of Commissioners voted unanimously to approve a joint resolution with New Hanover County to "resolve to initiate and equally share in the cost of an engineering alternatives analysis and environmental assessment for the wastewater treatment plant to determine the best course of action for the delivery of sewer to the U.S. 421 Industrial Corridor in both counties for their mutual benefit."

(Administrative Use Only)

McKim & Creed, P.A. has provided the attached proposal to conduct these studies for compensation as follows:

Engineering Alternatives Analysis	\$50,000
Environmental Assessment	\$175,000
TOTAL	\$225,000

Both Pender County and New Hanover County will pay an equal share of \$112,500 each. The entire bill will be paid by Pender, and reimbursed (50%) by New Hanover County as per our agreement.

Specific Action Requested: The Board of Commissioners is requested to approve a contract with and a purchase order to McKim & Creed, P.A. for The Highway 421-Engineering Alternative Analysis and Environmental Assessment in the amount of \$225,000, half of which will be reimbursed by New Hanover County

Requested by: Melinda Knoerzer
Department: Pender Utilities
Title: Administrative Assistant
Contact Phone: 910.259.1280
Contact Fax: 910.259.1579

CONTRACT TYPE

Renewal
 For Service(s)
 Intergovernmental – County as Grantee
 County as Grantor

Revision
 For Equipment
 Federal Grantor
 State Grantor
 Grantor
 County Funds
 Other Funds:

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 Commissioners that

a contract with and a purchase order to McKim & Creed, P.A., in the amount of \$225,000 for The Highway 421-Engineering Alternative Analysis and Environmental Assessment, half of which will be reimbursed by New Hanover County The Chairman/County Manager is authorized to execute any documentation necessary to implement this resolution.

60-404505-6078	Contract Services/Engineering	\$112,500
	Accounts Receivable-	
	New Hanover County	<u>\$112,500</u>
	TOTAL	\$225,000

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

J. David Williams, Jr., Chairman 01/07/08
Date

Attest 01/07/08
Date



ENGINEERS

SURVEYORS

PLANNERS

November 6, 2007

PW071143

Mr. Paul Parker
Pender County
Post Office Box 5
Burgaw, NC 28425

RE: Pender County US 421 Wastewater Treatment Facility
Engineering Alternative Analysis and Environmental Assessment

Dear Mr. Parker:

We are pleased to present this proposal to provide professional services for the preparation of an *Engineering Alternative Analysis* and an *Environmental Assessment* for the proposed Pender County US 421 Wastewater Treatment Facility. Our detailed proposal is as follows:

PROJECT UNDERSTANDING

Pender County wishes to assess the viability of a public wastewater treatment facility near the BASF facility in southwest Pender County. As part of this process an *Engineering Alternative Analysis* will be necessary to evaluate a 1 MGD wastewater treatment facility to be located near the BASF site. Various scenarios for treatment of the wastewater and dispersal of the treated effluent, including a potential point discharge to the Cape Fear River and land application of treated effluent, will be considered. This Agreement encompasses professional services for the preparation of an Engineering Alternative Analysis for the referenced project. The analysis will adhere to Construction Grants and Loans Guidelines.

An *Environmental Assessment* will be required to collect and evaluate data pertinent to temporary and secondary impacts associated with construction and operation of such a facility. This Agreement encompasses professional services for the preparation of an *Environmental Assessment* for the referenced project. It will incorporate existing biological surveys for Threatened & Endangered Species that have been previously performed by the County under separate contract on the referenced property and will be completed in accordance with and shall adhere to current North Carolina Construction Grants and Loans guidelines. The following project components will be included as part of this project:

243 North Front Street

Wilmington, NC 28401

910.343.1048

Fax 910.251.8282

www.mckimcreed.com

P:\PW07\PW071143 Pender Co WWTP EA and EAA\US 421 WWTP EAA and EA.doc

- 1.0 MGD Wastewater Treatment Plant Site -- The plant will be located near the BASF Facility on US 421 in southwest Pender County
- Evaluation of a point discharge to the Cape Fear River
- Evaluation of potential for land application of treated effluent

PROJECT ASSUMPTIONS

It is noted that the Owner has obtained the following information regarding this project:

- Wetlands delineation and survey for the proposed treatment plant site
- Threatened and Endangered Species Survey for the treatment plant site

McKim & Creed will incorporate this information as part of the *Environmental Assessment* document.

SCOPE OF SERVICES

McKim & Creed will provide the following services for the referenced project:

A. Engineering Alternatives Analysis

- Evaluation of a 1 MGD WWTP to be located near BASF
- Evaluation of potential point discharge to Cape Fear River
- Evaluation of potential for land application of treated effluent
- Prepare document as per the guidelines of Construction Grants and Loans

B. Environmental Assessment

- Prepare the document to comply with State Environmental Policy Act (SEPA) regulations
- Submit the Environmental Assessment to the NC State Clearing House for review and comments
- Assist the County in publishing of Public Notices announcing the availability of the Environmental Assessment
- Address public comments that are received from publishing the Environmental Assessment and make necessary revisions to the document

- Address review comments that are received from all agencies that report to the NC State Clearing House and make necessary revisions to the document
- Resubmit final amended Environmental Assessment Document the NC State Clearing House
- Assist the County in publishing public notice of a Finding of No Significant Impact (FONSI)

OWNER RESPONSIBILITIES

Pender County will be responsible for the following:

- Provide access to all County mapping, as-built documentation, soil surveys, demographic information, etc. for inclusion in the Engineering Alternatives Analysis and Environmental Assessment. Data shall be provided in electronic form if available
- Provide copies of all reports, surveys, and delineations
- Incur all costs associated with public notices of availability and publishing of the FONSI
- Provide access to proposed WWTP site

ADDITIONAL SERVICES

The Engineering Services stated above do not include the costs of:

- "Cormix" Modeling
- Biological surveys beyond those already performed on the referenced site
- Detailed wetlands delineation, mapping, and Nationwide Permit submittals
- Environmental Impact Statements
- Historical or archaeological surveys or reports
- Preliminary Engineering Reports or Analysis beyond those services specifically noted herein
- Detailed Design
- Bid & Award Services
- Construction Administration or Construction Phase Services
- Permit preparation or submittal
- Geotechnical Investigations
- Hydrogeological Investigations

- Topographic surveys
- Easement Surveys or fee simple Surveys
- Legal advertisements
- Court appearances for litigation, or preparation for the same

BASIS FOR COMPENSATION

McKim & Creed will provide the services outlined in Section III of this proposal for the fixed fee amount of \$225,000. The following Table provides a breakdown of the fees:

A. Engineering Alternatives Analysis	\$50,000
B. Environmental Assessment	\$175,000
Total	\$225,000

VII. SCHEDULE

We are prepared to begin work immediately upon Authorization to Proceed and will complete the Engineering Alternative analysis by March 31, 2008.

We will submit the *Environmental Assessment* document to the NC State Clearing House by April 30, 2008.

GENERAL CONDITIONS

The following attachments will be deemed as part of this proposal and agreement:

1. McKim & Creed General Conditions (3/2002-1)

If acceptable, please initial the General Conditions, and sign and return one (1) copy of this document for our files. Our receipt of the executed copy of this proposal will serve as our Notice to Proceed. This proposal is valid for thirty (30) days from the date of the proposal. If the proposal is not accepted within thirty (30) days, we reserve the right to revise or withdraw the proposal entirely at our discretion.

Mr. Paul Parker
Pender County
November 6, 2007
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We appreciate the opportunity to provide professional engineering services for this project and look forward to our continuing our relationship with Pender County.

Sincerely,

MCKIM & CREED, PA



Tony Boahn, P.E
Vice-President

kh/bc

Attachment: McKim & Creed General Conditions

I hereby authorize McKim & Creed, PA to proceed with the work described above.

PENDER COUNTY

By: _____

Date: _____

Title: _____