



REQUEST FOR BOARD ACTION

ITEM NO. 11.

DATE OF MEETING: September 6, 2011

REQUESTED BY: Pender County Schools

SHORT TITLE: Resolution Authorizing a Contract with and Purchase Order to Cheatham and Associates, in the amount of \$9,800 for Engineering Design Services for the Athletic Building at Topsail High School

BACKGROUND: Pender County schools are requesting approval of a contract with and purchase order to Cheatham and Associates in the amount of \$9,800 for engineering design of the plumbing, electrical and mechanical portions of a new Athletic Building to be located near the football field. After closing out completed purchase orders for the Topsail High School project, \$307,574.30 remains and it is proposed to use these funds to construct the Athletic Building.

Cheatham & Associates provided all of the engineering work for both Topsail High and Topsail Middle Schools and have all the pertinent sight and engineering information to complete this project and this bid has been negotiated.

Pender County Schools plans to bid this project in a manner that will allow local contractors to participate; including separate bids for general construction, mechanical, electrical, HVAC and plumbing portions of the project.

The County and Schools have entered into the 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.

SPECIFIC ACTION REQUESTED: To consider a resolution to authorizing a contract with and purchase order to Cheatham & Associates, P.A. for design services for the Athletic Building at Topsail High School.

COUNTY MANAGER'S RECOMMENDATION

Respectfully recommend approval.

RB
Initial

RESOLUTION

NOW, THEREFORE BE IT RESOLVED that

a contract with and purchase order in the amount of \$9,800 to Cheatham & Associates, P.A., is hereby authorized for the design of electrical, mechanical and plumbing for the Athletic Building at Topsail High School. The County Manager/Chairman shall have the authority to execute any/all documents necessary to implement this resolution.

Account #: 63-406457

Topsail High School Project

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

George R. Brown, Chairman 09/06/11
Date

ATTEST 09/06/11
Date

FUNDING SERVICE FOR TOPSAIL ATHLETIC BUILDING

The total construction estimate for the new athletic building to be located near the football field is \$270,000.00. This building will consist of two restrooms (men & women) with thirteen facilities in each room, 2 team meeting rooms with 2 restrooms and a shower in each area, a concession area and a storage room.

This will be a metal building with masonry walls inside. It will meet all required design and safety requirements when the new building is completed. The existing restroom building may be used for storage. Fencing will be installed for safety and security purposes.

After closing out the completed purchase orders there is \$307,574.30 remaining funds in the project. We are proposing use these funds for the construction of the athletic building and use the remaining funds for the softball field.

David Smith

Pender County Schools



Board of Education
Katherine Herring, Chairman
Karen Rouse, Vice-Chairman
Karen Gonzales
Kenneth I. Lanier, Jr.
Tom Roper

Rachel Manning
Superintendent

August 17, 2011

Pender County Board of Commissioners

Attached is a bid proposal for the engineering project at Topsail high school Athletic Building located at the football field. This company provided all of the engineering work for both Topsail High and Topsail Middle School. They have all the pertinent sight and engineering information of the referenced projects. After careful consideration this bid was negotiated with Cheatham and Associates for the engineering of the electrical, mechanical and plumbing portions of this project.

We plan to bid this project in a manner that will allow local contractors to participate. There will be separate bids for the general construction, mechanical, electrical, HVAC and plumbing portions of the project. We will call this multi-prime bidding which is often used in larger scale projects.

We are respectfully recommending that Cheatham and Associates be awarded the bid for \$9,800.00.

David Smith

Pender County Schools

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Telephone (910) 259-2187 • Fax (910) 259-0133
www.pendercountyschools.net

Pender County Schools . . . the future in progress



Cheatham and Associates, P.A.
Consulting Engineers

August 12, 2011

Mr. David Smith
Pender County Schools
925 Penderlea Highway
Burgaw, NC 28425

RE: **New Team Building - Athletic Complex**
Topsail High School
Hampstead, NC

Dear David:

We appreciate the opportunity you have given us to prepare an engineering fee proposal for the above referenced project. We are pleased to offer a fee for plumbing, HVAC, and electrical system design services based on the following:

1. Approximately 4,000 SF new building located adjacent to the football field. CAD plans of the building will be provided by Jeffrey H. van der Wal, Architect to us.
2. Drawings will be suitable for public bidding. Specifications will be on the drawings.
3. Plumbing system design to 5'-0" outside the building with connection from that point to site utilities by the Civil Designer.
4. HVAC system design to accommodate understood space usage. All spaces are to be heated and air conditioned.
5. Electrical system design including interior lighting, the exterior lighting on the building, and power based on service from existing transformer at the field. Fire alarm and IT are not included in this proposal.
6. Fire protection sprinkler system design is not included in this proposal.
7. Bidding Phase services including responding to Contractor's questions, preparation of addenda, etc.
8. Construction Phase services including review of submittal data are not included in this proposal. These services may be provided as additional services at our customary hourly rate. By not providing construction phase services, Cheatham and Associates, PA cannot

Mr. David Smith
Pender County Schools
New Team Building - Topsail High School
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be held responsible for the Contractor's interpretation of the construction documents or the work installed.

9. The Standard of Care for all professional services performed or furnished by Cheatham and Associates, P.A. (Consultant) under this Proposal will be the skill and care used by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise in connection with Consultant's services.

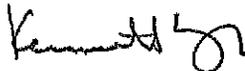
Our fee breakdown is as follows:

<u>Engineering Services</u>	<u>% of Fee Payment</u>	<u>Plumbing, HVAC & Electrical</u>
Construction Documents	95%	\$9,310.00
Bidding Phase	5%	\$ 490.00
Total	100%	<u>\$9,800.00</u>

Please indicate acceptance of the proposal and return a signed copy to us. Contact us with any questions or comments. Thank you for giving us this opportunity to work with you and Pender County Schools.

Sincerely,

Cheatham and Associates, P.A.



Kenneth Lynch, P.E., LEED AP

KL/dsb

Attachment

Accepted:

Pender County Schools

By: _____

Date: _____



Cheatham and Associates, P.A.
Consulting Engineers

HOURLY RATES

January 2011

LABOR

PRINCIPAL	\$ 131.00
REGISTERED ENGINEER	\$ 116.00
INTERN ENGINEER	\$ 89.00
SENIOR ENGINEERING TECHNICIAN	\$ 89.00
TECHNICIAN	\$ 74.00
ADMINISTRATIVE ASSISTANT	\$ 52.50

EXPENSES

REIMBURSABLE EXPENSES	Cost plus 10% Mark-up
MILEAGE	\$0.51 per mile