

City of High Point

*Municipal Office Building
211 S. Hamilton Street
High Point, NC 27260*



Meeting Agenda

Thursday, November 1, 2018

4:00 PM

3rd Floor Conference Room

Finance Committee

FINANCE COMMITTEE - Council Member Britt W. Moore, Chair

- [2018-420](#) Contract - Purchase of Decorative Street Lights and Poles for the Stadium Project
Council is requested to award a contract to WESCO in the amount of \$586,269.54 for the purchase of 96 decorative lights for the stadium complex area.
Attachments: [Contract - WESCO - Stadium Decorative Street Lighting](#)
- [2018-421](#) Contract - Renewal with National Meter for 5/8" Water Meters
The Customer Service Department recommends that City Council renew this contract to National Meter (formerly Carolina Meter) in the amount of \$1,295,100.00 for the purchase of 8000 of the 5/8" water meters and authorize the appropriate City Official to execute all necessary documents.
Attachments: [Residential Water Meter 2018-2019](#)
- [2018-422](#) Sole Source Contract - Purchase of Turbidimeters at Ward Water Plant
Council is requested to award a sole source contract to Swan Analytical in the amount of \$42,165.00 for the purchase of ten (10) turbidimeters, verification kit, and the parts required for the installation at the Ward Water Plant to monitor the humidity in the filters.
Attachments: [Contract - Sole Source- Turbidimeters- Ward Plant](#)
- [2018-423](#) Contract - Adkins Road Sewer Improvements
Council is requested to award a contract to KRG Utility Inc. in the amount of \$756,230.00 for the Adkins Road Sewer Improvements as part of the sanitary sewer availability in the City's northwestern jurisdiction.
Attachments: [Contract - Adkins Road Sewer Improvements](#)
- [2018-424](#) Resolution - 2017 Local Water Supply Plan
Council is requested to adopt a Resolution for the 2017 Local Water Supply Plan (LWSP). This is an assessment of the water system's current and future water needs and is required for the City to be compliant with the requirements of the NC General Statute G.S. 143-355(1).
Attachments: [Resolution - CHP Water Supply Plan 2017](#)
- [2018-425](#) Contract - Catalyst Traffic Study
Council is requested to award a contract to Aecom, Inc. in the amount of \$108,796.00 to study the traffic related impacts of the new stadium and associated development around the project.
Attachments: [Contract - Traffic Study for Catalyst Project](#)
- [2018-426](#) Budget Ordinance Amendment - Catalyst Project
Council is requested to adopt a Budget Amendment to properly account for the flow of funds for the reimbursement of the Catalyst Project loan approved by City Council on April 3, 2017.

Attachments: [Budget Ordinance Amendment - Catalyst Project Reimbursement Amendment](#)

[2018-450](#)

State of North Carolina - MOU

The City Council is requested to approve a four party Memorandum of Understanding (MOU) to acquire software that will eventually be used by cities, counties and the State of North Carolina, and authorize the appropriate City Official to execute all necessary documentation.

Sponsors: Committee of the Whole

Attachments: [State treasurer - MOU - Software Product](#)

[2018-427](#)

Resolution - Condemnation - 4461 Kendale Road

Council is requested to adopt a Resolution authorizing the City Attorney to proceed with the condemnation of property located at 4461 Kendale Road. This acquisition of this property is needed for the purpose of constructing the Westmoreland Sewer Outfall Project.

Attachments: [4461 Kendale Rd Agenda Memo](#)

[Resolution 4461 Kendall Rd](#)

[Kirkland 4461 Kendale map](#)

[2018-428](#)

Resolution - Condemnation - 4604 Johnson Street, Colfax NC

Council is requested to adopt a Resolution authorizing the City Attorney to proceed with the condemnation of property located at 4604 Johnson Street, Colfax, NC. This acquisition of this property is needed for the purpose of constructing the Westmoreland Sewer Outfall Project.

Attachments: [Owens - 4604 Johnson Street Agenda Memo](#)

[Resolution 4604 Johnson - Owens](#)

[owens 4604 Johnson map](#)

[2018-429](#)

Resolution - Condemnation - 4510 Johnson Street, Colfax NC

Council is requested to adopt a Resolution authorizing the City Attorney to proceed with the condemnation of property located at 4510 Johnson Street, Colfax, NC. This acquisition of this property is needed for the purpose of constructing the Westmoreland Sewer Outfall Project.

Attachments: [4510 Johnson Street](#)

[Resolution 4510 Johnson Street](#)

[Kirkland 4510 R2 Johnson map - Copy](#)

PENDING ITEMS

[2018-169](#)

Amendment to License Agreement - Cingular Wireless PSC, LLC (AT&T)
City Council is requested to approve an Amendment to the License Agreement with Cingular Wireless PCS, LLC (AT&T) which allows the location of communication equipment at the City's Ward Water Plant; and authorize the City Manager to execute the agreement.

Sponsors: Committee of the Whole

Attachments: [7. Amendment to Lease Agreement - Crown Castle](#)

Terry Houk gave the presentation on this item.

Mr. Houk stated Cingular Wireless PCS, LLC (AT&T) has requested an amendment to the current license agreement with the City that allows them to use space at the Ward Water plant for the installation of communication equipment. The amendment would result in extending the term of the License by 15 years, resulting in a termination date of October 19, 2042 and provide Cingular first right refusal. Public Service is recommending the City Council approve the Amendment to License Agreement with Cingular Wireless PSC, LLC and authorize the City Manager to execute the agreement. Revenue from this project and two other towers that are under the City's control is about \$227,000.

Council Member Moore asked if it is a 15 year fixed, or five year renewal what does the contract require. Jo Anne Carlyle, City Attorney stated it was 15 years fixed. Jason Ewing stated wireless infrastructure was a hot topic in Washington in how municipalities can manage those on a Municipal level and not get taken advantage of. When does this have to be executed? Mr. Houck stated as soon as possible. Council Member Moore asked if the other towers are uniform in contract. Mr. Houk stated he believed so, we try to be legal and fair. The tower belongs to them but it is on our site. Any modification to the water tanks needs approval by Council. Council Member Ewing asked why do they want an extension on the current lease when they there is still 9 years on the current. Ms. Carlyle stated there was necessary clean up on the contract in general. The company has changed hands and changed names so there have been a few amendments. Council Member Jones asked if this locks the City in regards to the amount of revenue received. Ms. Carlyle stated yes, it is standard compared to other companies.

A discussion ensued regarding the extension of the contract and revenues received.

Council Member Ewing motion to remand this item to Finance Committee in pending. Council Member Moore seconded the motion. Motion carried with a 9-0 vote.

ADJOURNMENT

CITY OF HIGH POINT

AGENDA ITEM



Title: Condemnation – 4604 Johnson Street, Colfax, NC

From: JoAnne Carlyle, City Attorney

Meeting Date: Monday, November 5, 2018

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: Resolution & Map

PURPOSE:

Consideration for the adoption a Resolution Authorizing Condemnation to acquire a portion of property in connection with the Westmoreland Sewer Line Project.

BACKGROUND:

Representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance. Official notice was sent to the property owner by certified mail, return receipt requested on October 3, 2018 advising the property owner under Chapter 40A of the North Carolina General Statutes that the City intends to institute an action to acquire by condemnation a needed easement on the property for the purpose of the Westmoreland Sewer Outfall Project.

BUDGET IMPACT:

The City has estimated the amount of \$17,200.00 to be just compensation for the property.

RECOMMENDATION / ACTION REQUESTED:

The City Attorney recommends adoption of the Resolution authorizing the Finance Director to issue a draft in the amount of \$17,200.00 to the Clerk of Superior Court and authorizing the City Attorney to file the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire the needed easement.

CITY OF HIGH POINT

AGENDA ITEM



Title: MOU with the State of North Carolina, the North Carolina Association of County Commissioners, and the North Carolina League of Municipalities

From: Randy McCaslin, Deputy City Manager

Meeting Date: November 5, 2018

Public Hearing: N/A

**Advertising Date /
Advertised By:** N/A

Attachments: MOU

PURPOSE:

To outline the responsibilities of the City as it participates in a four-party effort to acquire software that will eventually be used by cities, counties and the State of North Carolina.

BACKGROUND:

The State of North Carolina would like to acquire software that will meet the requirements of the Local Government Budget and Fiscal Control Act (NCGS Chapter 159 Article 3). Once the software product is acquired, it will be implemented by volunteer pilot cities and counties and will become the training platform for the Department of the State Treasurer's staff to use in working with local governments.

BUDGET IMPACT:

N/A. All cost will be paid by the State of North Carolina.

RECOMMENDATION / ACTION REQUESTED:

The City Council is requested to approve the attached four-party MOU which outlines the City's responsibilities in this effort and authorize the appropriate City Official to execute all necessary documentation.

MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (MOU) is entered into as of the ____ day of July, 2018 among the STATE AND LOCAL GOVERNMENT FINANCE DIVISION (the "SLGFD"), a division of the North Carolina Department of State Treasurer (the "DST"), the NORTH CAROLINA LEAGUE OF MUNICIPALITIES, a non-profit organization (the "League"), the NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS, a non-profit organization (the "Association") and the CITY OF HIGH POINT, a municipal corporation (the "City"). The SLGFD, the League, the Association and the City are each a separate "Party" and shall collectively be referred to as the "Parties."

Background

The purpose of this MOU is to form a Steering Committee composed of the four Parties, and to identify the Steering Committee's tasks needed to acquire a software product for North Carolina local government units that will efficiently meet the requirements of the *Local Government Budget and Fiscal Control Act* (NCGS Chapter 159 Article 3) in an effective and transparent manner, in accordance with Senate Bill 257, page J8 of the conference report (Session Law 2017-57). Once the software product is acquired, it will be implemented by volunteer pilot cities and counties, and will become the training platform for SLGFD staff to use in working with Unit Assistance List (UAL) governments.

Goals

The Steering Committee shall:

- Form a Stakeholder Group of 8-10 members (including representatives from the Steering Committee, various NC local governments, the UNC School of Government and the General Assembly) that will advise on and assist in establishing the software product needs and product selection.
- Form other groups, and hire consultants and other professionals as needed.
- Identify and contract with an experienced governmental financial software consultant (the "Consultant") to help identify a system meeting North Carolina local government needs.
- Develop and issue a Request for Proposal (RFP) to acquire a system meeting defined requirements.
- Report to and confer with the General Assembly, stakeholders and any other agencies.

The Stakeholder Group shall, with the oversight of the Steering Committee:

- Identify the specific software system requirements, and assist in evaluating proposals, and selecting the system.
- Select program pilot sites from volunteer local government units.
- Develop a uniform chart of accounts.
- Develop a readiness checklist to assist local governments in assessing and achieving readiness to implement and manage the selected software product.

Roles and Responsibilities

A. The Parties agree to:

1. Appoint the City as the Contract Administrator on behalf of the Steering Committee.
2. Appoint primary liaisons from their respective staffs to be the Parties' representatives on the Steering Committee.
3. Work in an efficient and cooperative manner to achieve the Goals stated above.
4. Maintain all records in connection with the Steering Committee's work for at least six years beyond the expiration of this MOU, including any extensions or renewals. DST SLGFD staff will maintain the official copies of all documents as support for the expenditure of funds appropriated for the project.

B. The City, as the Contract Administrator:

1. Shall be the Party to contract with the Consultant, and to enter into the RFP upon documented approval of the contract and the RFP by the Steering Committee. All contracts will include a non-appropriation clause.
2. Has the authority to incur reasonable and necessary expenses in furtherance of the Goals of this MOU, with the prior approval of both other Parties. Any incurred expenses will be paid solely by the funds made available for this project.
3. Has a veto power over any expenditure of funds.

C. Cost Reimbursement and Invoicing:

1. The Contract Administrator shall be responsible for payment of all expenses incurred by the Steering Committee in furtherance of the stated Goals, upon approval of those expenses by the Steering Committee.
2. The Contract Administrator shall submit to the Steering Committee administrative staff detailed invoices for all expenses within five business days of receipt. The administrative staff will ensure that all Steering Committee members get a copy of any invoices and related supporting materials.
3. Unanimous approval of an invoice by the Steering Committee is required before payment to the Contract Administrator of the funds needed to pay the invoice.
4. Payment by SLGFD to the Contract Administrator for approved invoices shall be made in accordance with the procedures required by the DST after the Steering Committee's approval of the invoice.
5. It is understood and agreed that any payments or reimbursements specified in this MOU, its continuation or any renewal or extension thereof, are dependent upon and subject to the allocation or appropriation of funds to DST for the purposes set forth in this MOU.
6. SLGFD shall provide monthly expense reports to the Steering Committee.

Term

The term of this MOU shall begin on the effective date set forth above, expiring on June 30, 2019. The Parties may extend this MOU, conditioned upon an approval of funds carryforward by the Office of State Budget and Management. Any extension must be in writing signed by all the Parties.

Amendments

This MOU may be amended by the mutual consent of the parties. Any amendment shall be in writing and signed by the Parties.

THIS MEMORANDUM OF UNDERSTANDING has been executed by the Parties in triplicate originals, one of which shall be retained by each Party.

STATE AND LOCAL GOVERNMENT FINANCE DIVISION

By: [Typed name]

Signature: _____

Title: _____

Date: _____

NORTH CAROLINA LEAGUE OF MUNICIPALITIES

By: [Typed name]

Signature: _____

Title: _____

Date: _____

NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

By: [Typed name]

Signature: _____

Title: _____

Date: _____

CITY OF HIGH POINT

By: [Typed name]

Signature: _____

Title: _____

Date: _____

DRAFT

Owens Property

Westmoreland Sewer Outfall



30 ft wide permanent easement

additional 5ft temporary
construction easement
(each side)

Proposed 8" sanitary sewer
approximate location

0171317

JOHNSON ST
CEDAR SPRING DR



CITY OF HIGH POINT

AGENDA ITEM



Title: Agenda Item – Sole Source for Turbidimeters at Ward Water Plant

From: Terry Houk – Public Services Director
Derrick Boone – Asst. Director Public Services
Wendell Pickett- Water Plant Superintendent

Meeting Date: November 5, 2018

Public Hearing: No

Advertising Date:
Advertised By: N/A

Attachments: Attachment A - Sole Source Letter
Attachment B- Quote from Swan Analytical

PURPOSE:

To purchase ten (10) turbidimeters, verification kit, and the parts required for the installation at the Ward Water Plant from Swan Analytical Instruments. Swan Analytical Instruments will perform the installation.

BACKGROUND:

The Ward Water Plant is required to have on-line turbidimeters on each filter. The meters that are currently in use are old and the Water/Sewer Maintenance Division cannot get parts to repair them. The Swan Analytical meters have the latest technology available (LED) and a 4-year warranty. The Ward Water Plant performed a 30-day pilot test with the Swan Analytical meters and found them to be a much better alternative to the traditional turbidimeter. The Swan Analytical meters require less maintenance (cleaning of optical windows and replacement of the light source) than the traditional meter. Swan Analytical USA is the sole source in North Carolina and South Carolina.

BUDGET IMPACT:

Funds for this project are available in the 2018-2019 Annual Budget.

RECOMMENDATION / ACTION REQUESTED:

Public Services is recommending that Council approve the sole source purchase from Swan Analytical Instruments in the amount of \$42,165.00 and authorize the appropriate City Official to execute all necessary documents.

Financial Services

Purchasing Division



Requisition #

**CITY OF HIGH POINT
SOLE SOURCE JUSTIFICATION
FORM** (For Items Costing \$5000.00 or More)
Statutory Reference N.C.G.S. 143-129(e)6

Vendor:

Item(s):

Justification:

The water plant is required by law to have on-line Turbidimeters on each filter. The meters in use are old and maintenance can not get parts to repair them. These meters have the latest technology available and a 4 year warranty and installation is included.

Estimated expenditure for the above item(s):

CHECK ALL ENTRIES BELOW THAT APPLY TO THE PROPOSED PURCHASE.
ATTACH A MEMO CONTAINING JUSTIFICATION AND SUPPORT DOCUMENTATION.

1. ☒ Performance or price competition for a product are not available.
2. ☒ A needed product is available from only one source of supply.
3. ☐ Standardization or compatibility is the overriding consideration.
4. ☐ The parts/equipment are required from this source to permit standardization.
5. ☐ None of the above applies. A detailed explanation and justification for this sole source request is contained in attached memo and support documentation.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the material or service described in this sole source justification be authorized as a sole source for the material or service.

Department Head/Authorized Personnel

Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public Services, email=terry.houk@highpointnc.gov, c=US
Date: 2018.10.24 05:57:12 -0400

Department/Division

Date

Approval Process

Under \$5,000 (Purchasing Manager)

\$5,000-\$30,000 (Financial Services Director)

\$30,000 – Up (City Council)

Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou, email=enk.conti@highpointnc.gov, c=US
Date: 2018.10.24 08:17:14 -0400

Digitally signed by Jeffrey A. Moore
Date: 2018.10.25 11:01:38 -0400

Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2018.10.25 11:22:53 -0400



www.swan-analytical-usa.com · SWAN ANALYTICAL USA INC. · WHEELING, IL 60090 · PHONE 847 229 1290 · FAX 847 229 1320

October 4, 2018

To Whom it may concern,

Swan Analytical USA is the sole manufacturer of its products. All Swan Analytical USA products are manufactured by Swan Analytical USA.

Swan Analytical USA is the sole source in North Carolina and South Carolina. No other representatives in North Carolina or South Carolina can sell Swan products, OEM repair/replace parts, maintenance, repair/replace service, field service and technical support for Swan Analytical USA.

If you have questions regarding this issue, please contact the office at 847-229-1290 or David Shehee directly at 803-335-8491.

Sincerely,

A handwritten signature in black ink, appearing to read "Shaun Sharrett", with a long horizontal line extending to the right.

Shaun Sharrett
VP of Sales
Swan Analytical USA
225 Larkin Drive Unit 4
Wheeling, IL 60090



ANALYTICAL INSTRUMENTS

225 LARKIN DR, UNIT 4 · WHEELING, IL 60090 · www.swan-analytical-usa.com · PHONE 847 229 1290 · FAX 847 229 1320

City of High Point
121 North Pendleton Street
High Point, NC 28261

Quotation No. OF-US18-0292

IL 60090 Wheeling, 03/14/2018

Page1/2

Your Request: Turbiwell
Your Contact: Wendell Pickett
Customer No: 265788
Date: 03/14/2018
Prices VAT: Sales Tax not included
Quotation Validity: 07/02/2018

Our Contact: David Shehee
Payment Condition: net 30 days
Delivery Terms: ex works

This quote is valid only if buyer advises SWAN Analytical USA of final destination of the instruments.
This quote does not include tax or freight costs. Analyzers are not supplied with printed O&M manual, chemicals or resins or options. These are sold separately. Manuals are available electronically at no charge upon request.

Pos. Part-No.	Items	Del Week	Quant.	Price	TOTAL USD
10 A-25.411.700.1	Monitor AMI Turbiwell W/LED Analyzer for the measurement of turbidity. Complete on mounting panel. Power supply: 100-240 VAC,50/60 Hz or 24 VDC Chamber drain: manual		10	3'160.00	31'600.00
20 A-85.151.065	Verification Kit Turbiwell W/LED Low High precision secondary standard (NTU) for AMI Turbiwell W/LED ****Optional – but recommended for verification****		1	1'065.00	1'065.00
30 V-9720003	Product Startup Contract Includes the travel costs and labor for 2 technicians to tear down the previous 10 turbidimeters, and install 10 AMI Turbivells. This includes 4 that will go on a large unistrut panel along with their chlorine analyzer; and the other 6 going onto their own unistrut panels. Also includes the plumbing for these instruments. There will be an enclosure for the large panel that our instruments will hook up power and 4-20's to, but Swan will not work with any live power. Technicians will startup, commission, and then train plant personnel on the use of the analyzers.		1	7'500.00	7'500.00
40 U-99999999	Manual Product Parts for install that will include all unistrut, brackets, post base, concrete anchors, unistrut associated hardware, tubing, conduit, fittings, and fiberglass NEMA 4 enclosure for large panel assembly electrical.		1	2'000.00	2'000.00

TOTAL USD**\$42'165.00**



ANALYTICAL INSTRUMENTS

225 LARKIN DR, UNIT 4 · WHEELING, IL 60090 · www.swan-analytical-usa.com · PHONE 847 229 1290 · FAX 847 229 1320

Quotation No. OF-US18-0292

IL 60090 Wheeling, 03/14/2018

Page2/2

Please reference Quotation No. when ordering
Lead time 2-3 weeks from receipt of order
Quote valid for 90 days
Freight FOB Wheeling, IL
Thank you.

Best regards,

Your Regional Sales Manager – David Shehee
Phone: (803) 335-8491
E-Mail: david.shehee@swan-analytical-usa.com

CITY OF HIGH POINT

AGENDA ITEM



Title: Condemnation – 4461 Kendale Road, High Point, NC

From: JoAnne Carlyle, City Attorney

Meeting Date: Monday, November 5, 2018

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: Resolution & Map

PURPOSE:

Consideration for the adoption a Resolution Authorizing Condemnation to acquire a portion of property in connection with the Westmoreland Sewer Line Project.

BACKGROUND:

Representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance. Official notice was sent to the property owner by certified mail, return receipt requested on October 3, 2018 advising the property owner under Chapter 40A of the North Carolina General Statutes that the City intends to institute an action to acquire by condemnation a needed easement on the property for the purpose of the Westmoreland Sewer Outfall Project.

BUDGET IMPACT:

The City has estimated the amount of \$1,757.00 to be just compensation for the property.

RECOMMENDATION / ACTION REQUESTED:

The City Attorney recommends adoption of the Resolution authorizing the Finance Director to issue a draft in the amount of \$1,757.00 to the Clerk of Superior Court and authorizing the City Attorney to file the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire the needed easement.

CITY OF HIGH POINT

AGENDA ITEM



Title: Local Water Supply Plan

From: Terry Houk – Public Services Director
Derrick Boone – Asst. Director Public Services
Wendell Pickett – Ward Plant Superintendent

Meeting Date: November 5, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Attachment A – Letter- LWSP Meets Minimum Criteria
Attachment B – Resolution
Attachment C- City of High Point 2017 Local Water Supply Plan

PURPOSE:

A Local Water Supply Plan (LWSP) is an assessment of a water system's current and future water needs and its ability to meet those needs. By understanding the current and future needs, local governments will be better able to manage water supplies and better prepared to plan for water supply system improvements.

BACKGROUND:

North Carolina General Statute G.S. 143-355(l) requires all units of local government that provide public water service to prepare an LWSP. The Public Services Department has submitted High Point's 2017 LWSP and it has been reviewed by the North Carolina Department of Environmental Quality, Division of Water Resources. The 2017 LWSP must be adopted by the High Point City Council to be compliant with the requirements of North Carolina General Statute G.S. 143-355(l).

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department is recommending that Council adopt a Resolution approving 2017 Local Water Supply Plan.

RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (l) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the City of High Point, has been developed and submitted to the City Council for approval; and

WHEREAS, the City Council finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (l) and that it will provide appropriate guidance for the future management of water supplies for the City of High Point, as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of High Point, that the Local Water Supply Plan entitled, LWSP-PWSID: 02-41-020 dated Calendar Year 2017 is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the City Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

This the 5th day of November, 2018.

Name: _____

Title: _____

Signature: _____

Attest:

Lisa B. Vierling, City Clerk

High Point

2017 ✓

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name: High Point PWSID: 02-41-020
 Mailing Address: P.O. Box 230 High Point, NC 27261 Ownership: Municipality
 Contact Person: Wendell Pickett Title: WTP Superintendent
 Phone: 336-883-3417 Fax: 336-883-3109

Complete

Distribution System

Line Type	Size Range (Inches)	Estimated % of lines
Cast Iron	6-36	45.00 %
Ductile Iron	6-36	54.00 %
Galvanized Iron	1/2-2	0.27 %
Other	30-48	0.73 %

What are the estimated total miles of distribution system lines? 618 Miles

How many feet of distribution lines were replaced during 2017? 4,600 Feet

How many feet of new water mains were added during 2017? 3,872 Feet

How many meters were replaced in 2017? 2,503

How old are the oldest meters in this system? 20 Year(s)

How many meters for outdoor water use, such as irrigation, are not billed for sewer services? 1,835

What is this system's finished water storage capacity? 19.0000 Million Gallons

Has water pressure been inadequate in any part of the system since last update? No

Programs

Does this system have a program to work or flush hydrants? Yes, Weekly

Does this system have a valve exercise program? No

Does this system have a cross-connection program? Yes

Does this system have a program to replace meters? Yes

Does this system have a plumbing retrofit program? No

Does this system have an active water conservation public education program? Yes

Does this system have a leak detection program? No

Water Conservation

What type of rate structure is used? Decreasing Block, Uniform, Other

How much reclaimed water does this system use? 0.0000 MGD For how many connections? 0

Does this system have an interconnection with another system capable of providing water in an emergency? Yes

2. Water Use Information

Service Area

Sub-Basin(s)	% of Service Population	County(s)	% of Service Population
Deep River (02-2)	80 %	Guilford	100 %
Yadkin River (18-1)	20 %	Davidson	0 %
		Randolph	0 %

What was the year-round population served in 2017? 112,201

What was the seasonal population and months served in 2017? (if applicable) 162,201 (Apr Oct)

Has this system acquired another system since last report? No

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	38,337	5.4600	171	0.1920
Commercial	3,732	2.6400	0	0.0000
Industrial	325	1.0500	0	0.0000
Institutional	0	0.0000	0	0.0000

How much water was used for system processes (backwash, line cleaning, flushing, etc.)? 2.2000 MGD

We have 5 institutional metered accounts, but our software will not break it out. But, it is accounted for.
The 171 non-metered residential connections are fire department connections.

Water Sales

Purchaser	PWSID	Average Daily Sold (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
City of Archdale	02-76-030	0.0060	25	0.5000		Yes	Yes	12	Emergency
City of Greensboro	02-41-010	1.2850	1	0.0000		Yes	Yes	12-16	Emergency
City of Jamestown	02-41-030	0.4074	365	1.0000		Yes	Yes	6-10	Regular
City of Thomasville	02-29-020	0.0000	0	3.0000		Yes	No	12	Emergency
Davidson Water, Inc.	02-29-025	0.0000	0	0.0000			Yes	6	Emergency

The High Point contract amount with Jamestown is 1.0 mgd. Jamestown also has a 0.5 mgd contract with PTRWA, most of which passes through the High Point distribution system.

Because the master meters have not been reading properly, the Jamestown supplied usage figure will be used for 2017.

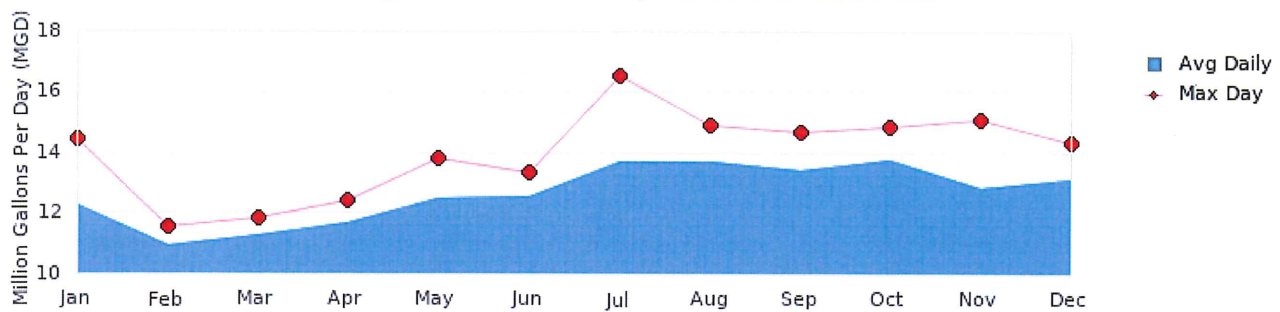
The Greensboro interconnection was tested in 2017, and the amount of water that can be supplied to Greensboro is 1.3 mgd.

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	12.2500	14.4400	May	12.4800	13.7900	Sep	13.4200	14.6800
Feb	10.8800	11.5300	Jun	12.5500	13.3500	Oct	13.7500	14.8600
Mar	11.2600	11.8200	Jul	13.6700	16.5500	Nov	12.8400	15.1200
Apr	11.6600	12.4100	Aug	13.7100	14.9200	Dec	13.1400	14.3300

High Point's 2017 Monthly Withdrawals & Purchases



Surface Water Sources

Stream	Reservoir	Average Daily Withdrawal		Maximum Day Withdrawal (MGD)	Available Raw Water Supply		Usable On-Stream Raw Water Supply Storage (MG)
		MGD	Days Used		MGD	* Qualifier	
Deep River (City Lake)	City Lake	10.1000	365	14.1200	8.6000	SY50	1,120.0000
Deep River (Oak Hollow)	Oak Hollow	0.0000	0	0.0000	12.8400	SY50	3,270.0000

* Qualifier: C=Contract Amount, SY20=20-year Safe Yield, SY50=50-year Safe Yield, F=20% of 7Q10 or other instream flow requirement, CUA=Capacity Use Area Permit

Surface Water Sources (continued)

Stream	Reservoir	Drainage Area (sq mi)	Metered?	Sub-Basin	County	Year Offline	Use Type
Deep River (City Lake)	City Lake	61	Yes	Deep River (02-2)	Guilford		Regular
Deep River (Oak Hollow)	Oak Hollow	32	Yes	Deep River (02-2)	Guilford		Regular

What is this system's off-stream raw water supply storage capacity? 0 Million gallons

Are surface water sources monitored? Yes, Daily

Are you required to maintain minimum flows downstream of its intake or dam? No

Does this system anticipate transferring surface water between river basins? Yes

Water Purchases From Other Systems

Seller	PWSID	Average Daily Purchased (MGD)	Days Used	Contract		Required to comply with water use restrictions?	Pipe Size (s) (Inches)	Use Type
				MGD	Expiration	Recurring		
City of Greensboro	02-41-010	0.0000	0			Yes	Yes	Emergency
City of Thomasville	02-29-020	0.0000	0			Yes	No	Emergency
Davidson Water Inc.	02-29-025	0.0460	365			Yes	Yes	Regular
PTRWA	30-76-010	2.7340	365	2.7800	2057	Yes	Yes	Regular

The only way Greensboro can supply water to High Point is if water pressure is down.

Water Treatment Plants

Plant Name	Permitted Capacity (MGD)	Is Raw Water Metered?	Is Finished Water Output Metered?	Source
Frank L. Ward Water Filtration	24.0000	Yes	Yes	City Lake & Oak Hollow Lake

Did average daily water production exceed 80% of approved plant capacity for five consecutive days during 2017? No

If yes, was any water conservation implemented?

Did average daily water production exceed 90% of approved plant capacity for five consecutive days during 2017? No

If yes, was any water conservation implemented?

Are peak day demands expected to exceed the water treatment plant capacity in the next 10 years? No

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	17.3890	May	18.4790	Sep	14.8660
Feb	15.2790	Jun	17.7950	Oct	14.6170
Mar	15.0340	Jul	15.2000	Nov	13.9030
Apr	17.3050	Aug	14.9590	Dec	14.9850



How many sewer connections does this system have? 51,614

How many water service connections with septic systems does this system have? 341

Are there plans to build or expand wastewater treatment facilities in the next 10 years? Yes

Westside WWTP is under construction at present to expand from 6.2 MGD to 8.5 MGD and ultimately to 10 MGD .
High Point provides sewer service to many customers not on its water system.

Wastewater Permits

Permit Number	Permitted Capacity (MGD)	Design Capacity (MGD)	Average Annual Daily Discharge (MGD)	Maximum Day Discharge (MGD)	Receiving Stream	Receiving Basin
NC0024210	26.0000	26.0000	12.0800		Deep River	Deep River (02-2)
NC0024228	6.2000	6.2000	3.1600	4.1100	Rich Fork Creek	Yadkin River (18-1)
NC0081256	0.0000	0.0000	0.5700	1.5000	Richland Creek	Deep River (02-2)

Wastewater Interconnections

Water System	PWSID	Type	Average Daily Amount		Contract Maximum (MGD)
			MGD	Days Used	
City of Archdale	02-76-030	Receiving	0.9260	365	2.5000
City of Greensboro	02-41-010	Receiving	0.1120	365	0.0000
City of Jamestown	02-41-030	Receiving	1.4020	365	2.0000
Davidson Water Inc.	02-29-025	Receiving	0.0600	365	0.0000
Sedgefield	00-00-000	Receiving	0.1220	365	0.2250
Winston-Salem	00-00-000	Receiving	0.0090	365	0.0000

5. Planning

Projections

	2017	2020	2030	2040	2050	2060
Year-Round Population	112,201	116,445	122,267	128,380	134,799	141,538
Seasonal Population	162,201	166,445	172,267	178,380	184,799	234,799
Residential	5.6520	6.2880	6.6020	6.9330	7.2790	7.6430
Commercial	2.6400	2.4900	2.5670	2.6420	2.7210	2.8030
Industrial	1.0500	1.0600	1.1100	1.1700	1.2300	1.2900
Institutional	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
System Process	2.2000	2.0000	2.1000	2.2050	2.2710	2.3400
Unaccounted-for	0.9267	2.1690	2.2570	2.3490	2.4360	2.5250

Demand v/s Percent of Supply

2017 2020 2030 2040 2050 2060

Surface Water Supply	21.4400	21.4400	21.4400	21.4400	21.4400	21.4400
Ground Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Purchases	2.8260	2.8260	2.8260	2.8260	2.8260	2.8260
Future Supplies		0.0000	0.0000	0.0000	0.0000	0.0000
Total Available Supply (MGD)	24.2660	24.2660	24.2660	24.2660	24.2660	24.2660
Service Area Demand	12.4687	14.0070	14.6360	15.2990	15.9370	16.6010
Sales	0.4113	1.0000	1.0000	1.0000	1.0000	1.0000
Future Sales		0.0000	0.0000	0.0000	0.0000	0.0000
Total Demand (MGD)	12.8800	15.0070	15.6360	16.2990	16.9370	17.6010
Demand as Percent of Supply	53%	62%	64%	67%	70%	73%

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The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit their information in the notes field.

Your long-term water demand is 50 gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or reclaimed water)? If these practices are covered elsewhere in your plan, indicate where the practices are discussed here.

Are there other demand management practices you will implement to reduce your future supply needs?

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs?

How does the water system intend to implement the demand management and supply planning components above?

Additional Information

Has this system participated in regional water supply or water use planning? Yes, High Point is a 19% member of the Piedmont Triad Regional Water Authority.

What major water supply reports or studies were used for planning? LWSP from 1997, 2007, 2010 to the present. Army Corp of Engineers.

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues: We have had a water loss study done with Hazen & Sawyer and found that one of our finish water meters is off and is reading flow where there is none. We have a project to currently being designed to take care of the problem.

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

CITY OF HIGH POINT

AGENDA ITEM



Title: Budget Amendment for Catalyst Project

From: Eric Olmedo, Budget Director

Meeting Date: November 5, 2018

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: Budget ordinance

PURPOSE:

A Budget Amendment is needed to properly account for the flow of funds for the reimbursement of the Catalyst Project loan that was approved by City Council on April 3, 2017.

BACKGROUND:

On April 3, 2017, the City Council of the City of High Point approved a budget amendment for \$15 million for land purchases and site design of the multi-purpose stadium associated with the Downtown Catalyst project. Of the \$15 million, \$8 million was borrowed from the Landfill Reserve (\$5 million), the Electric Fund (\$2 million), and the Central Services Fund (\$1 million). Payback of this loan began in FY 2019, and will be paid back in installments of \$443,323 for a term of 20 years.

The FY 2019 Adopted Budget included \$443,323 to be paid from the General Fund to the Central Services Fund. However, the proper flow of funds should have budgeted the funds to transfer from the General Fund to the General Capital Funds, and then transfer from the General Capital Projects Fund to the Central Services Fund. A budget ordinance is needed to account for the funds in the General Capital Projects Fund. The ordinance will properly account for the flow of funds for FY 2019, and future budgets will be proposed with the proper flow of funds.

BUDGET IMPACT:

There is no budget impact. This was budgeted in FY 2019.

RECOMMENDATION / ACTION REQUESTED: The Budget Department recommends and asks the Council to approve the budget amendment.

"AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO PROPERLY ACCOUNT FOR THE REIMBURSEMENT OF FUNDS
FOR THE CATALYST PROJECT INTERNAL LOAN

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point needs to properly account for the flow of funds for repayment of the Catalyst Project internal loan.

Section 2. The 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the General Capital Projects Fund of the City of High Point, is hereby amended as follows:

Transfer from General Fund	\$ 443,323
----------------------------	------------

(B) That the General Capital Projects Fund expenditures be amended as follows:

Transfer to Central Services Fund	\$ 443,323
-----------------------------------	------------

Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted November 5, 2018

RESOLUTION FOR APPROVING LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interests of sound local planning, a Local Water Supply Plan for the City of High Point, has been developed and submitted to the City Council for approval; and

WHEREAS, the City Council finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for the City of High Point, as well as useful information to the Department of Environment and Natural Resources for the development of a state water supply plan as required by statute;

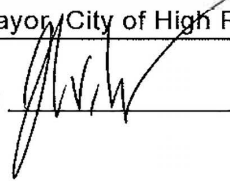
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of High Point, that the Local Water Supply Plan entitled, LWSP-PWSID: 02-41-020 dated Calendar Year 2017 is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the City Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

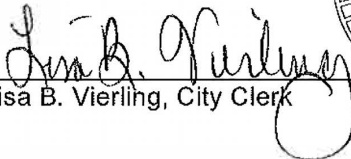
This the 5th day of November, 2018.

Name: Jay W. Wagner

Title: Mayor, City of High Point

Signature: 

Attest:


Lisa B. Vierling, City Clerk



CITY OF HIGH POINT

AGENDA ITEM



Title: Appointment – Piedmont Triad Airport Authority

From: Mayor Jay W. Wagner

Meeting Date: February 5, 2018

Public Hearing: N/A

**Advertising Date /
Advertised By:** N/A

Attachments:

PURPOSE:

Mayor Jay Wagner is requesting that City Council confirm the appointment of former Mayor William S. Bencini, Jr. to the Piedmont Triad Airport Authority. Appointment will be effective April 20, 2018 – April 20, 2021.

BACKGROUND:

The Piedmont Triad Airport Authority consists of seven members and an Executive Director. The composition of the Board is as follows: Greensboro has two representatives; Winston Salem has one member; High Point has one member; Forsyth County has one member and Guilford County has three members. The term length is three years.

The High Point's appointment is a mayoral appointment, confirmed by City Council. Don Webb has served as High Point's representative since April 2012.

BUDGET IMPACT:

N/A

RECOMMENDATION / ACTION REQUESTED:

Council is requested to confirm the appointment of former Mayor William S. Bencini, Jr. to the Piedmont Triad Airport Authority.

**RESOLUTION AUTHORIZING CONDEMNATION TO ACQUIRE A PORTION
OF CERTAIN PROPERTY IN CONNECTION WITH THE
WESTMORELAND SEWER LINE PROJECT**

WHEREAS, the City Council of the City of High Point hereby determines that it is necessary and in the public interest to acquire an easement across a portion of the real property at 4604 Johnson Street, Colfax, Guilford County, North Carolina.

WHEREAS, the proper officials or representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance; and

WHEREAS, it is deemed in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn said property and that the Director of Finance issue a draft to the Clerk of Superior Court as just compensation to the owner in the amount of \$17,200.00;

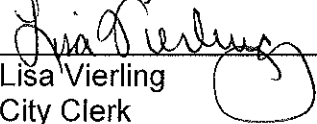
**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF HIGH POINT THAT:**

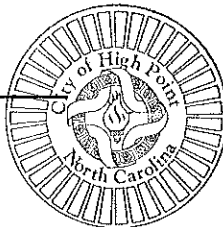
1. the City of High Point shall acquire an easement across a portion of the real property at issue;

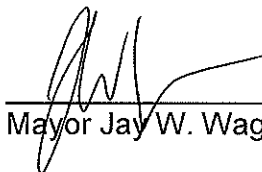
title to a portion of that certain property located 4604 Johnson Street, Colfax, Guilford County, described in Deed Book 3423, Page 1152 of the Guilford County Registry.
2. the City Attorney of the City of High Point is hereby directed to institute the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire an easement across the said portion of property;
3. the Director of Finance is hereby authorized to issue a draft in the amount of \$17,200.00 to the Clerk of Superior Court as just compensation to said owners.

Adopted by City Council,
this 5th day of November, 2018.

Attested by


Lisa Vierling
City Clerk




Mayor Jay W. Wagner

**RESOLUTION AUTHORIZING CONDEMNATION TO ACQUIRE A PORTION
OF CERTAIN PROPERTY IN CONNECTION WITH THE
WESTMORELAND SEWER LINE PROJECT**

WHEREAS, the City Council of the City of High Point hereby determines that it is necessary and in the public interest to acquire an easement across a portion of the real property at 4461 Kendale Road, High Point, Guilford County, North Carolina.

WHEREAS, the proper officials or representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance; and

WHEREAS, it is deemed in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn said property and that the Director of Finance issue a draft to the Clerk of Superior Court as just compensation to the owner in the amount of \$1,757.00;

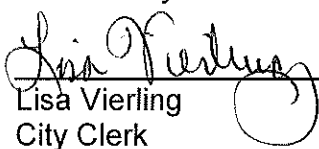
**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF HIGH POINT THAT:**

1. the City of High Point shall acquire an easement across a portion of the real property at issue;

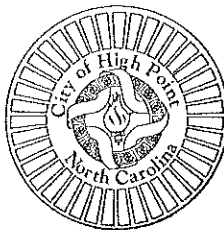
title to a portion of that certain property located 4461 Kendale Road, High Point, Guilford County, described in Deed Book 3965, Page 738 of the Guilford County Registry.
2. the City Attorney of the City of High Point is hereby directed to institute the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire an easement across the said portion of property;
3. the Director of Finance is hereby authorized to issue a draft in the amount of \$1,757.00 to the Clerk of Superior Court as just compensation to said owners.

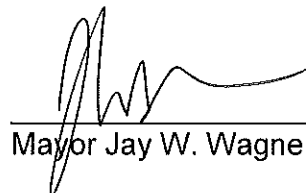
Adopted by City Council,
this 5th day of November, 2018

Attested by



Lisa Vierling
City Clerk





Mayor Jay W. Wagner

CITY OF HIGH POINT

AGENDA ITEM



Title: Catalyst Traffic Study

From: Matthew Carpenter, PE

Public Hearing: N/A

Attachments: Formal Bid Recommendation
Contract

Meeting Date: November 5, 2018

Advertising Date /

Advertised By:

PURPOSE:

Award a contract to aid the City in identifying potential transportation improvements necessary to mitigate traffic related impacts from the development of the Downtown Catalyst project.

BACKGROUND:

The City of High Point Transportation is requesting the award of a contract to Aecom, Inc. in the amount of \$108,796.00 to study the traffic related impacts of the new baseball stadium and associated development around the project. The study will look at intersections around the new stadium along English Road, Elm Street, Drive Martin Luther King Jr Drive, and Lindsay Street.

BUDGET IMPACT:

Funds are available in the 2018-2019 Annual Budget.

RECOMMENDATION / ACTION REQUESTED:

The Transportation Department is requesting City Council award the contract with Aecom, Inc. in the amount of \$108,796.00 for this traffic study and authorize the appropriate City Official to execute the necessary documents.



**RFQ RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Transportation**

COUNCIL AGENDA DATE: **11/5/2018**

RFQ NO.: **RFQ 60-071218** DATE OPENED:

DESCRIPTION:
Traffic study for the new baseball stadium and associated development.

PURPOSE:
To determine traffic impacts and potential traffic improvements necessary to mitigate those impacts.

COMMENTS:
This project will use High Point Metropolitan Planning Organization funds that require a 20% match. Eighty percent of the contract total will be reimbursed. The city's portion of the contract amount will be funded from the Catalyst project capital account.

RECOMMEND AWARD TO: **Aecom, Inc.** AMOUNT: **\$108,796.00**

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
301610	527101			\$108,769.00
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Mark V. McDonald, P.E.** Digitally signed by Mark V. McDonald, P.E.
DN: cn=Mark V. McDonald, P.E., o=City of High Point,
ou=Transportation, email=mark.mcdonald@highpointnc.gov, c=US
Date: 2018.10.30 08:38:28 -04'00' DATE: **10/30/2018**

The Purchasing Division concurs with recommendation submitted by the **Transportation and recommends award to **AECOM, Inc.** in the amount of \$**108,796**.**

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o, ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2018.10.30 09:37:32 -04'00' DATE:

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Kelly Latham** Digitally signed by Kelly Latham
DN: cn=Kelly Latham, o, ou,
email=kelly.latham@highpointnc.gov, c=US
Date: 2018.10.30 17:56:04 -04'00' DATE:

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2018.10.31 08:18:28 -04'00' DATE:

SCOPE OF WORK-DRAFT

CITY OF HIGH POINT CATALYST PROJECT TRAFFIC STUDY

Prepared for:

City of High Point

Prepared by:

AECOM Technical Services of North Carolina, Inc.

Date: 10/02/18

Finalized: X/X/X

Table of Contents

General Information	1
Study Area.....	1
1. Project Management, Coordination and Administration	2
1.1 Project Management and Administration.....	2
1.2 Project Coordination	2
2. Gathering of Data, Field Visit and Traffic Counts	3
2.1 Gathering of Data	3
2.2 Field Visit	3
2.3 Traffic Counts (By Subcontractor)	3
3. Land Use Inventory and Assessment	3
4. Development of the Base Year Model (2018).....	3
5. Background Traffic Forecast for the Design Year (2028)	3
6. Trip Generation and Network Distribution	3
7. Traffic Analyses.....	4
7.1 2028 No-Build Analysis.....	4
7.2 2028 Build Analysis	5
7.3 Design Iterations.....	5
7.4 Review and Validation of One-Way Conversion Study	5
7.5 Traffic Capacity Analysis Technical Memorandum.....	6
8. Traffic Safety Assessment	6
9. Parking Assessment	6
10. Transit and Pedestrian Improvement Recommendations.....	6
11. Recommendations for Improvements	6
12. Presentation to City Council and Public Information Meeting	7
13. Deliverables	7
14. Project Schedule	7

GENERAL INFORMATION

As part of revitalization efforts in downtown High Point, the City of High Point (City) has proposed to construct a 3,000 seat multi-purpose stadium in the blocks bounded by Gatewood Avenue to the north, English Road to the south, Lindsay Street to the west and N. Elm Street to the east as shown in Figure 1. The revitalization plan not only includes the stadium development, but also an additional nine-block area development in the downtown. This broader nine-block area is planned to include residential units, retail, restaurants, a convention center and a children's museum.

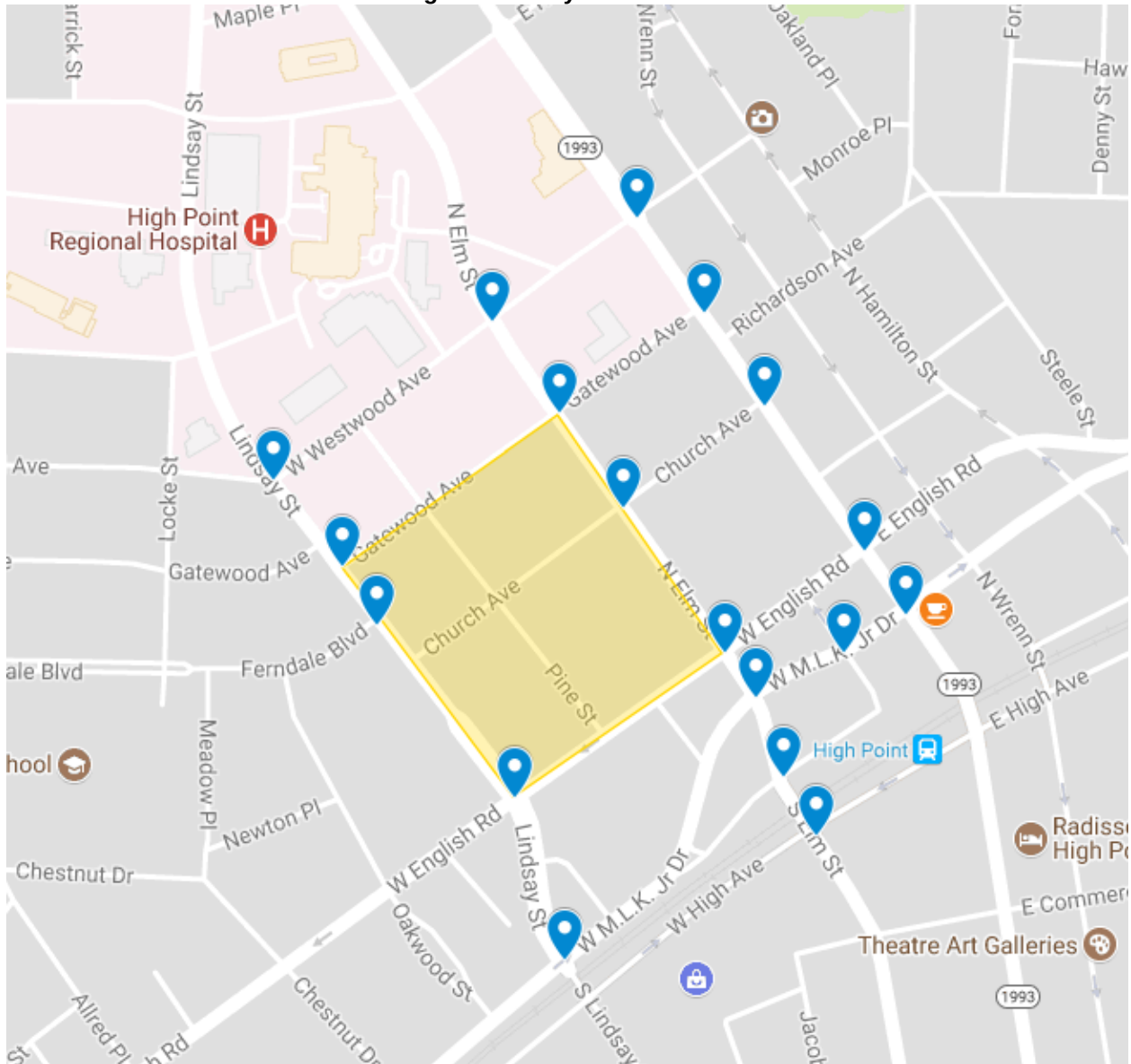
The City of High Point has requested AECOM Technical Services of North Carolina (CONSULTANT) to provide transportation engineering and planning services related to the construction of this stadium and the surrounding land use changes using the City's existing Public Services On-Call contract (attached).

STUDY AREA

The City is currently working on finalizing the Downtown Mixed-Use Area Plan and the boundaries from that study will be used for this analysis. The study includes the following 18 intersections plus two additional intersections to be identified by the City (with (S) meaning the intersection is signalized and (U) meaning the intersection is unsignalized) as shown in **Figure 1**:

- Westwood Avenue at N. Main St (S)
- W. Westwood Avenue at N. Elm St (S)
- W. Westwood Avenue at Lindsay St (S)
- Lindsay St at Gatewood Ave (U)
- Gatewood Ave at N. Elm St (U)
- Gatewood Ave at N. Main St (U)
- Church Ave at N. Main St (S)
- Church Ave at N. Elm St (S)
- Lindsay St at W. English Rd (S)
- Lindsay St at Ferndale Blvd (U)
- W. English Rd at N. Elm St (S)
- English Rd at N. Main St (S)
- MLK Dr at N. Main St (S)
- W. MLK Dr at Hayden Pl (S)
- W. MLK Dr at N. Elm St (S)
- W. MLK Dr at Lindsay St (S)
- W. High Ave at S. Elm St (S)
- N. Elm St at W. Broad Ave (S)

Figure 1: Study Intersections



1. PROJECT MANAGEMENT, COORDINATION AND ADMINISTRATION

1.1 PROJECT MANAGEMENT AND ADMINISTRATION

The CONSULTANT will manage and administer this contract with City throughout the duration of this assignment, including coordination, as needed. The study is anticipated to have 4-month duration. The CONSULTANT will prepare a monthly progress report and submit an invoice to the City's Project Manager each month throughout the duration of the study.

1.2 PROJECT COORDINATION

The CONSULTANT will coordinate with the City and other stakeholders like Forward High Point and the High Point Urban Area Metropolitan Planning Organization (HPMPO), as needed, relating to the technical aspects of the assignment throughout the duration of this study. The study is anticipated to have 4-month duration. The CONSULTANT will attend up to two coordination meetings with City, bringing up to three

staff members for each meeting. Project coordination will also include two conference calls with the City staff attended by three CONSULTANT staff.

2. GATHERING OF DATA, FIELD VISIT AND TRAFFIC COUNTS

2.1 GATHERING OF DATA

The CONSULTANT will utilize the traffic data collected in April 2018 at the 18 intersections shown previously in **Figure 1** for Phase 1 of this project. As noted in the RFQ, the study area contains 20 study intersections; therefore, the CONSULTANT will either obtain the intersection count data from the City or will use its subcontractor to collect the data.

2.2 FIELD VISIT

The CONSULTANT will visit the project site during the critical peak period to observe traffic and parking patterns, note any congestion and develop a basis for visually validating the base year Synchro model. The CONSULTANT will also verify that the provided data is consistent with the actual operations (example: signal phasing, geometry, and so forth). The CONSULTANT will provide two (2) staff members to participate in the field visit.

2.3 TRAFFIC COUNTS (BY SUBCONTRACTOR)

Morton & Morton Design Services, PLLC (DBE firm) will collect turning movement as needed for the project. These counts would use the same collection time periods as the counts previously collected, from 7:00 am to 10:00 pm. All counts will include classification of vehicles and pedestrian/bicycle counts on all legs of each approach

3. LAND USE INVENTORY AND ASSESSMENT

The CONSULTANT will conduct a land use inventory of the study area including an assessment of current land use using tax parcel data, aerial photography, and current zoning to create current land use at a parcel level. Areas designated as right of way, utility easements, floodplains and wetlands will be assumed to be less suitable for development. Future land use will be assessed through a review of land use policies and zoning, a review of recent development permits within the study area vicinity, and interviews with Planning Staff. Residential and nonresidential development projections and assumptions will be verified by the High Point Planning Department. A brief report on current and future land use will be included in the deliverable report.

4. DEVELOPMENT OF THE BASE YEAR MODEL (2018)

The CONSULTANT will develop 2018 base year Synchro models for the project. The CONSULTANT will use the traffic data collected during the 2018 Spring Furniture Market to develop volume profiles for the AM, midday, and PM peak hours. The two (2) most critical profiles, as applicable to the entire study area, will be evaluated the 2018 Base Year scenario. The 2018 Base Year Analyses will be prepared for conditions when the Furniture Market was active in April 2018.

5. BACKGROUND TRAFFIC FORECAST FOR THE DESIGN YEAR (2028)

The CONSULTANT will develop traffic volumes for the 2028 No-Build scenarios representative of the base year volumes with an ambient growth rate applied. This growth rate will be determined in consultation from the City.

6. TRIP GENERATION AND NETWORK DISTRIBUTION

The latest version of the ITE Trip Generation Manual will be used to determine the new trips that will be produced by the downtown area redevelopment. These trips will be added to the network according to land use, parking, existing trip patterns and engineering judgment.

Engineering judgment may be applied to make minor adjustments to count data to ensure continuity in the analyses. This will be done by analyzing adjacent land uses (as assigned by the City) with the ITE Trip Generation Manual and adjacent intersections for balancing purposes. Trips will be assigned to the roadway network based on each land use change and addition to the study area as the result of the proposed developments. Each land use will be inserted into a matrix and assigned as a particular type of trip generator based on the ITE Trip Generation Manual. The time of day used from the ITE Trip Generation Manual (AM, PM, Noon, etc.) will match the critical peak periods determined during the review of the traffic count data.

The number and distribution of redevelopment trips will be calculated based on the type and the size of each land use. Once all of the generated trips are calculated, the CONSULTANT will develop a process to break down the total trips based on mode of transportation used, where the vehicular trips will terminate (parking), how many trips will be from within the project study area (internal capture), and how many trips will be from pass-by traffic. Non-vehicular trips will also be factored in to the trips generated by each land use, based on the type of land use, as well as the transportation characteristics observed and determined in and around the project area.

7. TRAFFIC ANALYSES

The CONSULTANT will use the latest available build of Synchro 9 (or Synchro 10 if preferred by the City) signal software developed by Trafficware to complete an analysis of operations for unsignalized and signalized intersections.

Analysis will include developing the networks in Synchro and reviewing the operations in SimTraffic (10 runs). To facilitate review, the analysis shall include assigning each intersection a unique ID that will be used throughout the entire study and shall be included on all figures, tables and output sheets. The results shall include the following:

- Delay and LOS for each lane group and for the overall intersection
- SimTraffic maximum queue length
- Synchro 95% percentile queue length

The results of the analysis will be summarized in tabular format and with a figure that includes the existing lane configurations. The output reports for all analyses (Synchro – Lanes, Volume and Timing Report, SimTraffic – Queueing and Blocking Report) shall be included in the appendices and labeled with the proper analysis ID.

In addition to vehicular traffic analysis, the CONSULTANT will provide a planning-level capacity analysis for pedestrians, transit and bicycles. This analysis will also be performed in Synchro and will use the HCM 2010 module. This module uses methodologies and standards found in HCM 2010 to produce LOS results for pedestrians and bicycles at signalized and unsignalized intersections. The CONSULTANT will use default values in Synchro unless otherwise specified by the data collected and will provide LOS and delay. If needed, the CONSULTANT will use other software like “ARTPLAN” to make a “qualitative analysis” of the pedestrians and current transit operations in the study area.

7.1 2028 NO-BUILD ANALYSIS

The CONSULTANT will develop analyses of the 2028 No-Build scenarios representative of the base year models with an ambient growth rate applied. The analyses will be completed in the same manner as described in Section 7.

Two (2) distinct No-Build scenarios will be evaluated for each critical period:

- With no significant changes to existing roadway/intersection geometries or traffic patterns (i.e., retention of the English-MLK, Jr. one-way pair)
- With conversion of the one-way pair to two-way operations, implementing the best suitable alternative from the 2009 WSA study, with appropriate modifications to address the projected horizon year Market-level volumes.

7.2 2028 BUILD ANALYSIS

The CONSULTANT will develop analyses of following 2028 Build scenarios that will include all known projects within the study area, supporting development, and any closures or restrictions created by the redevelopment:

- 2028 Build without improvements
- 2028 Build with the recommended one-way street conversion alternative
- 2028 Build without one-way conversion and with Elm Street road diet (from W. High to W. Westwood)
- 2028 Build with one-way conversion and with Elm Street road diet (from W. High to W. Westwood)
- Others as directed by the City (up to four scenarios)

These operational analyses will match the development scenarios for the 2028 horizon year based on background growth and land use/build-out information supplied by the City. This information will be used to determine the appropriate traffic volumes for the downtown study area.

Analyses will be completed in the same manner as described in Section 7. The results of the analysis will be summarized in tabular format with a figure depicting levels-of-service and proposed lane configurations.

7.3 DESIGN ITERATIONS

The CONSULTANT will review the Measures of Effectiveness (MOEs) for the critical peak periods and determine if design modifications are required to achieve desirable operations. The CONSULTANT will then make changes to the analysis to improve operations or attain a prescribed MOE for the project and will re-run the required steps. These design iterations could include, but are not limited to, analyses that consider and compensate for:

- Additional lanes and other enhancements;
- Road dieting;
- Road closures or access restrictions, including any recommended turn prohibitions;
- The impacts of pedestrian and transit operations;
- Addition or removal of on-street parking; and
- Signal upgrades and signal timing adjustments.

If individual intersections are found to experience extraordinary traffic conditions during the third non-critical period of the day (for example, an unusually heavy left turn movement at midday that does not occur at other times), then further local analysis may be warranted. When such are identified, the CONSULTANT shall perform specific “off-peak” scenario analyses, as appropriate, for up to six (6) locations to determine what improvements may be necessary to remedy the problem.

7.4 REVIEW AND VALIDATION OF ONE-WAY CONVERSION STUDY

The CONSULTANT will provide a review of the One-Way Conversion Study, completed in 2009 by Wilbur Smith Associates (WSA). Upon completion of the review, the CONSULTANT will update this study with traffic volumes obtained for 2018 Market conditions, as well as with any geometric/signal changes that have occurred in the study area since 2009 (such changes are limited and will be provide by the City). The CONSULTANT will perform a capacity analysis to determine if the findings of the 2009 study are still applicable. If necessary, additional recommendations will be made by the CONSULANT based on the updated traffic volume information for 2018.

7.5 TRAFFIC CAPACITY ANALYSIS TECHNICAL MEMORANDUM

The CONSULTANT will prepare a traffic capacity analysis technical memorandum including the results of analyses. The memorandum will include all pertinent information relating to the analysis, the volume development/breakout, the results of the analysis and figures depicting the information included in each previous section of this scope. The HCS/Synchro/Sidra output reports will be included as appendices to the report. A digital copy of the Draft Technical Memorandum will be prepared for the City review and revised based on comments received. The comments provided by the City on the Draft Technical Memorandum will be addressed and the Final Technical Memorandum will be prepared with 2 hard copies being provided to the City. A digital copy of the Final Technical Memorandum in Adobe Acrobat format will also be developed.

At the conclusion of the study, the CONSULTANT will also provide the City with all digital files used in the development of the analysis.

8. TRAFFIC SAFETY ASSESSMENT

The CONSULTANT will perform a crash analysis for the subject project. The CONSULTANT is prequalified with the NCDOT's Traffic Safety Unit to perform crash analysis and will obtain approval from the NCDOT's Traffic Safety Unit to perform the crash analysis for this project. The CONSULTANT will perform the crash analysis following the procedures set forth by NCDOT. As necessary, NCDOT records may be supplemented by crash reports on file with the High Point Police Department.

The CONSULTANT will perform the analysis using NCDOT's Traffic Engineering Accident Analysis system (TEAAS) software. The analysis provided will include the fiche report, maps, reports and all calculations necessary to complete the analysis. Once the analysis has been completed, crash location hot spots will be identified and potential remedies will be discussed. A brief report based on this safety analysis will be included as an Appendix of the traffic report.

9. PARKING ASSESSMENT

The CONSULTANT will perform a parking study to determine the need for additional parking facilities based on the proposed land use improvements. The CONSULTANT will assess the existing parking facilities and take inventory of the existing parking spaces – both separate facilities and on-street parking. The inventory will include a count of all available spots organized by type of spot (marked/ unmarked, handicapped, truck/ loading zone, motorcycle, general use, reserved, time-limited, time-based, and cost-based).

The CONSULTANT will next conduct a parking survey to assess parking area utilization and turnover. The CONSULTANT will plan the parking survey with input from the City as to key locations of interest.

The CONSULTANT will estimate the number of required parking spaces for the project area based on the proposed land uses, and will estimate the number of additional spaces required, if any, using ITE's Parking Generation Manual. If additional parking spaces are required, the CONSULTANT will assist in siting potential locations for the parking facilities, as well as on-street parking. The CONSULTANT will also take inventory of perimeter streets and residential areas (between the blocks consisting of Westwood on the North, W. English on the South, Lindsay on the West, and N. Main Street on the East) where on-street parking is allowed to determine if any measures should be considered to limit and/or prohibit development traffic from parking in these areas.

10. TRANSIT AND PEDESTRIAN IMPROVEMENT RECOMMENDATIONS

Based on the findings of the efforts described in the previous sections, the CONSULTANT will make general recommendations for multi-modal (transit, bike, and pedestrian) enhancements that would benefit the study area and the proposed re-development, consistent with current policies, practices, standards, and existing local area plans. These recommendations will be developed according to NCDOT and City guidelines and standards, as appropriate.

11. RECOMMENDATIONS FOR IMPROVEMENTS

The CONSULTANT will develop concept drawings (plans views and/or typical sections) for any proposed improvements, including one-way street conversions, road diets, streetscaping, and recommended traffic control changes (signals, signs and markings) and any similar improvements of the North Elm Street Corridor.

The CONSULTANT will also develop cost estimates for proposed improvements and updated cost estimates for previously recommended improvements. These cost estimates will be based on the costs of similar recent projects, as well as any guidance provided by NCDOT and the City.

12. PRESENTATION TO CITY COUNCIL AND PUBLIC INFORMATION MEETING

The CONSULTANT will present the findings of this study, including recommendations deemed necessary to achieve operational and safety standards, to the City Council and senior management in a committee session (up to two) and at one City Council MEETING. Following Council's endorsement of the study's findings, the CONSULTANT can host an informational meeting to share and discuss the results with the public. The CONSULTANT will provide adequate staff and resources to prepare for and attend these meetings.

13. DELIVERABLES

At the conclusion of the study, the CONSULTANT will provide the following deliverables to the City:

- Synchro files for 2018 Base Year Model
- Synchro files for 2028 No-Build Model
- Synchro files for 2028 Build Models
- Traffic Capacity Analysis Technical Memorandum
- Crash and Safety Analysis Report
- Pertinent information used in developing the analysis (included in the memorandum) including but not limited to, design concepts, etc.
- Recommendations for Future Year improvements
- Supporting maps and figures
- Cost estimates for design and construction of best feasible alternative

14. PROJECT SCHEDULE

Following is a list of milestones for the project as part of the project schedule:

- Contract Commences – November 5, 2018
- Kickoff meeting between City and CONSULTANT – Week of November 12, 2018
- CONSULTANT building base Synchro model – November 19 to December 19, 2018
- CONSULTANT performing crash and safety analysis – November 19 to December 19, 2018
- CONSULTANT design iterations and build Synchro analysis – December 20, 2018 to February 20, 2019
- Draft Synchro analysis, parking analysis, and safety analysis – February 20, 2019
- Final report, cost estimates (after 3 week review by the City) – March 13, 2019
- Presentation to the City Council – March to April, 2019

CITY OF HIGH POINT

AGENDA ITEM



Title: Purchase of 96 Decorative Street Lights and poles for the Stadium Project

From: Garey S. Edwards, Electric Utilities Director

Meeting Date: November 5, 2018

Public Hearing: N/A

Advertising Date: October 12, 2018

Advertised By: N/A

Attachments: Attachment: Bid Tabulation
Formal Bid Recommendation

PURPOSE:

To purchase ninety-six (96) decorative street lights, poles and associated hardware to be installed around the new stadium complex and along Gatewood Avenue.

BACKGROUND:

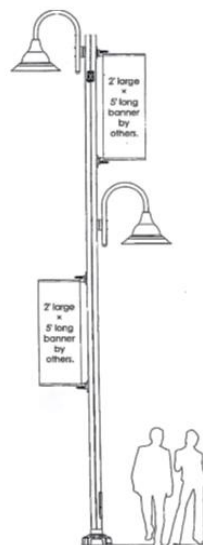
The City's Electric Department is requesting the purchase of these fixtures as part of the new stadium project and surrounding area. These items have been selected and approved by the project Architect/Engineer.

BUDGET IMPACT:

Funding is available in the 2018-2019 Annual Budget.

RECOMMENDATION / ACTION REQUESTED:

Council is requested to award a contract to WESCO in the amount of \$586,269.54 for the purchase of the decorative lighting around the new stadium complex and authorize the appropriate City Official to execute all necessary documents.





**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **ELECTRIC**

COUNCIL AGENDA DATE: **11/5/2018**

BID NO.: **16-101218** CONTRACT NO.: DATE OPENED: **10/12/2018**

DESCRIPTION:

STADIUM LIGHTING

PURPOSE:

STREET LIGHTING FOR THE DOWNTOWN STADIUM PROJECT .

COMMENTS:

IT IS MY RECOMMENDATION THAT THE ENTIRE BID BE AWARDED TO WESCO FOR THE TOTAL PRICE OF \$586,269.54 . THEY ARE THE LOWEST RESPONSIVE BIDDER MEETING SPECIFICATIONS .

RECOMMEND AWARD TO: **WESCO** AMOUNT: **\$586,269.54**

JUSTIFICATION:

WESCO HAD THE LOWEST PRICE OUT OF THREE BIDDERS , SO IT IS MY RECOMMENDATION THAT THE BID BE AWARDED TO WESCO .

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
631799	533701	631181023505	40202	\$586,269.54
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: **Garey S. Edwards** Digitally signed by Garey S. Edwards
Date: 2018.10.15 11:17:59 -04'00' DATE: **10/15/2018**

The Purchasing Division concurs with recommendation submitted by the **Electric** and recommends award to the lowest responsible, responsive bidder **WESCO** in the amount of \$ **586,269.54** .

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o=ou,
email=erik.conti@highpointnc.gov, c=US
Date: 2018.10.22 10:15:12 -04'00' DATE: **Oct 22, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Jeffrey A. Moore** Digitally signed by Jeffrey A. Moore
Date: 2018.10.25 10:53:58 -04'00' DATE: **Oct 25, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point,
email=greg.demko@highpointnc.gov, c=US
Date: 2018.10.25 11:18:59 -04'00' DATE: **Oct 25, 2018**

BIDDERS LIST & TABULATION

**** AWARDED TO WESCO ****

FORMAL BID #16-101218 – STADIUM LIGHTING – ELECTRIC DEPT.					
VENDOR NAME & ADDRESS	LINE ITEM #	QTY.	UNIT PRICE (UOM=EA)	TOTAL PRICE	DELIVERY A.R.O.
ANIXTER 5031 UNICON DR. WAKE FOREST, NC 27587	1	50	\$5,940.00	\$297,000.00	12-16 WKS.
	2	30	\$7,849.00	\$235,470.00	
	3	13	\$8,273.00	\$107,549.00	
IRBY P.O. BOX 7457 ROCKY MOUNT, NC 27804	1	50	\$5,972.17	\$298,608.50	90 DAYS
	2	30	\$7,890.80	\$236,724.00	
	3	13	\$8,317.15	\$108,122.95	
SHEALY ELEC. WHOLESALERS P.O. BOX 8597 COLUMBIA, SC 29202 *HOLOPHANE	1	50	\$4,893.94	\$244,697.00	17 WKS.
	2	30	\$5,158.28*	\$154,748.40	
	3	13	\$5,968.86	\$77,595.18	
SHEALY ELEC. WHOLESALERS P.O. BOX 8597 COLUMBIA, SC 29202 *LUMCA	1	50	\$6,724.00	\$336,200.00	12-16 WKS.
	2	30	\$8,884.00	\$266,520.00	
	3	13	\$9,365.00	\$121,745.00	
WESCO 3025 STONYBROOK DR. RALEIGH, NC 27604	1	50	\$5,442.68	\$272,134.00	12-16 WKS.
	2	30	\$7,169.93	\$215,097.90	
	3	13	\$7,618.28	\$99,037.64	

*Bids emailed September 28, 2018.

*Shealy (Holophane) does not meet specifications. They quoted the wrong fixture configuration for line item #2. Therefore, this bid is awarded to Wesco; the lowest responsive, responsible bidder. – per Josh Williams

CITY OF HIGH POINT

AGENDA ITEM



Title: Condemnation – 4510 Johnson Street, Colfax, NC

From: JoAnne Carlyle, City Attorney

Meeting Date: Monday, November 5, 2018

Public Hearing: No

Advertising Date: NA

Advertised By: NA

Attachments: Resolution & Map

PURPOSE:

Consideration for the adoption a Resolution Authorizing Condemnation to acquire a portion of property in connection with the Westmoreland Sewer Line Project.

BACKGROUND:

Representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance. Official notice was sent to the property owner by certified mail, return receipt requested on October 3, 2018 advising the property owner under Chapter 40A of the North Carolina General Statutes that the City intends to institute an action to acquire by condemnation a needed easement on the property for the purpose of the Westmoreland Sewer Outfall Project.

BUDGET IMPACT:

The City has estimated the amount of \$9,940.00 to be just compensation for the property.

RECOMMENDATION / ACTION REQUESTED:

The City Attorney recommends adoption of the Resolution authorizing the Finance Director to issue a draft in the amount of \$9,940.00 to the Clerk of Superior Court and authorizing the City Attorney to file the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire the needed easement.

"AN ORDINANCE AMENDING THE 2018-2019 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO PROPERLY ACCOUNT FOR THE REIMBURSEMENT OF FUNDS
FOR THE CATALYST PROJECT INTERNAL LOAN

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The City of High Point needs to properly account for the flow of funds for repayment of the Catalyst Project internal loan.

Section 2. The 2018-2019 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That the General Capital Projects Fund of the City of High Point, is hereby amended as follows:

Transfer from General Fund	\$ 443,323
----------------------------	------------

(B) That the General Capital Projects Fund expenditures be amended as follows:

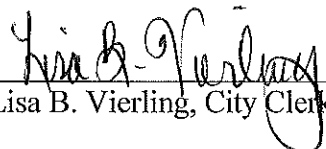
Transfer to Central Services Fund	\$ 443,323
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Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

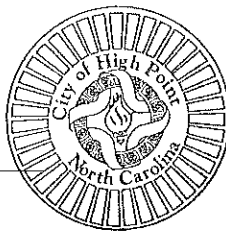
Section 4. That this ordinance shall be effective from and after its passage."

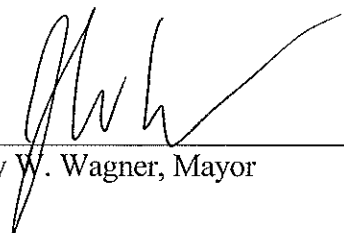
Adopted November 5, 2018

Attested by



Lisa B. Vierling, City Clerk





Jay W. Wagner, Mayor

Kirkland Properties

Westmoreland Sewer Outfall



JOHNSON ST

30 ft wide permanent easement

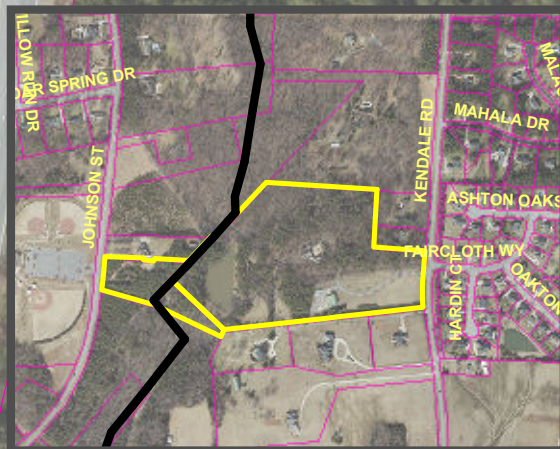
additional 5ft temporary
construction easement
(each side)

0171297

Proposed 8" sanitary sewer
approximate location

0171278

FEMA
Flood
Zone



**RESOLUTION AUTHORIZING CONDEMNATION TO ACQUIRE A PORTION
OF CERTAIN PROPERTY IN CONNECTION WITH THE
WESTMORELAND SEWER LINE PROJECT**

WHEREAS, the City Council of the City of High Point hereby determines that it is necessary and in the public interest to acquire an easement across a portion of the real property at 4461 Kendale Road, High Point, Guilford County, North Carolina.

WHEREAS, the proper officials or representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance; and

WHEREAS, it is deemed in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn said property and that the Director of Finance issue a draft to the Clerk of Superior Court as just compensation to the owner in the amount of \$1,757.00;

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF HIGH POINT THAT:**

1. the City of High Point shall acquire an easement across a portion of the real property at issue;

title to a portion of that certain property located 4461 Kendale Road, High Point, Guilford County, described in Deed Book 3965, Page 738 of the Guilford County Registry.
2. the City Attorney of the City of High Point is hereby directed to institute the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire an easement across the said portion of property;
3. the Director of Finance is hereby authorized to issue a draft in the amount of \$1,757.00 to the Clerk of Superior Court as just compensation to said owners.

Adopted by City Council,
this 5th day of November, 2018

Lisa Vierling
City Clerk

**RESOLUTION AUTHORIZING CONDEMNATION TO ACQUIRE A PORTION
OF CERTAIN PROPERTY IN CONNECTION WITH THE
WESTMORELAND SEWER LINE PROJECT**

WHEREAS, the City Council of the City of High Point hereby determines that it is necessary and in the public interest to acquire an easement across a portion of the real property at 4510 R2 Johnson Street, Colfax, Guilford County, North Carolina.

WHEREAS, the proper officials or representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance; and

WHEREAS, it is deemed in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn said property and that the Director of Finance issue a draft to the Clerk of Superior Court as just compensation to the owner in the amount of \$9,940.00;

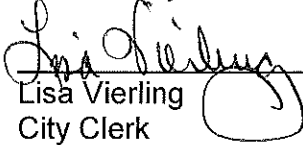
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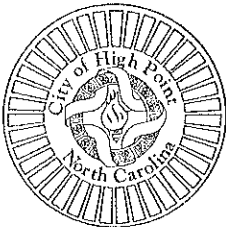
title to a portion of that certain property located 4510 R2 Johnson Street, Colfax, Guilford County, described in Deed Book 5785, Page 177 of the Guilford County Registry.
2. the City Attorney of the City of High Point is hereby directed to institute the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire an easement across the said portion of property;
3. the Director of Finance is hereby authorized to issue a draft in the amount of \$9,940.00 to the Clerk of Superior Court as just compensation to said owners.

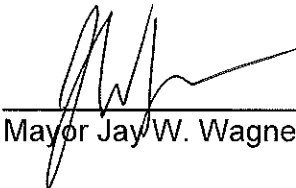
Adopted by City Council,
this 5th day of November, 2018

Attested by



Lisa Vierling
City Clerk





Mayor Jay W. Wagner

Kirkland Properties

Westmoreland Sewer Outfall



JOHNSON ST

30 ft wide permanent easement

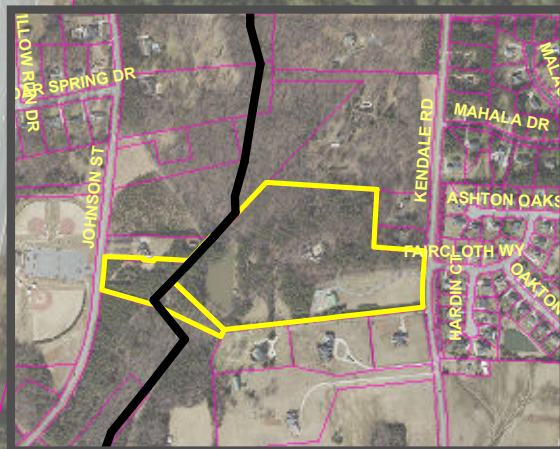
additional 5ft temporary
construction easement
(each side)

0171297

Proposed 8" sanitary sewer
approximate location

0171278

FEMA
Flood
Zone



**RESOLUTION AUTHORIZING CONDEMNATION TO ACQUIRE A PORTION
OF CERTAIN PROPERTY IN CONNECTION WITH THE
WESTMORELAND SEWER LINE PROJECT**

WHEREAS, the City Council of the City of High Point hereby determines that it is necessary and in the public interest to acquire an easement across a portion of the real property at 4510 R2 Johnson Street, Colfax, Guilford County, North Carolina.

WHEREAS, the proper officials or representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance; and

WHEREAS, it is deemed in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn said property and that the Director of Finance issue a draft to the Clerk of Superior Court as just compensation to the owner in the amount of \$9,940.00;

**NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
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3. the Director of Finance is hereby authorized to issue a draft in the amount of \$9,940.00 to the Clerk of Superior Court as just compensation to said owners.

Adopted by City Council,
this 5th day of November, 2018

Lisa Vierling
City Clerk

**RESOLUTION AUTHORIZING CONDEMNATION TO ACQUIRE A PORTION
OF CERTAIN PROPERTY IN CONNECTION WITH THE
WESTMORELAND SEWER LINE PROJECT**

WHEREAS, the City Council of the City of High Point hereby determines that it is necessary and in the public interest to acquire an easement across a portion of the real property at 4604 Johnson Street, Colfax, Guilford County, North Carolina.

WHEREAS, the proper officials or representatives of the City of High Point have been unable to acquire the needed easement in this property by negotiated conveyance; and

WHEREAS, it is deemed in the best interest of the City that the City Attorney be authorized to institute civil proceedings to condemn said property and that the Director of Finance issue a draft to the Clerk of Superior Court as just compensation to the owner in the amount of \$17,200.00;

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIGH POINT THAT:

1. the City of High Point shall acquire an easement across a portion of the real property at issue;

title to a portion of that certain property located 4604 Johnson Street, Colfax, Guilford County, described in Deed Book 3423, Page 1152 of the Guilford County Registry.
2. the City Attorney of the City of High Point is hereby directed to institute the necessary proceedings under Chapter 40A of the North Carolina General Statutes to acquire an easement across the said portion of property;
3. the Director of Finance is hereby authorized to issue a draft in the amount of \$17,200.00 to the Clerk of Superior Court as just compensation to said owners.

Adopted by City Council,
this 5th day of November, 2018.

Lisa Vierling
City Clerk

CITY OF HIGH POINT

AGENDA ITEM



Title: Adkins Road Sewer Improvements

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director
Trevor Spencer, PE – Projects Engineer

Meeting Date: November 5, 2018

Public Hearing: N/A

Advertising Date: September 14, 2018
Advertised By: Purchasing

Attachments: Attachment A – Award Recommendation & Certified Bid Tab
Attachment B – Project Map

PURPOSE:

The City has budgeted for a 12-inch diameter sanitary sewer outfall extension as part of the northwest expansion plan in the Adkins Road vicinity. The outfall extension will total approximately 4,600 linear feet of gravity sanitary sewer line.

BACKGROUND:

This project is part of an overall expansion of sanitary sewer availability in the City's northwestern jurisdiction. The new 4,600 linear feet of 12-inch diameter gravity sewer outfall will service current residential properties and provide service for future residential and commercial properties that come to the area.

BUDGET IMPACT:

Funds for this project are available in the FY 2018-2019 budget.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends approval of the contract to KRG Utility Inc. in the amount of \$756,230.00 and authorize the appropriate City official to execute all necessary documents.



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Public Services**

COUNCIL AGENDA DATE: **November 5, 2018**

BID NO.: **12-101718** CONTRACT NO.: DATE OPENED: **Oct 17, 2018**

DESCRIPTION:
Adkins Road Sewer Improvements

PURPOSE:
The City has budgeted for a 12 inch diameter sanitary sewer outfall extension as part of the northwest expansion plan in the Adkins Road vicinity. The outfall extension will total approximately 4,600 linear feet of gravity sanitary sewer line.

COMMENTS:
This project is part of an overall expansion of sanitary sewer availability in the City's northwestern jurisdiction. The new 4,600 linear feet of 12 inch diameter gravity sewer outfall will service current residential properties and provide service for future residential and commercial properties in the area.

RECOMMEND AWARD TO: **KRG Utility Inc.** AMOUNT: **\$756,230.00**

JUSTIFICATION:
KRG Utility Inc. was the low bidder of the five (5) qualified bids that were submitted at bid opening on 10/17/18.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
421779	533701	421171028505	40202	756,230.00
TOTAL BUDGETED AMOUNT				756,230.00

DEPARTMENT HEAD: **Terry Houk** Digitally signed by Terry Houk
DN: cn=Terry Houk, o=City of High Point, ou=Public Services, email=terry.houk@highpointnc.gov, c=US
Date: 2018.10.24 14:47:17 -0400 DATE: **Oct 24, 2018**

The Purchasing Division concurs with recommendation submitted by the **Public Services Dept.** and recommends award to the lowest responsible, responsive bidder **KRG Utility Inc.** in the amount of \$ **756,230.00**.

PURCHASING MANAGER: **Erik Conti** Digitally signed by Erik Conti
DN: cn=Erik Conti, o=ou, email=erik.conti@highpointnc.gov, c=US
Date: 2018.10.25 10:07:40 -0400 DATE: **Oct 25, 2018**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Jeffrey A. Moore** Digitally signed by Jeffrey A. Moore
Date: 2018.10.25 11:06:58 -0400 DATE: **Oct 25, 2018**

CITY MANAGER: **Greg Demko** Digitally signed by Greg Demko
DN: cn=Greg Demko, o=High Point, ou=High Point, email=greg.demko@highpointnc.gov, c=US
Date: 2018.10.25 11:18:02 -0400 DATE: **Oct 25, 2018**

October 23, 2018

Re: City of High Point, N.C.
Adkins Road Outfall
Sewer Improvements
Bid No. 12-101718
DMP Project 110078 (AL)

Mr. Terry Houk
Director of Public Services
City of High Point
PO Box 230
High Point, NC 27261

Dear Terry:

Bids were received by the Purchasing Department on October 17, 2018 for the above referenced project. A total of five (5) bids were submitted and read, as summarized below.

Bidder	Total Bid
KRG Utility Inc. Kernersville, NC	\$756,230. ⁰⁰
Yates Construction Company Stokesdale, NC	\$1,287,783. ⁰⁰
Garney Companies, Inc Cary, NC	\$1,303,590. ⁰⁰
North American Pipe Management Columbia, SC	\$1,488,601. ⁰⁰
BRS, Inc Richfield, NC	\$1,549,182. ⁵⁰

The lowest bidder on this project, KRG Utility, Inc, is a properly licensed utility contractor and is capable of performing the work required by the Contract.

Based upon the information presented above, DMP recommends the City of High Point City Council consider awarding this contract to KRG Utility, Inc., in the amount of \$756,230.⁰⁰. We have enclosed the certified bid tabulation.

We greatly appreciate the opportunity to provide this design service for the City and look forward to the project's timely and satisfactory completion.

If you have any questions or need additional information, please feel to call.

Sincerely,

DAVIS-MARTIN-POWELL & ASSOCIATES



Michael Goliber, PE

c: File (enc)

BID TABULATION

				KRG Utility, Inc. 135 Stanley Farm Road Kernersville, NC 27284		Yates Construction Co. 9220 NC 65 Stokesdale, NC 27357		Garney Companies Inc. 505 James Jackson Ave. Cary, NC 27513		North American Pipeline Mgmt. 1612 Marion St. Suite 218D Columbia, SC 29201		B.R.S. Inc. 208 N. Hwy 49 Richfield, NC 28137	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
BID													
1	Mobilization (Max. 3% of bid)	1	LS	\$22,500.00	\$22,500.00	\$37,508.00	\$37,508.00	\$35,500.00	\$35,500.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00
2	Clearing and Grubbing	5	AS	\$6,000.00	\$30,000.00	\$10,000.00	\$50,000.00	\$19,000.00	\$95,000.00	\$24,000.00	\$120,000.00	\$13,500.00	\$67,500.00
3	12" DIP Sewer (6-8' depth)	50	LF	\$75.00	\$3,750.00	\$114.00	\$5,700.00	\$90.00	\$4,500.00	\$141.00	\$7,050.00	\$177.50	\$8,875.00
4	12" DIP Sewer (8-10' depth)	1,425	LF	\$75.00	\$106,875.00	\$128.00	\$182,400.00	\$100.00	\$142,500.00	\$161.00	\$229,425.00	\$197.50	\$281,437.50
5	12" DIP Sewer (10-12' depth)	1,830	LF	\$75.00	\$137,250.00	\$139.00	\$254,370.00	\$110.00	\$201,300.00	\$168.00	\$307,440.00	\$217.50	\$398,025.00
6	12" DIP Sewer (12-14' Depth)	995	LF	\$75.00	\$74,625.00	\$264.00	\$262,680.00	\$120.00	\$119,400.00	\$173.00	\$172,135.00	\$237.50	\$236,312.50
7	12" DIP Sewer (14-16' depth)	105	LF	\$75.00	\$7,875.00	\$314.00	\$32,970.00	\$132.00	\$13,860.00	\$184.00	\$19,320.00	\$257.50	\$27,037.50
8	12" DIP Sewer (16-18' depth)	135	LF	\$75.00	\$10,125.00	\$336.00	\$45,360.00	\$145.00	\$19,575.00	\$199.00	\$26,865.00	\$277.50	\$37,462.50
9	12" PVC Sewer (8-10' depth)	85	LF	\$75.00	\$6,375.00	\$95.00	\$8,075.00	\$120.00	\$10,200.00	\$122.00	\$10,370.00	\$175.50	\$14,917.50
10	12" DIP Sewer Inside Encasement	60	LF	\$75.00	\$4,500.00	\$90.00	\$5,400.00	\$213.00	\$12,780.00	\$223.00	\$13,380.00	\$140.00	\$8,400.00
11	4' Dia. Sewer MH (8-10' depth)	2	Ea	\$3,000.00	\$6,000.00	\$3,000.00	\$6,000.00	\$6,500.00	\$13,000.00	\$2,052.00	\$4,104.00	\$4,100.00	\$8,200.00
12	4' Dia. Sewer MH (10-12' depth)	4	Ea	\$4,000.00	\$16,000.00	\$3,500.00	\$14,000.00	\$7,500.00	\$30,000.00	\$5,092.00	\$20,368.00	\$4,500.00	\$18,000.00
13	4' Dia. Sewer MH (12-14' depth)	7	Ea	\$5,000.00	\$35,000.00	\$4,000.00	\$28,000.00	\$8,500.00	\$59,500.00	\$5,848.00	\$40,936.00	\$4,900.00	\$34,300.00
14	4' Dia. Sewer MH (14-16' depth)	2	Ea	\$8,000.00	\$16,000.00	\$4,500.00	\$9,000.00	\$9,500.00	\$19,000.00	\$6,772.00	\$13,544.00	\$5,300.00	\$10,600.00
15	24" Steel Encasement Pipe (0.25" w/Guaranteed Crossing	60	LF	\$400.00	\$24,000.00	\$1,200.00	\$72,000.00	\$2,317.00	\$139,020.00	\$709.00	\$42,540.00	\$1,090.00	\$65,400.00
16	Core Drill Existing Manhole	1	Ea	\$2,000.00	\$2,000.00	\$1,200.00	\$1,200.00	\$9,000.00	\$9,000.00	\$9,701.00	\$9,701.00	\$1,250.00	\$1,250.00
17	Trench Stabilization Stone	500	Tons	\$60.00	\$30,000.00	\$40.00	\$20,000.00	\$101.00	\$50,500.00	\$125.00	\$62,500.00	\$25.00	\$12,500.00
18	Trench Rock Removal	800	CY	\$70.00	\$56,000.00	\$70.00	\$56,000.00	\$70.00	\$56,000.00	\$70.00	\$56,000.00	\$70.00	\$56,000.00
19	Temporary Silt Fence	5,000	LF	\$4.00	\$20,000.00	\$5.00	\$25,000.00	\$4.00	\$20,000.00	\$7.00	\$35,000.00	\$2.25	\$11,250.00
20	Temporary Earth Berm	3,500	LF	\$4.00	\$14,000.00	\$12.00	\$42,000.00	\$3.00	\$10,500.00	\$9.00	\$31,500.00	\$0.50	\$1,750.00
21	Construction Entrance	2	Ea	\$5,000.00	\$10,000.00	\$6,000.00	\$12,000.00	\$11,000.00	\$22,000.00	\$2,591.00	\$5,182.00	\$3,500.00	\$7,000.00
22	Temporary Stone Outlets @ Silt Fence	25	Ea	\$300.00	\$7,500.00	\$350.00	\$8,750.00	\$302.00	\$7,550.00	\$582.00	\$14,550.00	\$50.00	\$1,250.00
23	Erosion Control Matting	1,000	SY	\$7.00	\$7,000.00	\$5.00	\$5,000.00	\$3.00	\$3,000.00	\$5.00	\$5,000.00	\$3.00	\$3,000.00
24	Clean Water Diversion Crossings	9	Ea	\$4,000.00	\$36,000.00	\$4,000.00	\$36,000.00	\$15,000.00	\$135,000.00	\$11,926.00	\$107,334.00	\$15,500.00	\$139,500.00
25	ROW Easement Restoration including seeding & mulching	4,685	LF	\$8.00	\$37,480.00	\$12.00	\$56,220.00	\$9.00	\$42,165.00	\$11.00	\$51,535.00	\$4.00	\$18,740.00
26	Video Inspection	1	LS	\$25,000.00	\$25,000.00	\$3,000.00	\$3,000.00	\$21,000.00	\$21,000.00	\$9,867.00	\$9,867.00	\$25,500.00	\$25,500.00
27	12"x4" DIP Wye (Service Connection)	2	Ea	\$1,500.00	\$3,000.00	\$1,500.00	\$3,000.00	\$2,400.00	\$4,800.00	\$3,603.00	\$7,206.00	\$2,250.00	\$4,500.00
28	4" CI Sewer Lateral	45	LF	\$75.00	\$3,375.00	\$70.00	\$3,150.00	\$92.00	\$4,140.00	\$39.00	\$1,755.00	\$75.00	\$3,375.00
29	4" CI Cleanout (complete)	2	Ea	\$2,000.00	\$4,000.00	\$1,500.00	\$3,000.00	\$1,400.00	\$2,800.00	\$997.00	\$1,994.00	\$1,050.00	\$2,100.00
TOTAL BID					\$756,230.00		\$1,287,783.00		\$1,303,590.00		\$1,466,601.00		\$1,549,182.50

THIS IS TO CERTIFY THAT THIS TABULATION IS CORRECT AND A TRUE AND ACCURATE COPY OF THE BIDS SUBMITTED, THIS THE 17th DAY OF OCTOBER, 2018.

DAVIS-MARTIN-POWELL AND ASSOCIATES, INC.

By: Michael P. Goliber
Michael Goliber, PE



ADKINS ROAD SEWER IMPROVEMENTS

