

**REQUEST FOR BOARD ACTION**  
**HENDERSON COUNTY**  
**BOARD OF COMMISSIONERS**  
**CANE CREEK WATER AND SEWER DISTRICT**

**MEETING DATE:**                   **October 15, 2008**

**SUBJECT:**                           **Engineer Selection**  
  **FY09 Drainage Basin Study**  
  **Cane Creek Water and Sewer District**  
  **Henderson County Utilities**

**ATTACHMENTS:**                   No

**SUMMARY OF REQUEST:**

As directed by the FY08 Capital Improvement Plan (CIP) for the Cane Creek Water and Sewer District, Engineering staff solicited engineering consultants to perform the FY09 Drainage Basin Study. With the approval last year of the new Land Development Code and the subsequent land use designation throughout the County, it is now possible to conduct a more accurate Drainage Basin Study for the District. This Study will identify the basins within the District and the likely areas of expansion for the District. Then the study will develop a plan to service these basins with correctly sized gravity and forcemains. General locations of necessary pump stations will also be located and sized. With this information, the District's CIP will be updated to reflect a prioritized implementation of the 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 consultants that have expressed interest in working with the County. Staff also posted the RFQ on the County's website. The RFQ's were received by August 18, 2008 and the following firms submitted Statements of Qualifications: HDR Engineering, Inc., LandDesign, William G. Lapsley & Associates, and Paramounte Engineering, Inc.

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. William G. Lapsley & Associates was selected by staff as the most qualified.

Upon approval of William G. Lapsley & 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.

During their September 11, 2008 meeting of the Cane Creek Water and Sewer District Advisory Board, the Advisory Board voted to recommend the selection of William G. Lapsley & Associates to the Board of Commissioners.

Engineer Selection: FY09 Drainage Basin Study  
October 15, 2008  
Page 2

**BOARD ACTION REQUESTED:** Authorize the selection of William G. Lapsley & Associates as the most qualified engineering firm to conduct the FY09 Drainage Basin Study.

**Suggested Motion:**

I move that the Board authorize the selection of William G. Lapsley & Associates as the most qualified engineering firm to conduct the FY09 Drainage Basin Study and direct staff to negotiate an agreement for the Board's approval.