

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 7

Date of Request: February 8, 2008

Date Request Received: February 8, 2008

Board Meeting Date Requested: February 18, 2008

Board Meeting Date Assigned: February 18, 2008

Short Title: Resolution Authorizing A Purchase Order For Survey And Professional Engineering Services On Behalf Of Pender County Schools To Norris Kuske & Tunstall Consulting Engineers, Inc.: New Topsail High School: \$45,000

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

Background: In conjunction with the continuing construction of the new Topsail High School, Norris Kuske and Tunstall has been selected by Pender County Schools to conduct the necessary surveys and obtain NCDOT permits for the driveway and road improvements.

(Administrative Use Only)

Their cost to complete this work is \$45,000. This is a budgeted cost of construction. The County and the Schools have entered into appropriate agreements to permit the County to pay the bills associated with this construction in order to recapture the sales taxes paid, and realize a substantial savings.

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

Staff recommends that the County approve this purchase order.

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

Date Sent: _____
Signed: _____

Specific Action Requested: The Board of Commissioners is requested to authorize a purchase order for survey and professional engineering services on behalf of Pender County Schools to Norris, Kuske and Tunstall in the amount of \$45,000, for the new Topsail High School.

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

Date Sent: _____
Signed: _____

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

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

