

REQUEST FOR BOARD ACTION

ITEM NO. 25.

DATE OF MEETING: May 3, 2010

REQUESTED BY: Michael G. Mack, Director, PCU

SHORT TITLE: Resolution Approving Professional Services Contract Addendum # 1 and Purchase Order increase to McKim & Creed for Pender County Water Treatment Plant Ancillary Design Services.

BACKGROUND: On April 19, 2009, the Board of Commissioners approved a Design Contract to McKim & Creed for the Pender Commerce Park Infrastructure. The scope of work included the design of the roadway, water distribution system, wastewater collection system, lighting plan, pedestrian facilities, and the stormwater collection and management system.

As part of the stormwater permitting process, all of the Built-Upon Area (BUA) and impervious surfaces within the Commerce Park site had to be accounted for, including the Water Treatment Plant and the access road to the Water Plant. Once the Master Stormwater permit was issued, staff was advised that the large stormwater pond that had been designed to collect stormwater from the southern portion of the Commerce Park and the Water Treatment Plant would have to be constructed as designed during the construction of the Water Treatment Plant. Due to the large size and estimated cost of \$1 million to construct the stormwater pond that would be imposed on the Water Treatment Plant project, staff met with CDM (WTP Engineers), McKim & Creed, and the State Division of Water Quality personnel to discuss an alternative stormwater design that would reduce the construction cost of the initial stormwater pond to serve the Water Treatment Plant. This meeting produced a viable option, but would require a modification to the original design and permitting completed by McKim & Creed.

In addition, the McKim & Creed scope of work was increased to include other ancillary design services related to the Water Treatment Plant that would be more efficiently handled by McKim & Creed due to their on-going design and permitting of the Commerce Park rather than through CDM. Staff has received and reviewed the attached proposal from McKim & Creed for this additional scope of work. The proposed contract fee increase is \$61,805. Funds for these fees are available in the Water Treatment Plant Project Fund (83-407490) and may be reimbursable by USDA-RD.

SPECIFIC ACTION REQUESTED: To adopt a resolution approving the professional services contract Addendum # 1 for the Pender County Water Treatment Plant to the firm of McKim & Creed in an amount not-to-exceed \$61,805.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.

MB
Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners that:

A professional services contract Addendum # 1 and purchase order increase for Ancillary Design Services related to the Pender County Water Treatment Plant be authorized with the firm of McKim & Creed in an amount not-to-exceed \$61,805; subject to the review and approval of the County Attorney. The County Manager is authorized to execute any/all documents necessary to implement this resolution.

Budget Account: Fund 83-407490

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Jimmy T. Tate, Chairman

Date

ATTEST

Date



PROFESSIONAL SERVICES ADDENDUM

Proposal # PW090877

Addendum # 01 - Revised 032910

Subject to the terms and conditions of the original Agreement, made and entered into April 2, 2009, by and between McKim & Creed, PA (Consultant) and the Client identified herein, the Consultant offers to provide the Additional Services described under item 1 of this Addendum.

Client Pender County

Project Name WTP Ancillary Design Services

Project Number 00542-0062

Title of Addendum

1. Wetland Delineation Approval by Corp of Engineers,
2. WTP Expansion Area Survey,
3. Master Utility Easement Plan and Plat,
4. WTP Expansion Area Access Road Revisions,
5. As-Built WTP Roadway,
6. Modify Stormwater Master Plan,
7. WTP Expansion Area Stormwater Revisions,
8. Driveway Permit Submittal for WTP,
9. Construction Administration for WTP Ancillary features, and
10. Survey of WTP ancillary roads A and B for clearing purposes.

1. Description of additional professional services to be provided by the Consultant

(If additional pages are necessary, they are identified as Attachment A):
See Attachment A

2. The Compensation to be paid to Consultant for providing the requested services shall be

(If additional pages are necessary, they are identified as Attachment B):

- Hourly at Consultant's Prevailing Hourly Rates, plus reimbursable expenses.
- A Lump Sum fee of \$ _____, plus out of pocket expenses.
- Hourly at Consultants Prevailing Hourly Rates not to exceed \$ _____ without prior approval, plus reimbursable expenses.
- Other - See Attachment A (Lump Sum Fees per Attachment A)

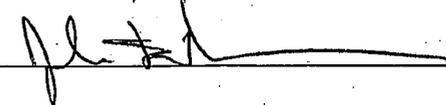
IN WITNESS WHEREOF, this Agreement addendum is accepted on the date written above and subject to the terms and conditions stated herein.

(Sign with Ball Point Pen)

Client: **Pender County**

McKim & Creed, PA

Signed _____

Signed  _____

Typed Name _____

Typed Name John D. Thompson

Title _____

Title Vice President

Date _____

Date March 29, 2010

Distribution: Accounting, Client, Project Manager



Attachment A

Professional Services Addendum 01

WTP Ancillary Design Services

1. McKim & Creed will employ Southern Environmental Group Inc to meet with and review the existing wetland delineation data and field conditions with the Corps of Engineers personnel in order to get their sign off on the wetlands mapping information. This information will be a necessary part of McKim & Creed's submittals for the Erosion Control & Stormwater Permit applications for the Pender Commerce Park project. The proposed fee includes time and expenses necessary to submit required forms and information to the Corps of Engineers in order to secure a meeting date with them and attending an on site meeting with Corp personnel to obtain a jurisdictional determination. It does not include any additional wetlands delineation, mapping or related work. \$ 805
2. Complete survey for portion of WTP expansion area. \$ 5,200
3. Master Utility Easement Plan \$11,800
 - a. Prepare Master Utility Easement Plan and Technical Memorandum.
 - i. Internal team conference call to coordinate utility piping configurations.
 - ii. Draft easement sections with proposed utility piping.
 - iii. Internal team review.
 - iv. Easement / piping revisions
 - v. Pender County review
 - vi. Pender County / piping revisions
 - vii. Final plan preparation
 - viii. Final technical memo
 - b. Recordable Plat
 - i. Prepare recordable plat based on the Master Utility Plan including metes and bounds of easement areas.
 - ii. Submit Preliminary Master Utility Plat for Pender County review
 - iii. Upon approval, record the Master Utility Easement Plan
4. Revise WTP access road and utilities to terminate at relocated WTP entry gate. \$ 4,800
5. As-built survey for WTP roadway (excludes stormwater infiltration basins and water) \$ 3,200
6. Modify Stormwater Master Plan and Permit based on WTP on-site stormwater treatment devices in lieu of reclamation basins. \$13,800
 - a. WTP design coordination with CDM, permitting, and certification
 - b. Geotechnical consultant for stormwater
7. WTP design and permitting \$ 8,200
 - a. WTP expansion area revisions and permitting
 - i. Geotechnical Consultant for stormwater



MCKIM & CREED

8. Submit plans and permit documents to obtain Driveway Permit for the WTP / southern access road.	\$ 4,000
a. CDM coordination	
b. NCDOT review comments	
c. Additional information requests	
d. Final Plan and Permit submittal	
9. Construction Administration for WTP ancillary features	\$ 7,500
a. Provide signed and sealed drawings, specifications, and details depicting the access road, stormwater features, and Progress Energy light pole locations.	
b. Provide clarifications via addenda to CDM for distribution to bidders during the bid phase.	
c. Respond to RFIs and review shop drawings during construction to be transmitted by CDM.	
d. Substantial and final completion observation for roadway and gravity sewer.	
10. Survey of WTP ancillary roads A and B for clearing purposes.	\$ 2,500
a. Place 48" wood stakes on centerline at 50' intervals	
	TOTAL
	\$61,805