

REQUEST FOR BOARD ACTION

HENDERSON COUNTY

CANE CREEK WATER AND SEWER DISTRICT BOARD OF DIRECTORS

MEETING DATE: August 6, 2012

SUBJECT: Engineer Selection
Mill Pond Creek Extension

PRESENTER: Marcus A. Jones, P.E.

ATTACHMENTS: No

SUMMARY OF REQUEST:

As directed by the Board with the approval of the FY2013 budget, Engineering staff solicited engineering firms to perform the subject project for the District. This project is the last feasible project from the 2008 Basin Plan. The pre-construction funding is included in the District's FY2013 budget. With the completion of the design, permitting and right of way, the intent is to apply for a Clean Water Management Trust Fund Grant to fund construction.

In accordance with NC General Statute 143-64.31 (Procurement of Architectural, Engineering, and Surveying Services), staff developed a Request for Qualifications (RFQ) and on June 19, 2012, posted it on the County's website. The responses were received by July 20, 2012 and the following firms submitted Statements of Qualifications: Michael Baker Engineering, Inc., Davis & Floyd, Inc., McGill Associates, P.A., Rogers & Callcott Engineers, Inc., and William G Lapsley & Associates, P.A. The Statements are available for review in the Engineering Department at the Historic Courthouse.

A detailed review of the firms was conducted based on the criteria established within the RFQ. The selection criteria are as follows: Project Team, Project Experience, Design Performance, Relationships with Funding and Regulatory Agencies, and Customer Service. Based on their Statements and further investigations, staff recommends William G. Lapsley & Associates, P.A. (WGLA) or McGill and Associates, P.A. (McGill) as the most qualified firms.

Upon approval of WGLA, McGill or one of the others as the most qualified firm by the Board of Directors, Engineering staff will negotiate a scope of work and fee for the project and bring the resulting agreement back to the Board for approval.

BOARD ACTION REQUESTED: Authorize the selection of **[insert name of consultant]** as the most qualified responding firm to perform the engineering for the District's Mill Pond Creek Extension project.

Suggested Motion:

I move that the Board authorize the selection of **[insert name of consultant]** as the most qualified responding firm to perform the engineering for the District's Mill Pond Creek Extension project.