

REQUEST FOR BOARD ACTION

HENDERSON COUNTY

CANE CREEK WATER AND SEWER DISTRICT BOARD OF DIRECTORS

MEETING DATE: May 17, 2017

SUBJECT: Engineer Selection
Norafin Sewer Extension

PRESENTER: Marcus A. Jones, P.E.

ATTACHMENTS: No

SUMMARY OF REQUEST:

As directed by the Board with the approval of the Norafin Sewer Extension project, Engineering staff solicited engineering firms to perform the subject project for the District. This project will be funded by the approved Rural Economic Development grant for \$207,575 with the remaining balance from the District's fund balance. The total project is estimated to be \$230,000.

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 April 19, 2017 and posted it on the County's website. The responses were received by May 3, 2017 and the following firms submitted Statements of Qualifications: Mattern & Craig and WGLA Engineering, PLLC. 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 WGLA Engineering, PLLC as the most qualified firm.

Upon approval of WGLA 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.

In order to include this item under the Commissioner's consent agenda, motions are added to convene as the Board of Directors of the Cane Creek Water and Sewer District and reconvene as the Henderson County Board of Commissioners.

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BOARD ACTION REQUESTED:

Authorize the selection of WGLA Engineering, PLLC as the most qualified responding firm to perform the engineering for the Norafin Sewer Extension project.

Suggested Motions:

First, I move the Board convenes as the Cane Creek Water and Sewer District.

Secondly, I move that the Board authorize the selection of WGLA Engineering, PLLC as the most qualified responding firm to perform the engineering for the Norafin Sewer Extension project.

Lastly, I move that the Board reconvene as the Henderson County Board of Commissioners.