

REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

Tracking Number: 17

Date of Request: June 24, 2008

Date Request Received: June 24, 2008

Board Meeting Date Requested: July 7, 2001

Board Meeting Date Assigned: July 7, 2008

Short Title: Resolution Authorizing A Contract With And Purchase Order To Southern Engineering For Design And Permitting Of Snag And Drag Project For The Black River: \$12,450

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

Background: The County has engaged the services of Southern Engineering to assess the Black River and estimate the cost to design and permit a 2008 Snag and Drag project to clear blockages in the river.

(Administrative Use Only)

Mr. Greg Thompson of Southern Engineering estimates a cost of \$12,450 to complete this phase. Attached is the proposed fee schedule and scope of work.

CONTRACT TYPE

Upon completion of this phase, the County will be in position to apply for the NC General Assembly cost-share grant in the amount of \$100,000 to complete the project.

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

Funds for this expenditure are available in the Stormwater Management project line.

Staff recommends approval of this resolution.

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

Specific Action Requested: The Board of Commissioners is requested to authorize and contract with and a purchase order to Southern Engineering for the design and permitting of a Snag and Drag project for the Black River.

Date Sent: _____
Signed: _____

Requested by: Paul B. Parker
Department: County Manager's Office
Title: Interim County Manager
Contact Phone: 910.259.1200
Contact Fax: 910.259.1401

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

DPB
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that a contract with and purchase order to Southern Engineering for design and permitting of a snag and drag project for the Black River is authorized in the amount of \$12,450. The Chairman and/or County Manager are authorized to execute any documents necessary to implement this resolution.

Storm water Management 60-407451-6066 \$12,450

AMENDMENTS:

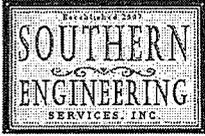
MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

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

Attest 07/07/08
Date



3215 Porter Road
Currie, NC 28435
910-620-6607 fax: 910-283-4568

June 30, 2008

Pender County
807 S Walker Street
Burgaw, NC 28425

Attn: Paul Parker, County Manager

Re: Fee Proposal for Professional Services
Black River "Snag and Drag" Project 2008

Dear Paul,

We are pleased to present this scope of work and fee proposal for the referenced project. The scope of work has been developed through meetings with staff and the US Army Corps of Engineers in order to identify the needed tasks for the successful completion of the project. We have identified measures to assure that the public and specifically the property owners in the project area are informed and have an opportunity to contribute to the process.

The following is the defined scope of work and fee for professional services:

Scope of Work

I. Design & Permitting

- a. Plans & Specifications
 - i. Field Investigation
 1. Meeting with land owners
 2. Site visit and inventory
 - ii. Map target area *
 1. Identify debris and obstructions
 2. Identify access
 - iii. Develop technical specifications
 - iv. Identify access requirements
 1. Negotiate temporary access easements
 2. Maps for property owners
 3. Develop easement documents for review by County
- b. Permit Applications
 - i. Preliminary Meetings with regulatory agencies
 1. US Army Corps of Engineers (3 - 4 months)
 2. NCDWQ
 - ii. Permit Approval Process
 1. Submittals
 2. Response to Regulatory Request for Information
 3. Follow-up submittal

II. Bidding Services

- a. Advertisement
- b. Contract Development
- c. Bid Opening
- d. Certify Bids
- e. Prepare agenda Item for Commissioners
- f. Presentation to Commissioners

III. Project Management

- a. Preconstruction Conference
- b. Monitor construction progress
- c. Review Payment Applications
- d. Project Closeout

IV. Progress Reports

- a. Presentations to Commissioners
 - i. Project Progress

* Drawings provided will be based on existing information, County GIS , aerals and defined with GPS (latitude & longitude). Conventional Survey methods are not included.

Professional Services Pricing Information

Task #1: Design, Permitting

a. Plans and Specifications	
i. Field Investigation	\$1,200
ii. Map Target Area	\$5,100
iii. Plans & Specs	\$1,000
iv. Identify Access Requirements	\$450
b. Permitting	
i. Preliminary Meetings	\$300
ii. Permit Approval	\$1,000
	=====
Sub-Total	\$9,050

Task #2: Bidding Services \$1,600

Task #3: Project Management \$1,800
(Including Progress Reports) =====

Total \$12,450

Reimbursable Items

Printing & Copies -	Cost
Permit Application Fees	Cost
Advertisement	Cost

If you require any additional information please feel free to contact me at your earliest convenience.

Sincerely



Gregory R. Thompson, PE, PLS
Southern Engineering Services, Inc.