

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: September 17, 2008

SUBJECT: Engineer Selection
FY09 Stormwater Master Plan
Henderson County Engineering

ATTACHMENTS: No

SUMMARY OF REQUEST:

As directed by the Board in FY08 Strategic Plan and during the August 2008 Board meeting, Engineering staff solicited engineering firms to perform the FY09 Stormwater Master Plan. The Master Plan will inventory existing conditions within critical areas within the County, model stormwater, develop and prioritize improvements and develop a proposed Stormwater Ordinance for the Land Development Code. The Stormwater Ordinance will create a delegated Stormwater Program from the State similar to the County's delegate Erosion Control program begun in October 2008. In turn, a County Stormwater Program would not be an additional expense to our community; it would simply move the Stormwater fees from the State to the County. The approved Clean Water Management Trust Fund Mini-Grant will fund this Master Plan.

In accordance with NC General Statute 143-64.31 (Procurement of Architectural, Engineering, and Surveying Services), staff sent a Request for Qualifications (RFQ) to all the local consultants in Henderson County and others that have expressed interest in working with the County. Staff also posted the RFQ on the County's website. The responses were received by August 18, 2008 and the following firms submitted Statements of Qualifications: Brown & Caldwell, Cavanaugh & Associates, HDR Engineering Inc., LandDesign, Laughter, Austin & Associates PA, and McGill and Associates PA.

A detailed review of the firms was conducted by staff based on the criteria established within the RFQ. The selection criteria are as follows: Project Team, Project Experience, Planning Performance, Relationship with Funding and Regulatory Agency and Customer Service. McGill and Associates was selected by staff as the most qualified.

Upon approval of McGill and Associates as the most qualified firm, staff will negotiate an Engineering Agreement and present it to the Board at a future meeting. In the event a reasonable agreement cannot be negotiated, staff will present the next most qualified firm to the Board and then continue the process.

BOARD ACTION REQUESTED:

Authorize the selection of McGill & Associates as the most qualified responding engineering firm to conduct the FY09 Stormwater Master Plan.

Suggested Motion:

I move that the Board authorize the selection of McGill & Associates as the most qualified responding engineering firm to conduct the FY09 Stormwater Master Plan and direct staff to negotiate an agreement for the Board's approval.