



City of High Point

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

Meeting Agenda

Finance Committee

Britt Moore, Chair

Committee Members:

Monica Peters

Michael Holmes

Tim Andrew

Cyril Jefferson, Mayor (Alternate)

Michael Holmes, Mayor Pro Tem (Alternate)

Thursday, March 28, 2024

4:00 PM

Council Chamber

FINANCE COMMITTEE - Britt W. Moore, Chair

CALL TO ORDER

PRESENTATION OF ITEMS

1. [2024-058](#) Consideration of a Guilford County Amendment Extending Interlocal Agreement on Tax Collection Services
City Council is requested to consider a Guilford County Amendment Extending Interlocal Agreement on Tax Collection Services, approve a Resolution, and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Guilford County Interlocal Agreement Tax Collection Services](#)
2. [2024-084](#) Consideration of a Proposal with the National Institute of Minority Economic Development Research, Policy and Impact Center
City Council is requested to consider a proposal with the National Institute of Minority Economic Development Research, Policy and Impact Center in the amount of \$292,460.00, for the implementation planning proposal of the One High Point Commission recommendations, a budget ordinance, and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Proposal - NIMED](#)
3. [2024-111](#) Consideration of a Proposal from Clark Powell for Equipment Upgrades for Video Capturing Capabilities to Stream Meetings to Various Platforms and an Additional Communications Specialist Position.
City Council is requested to consider a proposal from Clark Powell for equipment upgrades to accommodate streaming capabilities to various platforms and consider an additional Communications Specialist position. (Recommended by the Transparency, Engagement, and Communication

Committee.)

Attachments: [Technology Upgrades for Video Streaming](#)

4. [2024-112](#) Consideration of a Contract with Tetra Tech
City Council is requested to consider a contract to Tetra Tech for Storm Debris On-Call Services and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Contract - Tetra Tech](#)
5. [2024-114](#) Consideration of a Contract with Crowder Gulf
City Council is requested to consider a contract with Crowder Gulf for Disaster Recovery and Debris Management On-Call Services and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Contract - Crowder Gulf](#)
6. [2024-113](#) Consideration of a Contract with Slurry Pavers Inc.
City Council is requested to consider a contract with Slurry Pavers Inc. in the amount of \$1,109,406.81 for the City of High Point Pavement Preservation Project and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Contract - Slurry Pavers Inc.](#)
7. [2024-115](#) Consideration of a Contract with Sharpe Brothers, A Division of Vecellio & Grogan, Inc.
City Council is requested to consider a contract with Sharpe Brothers, A Division of Vecellio & Grogan, Inc. in the amount of \$2,594,777.11 for City of High Point Street Resurfacing and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Contract - Sharpe Brothers, A Division of Vecellio & Grogan, Inc.](#)
8. [2024-116](#) Consideration of Change Order Number 6 to Baker Underground Inc.
City Council is requested to consider Change Order Number 6 to Baker Underground Inc. in the amount of \$104,121.65 and authorize the appropriate City Official(s) to execute all necessary documents. Upon approval of Change Order Number 6, the new total contract amount will be increased to \$4,280,097.41.
Attachments: [Change Order 6 - Baker Underground, Inc.](#)
9. [2024-117](#) Consideration of a Task Order with Sturgill Engineering P.A.
City Council is requested to consider a Task Order with Sturgill Engineering P.A. in the amount of \$280,000, for professional engineering services and authorize the appropriate City Official(s) to execute all necessary documents.
Attachments: [Task Order - Sturgill Engineering P.A.](#)
10. [2024-118](#) Consideration of a Contract with DSI Innovations, LLC

City Council is requested to consider a Contract with DSI Innovations LLC in the amount of \$2,278,306 for the upgrade of the Supervisory Control and Data Acquisition system at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract - DSI Innovations, LLC](#)

11. [2024-120](#)

Consideration of a Contract with WESCO Distribution, Inc.
City Council is requested to consider a contract to WESCO Distribution, Inc. in the amount of \$624,600 to replace the wire/conductor pulling and tensioner equipment used by the Electric Department and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Contract - WESCO, Distribution, Inc.](#)

12. [2024-121](#)

Consideration of a Resolution Approving an Interlocal Agreement for Inspection Services for the City of Archdale
City Council is requested to consider a Resolution approving an Interlocal Agreement for Inspection Services for the City of Archdale.

Attachments: [Resolution - Interlocal Agreement Archdale](#)

13. [2024-122](#)

Consideration of a Task Order with Dewberry Engineers, Inc.
City Council is requested to consider a Task Order with Dewberry Engineers, Inc. in the amount of \$599,030 for design services related to the proposed improvements to S. Main Street, S. Wrenn Street, and Russell Avenue, approve a Budget Ordinance Amendment for the allocation of funds for this project, and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Task Order - Dewberry Engineers, Inc.](#)

14. [2024-123](#)

Consideration of an Agreement between the City of High Point and North Carolina Department of Transportation (NCDOT)
City Council is requested to consider at an agreement between the City of High Point and NCDOT to carry out planning activities and receive fee reimbursement of federal funds and authorize the appropriate City Official(s) to execute all necessary documents.

Attachments: [Agreement - City of High Point and North Carolina Department of Transportation](#)

15. [2024-125](#)

Consideration of Budget Ordinance Amendment for Water/Sewer
City Council is requested to consider a Budget Ordinance Amendment to appropriate funds for unplanned water/sewer repairs and equipment replacement.

Attachments: [Budget Ordinance Amendment - Water-Sewer Repairs](#)

16. [2024-124](#)

Consideration of Dura-Trac as a Sole Source Vendor
City Council is requested to consider Dura-Trac as a Sole Source Vendor to purchase temporary field cover for Truist Point Stadium in the amount of \$83,486 and authorize the appropriate City Official(s) to execute all

necessary documents.

Attachments: [Sole Source Vendor - Dura-Trac](#)

17. [2024-135](#) Discussion Regarding Funding for Outside Non-Profit Organizations
City Council is requested to consider funds for non-profit organizations, utilizing funds freed up by the use of American Rescue Plan Act (ARPA) funds for government services in the amount of \$3,073,400.

Attachments: [ARPA Funding for Outside Non-Profit Organizations](#)

ADJOURNMENT



City of High Point

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

Master

File Number: 2024-058

File ID: 2024-058

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 02/11/2024

File Name:

Final Action:

Title: Consideration of a Guilford County Amendment Extending Interlocal Agreement on Tax Collection Services
City Council is requested to consider a Guilford County Amendment Extending Interlocal Agreement on Tax Collection Services, approve a Resolution, and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Guilford County Interlocal Agreement Tax Collection Services

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Finance Committee	02/15/2024	removed				

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Guilford County Amendment Extending Interlocal Agreement on Tax Collection	
FROM: Bobby Fitzjohn, Financial Services Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Resolution Guilford County Amendment Extending Interlocal Agreement on Tax Collection	

PURPOSE: The Financial Services Department recommends that City Council approve the Amendment Extending Interlocal Agreement on Tax Collection ("Amendment").

BACKGROUND: On May 16, 2016, the City of High Point ("City") and Guilford County entered into an Interlocal Agreement on Tax Collection (the "Interlocal Agreement"), under which the County provides ad valorem tax listing and collections services to the City for property located in Guilford County. The Interlocal Agreement was amended by an Addendum in 2017, a Second Addendum in 2020, and a Third Addendum in 2021. This Amendment extends the Agreement for an additional five (5) years, through June 30, 2029, and increases the tax collection fee from .62% to .75%, or approximately \$94,000.00 per year.

BUDGET IMPACT: Tax collection fees are included in the annual recommended budget.

RECOMMENDATION/ACTION REQUESTED: Council is requested to approve the Resolution and Amendment Extending Interlocal Agreement on Tax Collection, app and authorize the appropriate City Official(s) to execute all necessary documents.

**RESOLUTION APPROVING AN AMENDMENT EXTENDING INTERLOCAL
AGREEMENT ON TAX COLLECTION WITH GUILFORD COUNTY
FOR AREAS OF HIGH POINT LOCATED IN GUILFORD COUNTY**

WHEREAS, the North Carolina General Statutes Chapter 160A, Article 20 provides that units of local government may enter into contracts or agreements with each other in order to execute any undertaking, and the contracts and agreements shall be of reasonable duration and ratified by resolution of the governing board of each unity spread upon its minutes; and

WHEREAS, the City of High Point and Guilford County are units of local government in North Carolina (collectively the “Parties”); and

WHEREAS, the Parties entered into that certain Interlocal Agreement for Tax Collection on May 16, 2016, as amended by an Addendum in 2017, a Second Addendum in 2020, and a Third Addendum in 2021 (collectively, the “Interlocal Agreement”), under which the County provides ad valorem tax listing and collections services to the City for property located in Guilford County; and

WHEREAS, the Parties desire to enter into an Amendment Extending Interlocal Agreement on Tax Collection, extending the term for an additional five (5) years and increasing the tax collection fee.

NOW THEREFORE, BE IT RESOLVED that High Point City Council hereby approves, ratifies, and authorizes the execution of Amendment Extending Interlocal Agreement on Tax Collection.

Adopted by the High Point City Council, this 1st day of April, 2024.

Cyril Jefferson, Mayor

ATTEST:

Sandra Keeney, City Clerk

GUILFORD COUNTY CONTRACT NO. 90006134
CITY OF HIGH POINT

NORTH CAROLINA
GUILFORD COUNTY

AMENDMENT EXTENDING INTERLOCAL AGREEMENT ON TAX COLLECTION

This amendment, made and effective as of July 1, 2024, is an amendment to the Interlocal Agreement on Tax Collection made May 16, 2016 and effective July 1, 2016 and as thereafter amended by three (3) addendums (the "Interlocal Agreement") between the City of High Point, a municipal corporation in the State of North Carolina ("CITY"), and Guilford County, North Carolina, a body politic and corporate ("COUNTY"), collectively referred to as the "Parties."

WITNESSETH

THAT WHEREAS, on May 16, 2016, the CITY and the COUNTY entered into the Interlocal Agreement, effective as of July 1, 2016, under which the COUNTY agreed to provide ad valorem tax listing and collection services to the CITY for a five (5) year term from July 1, 2016 through June 30, 2021, which the Parties thereafter amended by three (3) addendums and extended to an eight (8) year term through June 30, 2024;

WHEREAS, the CITY and COUNTY have determined that it is in the public benefit and interest to extend the term of the Interlocal Agreement for an additional five (5) years on the same terms except as amended herein; and

WHEREAS, the governing bodies of the CITY and COUNTY have ratified this amendment to the Interlocal Agreement by resolutions recorded in their respective minutes;

NOW, THEREFORE, in consideration of the mutual covenants, terms and conditions contained in the Interlocal Agreement, as amended, accruing to the benefit of each of the Parties and other good and valuable consideration, receipt and sufficiency of which is acknowledged by the CITY and the COUNTY, the Parties agree as follows:

1. The term of the Interlocal Agreement is amended and shall be for thirteen (13) years, from July 1, 2016 to June 30, 2029, unless sooner terminated pursuant to its terms.
2. As of July 1, 2024, the Tax Collection Rate set out in Paragraph 14 of the Interlocal Agreement (and in Paragraph 16 of the first and second Addendums to the Interlocal Agreement) is amended to read ".75%", an increase of .13% from the current rate of .62%.
3. All other provisions of the Interlocal Agreement and any subsequent modifications and revisions are ratified and shall continue in full force and effect in accordance with their terms.

GUILFORD COUNTY CONTRACT NO. 90006134
CITY OF HIGH POINT

IN WITNESS THEREOF, the Parties have executed this Amendment Extending Interlocal Agreement in their respective names and titles, by their proper officials, all by the authority of appropriate resolutions of the governing bodies of each of the taxing units, duly adopted, as of the day and year first written above.

ATTEST:

GUILFORD COUNTY

By: _____
Robin B. Keller, Clerk to Board

By: _____
Jason Jones, Assistant County Manager

(COUNTY SEAL)

By: _____
Ben Chavis, Tax Director

ATTEST:

THE CITY OF HIGH POINT

By: _____
High Point City Clerk

By: _____
City Manager

(CITY SEAL)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

By: _____
High Point Finance Officer



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Master

File Number: 2024-112

File ID: 2024-112

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/18/2024

File Name:

Final Action:

Title: Consideration of a Contract with Tetra Tech
City Council is requested to consider a contract to Tetra Tech for Storm Debris On-Call Services and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Contract - Tetra Tech

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: dona.turner@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM

TITLE: Storm Debris Monitoring Services – Tetra Tech	
FROM: Robby Stone - Public Services Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Tetra Tech Request for Proposals (RFP) Submission	

PURPOSE: The city requires disaster management, recovery, and consulting services to support the oversight and management of contractors in the event of a natural disaster. Other services include, but are not limited to, facilitating communication with the Federal Emergency Management Agency (FEMA), Federal Highway Administration (FHWA), the State of North Carolina and other state, local, and federal agencies.

BACKGROUND: In March 2014, the city experienced a large-scale ice storm that crippled the city with power outages, and unprecedented fallen trees necessitating disaster recovery. Over 16,000 tons of vegetative debris was collected. City forces, mutual aid agencies, and the public worked diligently for months cleaning up after this storm.

The current contract for these services expires April 30, 2024. Requests for proposals were solicited on December 1, 2023, and the city received four submittals. Evaluation of the submittals resulted in the selection of Tetra Tech for a contract of three years with the option for two one-year extensions. This contract will ensure that a qualified firm provides recovery services to properly remove and dispose of debris should a storm event occur. Through proper monitoring and documentation, recovery costs can be submitted to FEMA for reimbursement.

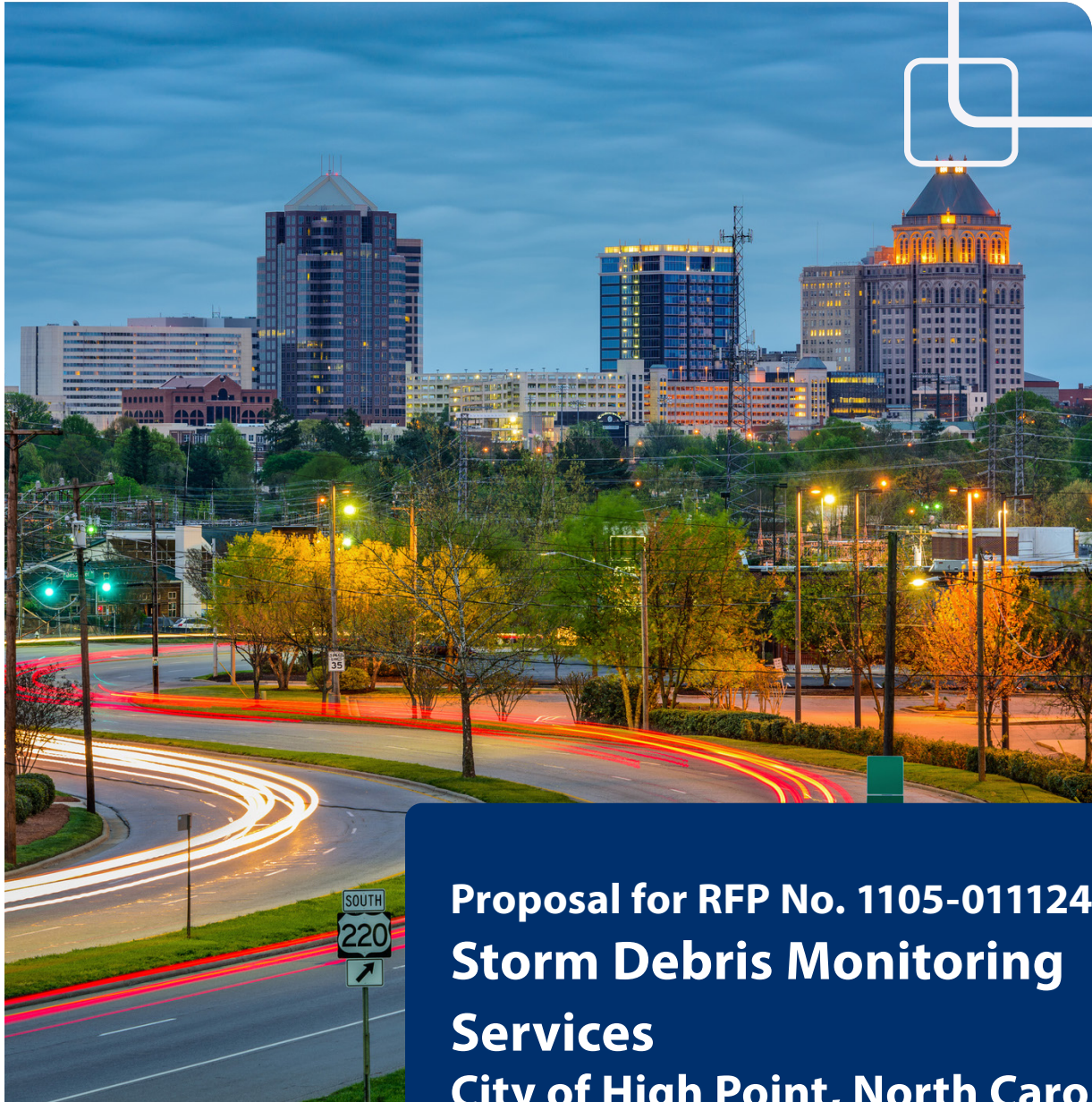
BUDGET IMPACT: Funds for this project will be set up in a storm debris removal account as directed by Finance when the event occurs.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval of the contract and asks for the Council to award Tetra Tech the Storm Debris Monitoring On-Call contract and to authorize appropriate city staff to execute all appropriate documents.





TETRA TECH



**Proposal for RFP No. 1105-011124
Storm Debris Monitoring
Services
City of High Point, North Carolina**

Leading with Science®

Electronic | January 2024



REQUEST FOR PROPOSALS

STORM DEBRIS MONITORING SERVICES

December 1, 2023

Due Date: Thursday, January 11, 2024
and time: 2:00 PM Eastern Time

RFP Number: 1105-011124

Mailing Address: P O Box 230
High Point NC 27261

Delivery Address: 816 East Green Drive
Purchasing Division
High Point, NC 27260

Virtual Pre-Proposal Meeting: December 14, at 10:00 AM

Purchasing Contact: Candy Harmon
E-mail: candy.harmon@highpointnc.gov
Phone: 336-883-3222

IF YOU NEED ANY REASONABLE ACCOMMODATION FOR ANY TYPE OF DISABILITY
IN ORDER TO PARTICIPATE IN THE PROCUREMENT, PLEASE CONTACT PURCHASING
AS SOON AS POSSIBLE

VENDOR NAME: Tetra Tech, Inc.

(Please include this cover page in your Proposal.)

Letter of Transmittal

City of High Point
Attn: Purchasing Division
Candy Harmon, Purchasing Manager
816 East Green Drive
High Point, NC 27261

January 11, 2024

Subject: Storm Debris Monitoring Services (1105-011124)

Dear Ms. Harmon and Members of the Evaluation Committee,

Tetra Tech, Inc. (Tetra Tech) submits the enclosed proposal in response to City of High Point (City) request for proposals for Storm Debris Monitoring Services. Our proposal describes our technical expertise in disaster debris management and our approach to delivering unmatched services to the City:

- **National Leadership in Debris Monitoring.** Our team has successfully assisted **over 350 local and state government clients** with planning for and recovering from disasters. With extensive experience successfully managing multiple disaster response and recovery operations across the U.S. simultaneously, we have overseen and managed the removal of **over 179 million cubic yards (CYs) of debris**, resulting in excess of **\$12 billion in reimbursable costs** to our clients. We have served as the ground-zero debris monitoring consultant for hundreds of clients affected by our nation's most catastrophic natural disasters, including Hurricanes Laura, Sally, Michael, Irma, Matthew, Florence, and Harvey; over a dozen wildfires; and numerous severe storm, tornado, and flooding events.
- **Deeply Experienced Project Management Team.** The team of disaster debris experts who were specifically selected for this engagement were chosen based on their experience, programmatic expertise, and availability to respond to City's needs. Leading the Tetra Tech Disaster Recovery division is **Mr. Jonathan Burgiel, a 35-year veteran of the industry who is a leading expert in disaster debris monitoring and Federal Emergency Management Agency (FEMA) reimbursement.** Additionally proposed project manager Bob Gresenz is an expert in large-scale mobilizations, project staffing, and debris monitoring operations, and has extensive experience in disaster debris project management support under the FEMA Public Assistance (PA) Grant Program.
- **Proprietary, Best-in-Class Automated Debris Management System (ADMS) Technology.** Via *RecoveryTrac™* ADMS, our staff can monitor and manage a recovery effort electronically, increasing productivity while decreasing fraud, human error, and cost to City. *RecoveryTrac™* ADMS enables real-time collection data and furnishes accurate and timely reporting to the City stakeholders. ***RecoveryTrac™* ADMS has been validated by the United States Army Corps of Engineers (USACE)** twice (in 2015 and 2023) and is the ADMS preferred by USACE debris contractors.
- **Extensive Experience Throughout the State of North Carolina.** Tetra Tech personnel have supported clients throughout North Carolina for over a decade, performing more than 30 disaster debris, grant management, and emergency management projects. Following Hurricane Florence in 2018, Tetra Tech was contracted by 16 communities in North Carolina. Our firm also provided disaster response services to multiple communities in the state in response to Hurricanes Matthew and Irene. Additionally, Tetra Tech maintains a current prequalification contract with the North Carolina Department of Transportation as a Private Consulting Firm for six disciplines to support disaster response and recovery services. Our understanding of the region's response challenges and capabilities and our experience in North Carolina will allow our team to focus immediately on the issues at hand. **Our team remains laser-focused on supporting disaster-affected North Carolina communities in their recovery.**

We are proud to be trusted by the City as its incumbent debris monitoring services provider and proven long-term partner in disaster response and recovery. We renew our commitment to provide swift, dedicated, and compliant service, as we have in prior activations following recent disasters

- **Cost-effective Solution for Recovering Communities.** Our team of disaster recovery experts remains on the forefront of the debris monitoring industry, and we are committed to providing the latest technological advancements, which increase efficiency and result in significant cost savings to our clients. **Tetra Tech provides the best value by arming recovering communities with unmatched expertise and reasonably priced hourly rates thanks to advancements in our proprietary ADMS technological capabilities.**

Company Headquarters	3475 East Foothill Blvd., Pasadena, CA 91107
Local North Carolina Office	100 W. Innes St. Ste. 302, Salisbury, NC 28144
Disaster Recovery Headquarters	2301 Lucien Way, Suite 120, Maitland, FL 32751

For questions regarding this response, please contact the representatives listed below. As an authorized representative of the firm, I am authorized and empowered to sign this proposal and bind the firm in contractual commitments.

Technical Representative: *Mr. Ralph Natale*
 2301 Lucien Way, Suite 120, Maitland, FL 32751
 Phone: 321-441-8511 | Fax: 321-441-8501
 ralph.natale@tetrattech.com

Contractual Representative: *Ms. Betty Kamara*
 2301 Lucien Way, Suite 120, Maitland, FL 32751
 Phone: 321-441-8511 | Fax: 321-441-8501
 TDR.contracts@tetrattech.com

Sincerely,

Tetra Tech, Inc.



Jonathan Burgiel
 Business Unit President – Tetra Tech Disaster



City of High Point

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

Master

File Number: 2024-114

File ID: 2024-114

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/18/2024

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Final Action:

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City Council is requested to consider a contract with Crowder Gulf for Disaster Recovery and Debris Management On-Call Services and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Contract - Crowder Gulf

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: dona.turner@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM

TITLE: Disaster Recovery On-Call Services – Crowder Gulf	
FROM: Robby Stone - Public Services Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Crowder Gulf Request for Proposal (RFP) Submission	

PURPOSE: The city relies on cleanup, demolition, and disposal of debris from certified contractors in the event of a natural disaster. Other services include, but are not limited to, facilities with the debris management contractor and locating additional disposal sites.

BACKGROUND: In March 2014, the city experienced a large-scale ice storm that crippled the city with power outages, and unprecedented fallen trees necessitating disaster recovery. Over 16,000 tons of vegetative debris was collected. City forces, mutual aid agencies, and the general public worked diligently for months cleaning up after this storm.

Requests for proposals for these services were solicited on February 7, 2024, and the city received seven (7) submittals. Evaluation by city staff of the submittals resulted in the selection of Crowder Gulf for a contract of three years with the option for two one-year extensions. This contract will ensure that the firm provides recovery services to properly remove and dispose of debris should a storm event occur. Through proper monitoring and documentation, recovery costs can be submitted to the Federal Emergency Management Agency for reimbursement.

BUDGET IMPACT: Funds for this project will be set up in a storm debris removal account as directed by Finance when the event occurs.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval of the contract and asks for the Council to award Crowder Gulf the Disaster Recovery and Debris Management contract and appropriate city staff be authorized to execute all necessary documents.



City of High Pont, NC

RFP #31-030124 for
Disaster Recovery and Debris Management

Friday, March 1, 2024 @ 3PM



Ashley Ramsay-Naile,
President
Disaster Administration Office
5629 Commerce Blvd. E
Mobile, AL 36619
800-992-6207 Phone
251-459-7433 Fax
jramsay@crowdergulf.com
www.crowdergulf.com

Please direct all inquiries to the DAO Above

North Carolina Office
Barrett Holmes, Regional Manager
124 East Public Square
Laurens, South Carolina 29360
NC General Contractors License # 82977

February 27, 2024

City of High Point, NC
816 East Green Drive
Purchasing Division
High Point, NC 27260

Re: RFP NO. 31-030124 Disaster Recovery and Debris Management

CrowderGulf is pleased to submit the enclosed proposal as a firm and irrevocable offer in response to the RFP referenced above. We want to express our desire to enter into an agreement with City for **Disaster Recovery and Debris Management**. We believe we are the best company to provide the City of High Point with the requested services based on our personal experience, and our many years of experience and capabilities as synopsized below and demonstrated in the attached proposal.

CrowderGulf is a national full-service debris management firm with over fifty-two (52) years' experience in helping communities like the City recover from disasters. Having managed successful debris clean-up operations in sixteen (16) states, **including North Carolina** we have developed one of the most capable recovery management teams in the Country. Our disaster experience includes the completion of **over five hundred (500) disaster recovery projects** and success in removing, reducing and disposing of **over four hundred and (400) million cubic yards of debris** and is testament to our ability to meet the scope of work established by the City.

Highlights of Past Projects in Georgia, North Carolina and South Carolina

- City of Bainbridge, GA - \$1,407,790 Invoice Amount – 53,576 Cubic Yards
- Decatur County, GA - \$5,463,141 Invoice Amount – 215,087 Cubic Yards
- 2018 Hurricane Florence (NC, SC) – 18 Contract Activations - \$29,884,238 Invoice Amount – 1,862,022 Total Event Cubic Yards
- 2016 Hurricane Matthew (SC, FL, VA, NC, GA) -39 Contracts Activated - \$82,267,725 Invoice Amount – 5,675,560 Total Event Cubic Yards

Recent Project Highlights Across the Gulf Coast

- 2023 APWA –FL Award of Excellence Hurricane Ian response
- 2022 Hurricanes Ian & Nicole – 44 Contracts Activated- 62 DMS Managed- \$412,363,005 – 19,160,671 Total Cubic Yards
- 2020 Hurricanes Sally & Laura – 20 Contracts Activated - \$451,900,191 – 21,443,612 Total Event Cubic Yards
- 2017 Hurricane Irma – American Public Works Association – **2018 Contractor of the Year** (City of Punta Gorda, FL)
- 2017 Hurricanes Irma and Harvey – Completed 91 Activations across 4 States

CrowderGulf's management team includes previous FEMA Directors, Emergency Managers, and qualified Debris Specialists with 40+ years of training and "boots on the ground" field experience. You will find our team fully knowledgeable in all aspects of debris clean-up from operational methodology to quality control and FEMA public assistance reimbursements. We recognize that an efficient, experienced on-site personnel can only achieve orderly, and safe debris management operation. Our key management and field staff have obtained numerous FEMA and OSHA certifications in emergency management, safety and environmental compliance and remain with you from contract activation to closeout.

The knowledge and experience of the CrowderGulf management team, coupled with our personal inventory of heavy equipment and a large cadre of dedicated subcontractors, has meant that every project has been completed successfully and within contract timelines. **Our team is dedicated to following the FEMA Public Assistance Program and Policy Guidelines and meeting 2 CFR requirements.** Our past experience enables us to assemble uniquely trained and experienced project teams and match specialized equipment and resources with project execution requirements. We believe training and pre-planning are keys to a successful debris removal operation. CrowderGulf provides **pre-planning and training** to our clients **free of charge** throughout the contract term.

CrowderGulf is committed to responding to any event in the City, regardless of size or type, with utmost promptness. **Barrett Holmes, North Carolina, Regional Director**, is a seasoned member of the CrowderGulf team. He is a long time South Carolina resident and has first-hand experience working disaster declarations within the State of North Carolina. He recently managed multiple contracts after Hurricanes Florence and Matthew devastated the Carolinas and Irma caused significant damage in Georgia. He has been assigned to meet the needs and requests of the City throughout the year. He can provide valuable knowledge and experience with an inherent commitment and dedication to the City. Barrett Holmes can be reached at 864-569-6611 or bholmes@crowdergulf.com or, you may contact the CrowderGulf Disaster Assistance office at 1-800-992-6207

Financial strength is one of the most important aspects for the City of High Point to consider when selecting a debris contractor. Following a major disaster, the City's financial burdens could be substantial. It is important to have a financially strong disaster-experienced contractor, such as CrowderGulf, that will work to get the job completed, regardless of any delays in invoice payments.

CrowderGulf's financial stability is solid and reliable and over the years we have established an excellent line of credit with our financial institution. We have always paid our subcontractors and personnel weekly. This ensures that we are able to provide the very best subcontractors for the City and that we are able to secure additional qualified subcontractors to fulfill any concurrent contracts. CrowderGulf has always met all financial obligations without interruption.

AGGREGATE BONDING CAPACITY	\$ 1,000,000,000
SINGLE BONDING CAPACITY	\$ 250,000,000
OTHER AVAILABLE FUNDING	\$ 150,000,000

CrowderGulf maintains **all required insurances** such as General Liability, Personal Injury, Workers Compensation, Automobile/Equipment Liability, as well as Maritime Insurance. Additional information regarding insurance has been presented with our proposal response.

CrowderGulf has encountered and successfully handled everything within the City's Scope of Work identified in the RFP. This includes removal of eligible disaster-related vegetation, construction & demolition (C&D), hazardous waste, white goods, e-goods, stump removal, marine debris removal, debris reduction and disposal etc. Details of our abilities are summarized in our Past Performance in the attached proposal.

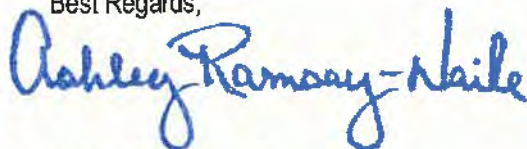
Our Disaster Management Services include the following:

Pre-Planning and Training	Waterway Debris Removal	Demolition
Emergency Road Clearance	Marine Salvage	Dredging
ROW & ROW Debris Removal	Bio-Mass Recycling	Portable Housing
Development & Operation of DMS	Derelict Vehicle and Abandoned Vehicle Removal	Levee Construction
Final Debris Disposal	Removal & Disposal of White Goods & E-Goods	Sonar Scanning
Hazardous Materials Handling	Tree Trimming and Removal (leaners /hangers)	Marine Construction
Technical Disaster Recovery Assistance	Sand Removal, Screening & Breach Restoration	Cellular Tower Construction
Historic Property Preservation	Temporary Ice, Water and Other Consumables	Road and Utility Work
Bulkhead and Pier Replacement Pile Driving	Temporary Power Services/Generators	Land Clearing and Site Prep

We greatly appreciate the opportunity to submit this proposal. **We assure you that our professional disaster debris team will continue to exceed the expectations of the City.** We will be pleased to provide any additional information that would assist the City in its deliberations and look forward to your favorable response.

As the President of CrowderGulf, I attest that this Proposal is presented in fairness and in good faith without collusion or fraud and I, Ashley Ramsay-Naile, have the authority to bind CrowderGulf in all transactions relative to the award of **RFP NO. 31-030124 Disaster Recovery and Debris Management**. In addition, Reid Loper, Vice President, also has the authority to bind the company.

Best Regards,



Ashley Ramsay-Naile
President

jramsay@crowdergulf.com / knoll@crowdergulf.com



City of High Point

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

Master

File Number: 2024-113

File ID: 2024-113

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/18/2024

File Name:

Final Action:

Title: Consideration of a Contract with Slurry Pavers Inc.
City Council is requested to consider a contract with Slurry Pavers Inc. in the amount of \$1,109,406.81 for the City of High Point Pavement Preservation Project and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Contract - Slurry Pavers Inc.

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: dona.turner@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: City of High Point Pavement Preservation Project 2024, Bid Number 35-031224	
FROM: Robby Stone – Public Services Director Melinda King – Assistant Public Services Dir. Allan Hicks – Projects Engineer	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: December 22, 2023
ATTACHMENTS: Bid Tabulations 2024 Maps	

PURPOSE: To award the City of High Point Pavement Preservation Project 2024, Bid Number 35-031224, contract to Slurry Pavers Inc. The City budgets on an annual basis for the maintenance of City of High Point streets. Based on needs, specific streets have been identified to be treated with crack sealing and micro-surfacing this year.

BACKGROUND: This is the first time that the City of High Point will perform contracted micro-surfacing roadway improvements. Micro-surfacing consists of a thin (approximately 3/8-inch) depth polymer modified asphalt mix consisting of aggregates, portland cement, and various additives installed onto the existing asphalt. Crack-sealing, patching, and removal of thermo-plastic pavement markings will be required before micro-surfacing is installed. It is estimated that micro-surfacing will extend the roadway service life 7+ years when installed onto roadways that are rated fair or better. Other benefits of micro-surfacing include correction of minor rutting, improving skid resistance, protecting the underlying roadway from water intrusion, and long-term cost savings associated with traditional milling and resurfacing.

The list of roads within this contract was generated from a pavement condition survey which is performed every three years that assesses the City's road/pavement ratings. This 2024 contract will consist of micro-surfacing and related preparatory work for approximately 21.0 lane miles of roadway throughout the City of High Point.

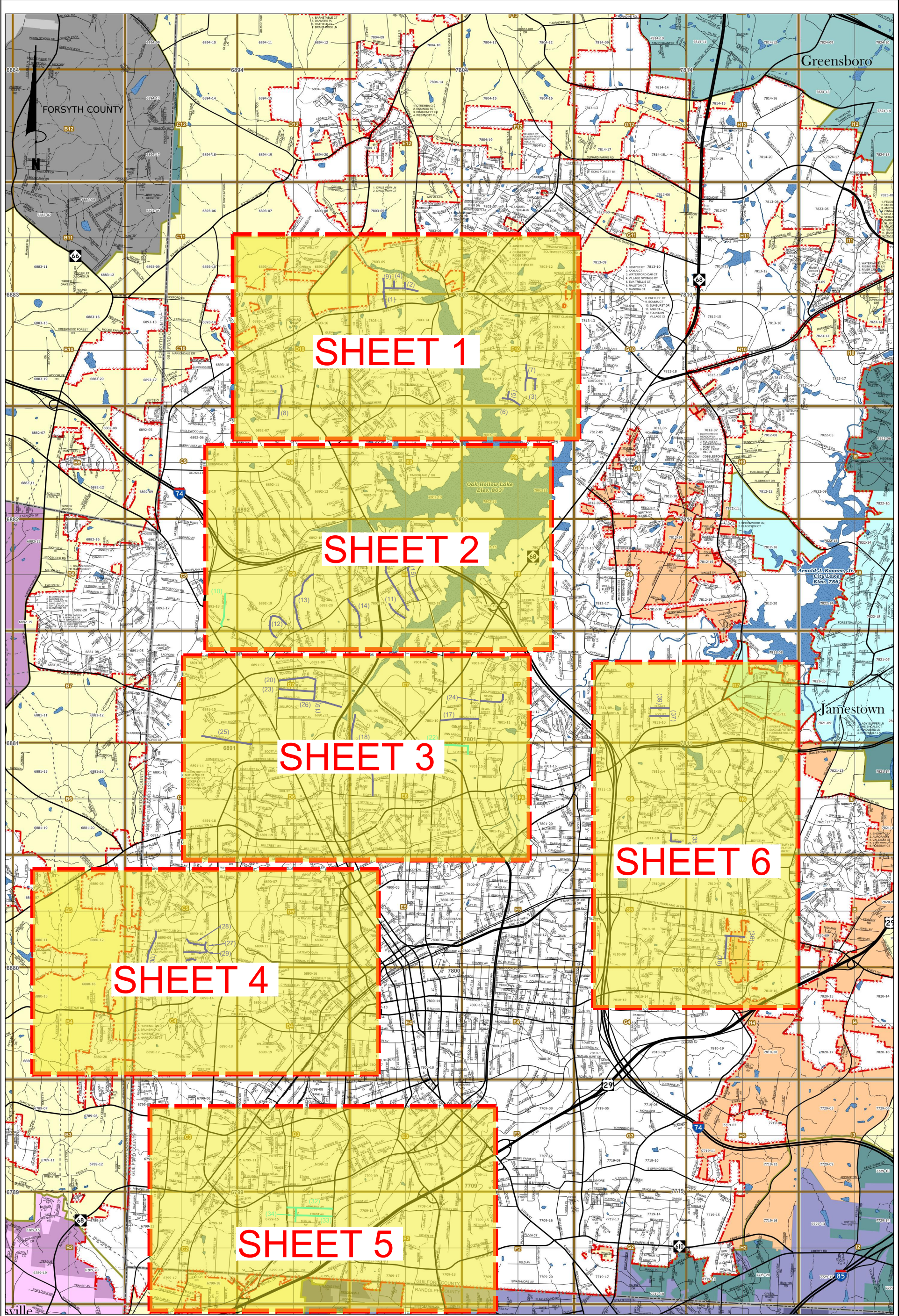
There were two (2) Contractors who submitted bids at the February 13, 2024, bid opening. The contract was re-bid and bids were opened on March 12, 2024. A total of two (2) bids were received. Boxley Materials Company was the lowest bidder. City Staff considered this a non-responsive bid.

The Slurry Pavers Inc. bid was the lowest responsive bid.

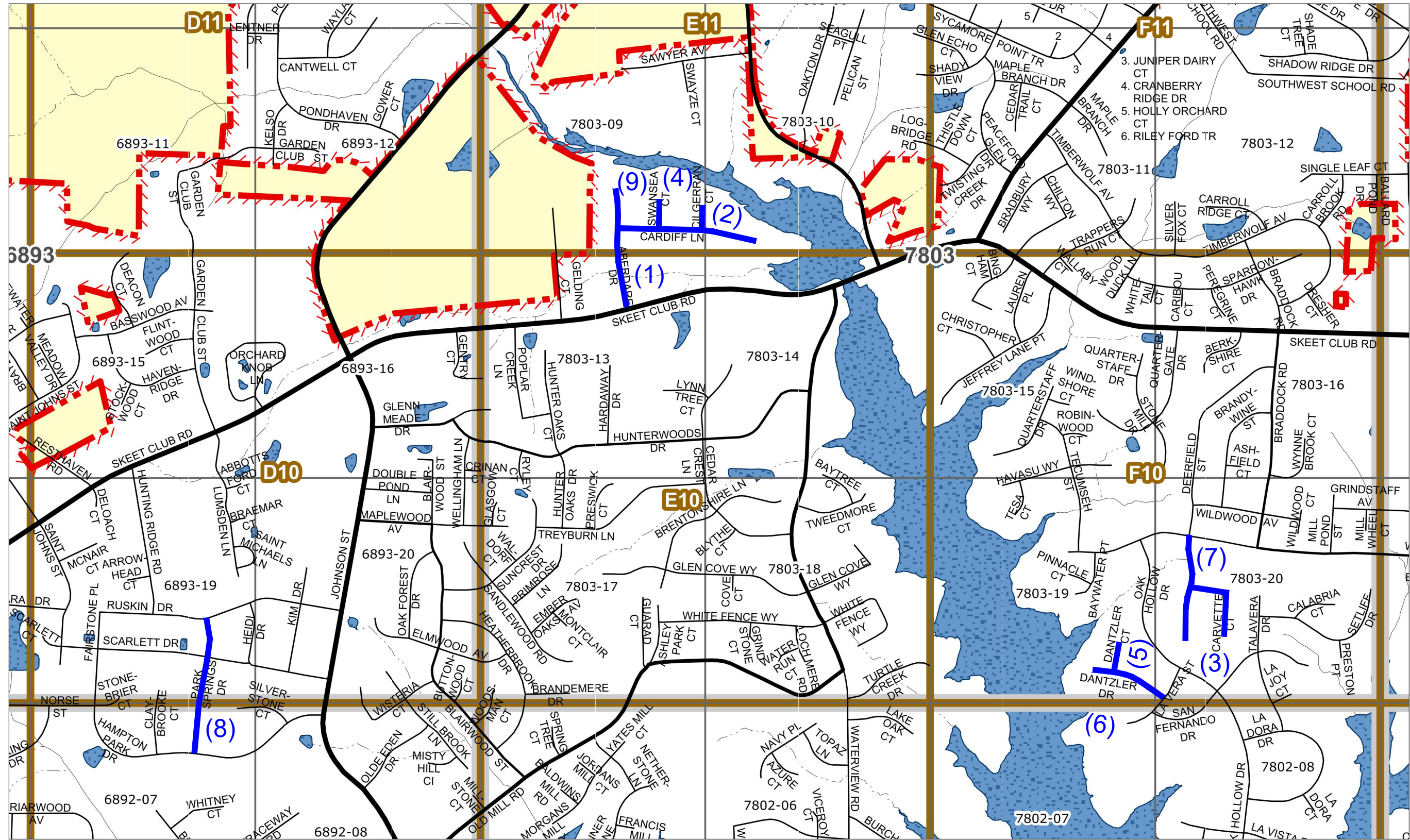
BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 budget.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval of the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the project to Slurry Pavers Inc. in the amount of \$1,109,406.81

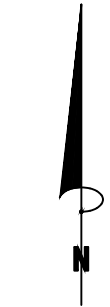
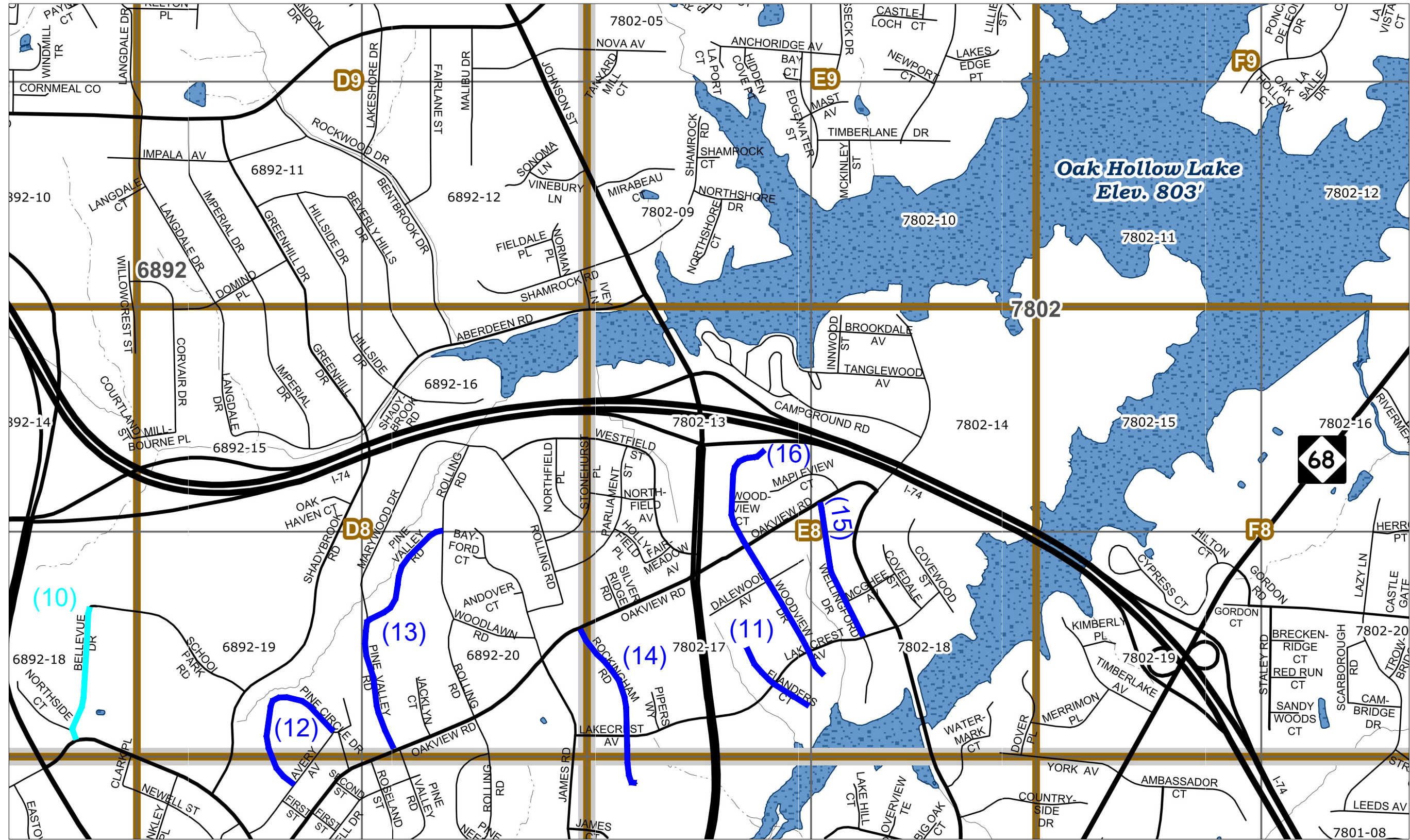
cah 3/22/2024										
PAVEMENT PRESERVATION PROJECT 2024, BID 35-031224										
					ENGINEERS ESTIMATE		SLURRY PAVERS, INC.		BOXLEY MATERIALS COMPANY	
LINE ITEM	SECTION	DESCRIPTION	UNITS	QUANTITY	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID
1		Mobilization	LS	1	\$ 37,500.00	\$ 37,500.00	\$ 64,000.00	\$ 64,000.00	\$ 35,000.00	\$ 35,000.00
2		Traffic Control	LS	1	\$ 32,500.00	\$ 32,500.00	\$ 56,000.00	\$ 56,000.00	\$ 30,500.00	\$ 30,500.00
3		Patching Existing Asphalt Pavement, 4" Depth	TN	520	\$ 275.00	\$ 143,000.00	\$ 405.00	\$ 210,600.00	\$ 525.00	\$ 273,000.00
4		Adjustment of Manhole (Rapid Set)	EA	20	\$ 1,200.00	\$ 24,000.00	\$ 1,400.00	\$ 28,000.00	\$ 2,350.00	\$ 47,000.00
5		Adjustment of Valve Boxes (Rapid Set)	EA	20	\$ 1,150.00	\$ 23,000.00	\$ 900.00	\$ 18,000.00	\$ 2,250.00	\$ 45,000.00
6		Towing Reimbursement (Direct Cost)	EA	1	\$ 2,500.00	\$ 2,500.00	\$ 150.00	\$ 150.00	\$ 2,500.00	\$ 2,500.00
7		Vegetation Clearing Reimbursement (Direct Cost)	EA	1	\$ 15,000.00	\$ 15,000.00	\$ 7,600.00	\$ 7,600.00	\$ 15,000.00	\$ 15,000.00
8		Sealing Existing Pavement Cracks and Joints	LBS	29,574	\$ 2.75	\$ 81,328.50	\$ 3.35	\$ 99,072.90	\$ 2.70	\$ 79,849.80
9		Single Course Micro-Surfacing	SY	128,677	\$ 3.50	\$ 450,369.50	\$ 3.49	\$ 449,082.73	\$ 3.15	\$ 405,332.55
10		Double Course Micro-Surfacing	SY	19,191	\$ 6.50	\$ 124,741.50	\$ 6.49	\$ 124,549.59	\$ 5.25	\$ 100,752.75
11		Removal of Symbol	EA	4	\$ 75.00	\$ 300.00	\$ 130.00	\$ 520.00	\$ 175.00	\$ 700.00
12		Removal of Character	EA	2	\$ 75.00	\$ 150.00	\$ 130.00	\$ 260.00	\$ 175.00	\$ 350.00
13		Line Removal, 4" Wide	LF	21,043	\$ 1.00	\$ 21,043.00	\$ 0.34	\$ 7,154.62	\$ 0.70	\$ 14,730.10
14		Line Removal, 8" Wide	LF	100	\$ 2.00	\$ 200.00	\$ 0.40	\$ 40.00	\$ 4.50	\$ 450.00
15		Line Removal, 16" Wide	LF	12	\$ 4.50	\$ 54.00	\$ 2.00	\$ 24.00	\$ 20.00	\$ 240.00
16		Line Removal, 24" Wide	LF	62	\$ 6.00	\$ 372.00	\$ 3.00	\$ 186.00	\$ 20.00	\$ 1,240.00
17		Removal of Snow-plowable Pavement Marker Reflectors	EA	5	\$ 150.00	\$ 750.00	\$ 75.00	\$ 375.00	\$ 250.00	\$ 1,250.00
18		Paint Pavement Marking Symbols	EA	8	\$ 75.00	\$ 600.00	\$ 50.00	\$ 400.00	\$ 110.00	\$ 880.00
19		Paint Pavement Marking Characters	EA	4	\$ 150.00	\$ 600.00	\$ 80.00	\$ 320.00	\$ 110.00	\$ 440.00
20		Paint Pavement Marking Lines, 4"	LF	65,313	\$ 0.75	\$ 48,984.75	\$ 0.19	\$ 12,409.47	\$ 0.32	\$ 20,900.16
21		Paint Pavement Marking Lines, 8"	LF	200	\$ 0.90	\$ 180.00	\$ 0.55	\$ 110.00	\$ 1.60	\$ 320.00
22		Paint Pavement Marking Lines, 16"	LF	90	\$ 4.00	\$ 360.00	\$ 1.50	\$ 135.00	\$ 8.75	\$ 787.50
23		Paint Pavement Marking Lines, 24"	LF	167	\$ 5.00	\$ 835.00	\$ 2.50	\$ 417.50	\$ 8.75	\$ 1,461.25
24		Owners Contingency Allowance	LS	1	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
					TOTALS:	\$ 1,038,368.25		\$ 1,109,406.81		\$ 1,107,684.11



	PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118	PLAN DRAWINGS FOR PAVEMENT PRESERVATION 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT – GUILFORD COUNTY – N.C.
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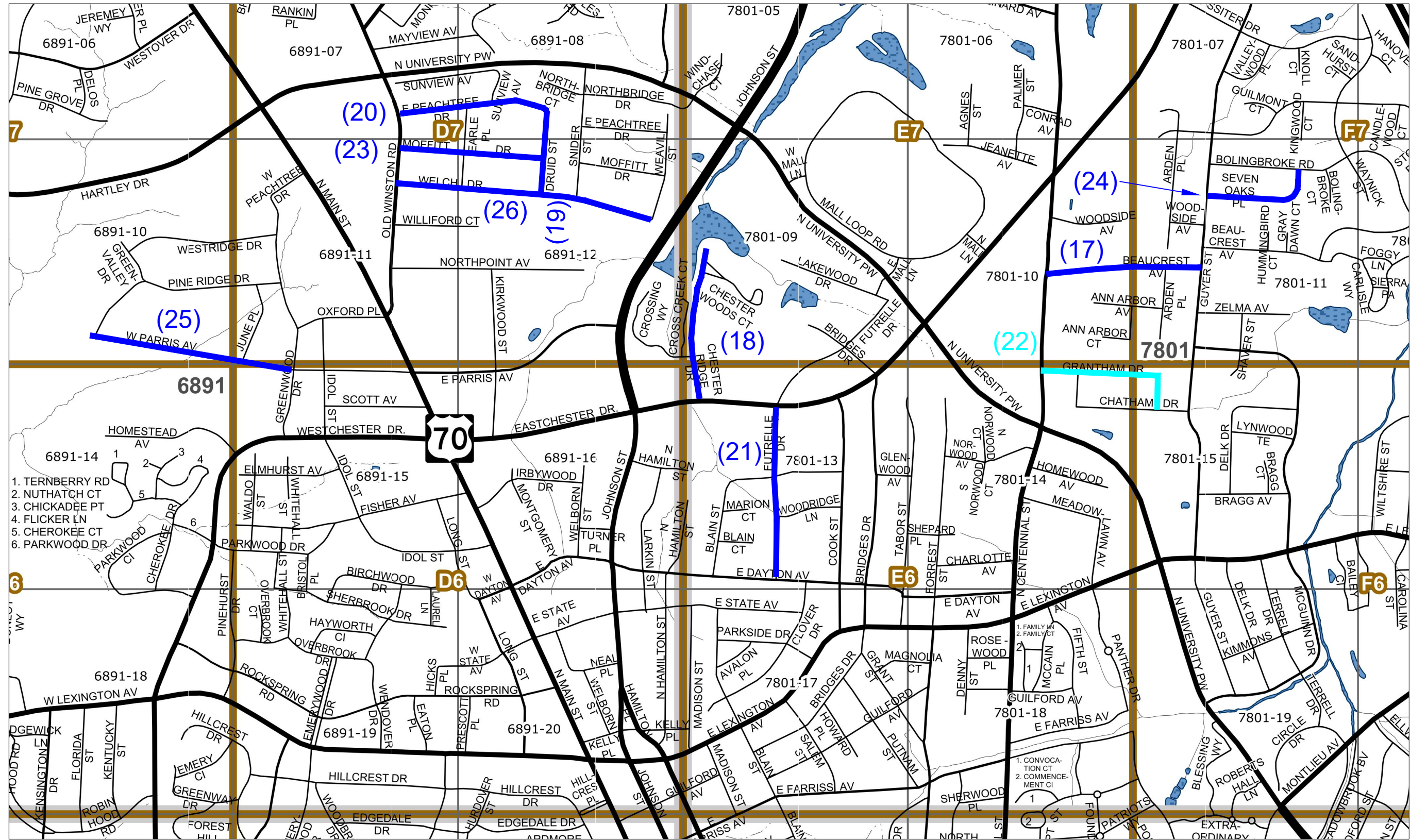
	PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118		JOB NO:	N/A	PLAN DRAWINGS FOR PAVEMENT PRESERVATION 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT – GUILFORD COUNTY – N.C.	SHEET NO.	1	
			DATE	NOV. 2023		OF		6
			DESIGNED	CAH				
			DRAWN	CAH				
			CHECKED					
REV. DATE DESCRIPTION BY		SCALE	NOT TO SCALE					



LEGEND

- CRACK SEAL WITH SINGLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH DOUBLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH CAPE SEAL
- DASHED LINE INDICATES FIBER ADDITIVE

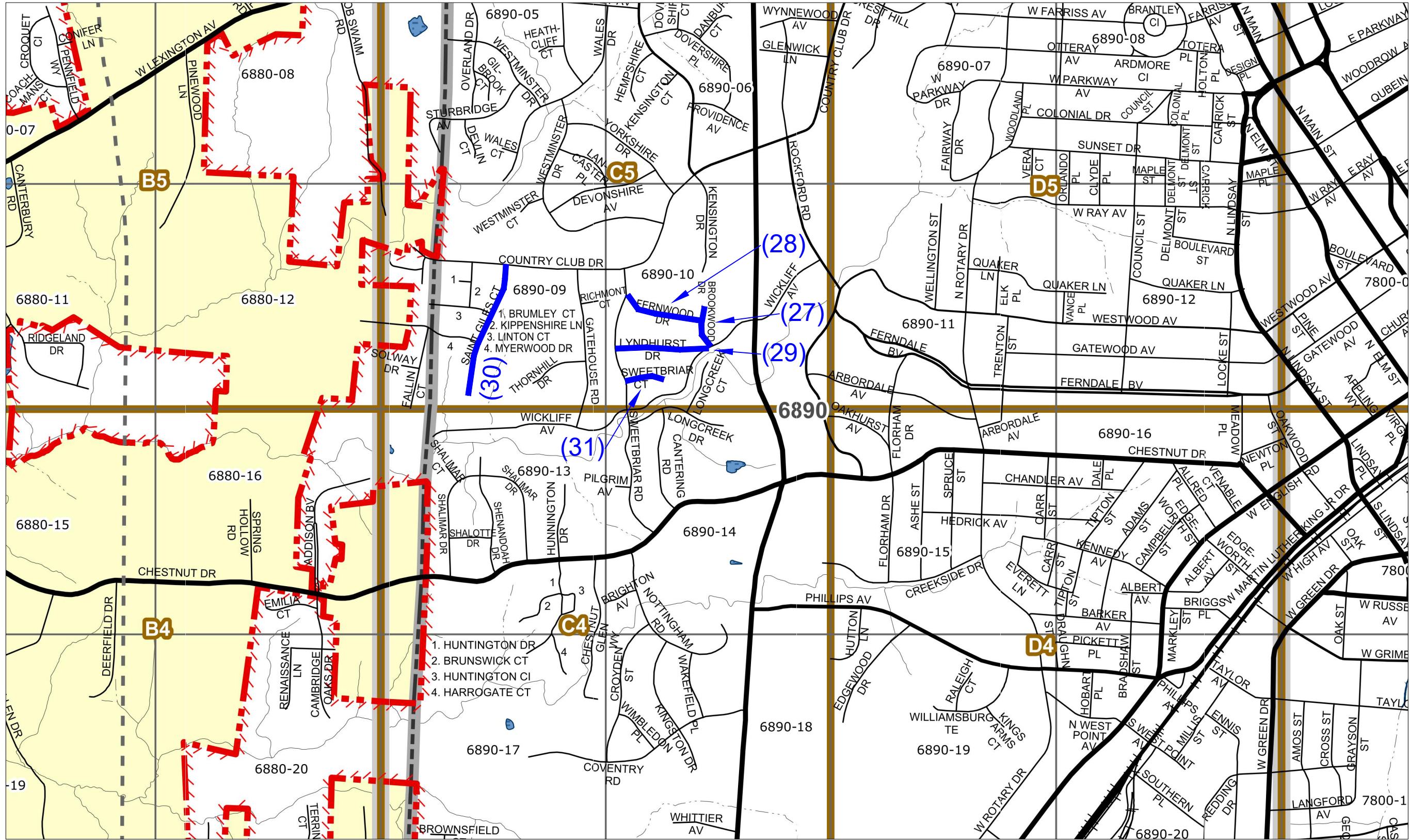
	PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118				JOB NO:	N/A	PLAN DRAWINGS FOR PAVEMENT PRESERVATION 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT – GUILFORD COUNTY – N.C.	SHEET NO. 2 OF 6
					DATE	NOV. 2023		
					DESIGNED	CAH		
					DRAWN	CAH		
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REV.	DATE	DESCRIPTION	BY	SCALE	NOT TO SCALE			



LEGEND

- CRACK SEAL WITH SINGLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH DOUBLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH CAPE SEAL
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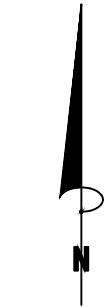
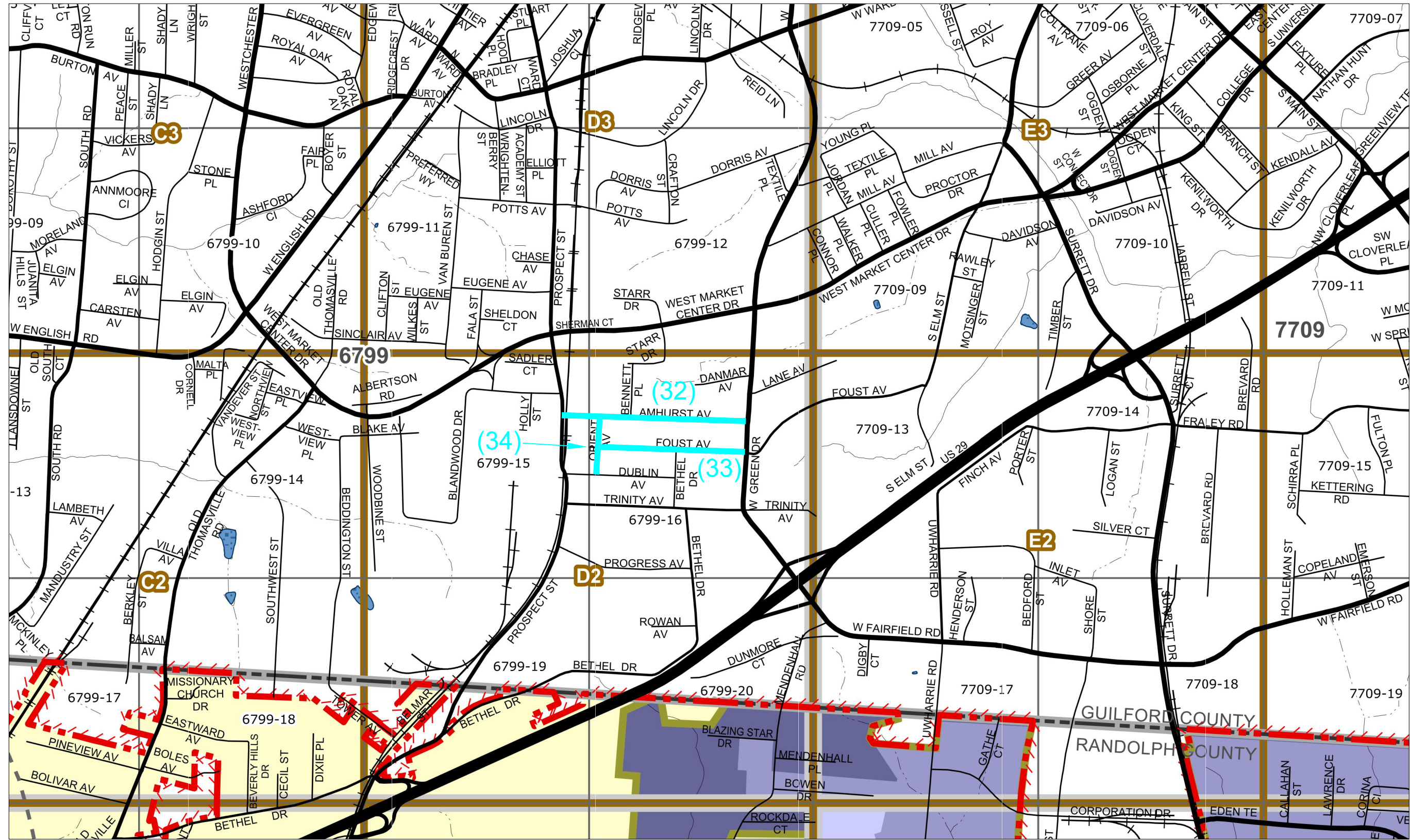
	PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118				JOB NO:	N/A	PLAN DRAWINGS FOR PAVEMENT PRESERVATION 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT – GUILFORD COUNTY – N.C.	SHEET NO. 3 OF 6
					DATE	NOV. 2023		
					DESIGNED	CAH		
					DRAWN	CAH		
					CHECKED	.		
		REV.	DATE	DESCRIPTION	BY	SCALE	NOT TO SCALE	



LEGEND

- CRACK SEAL WITH SINGLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH DOUBLE LAYER OF MICRO-SURFACING
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- DASHED LINE INDICATES FIBER ADDITIVE

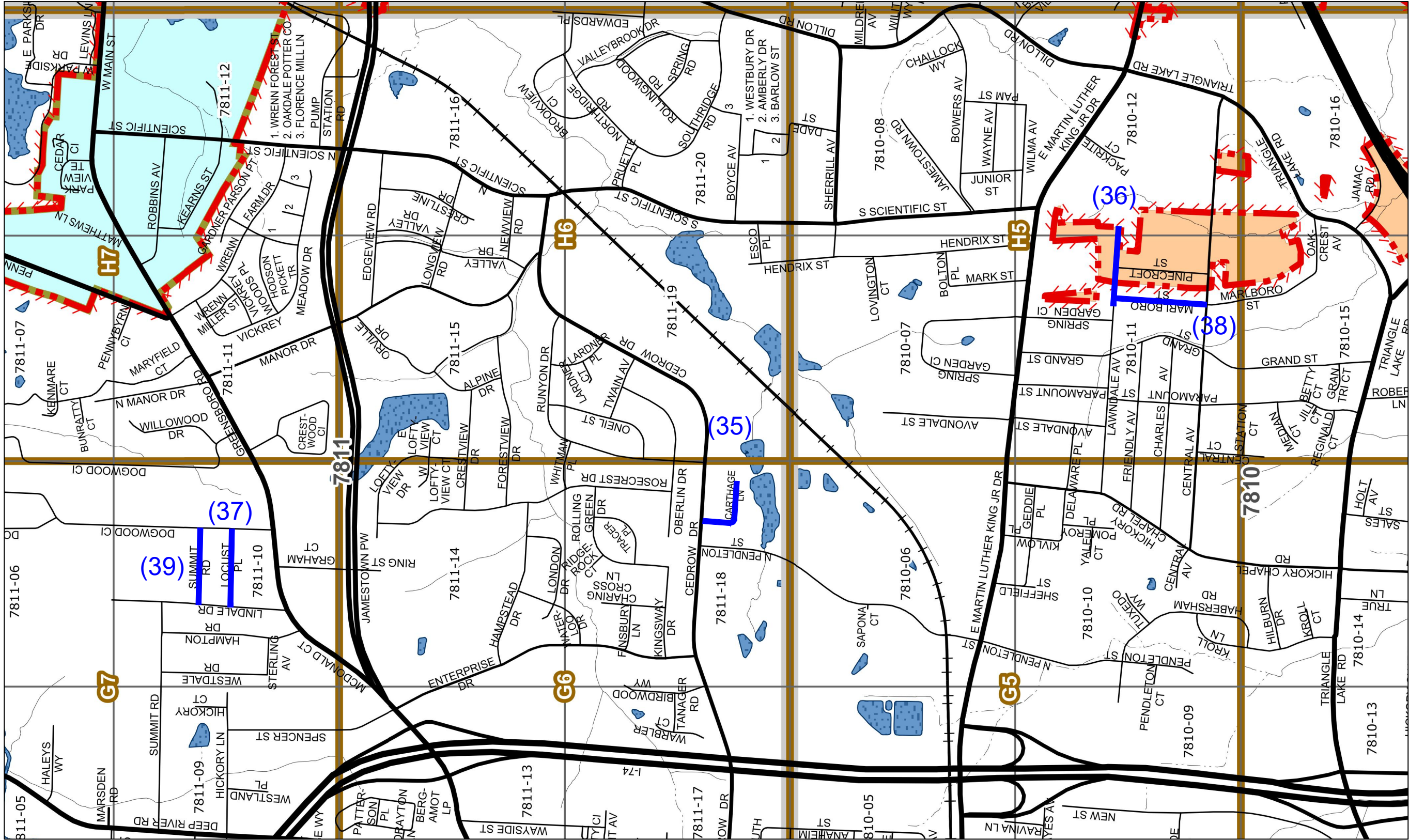
	PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118		JOB NO: N/A DATE: NOV. 2023 DESIGNED: CAH DRAWN: CAH CHECKED: . SCALE: NOT TO SCALE		PLAN DRAWINGS FOR PAVEMENT PRESERVATION 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT – GUILFORD COUNTY – N.C.	SHEET NO. 4 OF 6
	REV.	DATE	DESCRIPTION	BY		



LEGEND

- CRACK SEAL WITH SINGLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH DOUBLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH CAPE SEAL
- DASHED LINE INDICATES FIBER ADDITIVE

	PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118			JOB NO: N/A		PLAN DRAWINGS FOR PAVEMENT PRESERVATION 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT – GUILFORD COUNTY – N.C.	SHEET NO. 5 OF 6
				DATE NOV. 2023			
				DESIGNED CAH			
				DRAWN CAH			
				CHECKED .			
				REV.	DATE		



LEGEND

- CRACK SEAL WITH SINGLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH DOUBLE LAYER OF MICRO-SURFACING
- CRACK SEAL WITH CAPE SEAL
- DASHED LINE INDICATES FIBER ADDITIVE



PUBLIC SERVICES
DEPARTMENT
211 S. HAMILTON STREET
P.O. BOX 230
HIGH POINT, N.C. 27261
TELEPHONE (336) 883-3194
FAX (336) 883-4118

				JOB NO:	N/A
				DATE	NOV. 2023
				DESIGNED	CAH
				DRAWN	CAH
				CHECKED	.
REV.	DATE	DESCRIPTION	BY	SCALE	NOT TO SCALE

PLAN DRAWINGS FOR
PAVEMENT PRESERVATION 2024
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT – GUILFORD COUNTY – N.C.

SHEET NO.
6
OF 6



City of High Point

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

Master

File Number: 2024-115

File ID: 2024-115

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/20/2024

File Name:

Final Action:

Title: Consideration of a Contract with Sharpe Brothers, A Division of Vecellio & Grogan, Inc.
City Council is requested to consider a contract with Sharpe Brothers, A Division of Vecellio & Grogan, Inc. in the amount of \$2,594,777.11 for City of High Point Street Resurfacing and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Contract - Sharpe Brothers, A Division of Vecellio & Grogan, Inc.

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: tammie.dodd@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM



TITLE: City of High Point Streets Resurfacing 2024, Bid Number 27-022824	
FROM: Robby Stone – Public Services Director Melinda King – Asst. Public Services Director Allan Hicks – Projects Engineer	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: January 19, 2024
ATTACHMENTS: Bid Tabulations 2024 Resurfacing Maps	

PURPOSE: To award the City of High Point Streets Resurfacing 2024, Bid Number 27-022824, contract to Sharpe Brothers, A Division of Vecellio & Grogan Inc. Based on pavement condition needs, specific streets have been identified to be resurfaced this year.

BACKGROUND: The City of High Point performs contracted street resurfacing on an annual basis. This resurfacing takes place to provide safe and reliable passageways for commuters throughout the city. The list of roads to be resurfaced is generated from a pavement condition survey which is performed every three years that assesses the city's road/pavement ratings. The 2024 contract will consist of resurfacing +/- 15.2 lane miles of roadway throughout the City of High Point.

There were two (2) Contractors who submitted bids at the February 28, 2024, bid opening. The contract was re-bid and bids were opened on March 19, 2024. A total of two (2) bids were received for the advertised project. Sharpe Brothers, A Division of Vecellio & Grogan, Inc. was the lowest bidder.

BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 budget.

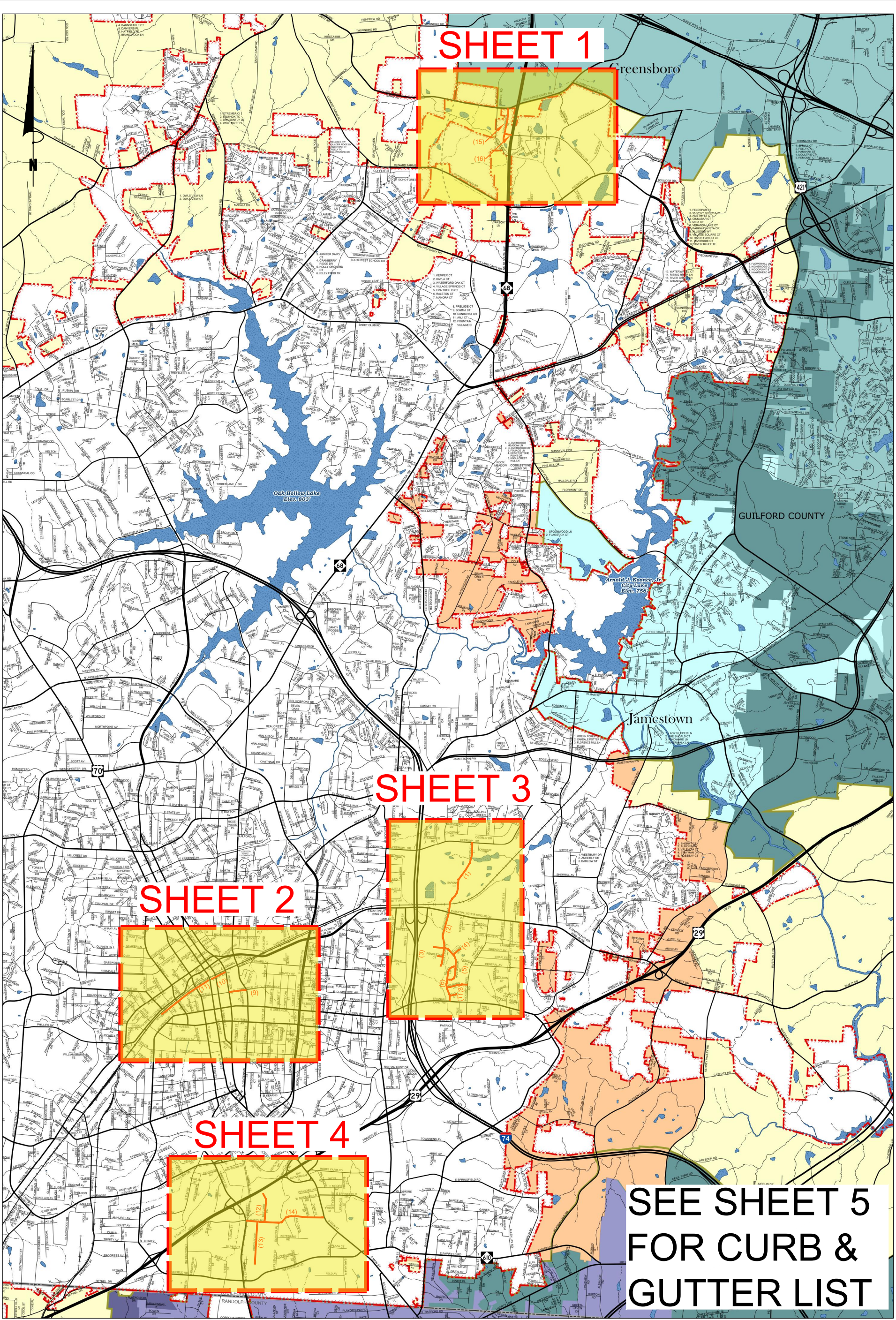
RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval of the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the project to Sharpe Brothers, A Division of Vecellio & Grogan, Inc. in the amount of \$2,594,777.11.

ITEMIZED BID TABULATIONS

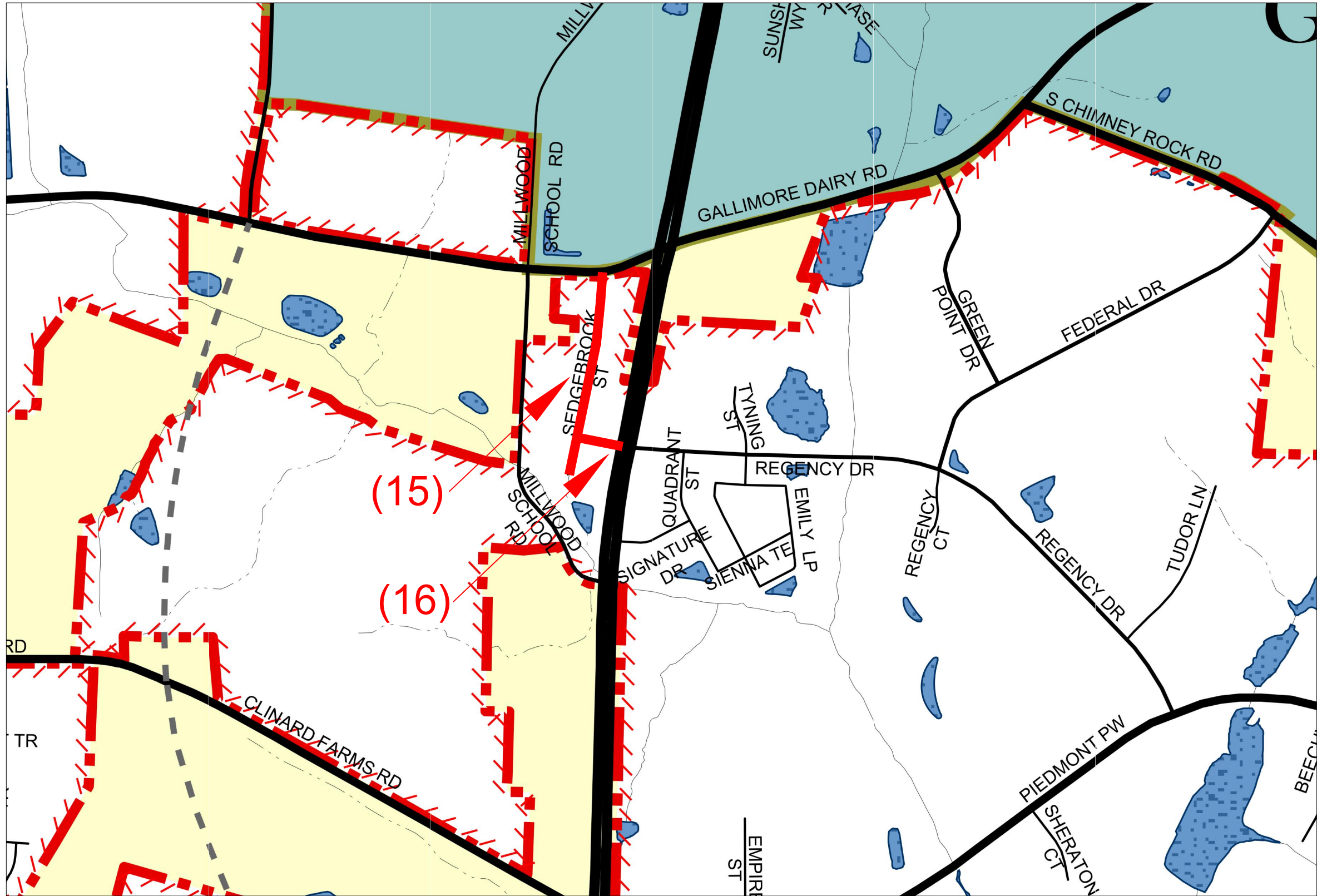
3/19/2024

CITY OF HIGH POINT 2024 STREETS RESURFACING - BID 27-022824				SHARPE BROTHERS		BLYTHE CONSTRUCTION	
LINE ITEM	DESCRIPTION	UNITS	QUANTITY	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID
1	MOBILIZATION	LS	1	\$ 96,056.73	\$ 96,056.73	\$ 100,000.00	\$ 100,000.00
2	TRAFFIC CONTROL	LS	1	\$ 85,461.51	\$ 85,461.51	\$ 80,500.00	\$ 80,500.00
3	ASPHALT CONCRETE SURFACE COURSE TYPE S 9.5C	TN	12,880	\$ 49.86	\$ 642,196.80	\$ 62.00	\$ 798,560.00
4	BITUMINOUS SURFACE TREATMENT, MAT COAT, NO. 78M STONE	SY	26,680	\$ 1.34	\$ 35,751.20	\$ 2.50	\$ 66,700.00
5	ADJUSTMENT OF MANHOLE (RAPID SET)	EA	118	\$ 980.47	\$ 115,695.46	\$ 875.00	\$ 103,250.00
6	ADJUSTMENT OF VALVE BOXES (RAPID SET)	EA	148	\$ 965.09	\$ 142,833.32	\$ 865.00	\$ 128,020.00
7	MANHOLE RING AND COVER (MATERIAL COST ONLY)	EA	10	\$ 539.00	\$ 5,390.00	\$ 490.00	\$ 4,900.00
8	VALVE BOXES (MATERIAL COST ONLY)	EA	10	\$ 330.00	\$ 3,300.00	\$ 300.00	\$ 3,000.00
9	MILLING ASPHALT PAVEMENT, 0 - 1.5" (PROFILE MILLING)	SY	10,840	\$ 3.80	\$ 41,192.00	\$ 3.30	\$ 35,772.00
10	MILLING ASPHALT PAVEMENT, 2"	SY	79,681	\$ 2.92	\$ 232,668.52	\$ 2.00	\$ 159,362.00
11	INCIDENTAL MILLING, VARIABLE DEPTH	SY	5,344	\$ 9.04	\$ 48,309.76	\$ 7.15	\$ 38,209.60
12	PATCHING EXISTING ASPHALT PAVEMENT, 4" DEPTH	TN	3,138	\$ 152.37	\$ 478,137.06	\$ 165.00	\$ 517,770.00
13	THERMOPLASTIC PAVEMENT MARKING LINES, 4" , 90 MILS	LF	21,166	\$ 0.97	\$ 20,531.02	\$ 0.90	\$ 19,049.40
14	THERMOPLASTIC PAVEMENT MARKING LINES, 8" , 90 MILS	LF	986	\$ 2.31	\$ 2,277.66	\$ 2.10	\$ 2,070.60
15	THERMOPLASTIC PAVEMENT MARKING LINES, 16" , 90 MILS	LF	224	\$ 10.99	\$ 2,461.76	\$ 10.00	\$ 2,240.00
16	THERMOPLASTIC PAVEMENT MARKING LINES, 24" , 90 MILS	LF	637	\$ 13.54	\$ 8,624.98	\$ 12.35	\$ 7,866.95
17	THERMOPLASTIC PAVEMENT MARKING SYMBOLS, 90 MILS	EA	56	\$ 135.30	\$ 7,576.80	\$ 123.00	\$ 6,888.00
18	THERMOPLASTIC PAVEMENT MARKING CHARACTERS, 90 MILS	EA	10	\$ 110.00	\$ 1,100.00	\$ 100.00	\$ 1,000.00
19	PAINT PAVEMENT MARKING LINES 4"	LF	1,280	\$ 1.10	\$ 1,408.00	\$ 1.00	\$ 1,280.00
20	PAINT PAVEMENT MARKING SYMBOLS	EA	4	\$ 72.60	\$ 290.40	\$ 66.00	\$ 264.00
21	TEMPORARY STRIPING	LF	10,554	\$ 0.37	\$ 3,904.98	\$ 0.35	\$ 3,693.90
22	ASPHALT BINDER FOR PLANT MIX	TN	673	\$ 618.20	\$ 416,048.60	\$ 620.00	\$ 417,260.00
23	PAVEMENT SEALER (AMTRAK PARKING)	SY	700	\$ 7.07	\$ 4,949.00	\$ 6.00	\$ 4,200.00
24	INDUCTIVE DETECTION LOOPS	LF	2,310	\$ 13.20	\$ 30,492.00	\$ 10.00	\$ 23,100.00
25	INDUCTIVE DETECTION LOOPS, DEEP CUT	LF	720	\$ 17.60	\$ 12,672.00	\$ 18.00	\$ 12,960.00
26	INCIDENTAL STONE	TN	5	\$ 181.31	\$ 906.55	\$ 160.00	\$ 800.00
27	TOWING ALLOWANCE	DOLLAR	1,850	\$ 1.00	\$ 1,850.00	\$ 1,850.00	\$ 1,850.00
28	REMOVE & REPLACE 2'-6" CONCRETE CURB AND GUTTER	LF	288	\$ 214.50	\$ 61,776.00	\$ 195.00	\$ 56,160.00
29	REMOVE & REPLACE 2'-0" CONCRETE CURB AND GUTTER	LF	51	\$ 165.00	\$ 8,415.00	\$ 150.00	\$ 7,650.00
30	CONTINGENCY	EA	1	\$ 1.00	\$ 82,500.00	\$ 1.00	\$ 82,500.00
TOTAL BASE BID AMOUNT				\$ 2,594,777.11		\$ 2,686,876.45	
ALTERNATE BID #1							
1 ALT	NEWTLAC® 5500	KG	30,530		\$	\$ 14.00	\$ 427,420.00
TOTAL BID = BASE BID + ALTERNATE BID AMOUNT				\$ 2,594,777.11		\$ 3,114,296.45	

- Notes:
1. No math errors found.
 2. No price submitted by Sharpe Bros. for Alternate Bid #1.



	CITY OF HIGH POINT PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118	PLAN DRAWINGS FOR RESURFACING PROJECTS - 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT - GUILFORD COUNTY - N.C.
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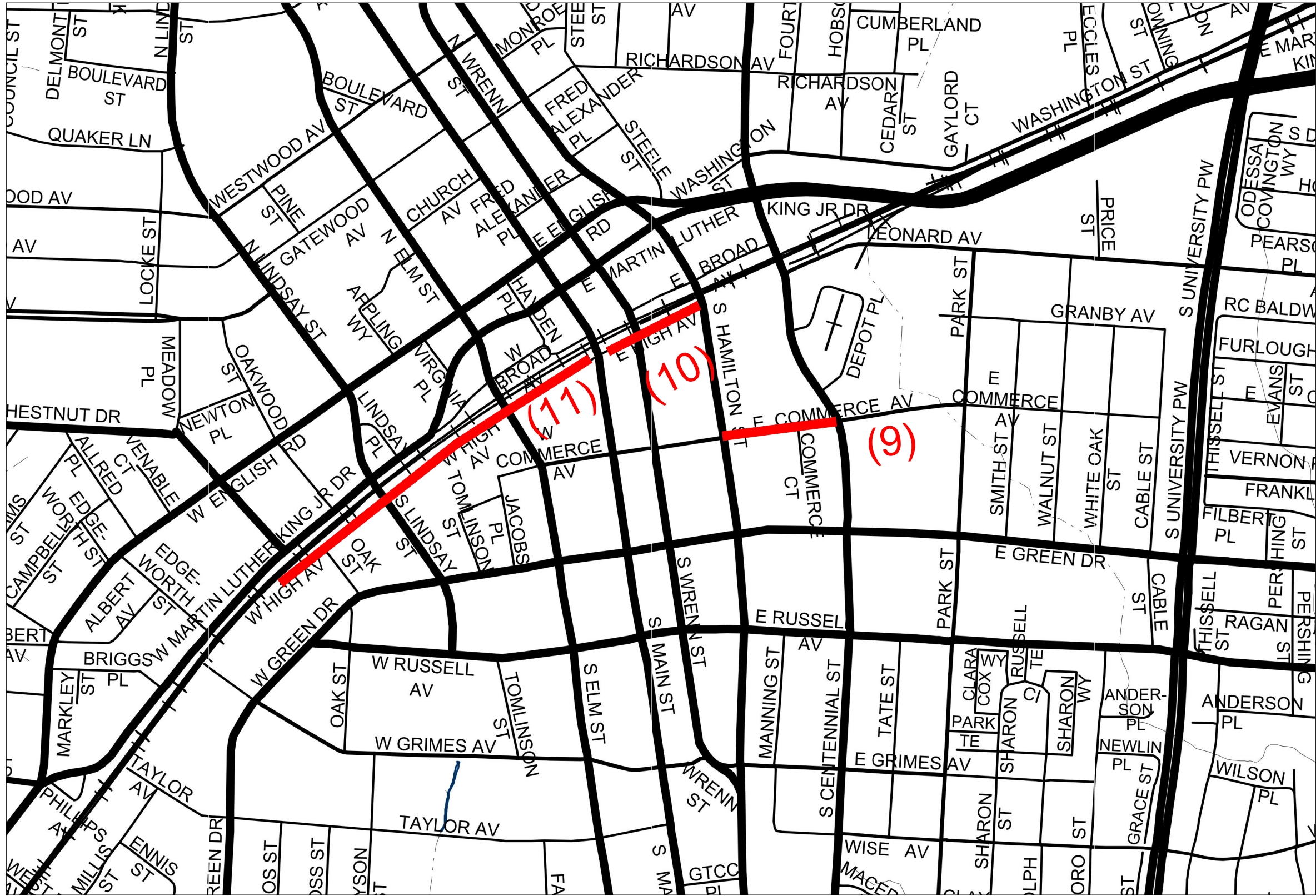


CITY OF HIGH POINT
PUBLIC SERVICES
DEPARTMENT
211 S. HAMILTON STREET
P.O. BOX 230
HIGH POINT, N.C. 27261
TELEPHONE (336) 883-3194
FAX (336) 883-4118

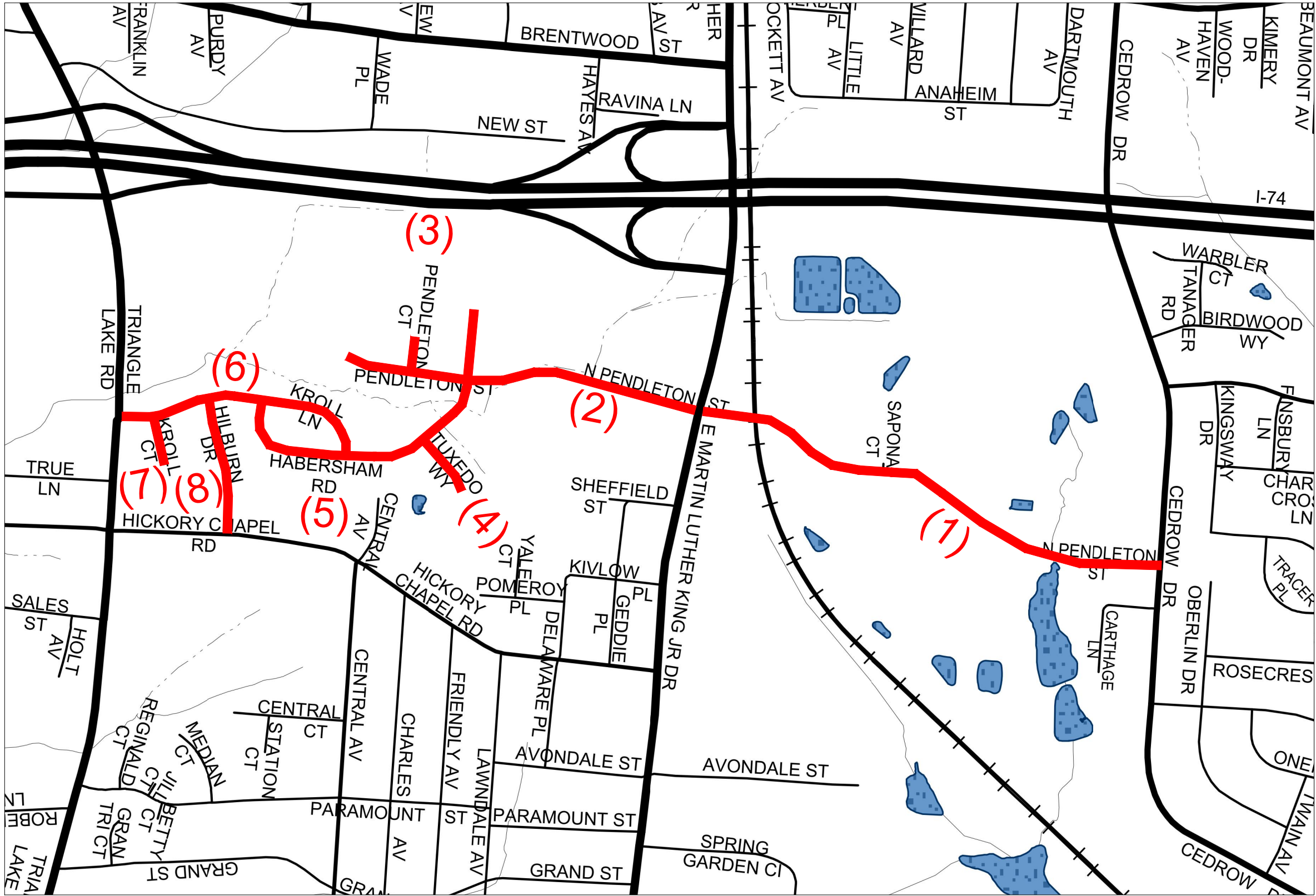
JOB NO:	N/A						
DATE	DEC. 2023						
DESIGNED	CAH						
DRAWN	CAH						
CHECKED	.						
SCALE	NOT TO SCALE	BY		DESCRIPTION	DATE	REV.	

PLAN DRAWINGS FOR
RESURFACING PROJECTS - 2024
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

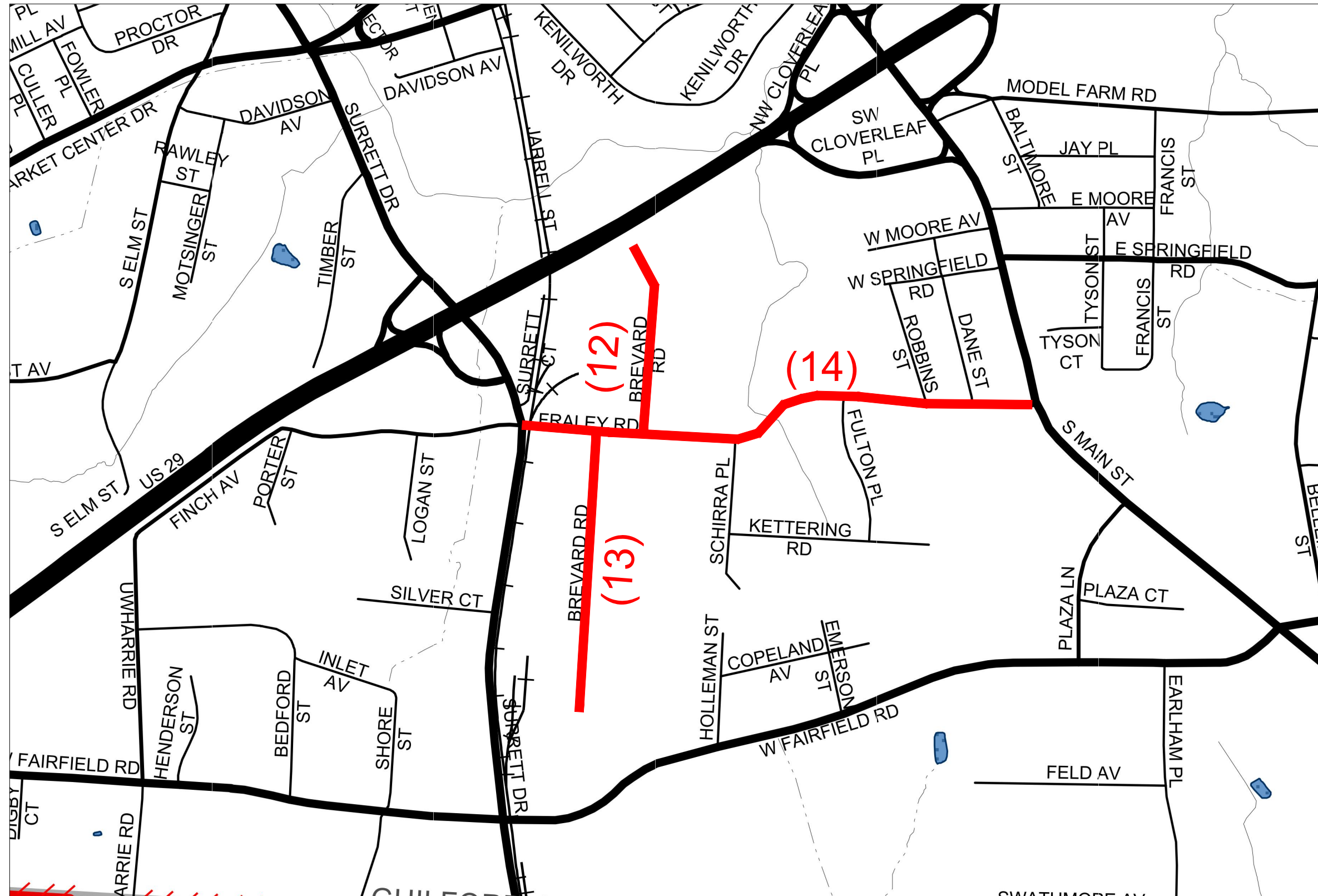
SHEET NO.
1
OF 5

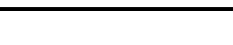


	CITY OF HIGH POINT PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118	JOB NO:	N/A						PLAN DRAWINGS FOR RESURFACING PROJECTS - 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT - GUILFORD COUNTY - N.C.	SHEET NO. 2 OF 5
		DATE	DEC. 2023							
		DESIGNED	CAH							
		DRAWN	CAH							
		CHECKED	.							
		SCALE	NOT TO SCALE	BY		DESCRIPTION	DATE	REV.		



	CITY OF HIGH POINT PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118	JOB NO:	N/A					PLAN DRAWINGS FOR RESURFACING PROJECTS - 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT - GUILFORD COUNTY - N.C.	SHEET NO. 3 OF 5
		DATE	DEC. 2023						
		DESIGNED	CAH						
		DRAWN	CAH						
		CHECKED	.						
		SCALE	NOT TO SCALE	BY					



 CITY OF HIGH POINT PUBLIC SERVICES DEPARTMENT 211 S. HAMILTON STREET P.O. BOX 230 HIGH POINT, N.C. 27261 TELEPHONE (336) 883-3194 FAX (336) 883-4118	JOB NO:	N/A					PLAN DRAWINGS FOR RESURFACING PROJECTS - 2024 CITY OF HIGH POINT ROADWAY IMPROVEMENTS HIGH POINT - GUILFORD COUNTY - N.C.	SHEET NO. 4 OF 5
	DATE	DEC. 2023						
	DESIGNED	CAH						
	DRAWN	CAH						
	CHECKED	.						
	SCALE	NOT TO SCALE	BY	DESCRIPTION	DATE	REV.		

REMOVE AND REPLACE CURB & GUTTER LIST

Map #	Curb List Address	24" C&G	30" C&G	Notes
1	206 N. Pendleton St.		6	30' south of CB, Multiple cracks in curb at sewer cleanout
2	200 Pendleton St.		20	Trucking Lot driveway entrance
	2100 E MLK Jr. Dr.		40	~440' South of E MLK Jr Dr. at driveway entrance on E side of Pendleton St.
	501 Habersham Rd.		23	Sunk curb at NE corner of Pendleton St. and Habersham Rd.
5	505 Habersham Rd.		66	At day care driveways
7	Kroll Ct.		8	East side of cul-de-sac, adjacent to water service pavement cut
8	2514 Hilburn Dr.		10	At fire hydrant
9	195 S. Centennial St		23	Furniture City Glass & Mirror, Driveway roll-over type
	509 E. Commerce Av.		19	Spring Valley Apts, Driveway roll-over type
11	501 W. High Av.		20	18' north of driveway, 2 sections of buckled curb
	311 W. High Av.		5	Curb at transition from brick/conc sidewalk near String & Splinter Club
	311 W. High Av.		12	Curb adjacent to driveway for Asian Loft loading dock/deck
12	2018 Brevard Rd.		11	36' North of Driveway
	2020 Brevard Rd.		25	Driveway roll-over type
13	2149 Brevard Rd.	21		Curb at water vault
	2150 Brevard Rd.	30		Drive at roadway dead end, roll-over type

Totals	51	288
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CITY OF HIGH POINT
PUBLIC SERVICES
DEPARTMENT
211 S. HAMILTON STREET
P.O. BOX 230
HIGH POINT, N.C. 27261
TELEPHONE (336) 883-3194
FAX (336) 883-4118

JOB NO:	N/A				
DATE	DEC. 2023				
DESIGNED	CAH				
DRAWN	CAH				
CHECKED	.				
SCALE	NOT TO SCALE	BY	DESCRIPTION	DATE	REV.

PLAN DRAWINGS FOR
RESURFACING PROJECTS - 2024
CITY OF HIGH POINT
ROADWAY IMPROVEMENTS
HIGH POINT - GUILFORD COUNTY - N.C.

SHEET NO.
5
OF 5



City of High Point

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

Master

File Number: 2024-116

File ID: 2024-116

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/20/2024

File Name:

Final Action:

Title: Consideration of Change Order Number 6 to Baker Underground Inc.
City Council is requested to consider Change Order Number 6 to Baker Underground Inc. in the amount of \$104,121.65 and authorize the appropriate City Official(s) to execute all necessary documents. Upon approval of Change Order Number 6, the new total contract amount will be increased to \$4,280,097.41. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Change Order 6 - Baker Underground, Inc.

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: tammie.dodd@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Waterview Pump Station Force Main Extension, Change Order Number 6 Baker Underground Inc.	
FROM: Robby Stone – Public Services Director Derrick Boone – Asst. Public Services Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: March 18, 2022
ATTACHMENTS: Change Order Number 6	

PURPOSE: To approve Change Order Number 6 to Baker Underground Inc. for the final installed quantities on the Waterview Pump Station Force Main Extension Project.

BACKGROUND: The purpose of the force main extension project was to increase the capacity of the Waterview Pump Station. City Council approved the original contract on May 2, 2022, to Baker Underground Inc for \$2,767,305.00. There have been five additional change orders for the project.

Change Order Number 6 includes adjustments for various overruns and underruns encountered during construction of the Waterview Pump Station Force Main Extension Project.

Change Order Number 6 is the “Final Adjusting Change Order” which represents final installed quantities. All work has been completed.

BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 budget.

RECOMMENDATION/ACTION REQUESTED Public Services is recommending that Council approve Change Order Number 6 to Baker Underground Inc. in the amount of \$104,121.65. Upon approval of Change Order Number 6, the new total contract amount will be increased to \$4,280,097.41.

March 19, 2024

Re: City of High Point, NC
Waterview Pump Station
Force Main Extension
DMP Project 200077 (BF)

Mr. Derrick Boone
City of High Point
Public Services Department
PO Box 230
High Point, NC 27261

Dear Derrick:

Now that all of the work has been completed on the Waterview Force Main Extension, we have prepared Change Order No. 6 for the Final Adjusting Change Order to adjust the Contract Amount in accordance with the final installed quantities.

Most of the line items in the Base Bid and Change Orders No. 1 – 5 include relatively minor quantity underruns or overruns. We did want to mention several of the more significant quantity overruns and reasons for them as noted below

Base Bid

- Item 5 – 16" FPVC, Installed by HDD. The quantity overrun was due to the Value Engineering decision to install the force main by horizontal directional drill (HDD) method along Penny Road in front of O'Reilly Auto Parts and Dollar General. This decision was made to limit disturbance of the existing ground surface, to eliminate a bore-and-jack encasement under Samet Drive, and to eliminate an air release valve manhole in front of O'Reilly Auto Parts.
- Item 28 – Remove & Replace Concrete Sidewalk. The quantity overrun was due to having to replace additional sections of existing sidewalk along Skeet Club Road from Eastchester Drive to the west side of Whites Mill Road.
- Item 31 – Remove & Replace Asphalt Roadway. The quantity overrun was due to having to replace more sections of asphalt roadway than was anticipated at Penny Road, Sunnyvale Drive, and Skeet Club Road.

Change Order #2

- Item 2 – 16" FPVC, Installed by HDD in Soil. The quantity overrun was due to having to extend the HDD installation an extra 54 feet to reach the tie-in point on the existing 16" force main without creating a high spot in the force main that would have required another air release valve.

Change Order #4

- Item 7 – 16" DI Fittings. The quantity overrun was due to having to install additional fittings on the Skeet Club Road force main replacement, to negotiate around the existing 4" gas main that was not marked by NC 811.

- Item 10 – Select Backfill Borrow Material. The quantity overrun was due to having to remove and replace wet, unsuitable soils that were encountered during the Skeet Club Road force main replacement.
- Item 11 – Driveway and Shoulder Stone. The quantity overrun was due to having to place more driveway and shoulder stone than originally anticipated, to maintain access to existing driveways during the Skeet Club Road force main replacement.
- Item 12 – Remove & Replace Concrete Sidewalk. The quantity overrun was due to having to replace more sections of sidewalk than originally anticipated during the Skeet Club Road force main replacement. Sections of existing sidewalk at the bulb turn-around near the intersection of Skeet Club Road and Braddock Road, and on the east side of the main driveway entrance to Covenant Church United Methodist were originally supposed to remain. However, these sections of sidewalk were damaged during construction, and could not be avoided, so they had to be replaced.
- Item 15 – Remove & Replace Asphalt Roadway. The quantity overrun was due to having to replace more sections of asphalt roadway than was anticipated in Skeet Club Road, Braddock Road, and the main driveway entrance to Covenant Church United Methodist.
- Item 16 – Abandon Existing ARV MH. The quantity overrun was due to having to abandon two existing air release valves in Skeet Club Road (the original ARV MH plus the temporary ARV MH installed by Breece), as well as abandoning an existing gravity sewer MH in Braddock Road and replacing it with a new gravity sewer MH.

DMP resident project representatives measured and verified the installed quantities that are listed in the Final Adjusting Change Order. Therefore, we recommend that the City approve Change Order No. 6 for the Final Adjusting Change Order.

DMP appreciates the opportunity to assist City staff with this project, and if you have questions, or need any additional information, please let me know.

Sincerely,

DAVIS • MARTIN • POWELL & ASSOCIATES



Andrew P. Larrick, PE

Attachments:

Final Adjusting Change Order Breakdown

C: Robby Stone, PE
Allan Hicks, PE
File

P:\2020\200077\CA\CO\Change Order #5\200077-CO 5 Recommendation to CHP.docx

CHANGE ORDER NO.: 6

Owner: **City of High Point** Owner's Project No.: ---
 Engineer: **Davis-Martin-Powell** Engineer's Project No.: **200077**
 Contractor: **Baker Underground, Inc.** Contractor's Project No.: ---
 Project: **Waterview Pump Station Forcemain Extension**
 Contract Name:
 Date Issued: **March 19, 2024** Effective Date of Change Order: **Date signed by Owner**

The Contract is modified as follows upon execution of this Change Order:

Description:

This Change Order adjusts the Contract Amount in accordance with the attached final installed quantities.

Attachments: **"Final Adjusting Change Order" spreadsheet, which represents final installed quantities.**

Change in Contract Price	Change in Contract Times
Original Contract Price: \$ <u>2,767,305.00</u>	Original Contract Times: Substantial Completion: <u>210 Calendar Days</u> Ready for final payment: <u>210 Calendar Days</u>
[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 3: \$ <u>1,408,670.76</u>	[Increase] [Decrease] from previously approved Change Orders No. 1 to No. 4: Substantial Completion: <u>278 Calendar Days</u> Ready for final payment: <u>309 Calendar Days</u>
Contract Price prior to this Change Order: \$ <u>4,175,975.76</u>	Contract Times prior to this Change Order: Substantial Completion: <u>488 Calendar Days</u> Ready for final payment: <u>519 Calendar Days</u>
[Increase] [Decrease] this Change Order: \$ <u>104,121.65</u>	[Increase] [Decrease] this Change Order: Substantial Completion: <u>0 Calendar Days</u> Ready for final payment: <u>0 Calendar Days</u>
Contract Price incorporating this Change Order: \$ <u>4,280,097.41</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>488 Calendar Days</u> Ready for final payment: <u>519 Calendar Days</u>

Recommended: **Davis-Martin-Powell**
 By: Andrew P. Larrick
 Title: Andrew P. Larrick, PE – Project Manager
 Date: 03/19/2024

Authorized: **City of High Point**
 By:
 Title: Robby D. Stone – Public Services Director
 Date:

Accepted: **Baker Underground, Inc.**
David R. Baker
 David R. Baker - President
03/19/2024
 Approved by Funding Agency (if applicable)

City of High Point, NC
Waterview Pump Station Forcemain Extension
DMP Project 200077
Final Adjusting Change Order

Description		Proposed Quantity	Unit	Actual Quantity	Unit Price	Total Contract Amount	Actual Totals From Contractor's Pay Applications	Amount Under Total Contract Amount	Amount Over Total Contract Amount
BASE BID									
1	Mobilization (Max 3% of bid)	1	LS	1	\$82,000.00	\$82,000.00	\$82,000.00	\$0.00	\$0.00
2	Clearing & grubbing	1	LS	1	\$60,000.00	\$60,000.00	\$60,000.00	\$0.00	\$0.00
3	12" PVC forcemain	30	LF	25	\$180.00	\$5,400.00	\$4,500.00	\$900.00	\$0.00
4	16" PVC forcemain	4,480	LF	4,132	\$200.00	\$896,000.00	\$826,400.00	\$69,600.00	\$0.00
5	16" FPVC, installed by HDD	1,065	LF	1,575	\$400.00	\$426,000.00	\$630,000.00	\$0.00	\$204,000.00
6	8" PVC sanitary sewer (0-8' cut)	90	LF	90	\$150.00	\$13,500.00	\$13,500.00	\$0.00	\$0.00
7	18" PVC sanitary sewer (10-12' cut)	53	LF	28	\$400.00	\$21,200.00	\$11,200.00	\$10,000.00	\$0.00
8	18" PVC sanitary sewer (12-14' cut)	12	LF	4	\$400.00	\$4,800.00	\$1,600.00	\$3,200.00	\$0.00
9	18" PVC sanitary sewer, installed in encasement	45	LF	60	\$600.00	\$27,000.00	\$36,000.00	\$0.00	\$9,000.00
10	24" PVC sanitary sewer (6-8' cut)	54	LF	76	\$500.00	\$27,000.00	\$38,000.00	\$0.00	\$11,000.00
11	30" Steel Encasement (bore & Jack - in soil)	295	LF	305	\$700.00	\$206,500.00	\$213,500.00	\$0.00	\$7,000.00
12	30" Steel Encasement (Bore & Jack - not in soil)	295	LF	0	\$700.00	\$206,500.00	\$0.00	\$206,500.00	\$0.00
13	4' dia. Manhole (0-6' cut) precast concrete	1	Ea	1	\$24,000.00	\$24,000.00	\$24,000.00	\$0.00	\$0.00
14	5' dia. Manhole (6-8' cut) polymer concrete	1	Ea	1	\$28,000.00	\$28,000.00	\$28,000.00	\$0.00	\$0.00
15	5' dia. Manhole (10-12' cut) polymer concrete	2	Ea	2	\$30,000.00	\$60,000.00	\$60,000.00	\$0.00	\$0.00
16	5' dia. Doghouse manhole (6-8' cut) polymer concrete	1	Ea	1	\$28,000.00	\$28,000.00	\$28,000.00	\$0.00	\$0.00
17	5' dia. Doghouse manhole (12-14' cut) polymer concrete	1	Ea	1	\$32,000.00	\$32,000.00	\$32,000.00	\$0.00	\$0.00
18	CAVV in 5' dia. Precast manhole	3	Ea	3	\$20,000.00	\$60,000.00	\$60,000.00	\$0.00	\$0.00
19	Tracer wire	5,575	LF	7,282	\$3.00	\$16,725.00	\$21,846.00	\$0.00	\$5,121.00
20	Tracer wire access box	5	Ea	4	\$1,000.00	\$5,000.00	\$4,000.00	\$1,000.00	\$0.00
21	16" DI Fittings	14,500	Lbs	14,500	\$15.00	\$217,500.00	\$217,500.00	\$0.00	\$0.00
22	16"x16" Tapping sleeve & valve	1	Ea	0	\$36,000.00	\$36,000.00	\$0.00	\$36,000.00	\$0.00
23	16" Plug Valve & CI box	1	Ea	1	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00
24	Trench Rock Removal	200	CY	0	\$80.00	\$16,000.00	\$0.00	\$16,000.00	\$0.00
25	Trench Stabilization Stone	500	Ton	459.44	\$80.00	\$40,000.00	\$36,755.20	\$3,244.80	\$0.00
26	Select backfill borrow material	200	CY	51.4286	\$140.00	\$28,000.00	\$7,200.00	\$20,800.00	\$0.00
27	Driveway and Shoulder Stone	200	Ton	177.30	\$100.00	\$20,000.00	\$17,730.00	\$2,270.00	\$0.00
28	Remove & Replace concrete sidewalk	120	SF	570	\$80.00	\$9,600.00	\$45,600.00	\$0.00	\$36,000.00
29	Remove & Replace concrete curb & gutter	150	LF	32	\$80.00	\$12,000.00	\$2,560.00	\$9,440.00	\$0.00
30	Remove & Replace asphalt drive	100	SY	138.49	\$200.00	\$20,000.00	\$27,698.00	\$0.00	\$7,698.00
31	Remove & Replace asphalt roadway	125	SY	424.60	\$300.00	\$37,500.00	\$127,380.00	\$0.00	\$89,880.00
32	Remove existing sewer manhole	2	Ea	2	\$8,000.00	\$16,000.00	\$16,000.00	\$0.00	\$0.00

City of High Point, NC
Waterview Pump Station Forcemain Extension
DMP Project 200077
Final Adjusting Change Order

Description		Proposed Quantity	Unit	Actual Quantity	Unit Price	Total Contract Amount	Actual Totals From Contractor's Pay Applications	Amount Under Total Contract Amount	Amount Over Total Contract Amount
33	Temp. silt fence	4,176	LF	4,654	\$5.00	\$20,880.00	\$23,270.00	\$0.00	\$2,390.00
34	Stone outlets in silt fence	21	Ea	14	\$300.00	\$6,300.00	\$4,200.00	\$2,100.00	\$0.00
35	Erosion Control Matting (as directed by Engineer)	200	SY	700	\$25.00	\$5,000.00	\$17,500.00	\$0.00	\$12,500.00
36	Inlet Protection (structure or pipe)	3	Ea	4	\$300.00	\$900.00	\$1,200.00	\$0.00	\$300.00
37	Seeding & mulching	3	Acre	4.50	\$10,000.00	\$32,000.00	\$45,000.00	\$0.00	\$13,000.00
	Total Base Bid Amount					\$2,767,305.00	\$2,784,139.20	\$381,054.80	\$397,889.00
Change Order #1									
1	Restrained Joints for 16" Carrier Pipes	295	LF	264	\$78.00	\$23,010.00	\$20,592.00	\$2,418.00	\$0.00
2	Duke Power Relocation #1	1	LS	1	\$1,421.29	\$1,421.29	\$1,421.29	\$0.00	\$0.00
3	Duke Power Relocation #2	1	LS	1	\$2,170.39	\$2,170.39	\$2,170.39	\$0.00	\$0.00
	Total Change Order #1					\$26,601.68	\$24,183.68	\$2,418.00	\$0.00
Change Order #2									
1	Mobilization	1	LS	1	\$11,500.00	\$11,500.00	\$11,500.00	\$0.00	\$0.00
2	16" FPVC, installed by HDD in Soil	730	LF	784	\$465.00	\$339,450.00	\$364,560.00	\$0.00	\$25,110.00
3	16" FPVC, installed by HDD in Rock	730	LF	0	\$975.00	\$0.00	\$0.00	\$0.00	\$0.00
4	Traffic Control/Road Plates (2 months plus maintenance, cold patch)	1	LS	0.90	\$45,000.00	\$45,000.00	\$40,500.00	\$4,500.00	\$0.00
5	Tracer wire	1,460	LF	1,568	\$3.00	\$4,380.00	\$4,704.00	\$0.00	\$324.00
6	Tracer wire access box	1	Ea	2	\$1,000.00	\$1,000.00	\$2,000.00	\$0.00	\$1,000.00
7	Cut and connect to existing pipe	1	LS	1	\$2,400.00	\$2,400.00	\$2,400.00	\$0.00	\$0.00
8	16"x16" Tapping sleeve & valve (credit)	-1	Ea	0	\$36,000.00	-\$36,000.00	\$0.00	\$0.00	\$36,000.00
9	16" DI Fittings	2,490	Lbs	460	\$15.00	\$37,350.00	\$6,900.00	\$30,450.00	\$0.00
10	Pipe abandonment (plug line, pump sewage out, fill with flowable fill)	1	LS	0.33	\$22,665.00	\$22,665.00	\$7,479.45	\$15,185.55	\$0.00
11	Pre/Post Photography	1	LS	1	\$2,400.00	\$2,400.00	\$2,400.00	\$0.00	\$0.00
12	16" Plug Valve & CI box	1	Ea	1	\$20,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00
13	Performance and Payment Bond	1	LS	1	\$5,401.74	\$5,401.74	\$5,401.74	\$0.00	\$0.00
	Total Change Order #2					\$455,546.74	\$467,845.19	\$50,135.55	\$62,434.00

City of High Point, NC
Waterview Pump Station Forcemain Extension
DMP Project 200077
Final Adjusting Change Order

Description		Proposed Quantity	Unit	Actual Quantity	Unit Price	Total Contract Amount	Actual Totals From Contractor's Pay Applications	Amount Under Total Contract Amount	Amount Over Total Contract Amount
Change Order #3									
1	Additional 18" RCP and Grading at Sunnyvale Drive	1	LS	1	\$18,641.04	\$18,641.04	\$18,641.04	\$0.00	\$0.00
2	Pipe Harness at Tie-in Location, Each Leg of Pipe	2	EA	2	\$3,700.00	\$7,400.00	\$7,400.00	\$0.00	\$0.00
3	Line Stop - Mobilization, Demo, Pipe Prep, Installation, Removal, and Pumping	1	LS	0.1	\$23,460.00	\$23,460.00	\$2,346.00	\$21,114.00	\$0.00
4	16" FPVC, installed by HDD in Rock	175	LF	175	\$510.00	\$89,250.00	\$89,250.00	\$0.00	\$0.00
5	15" RCP in Conflict with Ex. Force Main - Removal, Installation, Concrete Collar	1	LS	1	\$4,670.00	\$4,670.00	\$4,670.00	\$0.00	\$0.00
6	Specialized Fittings - Ordered for this Project, VE'd out, (Net of Restock - 50%)	1	LS	1	\$10,012.00	\$10,012.00	\$10,012.00	\$0.00	\$0.00
7	Flowable Fill for Trench Backfill, Paving, and Curb	25.5	CY	11	\$400.00	\$10,200.00	\$4,400.00	\$5,800.00	\$0.00
8	Additional Bond (1.2% on \$164,778.77)	1	LS	1	\$1,977.35	\$1,977.35	\$1,977.35	\$0.00	\$0.00
	Total Change Order #3					\$165,610.39	\$138,696.39	\$26,914.00	\$0.00
Change Order #4									
1	Mobilization	1	LS	1	\$30,000.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00
2	Clearing & Grubbing	1	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$0.00	\$0.00
3	16" PVC Forcemain	1640	LF	1,640	\$220.00	\$360,800.00	\$360,800.00	\$0.00	\$0.00
4	CAVV in 5' Dia. Precast Manhole	1	Ea	1	\$28,000.00	\$28,000.00	\$28,000.00	\$0.00	\$0.00
5	Tracer Wire	1640	LF	1,640	\$3.00	\$4,920.00	\$4,920.00	\$0.00	\$0.00
6	Tracer Wire Access Box	2	Ea	2	\$1,000.00	\$2,000.00	\$2,000.00	\$0.00	\$0.00
7	16" DI Fittings	2320	LB	4,035	\$15.00	\$34,800.00	\$60,525.00	\$0.00	\$25,725.00
8	Trench Rock Removal	50	CY	8	\$150.00	\$7,500.00	\$1,200.00	\$6,300.00	\$0.00
9	Trench Stabilization Stone	80	Ton	94.78	\$80.00	\$6,400.00	\$7,582.40	\$0.00	\$1,182.40
10	Select Backfill Borrow Material	50	CY	195.64	\$140.00	\$7,000.00	\$27,389.60	\$0.00	\$20,389.60
11	Driveway and Shoulder Stone	40	Ton	175.80	\$100.00	\$4,000.00	\$17,580.00	\$0.00	\$13,580.00
12	Remove & Replace Concrete Sidewalk	6000	SF	7,880	\$16.00	\$96,000.00	\$126,080.00	\$0.00	\$30,080.00
13	Remove and Replace Handicap Ramps	2	EA	4	\$3,000.00	\$6,000.00	\$12,000.00	\$0.00	\$6,000.00
14	Remove & Replace Concrete Curb & Gutter	150	LF	150	\$50.00	\$7,500.00	\$7,500.00	\$0.00	\$0.00
15	Remove & Replace Asphalt Roadway	125	SY	216.88	\$300.00	\$37,500.00	\$65,064.00	\$0.00	\$27,564.00
16	Abandon Existing ARV MH	1	Ea	3	\$8,000.00	\$8,000.00	\$24,000.00	\$0.00	\$16,000.00
17	Temporary Silt Fence	1700	LF	1,700	\$5.00	\$8,500.00	\$8,500.00	\$0.00	\$0.00
18	Stone Outlets in Silt Fence	4	Ea	4	\$300.00	\$1,200.00	\$1,200.00	\$0.00	\$0.00
19	Erosion Control Matting (as directed by Engineer)	200	SY	0	\$20.00	\$4,000.00	\$0.00	\$4,000.00	\$0.00
20	Inlet Protection (structure or pipe)	3	Ea	0	\$300.00	\$900.00	\$0.00	\$900.00	\$0.00
21	Seeding & Mulching	1	Acre	0.6	\$10,000.00	\$10,000.00	\$6,000.00	\$4,000.00	\$0.00

City of High Point, NC
Waterview Pump Station Forcemain Extension
DMP Project 200077
Final Adjusting Change Order

Description		Proposed Quantity	Unit	Actual Quantity	Unit Price	Total Contract Amount	Actual Totals From Contractor's Pay Applications	Amount Under Total Contract Amount	Amount Over Total Contract Amount
22	Traffic Control	1	LS	1	\$12,000.00	\$12,000.00	\$12,000.00	\$0.00	\$0.00
23	Tie-in to Existing Forcemain	2	Ea	2	\$10,000.00	\$20,000.00	\$20,000.00	\$0.00	\$0.00
24	Abandon Existing Sewer Line (Flowable Fill)	46	CY	16	\$700.00	\$32,200.00	\$11,200.00	\$21,000.00	\$0.00
	Total Change Order #4					\$734,220.00	\$838,541.00	\$36,200.00	\$140,521.00
Change Order #5									
1	Surface Paving - Mill and Replace 25 feet each direction. Billed at cost plus 15% instead of contract value	1	LS	1	\$15,525.00	\$15,525.00	\$15,525.00	\$0.00	\$0.00
2	Traffic Control for Paving Operations	1	LS	1	\$2,500.00	\$2,500.00	\$2,500.00	\$0.00	\$0.00
3	Replacement of Thermoplastic Pavement Markings	1	LS	1	\$2,900.00	\$2,900.00	\$2,900.00	\$0.00	\$0.00
4	Adjustment of Existing Valve Box in Skeet Club Road	1	Ea	1	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00
5	Hydrovac Excavation for Conflict with 4" Gas Main	1	LS	1	\$4,450.44	\$4,450.44	\$4,450.44	\$0.00	\$0.00
6	Additional Bond (\$26,375.44 x 1.20%)	1	LS	1	\$316.51	\$316.51	\$316.51	\$0.00	\$0.00
	Total Change Order #5					\$26,691.95	\$26,691.95	\$0.00	\$0.00
	Total of Change Orders					\$1,408,670.76	\$1,495,958.21	\$115,667.55	\$202,955.00
	Total Contract Amount					\$4,175,975.76	\$4,280,097.41	\$496,722.35	\$600,844.00

TOTALS	Total Adjusted Contract Amount (Base + CO)	Actual Totals From Contractor's Pay Applications	Amount Under Total Adjusted Contract Amount	Amount Over Total Adjusted Contract Amount
	\$4,175,975.76	\$4,280,097.41	\$496,722.35	\$600,844.00

Recommended: Davis-Martin-Powell & Associates, Inc. (Engineer)	By: 	Date: 03/19/2024
Accepted: Baker Underground, Inc. (Contractor)	By: 	Date: 03/19/2024
Accepted: City of High Point, NC (Owner)	By:	Date:



City of High Point

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

Master

File Number: 2024-117

File ID: 2024-117	Type: Miscellaneous Item	Status: To Be Introduced
Version: 1	Reference:	In Control: Finance Committee
File Name:		File Created: 03/20/2024
		Final Action:

Title: Consideration of a Task Order with Sturgill Engineering P.A.
City Council is requested to consider a Task Order with Sturgill Engineering P.A. in the amount of \$280,000, for professional engineering services and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Task Order - Sturgill Engineering P.A.

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: tammie.dodd@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Eastside Wastewater Treatment Plant (WWTP) Supervisory Control and Data Acquisition (SCADA) Upgrade- Professional Engineering Services Sturgill Engineering P.A.	
FROM: Robby Stone – Public Services Director Derrick Boone – Asst. Public Services Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY:
ATTACHMENTS: Scope of Services	

PURPOSE: To approve a Task Order for Master Agreement for Professional Services with Sturgill Engineering for the upgrade of the SCADA system at the Eastside WWTP. The City has a master professional services agreement with Sturgill Engineering.

BACKGROUND: As part of the SCADA upgrade project at the Eastside WWTP, Sturgill Engineering will perform general engineering support during construction and on-site construction observation. The following services will be included as part of the project:

- Conduct the pre-construction meeting and prepare meeting minutes.
- Review shop drawings and submittals from the Contractor.
- Review and respond to Requests for Information from the Contractor.
- Review Change Order requests.
- Review pay requests and forward to the City for approval.
- Conduct monthly progress meetings and prepare meeting minutes.
- Provide on-site support for coordination with City Staff (over an estimated 80-week period).
- Record drawings will be prepared from the Contractor's plan mark-ups, as well as information gathered from as-built surveys. Hard copies as well as digital formats of record drawings will be provided.

BUDGET IMPACT: Funds for this project are available in the 2023-2024 Budget.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends Council approve this Task Order for Master Agreement for Professional Services with Sturgill Engineering P.A. in the amount of \$280,000 and to authorize appropriate city staff to execute all necessary documents.

March 20, 2024

Mr. Derrick Boone
Assistant Public Works Director
211 S Hamilton, Room 206
High Point, NC 27260

Derrick,

Per our discussion, we offer the following proposal for engineering services for the Eastside WWTP SCADA construction administration. In general, the project includes the following:

SCOPE

Construction phase services will include general engineering support during construction and on-site construction observation. The following services are included:

1. Conduct the pre-construction meeting and prepare meeting minutes.
2. Review shop drawings and submittals from the Contractor.
3. Review and respond to Requests for Information (RFI's) from the Contractor.
4. Review Change Order (CO) requests.
5. Review pay requests and forward to the City for approval.
6. Conduct monthly progress meetings and prepare meeting minutes.
7. Provide on-site support for coordination with City Staff (over an estimated 80 week period)
8. Record drawings will be prepared from the Contractor's plan mark-ups, as well as information gathered from as-built surveys. Hard copies as well as digital formats of record drawings will be provided.

PROJECT COMPENSATION

We propose to execute this project on a cost reimbursable fee for service basis for a limit not to exceed of **\$280,000.00.**

Items will be billed per our on-call agreement. Any changes or additions to the scope items will be executed upon approval of a change order.

Thank you for the opportunity. Please contact me with questions and comments.

Sincerely,



Randall W. Sturgill, PE



City of High Point

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

Master

File Number: 2024-118

File ID: 2024-118

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/21/2024

File Name:

Final Action:

Title: Consideration of a Contract with DSI Innovations, LLC
City Council is requested to consider a Contract with DSI Innovations LLC in the amount of \$2,278,306 for the upgrade of the Supervisory Control and Data Acquisition system at the Eastside Wastewater Treatment Plant and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Contract - DSI Innovations, LLC

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: dona.turner@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM



TITLE: Eastside Wastewater Treatment Plant (WWTP) Supervisory Control and Data Acquisition (SCADA) Upgrade - DSI Innovations LLC	
FROM: Robby Stone – Public Services Director Derrick Boone – Asst. Public Services Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: January 5, 2024
ATTACHMENTS: Letter of recommendation Certified Bid Tabulation	

PURPOSE: To contract with DSI Innovations LLC for the upgrade of the Supervisory Control and Data Acquisition (SCADA) system at the Eastside Wastewater Treatment Plant (WWTP).

BACKGROUND: A SCADA system is the software and hardware elements that allow the Eastside WWTP operators to control and monitor the wastewater treatment processes by directly interfacing with plant equipment/machinery and viewing real-time data. The current SCADA hardware/software, Programmable Logic Controllers (PLCs), and communication network at the Eastside WWTP were installed in the early 2000's and are outdated. Replacement hardware has become obsolete and there have been ongoing issues with the communication network. The SCADA upgrade project will include the following:

- The replacement of existing personal computers throughout the plant.
- Conversion to SCADA Software Ignition by Inductive Automation. Program screens, reports, update tags and other listed tasks.
- The installation, programming, rewiring, and proof of functionality for (22) new PLCs.
- The installation of new fiber optic cabling between all the new PLCs.
- The modification and upfit of the new server room; including new server rack hardware, software, and new backup system.
- Additional items identified in the project specifications.

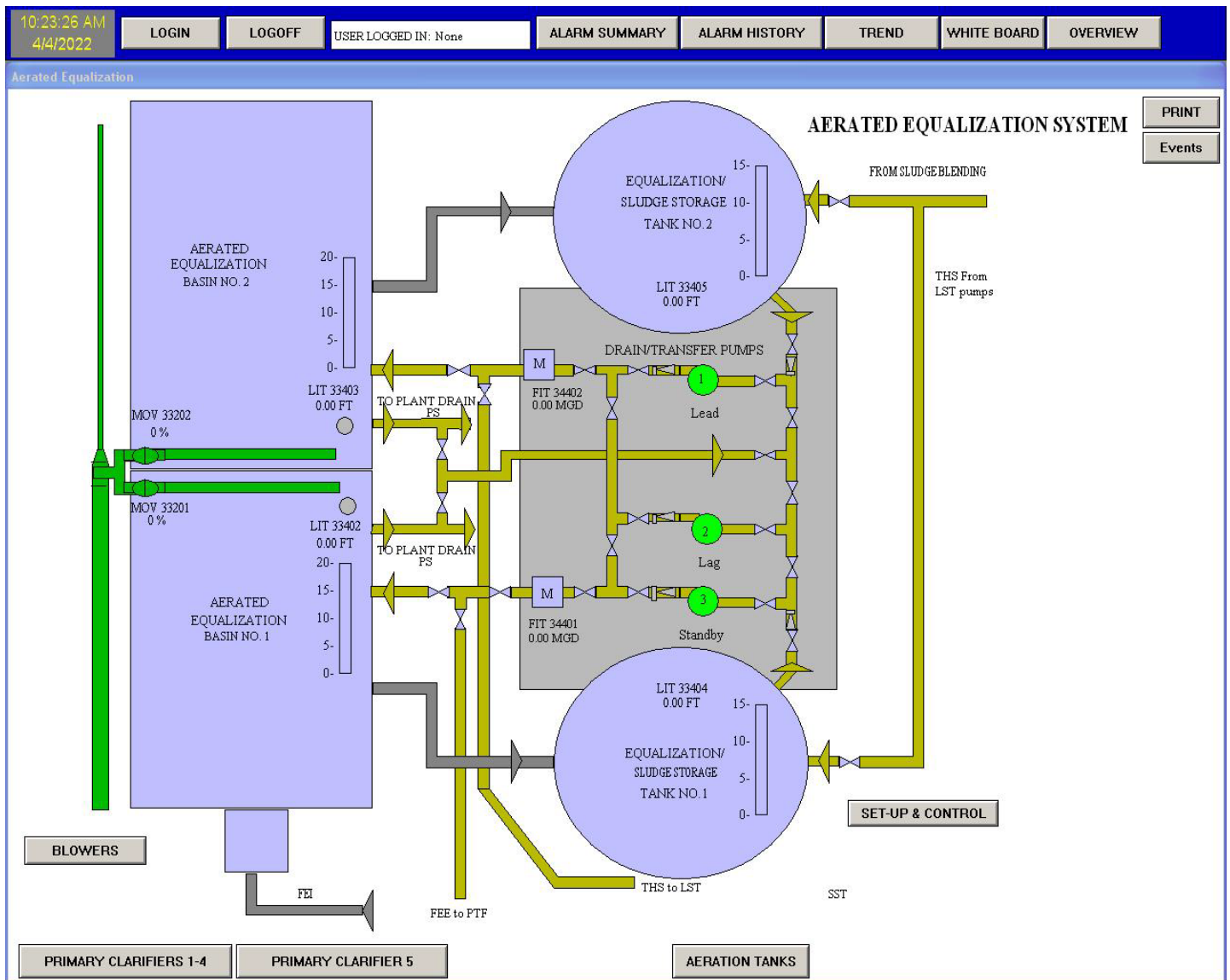
There were two (2) Contractors who submitted bids at the February 21, 2024, bid opening. The contract was re-bid and bids were opened on March 13, 2024. A total of two bids were received for the advertised project. DSI Innovations LLC was the lowest bidder.

BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 Budget.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends approval of the contract, and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the project to DSI Innovations LLC in the amount of \$2,278,306.

CITY OF HIGH POINT

AGENDA ITEM



Example of an existing SCADA Screen



Example of a PLC cabinet that will be replaced as part of the project.

March 20, 2024

Libby Rush
City of High Point
PO Box 230
High Point, NC 27261

Re: Eastside SCADA Project Improvements

Dear Ms. Rush:

Bids were received on March 13, 2024, for the above referenced project. A total of two (2) bids were submitted and read. The certified bid tabulation is attached.

After review and consideration of the bids submitted, I recommend acceptance of the lowest bid by DSI Innovations LLC in the amount of \$758,021.00 (Base Bid)/\$1,520,285.00 (Alternate Adder)/with \$5,959.00 (Software Maintenance Annually)

Please feel free to call with any questions or comments.

Sincerely,

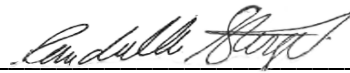


Randall W. Sturgill, PE
Sturgill Engineering, PA

Bid Summary
City of High Point, North Carolina
Eastside SCADA Project Improvements
Bid 25-020724
Wednesday, 3/13/2024 2:00 PM

Contractor	Bid Bond	MWBE	Addendum 1	Prequalified	Mandatory Base Bid Amount:	Alternate Adder Bid Amount	Software Maint. Annually
DSI Innovations LLC	Y	Y	Y	Y	\$ 758,021.00	\$ 1,520,285.00	\$ 5,959.00
Dorsett Controls	Y	Incomplete	Y	Y	\$ 1,122,084.50	-	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
*Notes:							

I certify that this is a true tabulation of bids received.



 Signature



City of High Point

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

Master

File Number: 2024-120

File ID: 2024-120

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/22/2024

File Name:

Final Action:

Title: Consideration of a Contract with WESCO Distribution, Inc.
City Council is requested to consider a contract to WESCO Distribution, Inc. in the amount of \$624,600 to replace the wire/conductor pulling and tensioner equipment used by the Electric Department and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Contract - WESCO, Distribution, Inc.

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Purchase of Wire/Conductor Pullers for Electric Cabling	
FROM: Tyler Berrier, PE – Electric Utilities Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: PLW – 200X Specs Pilot Line Winder PT – 3000H Specs Puller Tensioner DDHXA – 7,500 Specs Underground Puller	

PURPOSE: To replace the wire/conductor pulling and tensioner equipment used by the Electric Department.

BACKGROUND: The Electric Department uses 3 different pulling and tensioning rigs to install overhead and underground cabling for various projects. The equipment that the department is currently using is 29 years old and has reached the end of its usable life. This purchase will encompass the following:

- PLW – 200X Pilot Line Winder
- PT – 3000H Puller Tensioner
- DDHXA – 7,500lb Underground Puller

These new pieces of equipment have a greater capacity to pull in multiple phases at one time and will save crew time and money, creating more efficient operations for cable installation.

BUDGET IMPACT: Funds are available in the Electric capital budget to cover this purchase.

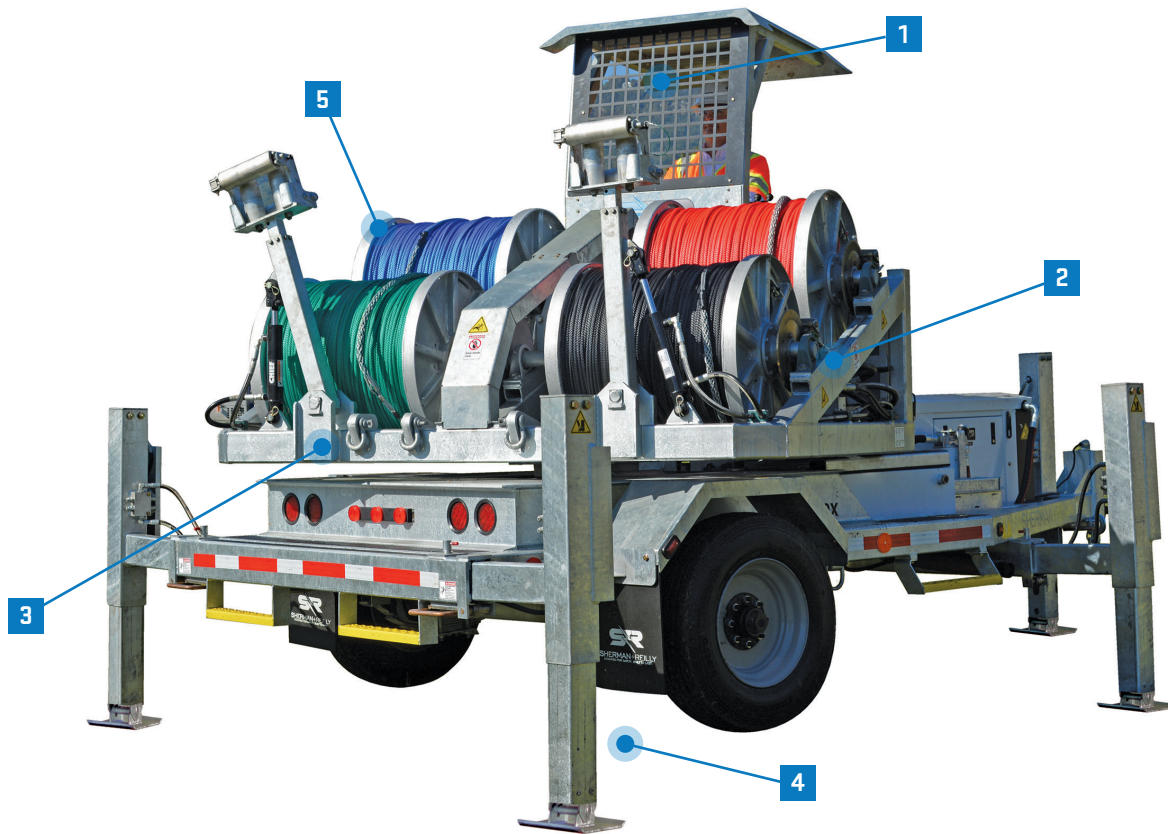
RECOMMENDATION/ACTION REQUESTED: City Staff has reviewed the contract submittal and evaluated the information provided. It is the recommendation of the Department that the City Council approve, and the department be given the ability to proceed with an award to WESCO Distribution, Inc. for \$624,600.



SHERMAN+REILLY®

PLW-200X PILOT LINE WINDER

2,000 LB. FOUR DRUM TURRET PILOT LINE WINDER



- 1 Ergonomic operator's station with intuitive controls.
- 2 Braking system with electric over hydraulic activation.
- 3 Tie off points rotate with turret for ease of use.
- 4 Adjustable leveling jacks.
- 5 6,000 ft. capacity for 7/16 in. rope.

FEATURES

- 2,000 lb. pulling capacity.
- Equipped with CANbus technology and real-time self-diagnostics.
- 360° continuous turret rotation for flexibility on the jobsite.

PLW-200X PILOT LINE WINDER

2,000 LB. FOUR DRUM TURRET PILOT LINE WINDER

Sherman-Reilly.com

SPECIFICATIONS

Pulling Capacity Max	2,000 lb. rated at the top of drum
Max Line Speed	4 mph rated at top of drum
Payout Break	Hydraulic disc-caliper, electric over hydraulic with finite PSI control
Turret Rotation	360°, continuous
Reel Capacity	6,000 ft. of 7/16" PE-12 rope
Drive System	Hydraulic motor, chain and sprocket
Engine	Turbocharged, Tier-4 Final Diesel, 49 Hp, water-cooled Kubota®
Fuel Capacity	13 Gallon
Hydraulic Fluid	ISO Grade 32
Hydraulic Reservoir	25 Gallon
Levelwind	Hydraulically controlled, joystick controlled (2)
Operator's Safety Enclosure	Safe-Zone® Cab, Open/Half cab, turret mounted
Frame Construction	Steel tubing, continuous weld
Length	16 ft. 11 in.
Width	8 ft. 1 in.
Height	9 ft. 10 in.
Weight*	11,990 lb.
GVWR	12,500 lb.
Suspension	Leaf-spring
Axle Configuration	Single
Wheel Configuration & Tires	235/75R 17.5
Brakes (Trailer)	Electric, with break-away switch
Towing Attachment	3 in. pintle eye, with two safety chains and hooks
Tie Downs	5/8 in. dia. Steel D-Rings (4)
Tongue Jack	Hydraulic with galvanized shoe (1)
Stabilizing Jacks	Hydraulic with galvanized shoe (4)
Electrical System	12 VDC
Battery	12 Volt, group 27
Lights / Navigation	US DOT, LED, 12 VDC
Grounding	3/4 in. dia. Copper-clad steel loops (4)
Wheel Chocks	Standard
Fire Extinguisher	ABC
Color	S+R White
Drum Covers	Vinyl
Grips and Swivels	1038 Kellems grip and B-40 Swivel

*Specifications are subject to change

OPTIONS

Solar Battery Charger
Galvanized Finish



Braking system with electric over hydraulic activation



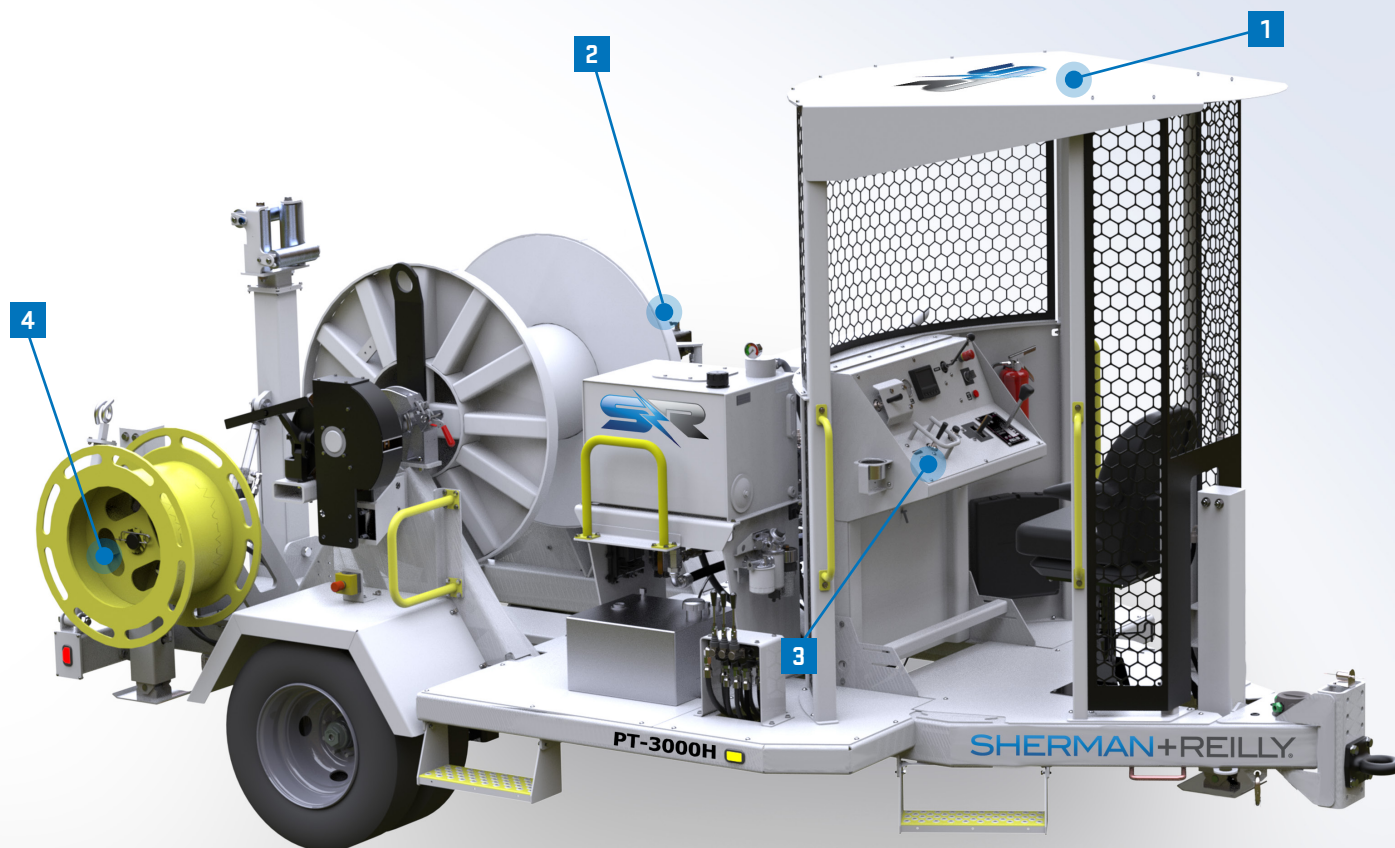
Ergonomic operator's station



Ergonomic operator's station

PT-3000H PULLER TENSIONER

3,000 LBS. SINGLE DRUM PULLER TENSIONER



- 1** Wrap-around SafeSheild™ with Ocu-View Honeycomb pattern.
- 2** Quick and easy X-change™ bolt-action drum coupling.
- 3** Ergonomic Heritage control panel with adjustable seat.
- 4** Spider® Pilot Line System with independent levelwind (optional).

FEATURES

- Provides unmatched versatility as a puller or tensioner.
- Capable of pulling 3,100 lbs. and tensioning 2,000 lbs.
- Underground package capable of pulling 7,500 lbs. (optional).
- Hydraulic low-force tension < 100lbs and manual brake tension < 50lbs.
- Compact footprint with a 16.6 ft. single axle, dual tire configuration
- Multiple options to configure the unit to specific needs.

PT-3000H PULLER TENSIONER

3,000 LBS. SINGLE DRUM PULLER TENSIONER

Sherman-Reilly.com

SPECIFICATIONS*

Pulling Capacity:	3,100 lbs.
Max. Tensioning Capacity:	2,000 lbs.
Min. Tensioning Capacity	Hydraulic Low force tension under 100lbs or manual pull off tension under 50lbs.
Line Speed:	Pulling: 3 mph, Tensioning 3 mph.
Max. Conductor Reel Size:	66 in. diameter/38 in. width
Max. Conductor Reel Weight:	Dynamic - Over the Road 4,000 lbs. Static - Jacks Extended - 6,000 lbs.
Drum Dimensions:	Core Diameter: 18 in. Total Outside Width: 40 in. Flange Diameter: 46 in.
Drum Capacity:	Standard rope length: 6,000 ft. of 5/8 in. PE-12.
Drive System:	Direct Drive: single hydraulic motor. X-Change™ Coupling System
Drive System Engine:	Turbocharged, Tier-4 Final, diesel, 49 Hp, water-cooled Kubota™
Fuel Capacity:	13 Gallon
Hydraulic Fluid:	ISO Grade 32
Hydraulic Reservoir:	25 Gallon
Hydraulic Fluid Filtration:	10 micron return filters
Levelwind:	Hydraulically driven, Steady-Rest™ controlled
Operator's Enclosure:	Safe-Zone™ Open-Air enclosure
Frame Construction:	Steel tubing, Steel plate, continuous weld
Length: (Overall, Nom.)	199.4 in.
Width: (Overall, Nom.)	102 in.
Height: (Overall, Nom.)	109 in.
Weight*:	6,110 lbs. without rope 8,860 lbs. with drum and rope
GVWR:	11,000 lbs.
Suspension:	Leaf-spring
Axle Configuration:	Single
Wheel Config. & Tires:	Dual 235/85R 16 LRE; 8-6.5
Brakes: (Trailer)	Electric, with break-away switch
Towing Attachment:	3 in. pintle eye, with 2 safety chains & hooks
Tie Downs:	5/8 in. dia. Steel D-Rings (2)
Tie Off Points:	Tie off point at bumper, 3000 lbs. working load limit
Bumper (R/L) Jacks:	Bumper (R/L) Jacks: (2) Manual, Drop and Pin
Tongue Jack:	Tongue Jack: Manual, 2 speed hand crank
Electrical System:	12 VDC
Battery:	12 V 840 CCA, BCI group 27
Lights / Navigation:	US DOT, LED, 12 VDC
Grounding:	3/4 in. dia. Copper-clad Steel ground loops (4)
Wheel Chocks:	Standard

Fire Extinguisher:	ABC
Color:	S+R White
Overhead Drum Core	18 in. / Width 30 in. / Flange 46 in.
Underground Drum Core	12.75 in. / Width 31.75 in. / Flange 24 in.

OPTIONS

Re-Conductoring Reel: RCR-60: Core: 24 in. to 18 in. tapered Total Outside Width: 39 in. (Flange Diameter: 60 in.)
Spider® Pilot Line System with independent levelwind S-75 or S-85 spider reels with 3,000 ft. or 6,000 ft.
Hydraulic Jacks
RDG-2100 Rotating Distribution Ground
DG-4100 Running Ground
Underground Package Levelwind UG Drum Hardline
Premium Rope (Uniline®)
Galvanized
Air Brakes

TRIM LEVELS

Entry Level: Manual Jacks No Spider Rope
Mid-Tier: 3 Hydraulic Jacks No Spider Rope
Loaded: 3 Hydraulic Jacks Spider Rope



Heritage Style Ergonomic Control Panel



X-Change™ Coupling System



Spider® Pilot Line System with independent levelwind

Uniline™ is a trademark of IMA NORTH AMERICA, INC.

*Subject to change

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TEL:423-756

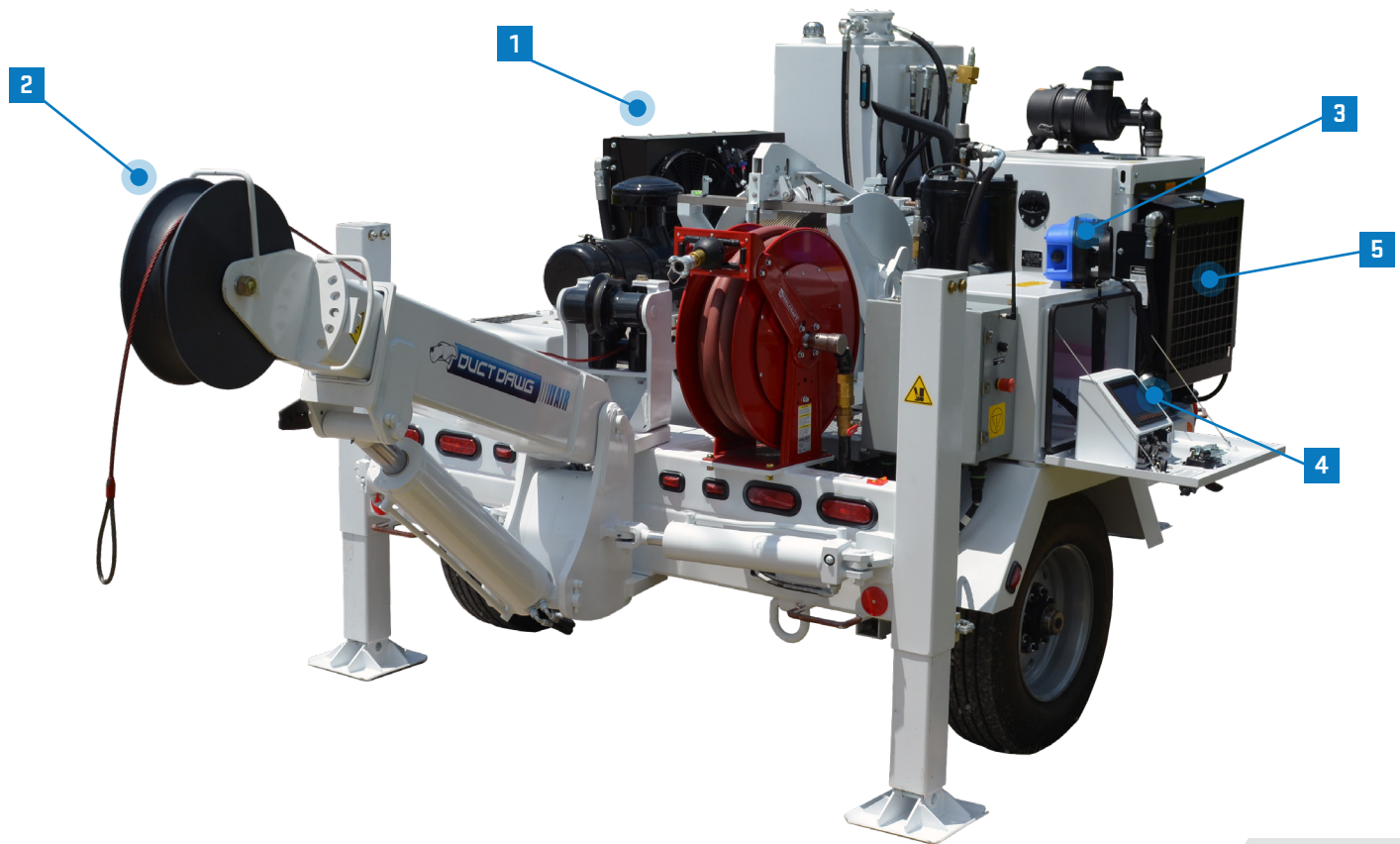
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SHERMAN+REILLY®

DUCT DAWG® AIR UNDERGROUND PULLER

DDHXA-75/100 - 7,500 OR 10,000 LB. PULLING CAPACITY



- 1** Equipped with an on-board air compressor to tackle multiple jobs with one piece of equipment.
- 2** Fully articulating, self-supported 3-axis boom
 - 50 degree swing arc, left and right
 - 90 degree vertical arc, up and down
 - 24 in. telescoping, in and out
 - 17 in. sheave with 60-degree swivel head
- 3** Durable, battery-powered wireless remote control for safer operation.
- 4** Digital and manual hydraulic operation interface.
- 5** Single engine powering hydraulics and compressor.

FEATURES

- Simplified underground jobsite setup.
- Optimized, compact design with a footprint under 17 ft.
- Full CANbus compatibility.
- Smooth operation with 3-speed gearbox on 75 and 2-speed on 100.
- Hydraulically driven, twin capstan bullwheels.
- Equipped with a digital recorder to continuously measure length of cable deployed and line tension.

DUCT DAWG® AIR UNDERGROUND PULLER

DDHXA-75/100 - 7,500 OR 10,000 LB. PULLING CAPACITY

Sherman-Reilly.com

SPECIFICATIONS

	DDHXA-75	DDHXA-100
Pulling Capacity Max	7,500 lb.	10,000 lb.
Bullwheels	Twin capstan, 6 in. dia., 5-groove followed by 6-groove	Twin capstan, 7 in. dia., 5-groove followed by 6-groove
Gearbox and Line Speed	1st gear 0-60 fpm at 7,500 lb. with demand payout 2nd gear 0-120 fpm at 3,500 lb. with demand payout 3rd gear 0-260 fpm at 1,500 lb. with demand payout	1st gear 0-60 fpm at 10,000 lb. with demand payout 2nd gear 0-120 fpm at 5,000 lb. with demand payout
Winch Gearbox Oil (Volume)	SAE 90 (4 liter or 4.2 quarts)	6 liters or 6.2 quarts
Drive System	Hydraulic	Hydraulic
Hydraulic Fluid	ISO grade 32	ISO grade 32
Hydraulic Reservoir	40 Gallon with cold weather package optional	40 Gallon with cold weather package optional
Engine	71 peak Hp, Diesel, water-cooled, electric start	71 peak Hp, Diesel, water-cooled, electric start
Fuel Capacity	13 Gallons	13 Gallons
Pulling Rope	3/8 in., 6 x 25 XIP IWRC steel wire rope, 2,000 ft.	7/16 in., 6 x 25 XIP IWRC steel wire rope, 2,200 ft.
Boom	Hydraulic, joystick controlled, 3-axis, 52° swing arc, 17 in. sheave with 60° swivel head.	Hydraulic, joystick controlled, 3-axis, 52° swing arc, 17 in. sheave with 60° swivel head.
Levelwind	Dual automatic fairlead sheaves	Dual automatic fairlead sheaves
Puller Mounted Controls	Manual hydraulic overrides and control panel backup operation.	Manual hydraulic overrides and control panel backup operation.
Puller Wireless Controls	CANbus controller communicating with radio controlled remote (300 ft. max)	CANbus controller communicating with radio controlled remote (300 ft. max)
Footage Counter	Electronic, actual footage, pay-in and pay-out with memory	Electronic, actual footage, pay-in and pay-out with memory
Hydraulic Tool Circuit	Up to 3,000 PSI - 8 GPM at idle/16 GPM at 2700 RPM	Up to 3,000 PSI - 8 GPM at idle/16 GPM at 2700 RPM
Pulling Connectors	Rotation-resistant: (1) E-35 rated at 3,000 lb.& (1) E-49 rated at 8,800 lb.	Rotation-resistant: (1) E-35 rated at 3,000 lb.& (1) E-49 rated at 8,800 lb.
Frame Construction	Steel tubing, continuous-weld	Steel tubing, continuous-weld
Length, overall, nominal	15 ft. 5 in.	15 ft. 5 in.
Width, overall, nominal	7 ft. 11 in.	7 ft. 11 in.
Height, overall, nominal	9 ft. 8 in. (boom stored)	9 ft. 8 in. (boom stored)
Weight*, nominal	8,900 lb. with rope	9,210 lb. with rope
GVWR	9,500 lb.	9,500 lb.
Suspension	Leaf-spring	Leaf-spring
Axel Configuration	Single	Single
Wheel Configuration and Tires	Single, LT235/75R17.5 Load Rating J	Single, LT235/75R17.5 Load Rating J
Brakes, trailer	Electric, with safety break-away switch	Electric, with safety break-away switch
Towing Attachment	3 in. adjustable pintle eye	3 in. adjustable pintle eye
Safety Chains	2 ea. with hooks	2 ea. with hooks
Tie Downs	5/8 in. dia. steel D-rings	5/8 in. dia. steel D-rings
Tongue Jack	Hydraulic, with shoe (1)	Hydraulic, with shoe (1)
Stabilizing Jacks	Hydraulic, with shoe at bumper corners (2)	Hydraulic, with shoe at bumper corners (2)
Electrical System	12 VDC, 90 amp alternator	12 VDC, 90 amp alternator
Lights / Navigation	US DOT, LED, 12 VDC	US DOT, LED, 12 VDC
Battery	12 V	12 V
Grounding	3/4 in. dia. copper-clad steel ground loops (4)	3/4 in. dia. copper-clad steel ground loops (4)
Fire Extinguisher	ABC	ABC
Hose Reel	1 in. by 50 ft.	1 in. by 50 ft.
Air Compressor	High flow: 160 cfm at 40 psi; Low flow: 90 cfm at 90 psi	Low flow: 160 cfm at 40 psi; High flow: 90 cfm at 90 psi

OPTIONS

Strobe Light	
Solar Battery Charger	
Submersible Pumps	Self-priming, compact, high-impact trainer housing pump
	See utility tools

Air Adapter Kits
Underground Blocks Available



Duct Dawg remote control

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*Specifications are subject to change



City of High Point

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

Master

File Number: 2024-121

File ID: 2024-121

Type: Resolution

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/22/2024

File Name:

Final Action:

Title: Consideration of a Resolution Approving an Interlocal Agreement for Inspection Services for the City of Archdale
City Council is requested to consider a Resolution approving an Interlocal Agreement for Inspection Services for the City of Archdale. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Resolution - Interlocal Agreement Archdale

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Resolution Approving an Interlocal Agreement for Inspection Services – City of Archdale	
FROM: Damon Dequenne, Assistant City Manager	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Resolution for Inspection Services with the City of Archdale Interlocal Agreement for Inspection Services	

PURPOSE: Adoption of a resolution entering into an agreement with the City of Archdale (Archdale) to provide inspection services, further described below, to certain areas of Archdale that border the corporate limits of High Point as indicated in Exhibit A of the agreement (Exhibit A).

BACKGROUND: For the properties indicated in red in Exhibit A of the agreement, inspection services have historically been split between the City of High Point and the City of Archdale. Archdale currently contracts with Randolph County for building permitting and inspections and Guil-Rand Fire for life safety hazard permitting and reviews. Over time, this situation has led to confusion for the property owners due to conflicts in code ordinances. To remedy this, Archdale and High Point desire to enter into an agreement for High Point to provide the following services for the properties, in their entirety, indicated in red in Exhibit A.

- Building permitting and Inspection
- Fire Permitting and Inspection
- Fire investigation and plan review
- Life safety hazard related reviews and approvals

Randolph County and Guil-Rand Fire both approve of this agreement and the City of Archdale City Council approved the attached Interlocal Agreement at their meeting on March 26, 2024.

BUDGET IMPACT: Inspection fees will be charged in accordance with the approved City of High Point Fee Schedule.

RECOMMENDATION/ACTION REQUESTED: Staff recommends adoption of a Resolution approving an Interlocal Agreement for Inspection Services for the City of Archdale and authorization for appropriate city staff to execute all necessary documents.

**RESOLUTION APPROVING AN INTERLOCAL
AGREEMENT FOR INSPECTION SERVICES WITH THE CITY
OF ARCHDALE**

WHEREAS, the North Carolina General Statutes Chapter 160A, Article 20 provides that units of local government may enter into contracts or agreements with each other in order to execute any undertaking, and the contracts and agreements shall be of reasonable duration and ratified by resolution of the governing board of each unity spread upon its minutes; and

WHEREAS, the City of High Point (“High Point”) and City of Archdale (“Archdale”) are units of local government (collectively the “Parties”); and

WHEREAS, the Parties have a lengthy history of interlocal cooperation with respect to matters affecting their mutual interests and the benefit of their respective citizens; and

WHEREAS, the Parties desire to enter into this Interlocal Agreement for Inspection Services, whereby High Point will provide inspection services to certain areas of Archdale that border the corporate limits of High Point; and

WHEREAS, the City Council of High Point finds that it is in the best interest of the public safety and welfare of its citizens to enter into this Interlocal Agreement for Inspection Services.

NOW THEREFORE, BE IT RESOLVED that the High Point City Council hereby approves this Interlocal Agreement for Inspection Services with Archdale for the provision of inspection services to certain areas of Archdale that border the corporate limits of High Point.

Adopted this the 1st day of April 2024.

Cyril Jefferson, Mayor

ATTEST:

Sandra Keeney, City Clerk

INTERLOCAL AGREEMENT FOR INSPECTION SERVICES

THIS INTERLOCAL AGREEMENT FOR INSPECTION SERVICES (“Agreement”) made and entered into this the ____ day of _____, 2024, by and between the **CITY OF HIGH POINT**, a North Carolina municipal corporation (“High Point”), and the **CITY OF ARCHDALE**, a North Carolina municipal corporation (“Archdale”) (High Point and Archdale hereinafter collectively referred to as “Parties” and individually as a Party”).

WHEREAS, Part 1 of Article 20 of Chapter 160A of the North Carolina General Statutes authorizes any unit of local government to enter into an interlocal agreement in order to execute an undertaking whereby a unit of local government exercises any power, function, public enterprise, right, privilege, or immunity either jointly with or on behalf of another unit of local government;

WHEREAS, the Parties have a lengthy history of interlocal cooperation with respect to matters affecting their mutual interests and the benefit of their respective citizens; and

WHEREAS, the Parties desire to enter into this Agreement for High Point to provide inspection services as more particularly described below, to certain areas of Archdale that border the corporate limits of High Point; and

WHEREAS, the governing bodies of High Point and Archdale, finding that this Agreement is in the best interests of the public safety and welfare, have ratified this Agreement by resolutions being recorded and spread upon their respective minutes.

NOW, THEREFORE, for and in consideration of the mutual benefits, covenants, and promises contained herein, and other good and valuable consideration, the Parties agree as follows:

1. Provision of the Services. In exchange for one dollar (\$1.00), High Point will

provide the following services to the area within Archdale identified on **Exhibit A**, attached hereto and incorporated herein by reference: (a) building permitting and inspection, and (b) fire permitting, inspection, investigation, plan reviews, and anything related to life safety hazards (collectively, the “Services”).

2. **Term.** The term of this Agreement shall commence on the effective date and continue until terminated pursuant to the provisions of this Agreement, or if the corporate boundaries are altered such that this Agreement is no longer necessary.

3. **Termination.** This Agreement may be terminated (a) by mutual agreement of the Parties at any time or (b) by either Party providing at least one hundred twenty (120) days written notice of termination to the other Party.

4. **Relationship Between the Parties.** This Agreement shall not under any circumstances be construed to make High Point and Archdale partners, joint venturers, or Parties to similar relationships with each other.

5. **Notice.** All notices, approvals, consents, requests or demands required or permitted to be given under this Agreement shall be in writing and shall be deemed sufficiently given when deposited in the mail, first-class postage prepaid, and addressed to the respective parties as follows:

ARCHDALE:

City Manager
City of Archdale
307 Balfour Drive
Archdale, NC 27263

HIGH POINT:

City Manager
City of High Point
P. O. Box 230
High Point, NC 27261

With a copy to:

City Attorney's Office

City of High Point
P.O. Box 230
High Point, NC 27261

or to such other addresses as either party shall subsequently designate by notice given in accordance with this section.

6. Entire Agreement Conflicting Provisions. This Agreement, together with all Exhibits and any other documents incorporated herein by reference, constitutes the sole and entire agreement of the Parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings and agreements, both written and oral, with respect to such subject matter. In case of a conflict between the provisions of this Agreement and the provisions of any attachment or other document referenced by or incorporated into this Agreement, the provisions of this Agreement shall control and prevail.

7. Modification, Severability, No Waiver. The Agreement may be modified, amended, or supplemented only by an agreement in writing signed by each Party hereto. The invalidity of one or more phrases, sentences, clauses or sections in the Agreement shall not affect the validity of the remaining portions of the Agreement, so long as the material purpose of the Agreement can be determined and effectuated. Any failure by either party to enforce any of the provisions of the Agreement or to require compliance with any of its terms at any time during the term of the Agreement shall in no way affect the validity of the Agreement, or any part hereof, and shall not be deemed a waiver of the right of such party thereafter to enforce any such provision.

8. Governing Law. The Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina (without giving effect to the principles thereof relating to conflicts of law). Any legal suit, action, or proceeding arising out of or related to this Agreement or the Services provided hereunder shall be instituted exclusively in the courts of North Carolina

located in Guilford County.

9. Counterparts. This Agreement may be signed in any number of counterparts, and all such counterparts together shall constitute one and the same instrument. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

[SEPARATE SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, this Agreement is entered into by the Parties as of the Effective Date, all pursuant to authority duly granted.

CITY OF ARCHDALE

ATTEST:

By: _____
Lewis Dorsett, Mayor

Susan T. Swaim, City Clerk

Preaudit Certificate

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Mark Barnhardt, Finance Officer

CITY OF HIGH POINT

By: _____

Cyril Jefferson, Mayor

ATTEST:

Sandra Keeney, City Clerk

Preaudit Certificate

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Bobby Fitzjohn, Finance Officer

EXHIBIT A

to

INTERLOCAL AGREEMENT FOR INSPECTION SERVICES

Map of Area Where Services Will Be Provided

(See attached)



- Area where Services will be Provided
- City of High Point
- City of Archdale
- County
- Parcels
- Buildings



City of High Point

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

Master

File Number: 2024-122

File ID: 2024-122

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/22/2024

File Name:

Final Action:

Title: Consideration of a Task Order with Dewberry Engineers, Inc.
City Council is requested to consider a Task Order with Dewberry Engineers in the amount of \$599,030 for design services related to the proposed improvements to S. Main Street, S. Wrenn Street, and Russell Avenue, approve a Budget Ordinance Amendment for the allocation of funds for this project, and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Task Order - Dewberry Engineers, Inc.

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM



TITLE: Task Order for Design Services with Dewberry Engineers, Inc.	
FROM: Greg Venable, Transportation Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Budget Ordinance Amendment Dewberry Fee Proposal Project Scope	

PURPOSE: To approve a Task Order for a Master Agreement for Professional Services with Dewberry Engineers, Inc. for professional engineering and design services related to proposed improvements to S. Main Street, S. Wrenn Street, and Russell Avenue in partnership with High Point Market Authority (HPMA). The city has a Master Services Agreement with Dewberry for these services.

BACKGROUND: The city is partnering with the HPMA to construct improvements in the southern showroom district in accordance with the Nonprofit Organization Agreement with the High Point Market Authority approved on February 5, 2024. Improvements include but are not limited to the following.

- Project Management
- Natural Environment
- Community Studies
- Public Involvement
- Hydraulics
- Location and Surveys
- Environmental Policy
- Roadway
- Erosion Control
- Signal Communication
- Signal Design
- Signage
- Utility Coordination
- Utility Design

Dewberry will provide the described professional design services for a lump sum fee of \$599,030.

BUDGET IMPACT: A budget ordinance amendment appropriating the grant funding is included with this item. The Market Authority received a \$9,000,000 grant from the State of North Carolina for these improvements and will reimburse the City via these funds.

RECOMMENDATION/ACTION REQUESTED: Staff recommends approval of this Task Order with Dewberry Engineers, Inc. in the amount of \$599,030, approve a budget ordinance amendment for the allocation of funds for this project, and allow the appropriate city staff to execute all associated documents

“AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR IMPROVEMENTS TO SOUTH MAIN, SOUTH WRENN, AND
RUSSELL AVENUE

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

Section 1. The proposed amendment appropriates \$9,000,000 in state grant funds for improvements to South Main, South Wrenn, and Russell Avenue.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following Special Revenue Fund revenues be amended as follows:

Market Authority Reimbursements	\$9,000,000
---------------------------------	-------------

(B) That the following Special Revenue Fund expenditures be amended as follows:

South Main and Other Street Improvements	\$9,000,000
--	-------------

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 by High Point City Council, this the 1st day of April 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk

Fee Proposal

February 27, 2024

INTRODUCTION:

Dewberry Engineers Inc. (Dewberry) is pleased to submit our fee for professional engineering services for the above S Main Market Area Improvement project. These professional services will be performed as part of Dewberry's 2023 ON-CALL TRANSPORTATION ENGINEERING AND PLANNING SERVICES MASTER CONTRACT.

COMPENSATION

Dewberry will provide the scope of services outlined in the S Main Market Improvement project scope for the following compensation noted below. All fees are lump sum unless otherwise noted and have been generated using Dewberry's standard billing rates.

BASIC SERVICES

Task 1 – Project Management	\$40,698 (LS)
Task 2– Natural Environment	\$7,245 (LS)
Task 3 – Community Studies	\$11,010 (LS)
Task 4 – Public Involvement	\$71,850 (LS)
Task 5 – Environmental. Policy	\$10,920 (LS)
Task 7 - Hydraulics	\$44,840 (LS)
Task 8 – Location and Surveys	\$89,712 (LS)
Task 9 - SUE	\$20,220 (LS)
Task 10 – Final Pavement Markings	\$6,320 (LS)
Task 11 – Roadway	\$92,270 (LS)
Task 12 – Erosion Control	\$15,420 (LS)
Task 13 – Signing	\$11,525 (LS)
Task 14 – Signal Communication	\$12,195 (LS)
Task 15 – Signals.....	\$16,700 (LS)
Task 16 – WZTC	\$36,355 (LS)
Task 17 – Utility Coordination	\$32,690 (LS)
Task 18 – Utility Design	\$79,060 (LS)

Total..... \$599,030

Service are quoted as lump sum (LS) based on the information provided. Should project scope changes occur Dewberry reserves the right to ask for additional funds under a supplemental agreement.

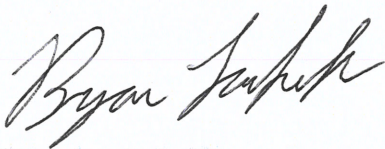
TERMS AND CONDITIONS

Standard Terms and Conditions will be in accordance with Dewberry's 2023 ON-CALL TRANSPORTATION ENGINEERING AND PLANNING SERVICES MASTER CONTRACT.

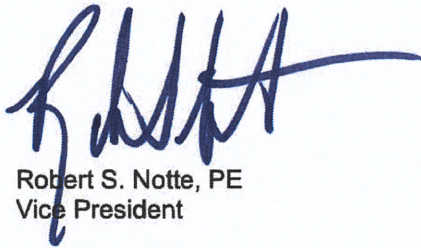
Please contact Dewberry if you have any questions about the scope of services. We appreciate this opportunity to work with you on this project.

Sincerely,

Dewberry Engineers Inc.



Bryan Lambeth, PE
Project Manager



Robert S. Notte, PE
Vice President

Attachments: Attachment A – Standard Billing Rate

The scope of services, terms, and conditions of this Letter Agreement are accepted:

Print/Type Individual, Firm, or Corporate Name

Signature of Authorized Representative Date

Print/Type Name of Authorized Representative and Title

Standard Hourly Billing Rate Schedule

Dewberry	Hourly Rates
Professional	
Principal	\$350.00
Architect I,II,III	\$110.00, \$125.00, \$145.00
Architect IV,V,VI	\$165.00, \$185.00, \$205.00
Architect VII,VIII,IX	\$230.00, \$250.00, \$280.00
Interior Designer I,II,III,IV	\$100.00, \$120.00, \$130.00, \$165.00
Engineer I,II,III	\$115.00, \$135.00, \$155.00
Engineer IV,V,VI	\$170.00, \$195.00, \$225.00
Engineer VII,VIII,IX	\$250.00, \$275.00, \$305.00
Geographer/GIS I,II,III	\$95.00, \$105.00, \$125.00
Geographer/GIS IV,V,VI	\$145.00, \$165.00, \$185.00
Geographer/GIS VII,VIII,IX	\$215.00, \$250.00, \$290.00
Professional I,II,III	\$105.00, \$125.00, \$150.00
Professional IV,V,VI	\$170.00, \$190.00, \$210.00
Professional VII,VIII,IX	\$235.00, \$260.00, \$290.00
Technical	
Designer I,II,III	\$110.00, \$135.00, \$160.00
Designer IV,V,VI	\$180.00, \$200.00, \$220.00
CADD Technician I,II,III,IV,V	\$80.00, \$100.00, \$120.00, \$140.00, \$175.00
Surveyor I,II,III	\$68.00, \$83.00, \$98.00
Surveyor IV,V,VI	\$115.00, \$125.00, \$145.00
Surveyor VII,VIII,IX	\$160.00, \$190.00, \$235.00
Technical I,II,III	\$85.00, \$105.00, \$130.00
Technical IV,V,VI	\$140.00, \$155.00, \$180.00
Emergency Management	
Emergency Management I, II, III	\$85.00, \$110.00, \$140.00
Emergency Management IV, V, VI	\$170.00, \$220.00, \$280.00
Construction	
Construction Professional I,II,III	\$125.00, \$155.00, \$185.00
Construction Professional IV,V,VI,VII	\$215.00, \$240.00, \$285.00, \$320.00
Inspector I,II,III	\$85.00, \$110.00, \$140.00
Inspector IV,V,VI,VII	\$160.00, \$180.00, \$205.00, \$240.00
Survey Field Crews	
Fully Equipped 1, 2, 3 Person Crews	\$145.00, \$175.00, \$230.00
With Laser Scanner 1, 2 Person	\$195.00, \$225.00
Administration	
Admin Professional I,II,III,IV	\$70.00, \$95.00, \$115.00, \$145.00
Non-Labor Direct Costs	Cost + 15%

** Company Confidential and Proprietary

Project Understanding

The City of High Point and the High Point Market Authority have secured state funding to provide professional engineering services for public involvement, permitting, design, and final construction plans for improvements along South Main Street from north of Russell Avenue to north of Grimes Avenue, S. Wrenn Street from north of E. Russell Avenue to just north of E. Grimes Avenue, E. Russell Avenue from S. Elm Street to S. Main Street, and E. Russell Avenue from S. Main Street to S. Hamilton Street. The project consists of the installation of a duct bank for all existing overhead utilities, replacing all outdated wet utilities, pedestrian safety improvements, and intersection and traffic signal improvements. The intersection improvements will include the installation of mast arms at the intersections of S. Main Street and W. Russell Avenue and S. Wrenn Street and E. Russell Avenue. Pedestrian safety improvements will extend from Grimes Avenue on the southern end of the project to just north of E Russell Ave and will extend to the intersections of Russell Ave and S Elm St to the west as well and Russell Ave and S Hamilton St to the east.

Additional roadway improvements will include but are not limited to the mill and overlay of the existing roadways, additional pedestrian level lighting (to be handled by city staff), stamped decorative asphalt crosswalks, and street trees (where space is available). Project plan views will be done at a horizontal scale of 1"=20' and in AutoCAD Civil3D format unless approved otherwise.

Plans and designs will conform to City of High Point and NCDOT standard practices for highway construction which are based on the AASHTO "A Policy on Geometric Design of Highways and Streets" latest edition. In addition, the NCDOT "Roadway Design Manual" latest edition will be used as a guide, including modifications as directed by the city during the life of this Agreement. The services provided and project deliverables are as defined in the scope of work.

The project is not expected to impact wetlands or surface water features. Construction land disturbance is expected to be more than 1 acre, so a North Carolina Department of Environmental Quality (NCDEQ) Erosion and Sediment Control Certificate of Approval will be required.

While property impacts are unknown at this time, it is expected that at least temporary construction easements into adjoining private properties will be required.

It should be noted that it is expected that NCDOT will be updating their design standards and specifications manual sometime in 2024. Changes required to the design of the project when those new standards are released will be considered an additional service and provided through a supplemental agreement.

The following tasks are included in this scope of services and defined in more detail in the sections that follow.

- Task 1: PM-Project Management
- Task 2: EN-Natural Env
- Task 3: EN-Community Studies
- Task 4: EN-Public Involvement
- Task 5: EP-Env Policy
- Task 6: GT-Geotechnical
- Task 7: HY-Hydraulics
- Task 8: LS-Location Surveys
- Task 9: LS-SUE
- Task 10: PD-Final Pavement Marking & Markers
- Task 11: RD-Roadway

Task 12: RE-Erosion Control
Task 13: SD-Signing
Task 14: SG-Signal Communications
Task 15: SS-Signals
Task 16: TM-Work Zone Traffic Control (WZTC)
Task 17: UT-Utilities Coordination
Task 18: UT-Utilities Design
Task 19: Right of Way

Scope of Services

TASK 1: PM-PROJECT MANAGEMENT

1.1 – Project Management

The Consultant shall provide the following project management tasks:

- Bi-Weekly Meetings with City – The Consultant will attend bi-weekly virtual meetings with the City to discuss the project. Meeting minutes and agendas will be prepared for each meeting, it is anticipated meetings will be one hour in length. It is expected these meetings will be attended for up to 15 months.
- Various Meetings – The Consultant will attend the following meetings (assumes 2 hours per meeting) and provide meeting minutes:
 - Kick-Off Meeting – The Consultant will attend an in-person kick-off meeting with the City to discuss the project and will include a field walk (by up to 6 Dewberry staff), if desired by the City.
 - Recommended Plan Set Review Meeting (25% Design) – The Consultant (up to 4 Dewberry staff) will attend a virtual meeting to discuss the 25% Design submission comments.
 - Field Inspection Plan Set Review Meeting (65% Design) – The Consultant (up to 6 Dewberry staff) will attend a virtual meeting to discuss the 65% Design submission comments.
 - Right of Way Acquisition Plan Set Review Meeting (75% Design) – The Consultant (up to 4 Dewberry staff) will attend a virtual meeting to discuss the 75% Design submission comments.
 - Final Contract Package Review Meeting (100% Design) – The Consultant (up to 6 Dewberry staff) will attend a virtual meeting to discuss the 100% Design submission comments.

1.2 – Project Schedule

The Consultant shall develop a project schedule in Microsoft Project (MS Project) and maintain it monthly throughout the life of the project.

1.3 – Monthly Status Reports and Invoice

The Consultant will provide the City with monthly status reports and project invoicing.

TASK 2: EN-NATURAL ENVIRONMENTAL

2.1 - Assess Natural Environmental Impacts

The Consultant will complete a Natural Resource Technical Memorandum (NRTM) for the project study area. The following will be performed to complete the NRTM:

- Project site background information and mapping review
- Field investigation
 - Confirm no potential jurisdictional waters of the U.S. (wetlands, streams, surface waters)
 - Surveys/habitat assessments for relevant protected species
- *Excluded:* Complete Draft and Final Preliminary Jurisdictional Determination (PJD) Package and Agency Site Visit

- It is expected based on nature of the project area, a PJD package will not be required. If a PJD is found to be needed, this service will require approval of a supplemental agreement.
- Complete Draft and Final NRTM documents

Specific tasks associated with the NRTM are described below:

- Pre-Field work
 - Preparation for field work will include data collection, creation of field maps, and preparation of field equipment.
- Jurisdictional Delineation Field Work
 - Field work will include review of the project study area for streams, wetlands, and/or surface waters. Wetland and stream identification methodology developed by the USACE and stream identification methodology developed by the NCDEQ Division of Water Resources (NCDWR) will be employed. If potential jurisdictional features are present, they will be flagged in the field and feature points will be recorded using a sub-meter Trimble R1 GPS (Note: these points will be sub-meter but will not be survey-grade). Wetland boundary points will be flagged using branded pink and black flagging and stream points flagged with blue flagging. These feature points will be incorporated into both GIS shapefiles and CAD files and feature boundaries/channels will be developed.
- Protected Species Surveys
 - Protected species assessments will be performed per the U.S. Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPaC; <https://ipac.ecosphere.fws.gov/>) website. As of the date of preparation of this scope, the USFWS lists the following potential species for the project:
 - Bald eagle – Bald and Golden Eagle Protection Act
 - Tricolored Bat - Proposed Endangered
 - Schweinitz's Sunflower – Endangered
 - Small Whorled Pogonia - Threatened
 - If habitat is present, species surveys will be completed for these species during optimal survey windows.
- *Excluded:* Creation of WEX and WET files
 - Due to the nature of the project site, delineation of stream, wetland, and surface water data is not expected and is not included in this scope.
- NRTM
 - A draft NRTM will be prepared for the project, including information related to project background, methodology and contributors, jurisdictional features within the study area, and protected species. Mapping will also be included. Internal quality assurance using three signature sign-off by the preparer, technical reviewer and quality assurance reviewer will be documented for the draft NRTM.

The Consultant will incorporate one set of comments on the draft NRTM to create the final NRTM. Internal quality assurance using a three-signature sign-off by the preparer, technical reviewer, and quality assurance reviewer will be documented for the final NRTM. Both a Microsoft Word and Adobe PDF version of the final document will be provided.

2.2 - Permits

Due to the nature of the project site, it is expected that environmental permits will not be required. If an unforeseen condition requires an environmental permit, that service will be part of a supplemental agreement.

TASK 3: EN-COMMUNITY STUDIES

3.1 - Assess Human Environmental Impacts

The Consultant team will complete the following tasks in assessing the human environmental impacts of the project:

- **Background Data Collection**
 - The Consultant will collect background data associated with the study area sections of the project.
- **Direct and Indirect Screening Tool**
 - The Consultant will prepare a Direct and Indirect Screening Tool (DIST) using the most recent guidance from NCDOT Public Involvement, Community Studies & Visualization (PICSviz) located at:
<https://connect.ncdot.gov/resources/Environmental/EAU/PICSviz/Pages/default.aspx>
A draft DIST will be submitted to Division 7 for the initial review. One set of review comments will be addressed and the DIST will be resubmitted for a final review and approval by Division 7.
- **Cultural Resource Project Review**
 - The Consultant will complete the North Carolina State Historic Preservation Office (NC-HPO) Project Review Checklist for the project. This checklist will include a description of the project, project study area maps, review of known cultural resources, and site photographs of the structures within the project study area that appear to be 50 or more years old.
 - *Exclusions* - Conducting cultural resource surveys, including historic architecture, cultural resource, or archaeological resource surveys are not provided in the scope as we do not anticipate this need. Additionally, we assume no Section 106 or Section 4(f) coordination is required beyond completion of the Project Review Checklist.
- **Tribal Coordination**
 - The Consultant will prepare the Start of Study Tribal Coordination letter for the Catawba Indian Nation and Occaneechi Band of the Saponi Nation per NCDOT Tribal Coordination Protocol and submit to Division 7 for review, approval, and signature.

TASK 4: EN-PUBLIC INVOLVEMENT

4.1 - Mailing List and Notification

The Consultant will prepare a direct mailing list in Excel with an accompanying GIS map in PDF format for non-resident owners. The consultant will identify (as available) United States Postal Service (USPS) Every Door Direct Mail (EDDM) routes for mailers to resident owners and tenants.

The Consultant will prepare a postcard (direct mail and EDDM versions) to announce the upcoming public meeting and provide a project overview. A PDF copy of both postcards will be submitted to the City for review. The Consultant will develop a door-hanger version of the postcard and submit an electronic version

to the City for review. Spanish translation is anticipated to be appropriate for this project, based on Census data, thus the postcards will be bilingual. A visual graphic will be prepared to be included on the EDDM version of the postcard.

Following review and approval by the City, the Consultant will be responsible for printing and mailing both postcards (up to 500 direct and up to 3000 EDDM postcards are included in this scope) and printing and distributing the door hangers (up to 200 door hangers are included in this scope).

The Consultant will provide the City with up to two graphics to be used for social media notifications regarding the public meeting. The City will be responsible for any public notices to be placed in local media and website.

4.2 - Public Meetings

An up to three-hour open-house public meeting will be held and attended by four staff from the Consultant team. In addition to the four Consultant staff, the Consultant will provide one Spanish language interpreter for the meeting based on the presence of Spanish speaking populations indicated in Census data. The Consultant will prepare a sign-in and comment sheet for the public meeting.

The Consultant will prepare a handout (one 8.5 x 11" color page double sided) to include a graphic and details (purpose, need, background) of the project and for the meeting and will submit an electronic copy of the handout to the City for review. Following review, the Consultant will make one round of revisions and print the handout for the public meeting (up to 200 copies are included in this scope).

The Consultant will prepare three foam display boards (36" x 48" each) with additional background information, such as adjacent projects, traffic data, existing resources, or visualizations as described in Task 4.3. The Consultant will provide electronic copies of the boards to the City for review. Following review and approval of the boards by the City, the Consultant will conduct one round of revisions, print, and mount the boards for the public meeting.

Preparation of the public meeting maps is included under Task 11.

The Consultant will prepare a public meeting summary with comment responses. A draft public meeting summary in electronic version will be provided to the City during an in-person meeting, which will be held at the City's office and attended by up to three staff from the Consultant to review and respond to public comments. The Consultant will make one round of revisions to the comment summary and provide a final electronic copy of the summary to the City. A summary of the public meeting will be included in the National Environmental Policy Act (NEPA) screening.

4.3 - Visualizations

The Consultant will prepare a graphical typical section for use in public outreach and two sets of before and after photo renderings of two points along the project corridor.

4.4 - Website

The Consultant will provide materials to the City to post on their website. A separate project website or online feedback tools are not included in this scope

4.5 - Local Officials Informational Meeting (LOIM)

A LOIM will be held prior to the public meeting and attended by up to three staff from the Consultant. The Consultant will prepare a brief PowerPoint presentation for this meeting. The Consultant will provide an electronic copy of the presentation to the City for review and will address one round of comments. The

Consultant will coordinate with the City to prepare the invitation list. The Consultant will distribute the invite via email to those on the invite list approved by the City.

Maps and handout materials that are prepared for the public meeting will be used during the LOIM, and the Consultant will prepare a sign-in sheet and a meeting summary. The Consultant will provide the City with an electronic draft of the meeting summary and make one round of revisions. The Consultant will distribute an electronic copy of the meeting summary to the local officials on the invite list and attendee list.

4.6 - Stakeholder Meeting

It is anticipated the Consultant will conduct up to four stakeholder meetings (up to 3 Consultant attendees at each) in addition to the previously described LOIM and Public Meeting. These meetings are assumed to be in-person and may be with the City Council, businesses, neighborhoods, or other interested groups. Previously prepared mapping will be used, and handouts will be updated as needed for each meeting. The Consultant will summarize discussions at the meeting.

TASK 5: EP-ENV POLICY

5.1 – Environmental Documentation

The project is expected to qualify for a Type 1(A) Categorical Exclusion (CE). The Consultant will prepare a federal Type I(A) Ground-Disturbing CE, according to Documentation Requirements and Approval Procedures for Federal-Aid Projects Classified as Categorical Exclusions (2019). Coordination will be required with Federal Highway Administration (FHWA), NCDOT Division 7, US Department of Housing and Urban Development (HUD), and the City of High Point. If unforeseen circumstances require completion or a different CE format and/or substantial coordination with Federal Highway Administration (FHWA), that service will be part of a supplemental agreement.

The Consultant shall prepare the draft CE, exhibits, and supporting documentation necessary. A draft CE package will be submitted and one round of comments will be addressed. After comments have been addressed, a final CE package will be submitted. The City will be responsible for uploading the submissions into the NC Enterprise Business Services (EBS) portal and sending the Consultant comments that NCDOT uploads into the portal.

TASK 6: GT-GEOTECHNICAL

The roadway pavement will be milled and overlaid with no expected widening. The milling depth will be supplied by the city since no geotechnical or pavement investigation will be performed.

There are no proposed retaining walls or other structures that would require a geotechnical report. As such, no geotechnical services are currently scoped. If the need arises later in the project for geotechnical work, it will be provided as a supplemental agreement.

TASK 7: HY-HYDRAULICS

Given the improvements proposed by the project, it is expected that the drainage system within the project limits will be replaced. It is not anticipated that any major culvert crossings exists. Given the scope of the project, it is not expected that an NCDOT style Stormwater Management Plan will be required and is not included in the scope. The drainage for the project will be designed according to the NCDOT's "Guidelines for Drainage Studies and Hydraulic Design" latest edition.

7.1 – Complete Drainage for Field Inspection (65% Design)

The drainage design for the project will begin after the approval of the 25% design submission. Tasks to include:

- Attend Hydraulics Pre-Design Meeting with NCDOT and City as needed.
- Conduct field reconnaissance of existing and proposed drainage features and patterns for the pipe and ditch systems.
- Utilize the approved 25% design plans to begin drainage design. Consultant will develop hydraulic designs for roadside ditches, storm drainage systems, inlet locations, outfall analyses, and final cross pipe designs. The portion of the project that contains curb and gutter will be evaluated for spread conditions along the roadway edges (if available).
- Evaluate and design necessary revisions to existing hydraulic structures (storm drain, drop inlets, cross pipes, headwalls) that may be impacted by the proposed improvements.
- Draft the proposed drainage features (storm drain systems, inlets, ditches, cross pipes, etc.) and associated labeling in a drainage AutoCAD Civil 3D file utilizing approved Drainage software.
- Indicate drainage features (storm drain, ditches, cross pipes, inlets, etc.) on the Plan Sheets.
- Provide special drainage detail sheets, as necessary
- Complete the drainage summary sheets and prepare quantities to be incorporated into the project cost estimate
- Complete Pre versus Post Outfall analysis
- Coordinate with Utility Designers and Perform Limited Utility Conflict Resolution Design
- Prepare redline plans
- Existing condition survey of drainage structures that will remain in-place
- Attend virtual 65% design review meeting

7.2 – Complete Hydraulic Design (75% Design)

- Prepare response to comments, address comments received from the 65% design submission for the 75% design submission, revise quantities to be incorporated into the project cost estimate, and prepare special provisions to be incorporated into the Project Manual.
- Attend virtual 75% design review meeting

7.3 - Complete Open Hydraulic Tasks (100% Design)

- Prepare response to comments, address comments received from the 75% design submission for the 100% design submission, and revise quantities to be incorporated into the project cost estimate.
- Address comments received from the 100% design submission for a PS&E submission.

TASK 8: LS-LOCATION SURVEYS

The Consultant shall provide the following survey services and will be done to NCDOT standards in AutoCAD:

The survey limits will extend to the face of the adjacent buildings along S main St, S Wrenn St, and E Russell Ave. The survey will extend an additional 100' along the approaches of the following intersections S Elm St and Russell Ave, S Hamilton St and Russel Ave, W Grimes Ave and S Main St, S Wren St and Grimes Ace. The survey on these approaches will extend to the ROW line.

- Courthouse Research - Property deeds and map of records will be collected and reviewed. The City of High Point will contact those owners prior to Survey. A full title search will not be required for this project.

- Contacting Property Owners - The City of High Point will be responsible for contacting property owners.
- Project Control NC Grid (Horizontal/Vertical) Ties - Project baseline control to be established and referenced to the NC State Plane Coordinate system NAD 83-2011/North American Vertical Datum 1988 adjustment respectively. Implementation of NATRF2022 has been delayed until 2024. In the unlikely scenario that the implementation of this new state coordinate system does not allow grandfathering on ongoing projects, then additional services needed to update survey and design plans would be covered under a supplemental agreement.
- Vertical Control Tie - Vertical datum for this project will be based on the North Carolina Grid System utilizing the NAVD 88 vertical datum. Implementation of NAPGD2022 has been delayed until 2024. In the unlikely scenario that the implementation of this new state coordinate system does not allow grandfathering on ongoing projects, then additional services needed to update survey and design plans would be covered under a supplemental agreement.
- Baseline Traverse - The survey baseline control will be composed of #5 rebar and stamped cap, set at each baseline control point. The Northing and Easting Coordinates and elevation will be acquired and serve as the basis of the base mapping.
- Baseline Levels – The Consultant will elevate baseline control points using differential and/or trigonometric leveling methods.
- Establish Project Benchmarks - Establish/elevate benchmarks at locations throughout the project limits. The Temporary Benchmarks (TBM's) shall consist of railroad spikes or Benchtie markers. Benchmarks shall have third order closure accuracy of $0.05 \times$ the square root in miles and will be based on the NAVD 88 vertical datum. These TBM's will be clearly marked in the field and plotted on the mapping.
- Pavement DTM's - Pavement DTM's, with break lines, will be obtained by the Consultant and taken at a minimum spacing of 50' along -L- line and all -Y lines. Surveyed pavement elevations, curb & gutter elevations, pavement crown and other pertinent elevations will be obtained for digital terrain modeling. The Consultant will incorporate the field ground located pavement breaklines into the overall DTM file, then produce a TIN for the project.
- Field Property Ties and Recon – The Consultant will investigate and tie property corners (front corners if sufficient numbers are found), for the parcels which are expected to be impacted by the proposed project.
- Property Analysis and Computations - Property corners found and tied for the parcels which are expected to be impacted by the proposed project, will be used to produce property mapping for the parcels, showing property lines drawn from existing deeds and/or plats of record if available.
- Classification of Planimetric Features – The Consultant will classify planimetric features such as buildings, culverts, trees, pavement, walks, signs, and poles which are located within the project limits. The classifications will be reflected in the digital base mapping for the project.
- Field Location of Topo and Planimetric Features – The Consultant will field survey planimetric features such as buildings, walks, signs, and poles that are within the survey limits. The survey will include additional “shots” where driveways are expected to be longer to achieve similar grades as existing.
- Location of Gravity U/G Utilities (Storm & Sanitary Only) – The Consultant will field survey existing storm sewer and gravity sanitary sewer structures to one structure outside of the project limits. Information shown on the mapping will include top and invert elevations, pipe size, and pipe material.
- Production of Base Mapping - The Consultant will provide a compiled Final Survey (FS) file with base line text, DTM and associated TIN files. A Survey Control Data sheet will be provided. Electronic files will be in accordance with NCDOT standards.

- GPS Points - The Consultant will establish horizontal and vertical control utilizing GPS methods and procedures tied to existing NGS or NCGS control monumentation if available near the project.
- Traffic Control & Safety - Work zone devices will be placed at each end of the work area, if along an existing roadway, each day consisting of a BEGIN SURVEY sign, and an END SURVEY sign at the end of the work zone. The Consultant will coordinate with the City of High Point and NCDOT, if necessary, if temporary lane closures are required.
- Property Acquisition Support – While it is expected that at least temporary construction easements will be required, the full extent of the property acquisition is not known at this time. Once the design progresses to the point where the property acquisition is known, those services will be scoped as part of a supplemental agreement.
- Production of Base Map – Consultant will produce Final Survey (2D) and DTM (3D) files. Mapping to be drawn at a scale of 1" = 20'. Deliverables to be AutoCAD DWG format.

TASK 9: LS-SUE

The Consultant will provide subsurface utility engineering "Level B" services which entail the designating of existing buried utilities in the area of the project limits. Utilities will be marked in the field according to the American Public Works Association (APWA) standard color-coding system. Telephone, Power, Cable Television, Gas, Water and Fiber Optic Communications will be located. This task does not include the designation and survey of untraceable underground irrigation lines or sprinkler heads that may exist within the project limits. Field sketches of utilities are prepared during designation to ensure that lines marked are surveyed. Undocumented, unknown and/or abandoned utilities will be shown as "unknown utility" on the Topographic and Utility survey. Survey crews will locate utilities designated by SUE crews and include the utility data in the survey basemap. Utilities that cannot be designated due to non-conductive material or no tracer wire will be shown per level "C".

If it is determined during the design of the project that there are areas that require "Level A" services, those services will be provided as a supplemental agreement.

TASK 10: PD-FINAL PAVEMENT MARKING & MARKERS

The Consultant shall design pavement markings in accordance with the NCDOT "Signing and Delineation Unit (SDU) Procedures Manual." Given the project scope, the first plan submittal will be at 65% Design. The plan sheets will be done at a scale of 1"=40'. The pavement marking design will consist of the following sheets:

- Title Sheet – Which will include
 - Roadway Standard Drawings
 - Pavement Marking Schedule
 - Notes
 - Index
- Detail Sheets (If needed)
- Pavement Marking Plan Sheets

In addition, quantities will be prepared to be incorporated into the project cost estimate at the 65% design stage.

The Consultant shall prepare a response to comments for every design submission, address comments for the next design submission, and update quantities to be incorporated into the project cost estimate. Additional submissions are expected at 75% Design, 100% Design, and PS&E. The Consultant shall also

provide any required special provisions for the project at the 75% design stage that will be incorporated into the Project Manual.

TASK 11: RD-ROADWAY

The project design plans will be submitted at the following milestones:

- Revised Conceptual Design Plans
- Recommendation Plan Set (25%)
- Field Inspection Plan Set (65%)
- Right of Way Acquisition Plan Set (75%)
- Unsealed Final Contract Package (100%)
- Sealed Final Contract Package (PS&E)

The Consultant will produce the roadway design plans with a horizontal scale of 1"=20' and a vertical scale of 1"=10' with cross sections at a scale of 1"=5'. Existing roadways, structures, utilities, and other items affected by the project, as provided by surveys, will be shown in addition to the proposed construction in plan views. Plans will be done in AutoCAD Civil 3D format and will follow the requirements in the NCDOT "Roadway Design Manual", latest edition.

11.1 – Revised Conceptual Design Plans

The Consultant will provide new conceptual design plans based on the latest approved typical section. As of the time of this scoping, the final typical section has not been finalized. The City will provide the final decision on the typical section before the revised conceptual design can be started. If the City wishes the Consultant to provide multiple concepts, that will be provided as part of a supplemental agreement.

The revised conceptual design is expected to be completed before field survey will be completed. The Consultant shall utilize existing aerial photography to complete the revised conceptual design. The plans shall be done in a roll-plan format and will be done at a scale of 1"=50'.

In Addition, the sidewalk and decorative buffer strip patterns have not been defined. The Consultant will provide one 22"x34" board showing various options for the City to choose.

11.2 – Recommendation Plan Set (25%)

After approval of the revised conceptual design and completion of the field survey, the Consultant will complete the roadway design for the 25% Design submission. The 25% Design plan set shall include the following:

- Title Sheet
- Typical Sections including the pavement schedule labeled Preliminary or Final Pavement Schedule
- Preliminary Earthwork Summary
- Plan Sheets with Horizontal Design and to include the following:
 - Preliminary retaining wall locations, if proposed
 - Proposed right of way/easement lines
 - Sight Distance Calculations at bridges, intersections, and other obstructions, if necessary
- Profile Sheets with Vertical Design
- Utilities Construction Plans
- Utilities by Others Plans
- Cross Sections

Additional items to be completed for the 25% design submission are as follows:

- Roadway Design QC Checklist
- Design Exception Checklist and/or Design Exception Request, if required
- Maintenance of Traffic Narrative
- Cost Estimate

The Consultant will make a 25% design submission of the required documents to the City to be inputted into the EBS system. The Consultant will attend a virtual 25% design review meeting after the submission.

In addition, the Consultant after the 25% design submission will develop a public hearing meeting map to NCDOT standards that will be utilized for the public meetings. A draft submission will be made to the City along with the Public Meeting Map QC Checklist. The public hearing map will be revised based on 1 set of review comments from the City.

11.3 – Field Inspection Plan Set (65%)

After approval of the 25% design submission, the 65% design stage will begin. The design will be progressed and comments received from the 25% design review will be incorporated, as well as applicable comments from the public meetings. Proposed drainage design will be incorporated into the roadway plans.

The 65% Design plan set shall include the following:

- Plan sheets from the 25% design
- Index of Sheets, General Notes, and Standard Drawings
- Conventional Symbols
- Roadway Details, including Intersection Detail Sheets, as necessary
- Special Details, as necessary
- Drainage Details, as necessary
- Roadway Summaries
- Drainage Summaries
- Parcel Index Sheet
- Pavement Marking Plans
- Erosion Control Plans
- Landscape Plans
- Signing Plans

Additional items to be completed for the 65% design submission are as follows:

- Response to 25% Design Comments
- Drainage Calculations and Redline Plans
- Roadway Design QC Checklist
- Updated Cost Estimate

The Consultant will make a 65% design submission of the required documents to the City to be inputted into the EBS system. The Consultant will attend a virtual 65% design review meeting after the submission.

11.4 - Right of Way Acquisition Plan Set (75%)

After approval of the 65% design submission, the 75% design stage will begin. The design will be progressed and comments received from the 65% design review will be incorporated.

The 75% Design plan set shall include the following:

- Plan sheets from the 65% design
- Traffic Management Plans
- Signal and Communication Plans

Additional items to be completed for the 75% design submission are as follows:

- Response to 65% Design Comments
- Revised Drainage Calculations and Redline Plans, if required
- Signal Clearance Diagram and Clearance Calculations
- Roadway Design QC Checklist
- Project Manual Including Technical Special Provisions (Per NCDOT Local Programs Management Handbook Requirements)
- Updated Cost Estimate

The Consultant will make a 75% design submission of the required documents to the City to be inputted into the EBS system. The Consultant will attend a virtual 75% design review meeting after the submission.

In addition, the Consultant after the 75% design submission, will revise the public hearing meeting map prepared at 25% design based on the latest design to be utilized during the 75% design public meeting. A draft submission will be made to the City along with the Public Meeting Map QC Checklist. The public hearing map will be revised based on 1 set of review comments from the City.

11.5 - Unsealed Final Contract Package (100%)

After approval of the 75% design submission, the 100% design stage will begin. In addition, property acquisition can begin after the 75% design approval. The design will be progressed, and comments received from the 75% design review will be incorporated. Minor comments received based on property acquisition will also be incorporated. If substantial design revisions occur due to property acquisition negotiations, it will be considered an additional service as part of a supplemental agreement.

The 100% design package shall include the following:

- Response to 75% Design Comments
- Plan Set
- Revised Drainage Calculations and Redline Plans, if required
- Signal Clearance Diagram and Clearance Calculations, if required
- Updated Project Manual Including Technical Special Provisions (Per NCDOT Local Programs Management Handbook Requirements)
- Updated Cost Estimate

The Consultant will make a 100% design submission of the required documents to the City to be inputted into the EBS system. The Consultant will attend a virtual 100% design review meeting after the submission.

11.6 - Sealed Final Contract Package (PS&E)

After approval of the 100% design submission, the PS&E design stage will begin. Final comments received will be incorporated into the contract documents. Necessary documents will be sealed and submitted to the City to be inputted into the EBS for approval for Letting.

The PS&E design package shall include the following:

- Final Sealed Plan Set
- Final Sealed Project Manual
- Final Cost Estimate

11.7 – Letting

The Consultant shall assist the City during the Letting process. Tasks include the following:

- Attend pre-bid meeting and assist City staff to educate qualified contractors on the nature of the work to be undertaken and answer questions (2 staff)
- Assist City on answering contractor questions to be issued in addendums
- Complete bid tabulation and certify

TASK 12: RE-EROSION CONTROL

The Consultant will design and specify erosion control measures, which minimize erosion and limit off-site sedimentation during construction of the project. The design will be in accordance with the requirements of NCDEQ and the requirements of the City. Erosion control design will begin at the 65% design phase. The plan sheets will be done at a scale of 1"=20'. The erosion control design will consist of the following sheets:

- Title Sheet
- Detail Sheets
- Notes Sheet
- Erosion Control Plan Sheets

As the project is on-road in a built-up environment, erosion control measures are expected to be primarily drainage inlet protection. The Consultant shall provide quantities to be incorporated into the project estimate.

The Consultant shall prepare a response to comments for the 65% design comments and address comments from that review for a 75% design submission. It should be noted that NCDOT does not typically provide comments on erosion control design for a Locally Administered Project and it is expected that comments will be from the City and NCDEQ. In addition, special provisions will be prepared to be incorporated into the Project Manual.

The Consultant will submit erosion control plans to the Winston-Salem Regional Office of NCDEQ for review and approval of the erosion control plans after approval of the 75% design submission. The Consultant will also coordinate with the City to complete the Financial Responsibility Form. The Consultant will be responsible for the permit fee. The package that will be submitted to NCDEQ will include the following:

- NCDEQ Plan Review Checklist
- Table of Land Owners
- Verification of Land Owner Notification
- Erosion Control Plans
- Stormwater Report and Erosion Control Calculations, if required
- Erosion Control Specifications
- Financial Responsibility Form
- Permit Fee

The Consultant shall prepare a response to comments for the 75% design comments from the City and NCDEQ and address comments from that review for a 100% design submission. Updated quantities will also be provided.

Comments received from the 100% design submission shall be addressed in the PS&E submittal.

TASK 13: SD-SIGNING

The Consultant shall design signing in accordance to the NCDOT "Signing and Delineation Unit (SDU) Procedures Manual." Given the project scope, the first plan submittal will be at 65% Design. The plan sheets will be done at a scale of 1"=40'. The signing design will consist of the following sheets:

- Title Sheet – Which will include.
 - Roadway Standard Drawings

- Notes
 - Summary of Quantities
 - Index
- Detail Sheets
 - Type D Signs
 - Wayfinding Signs (to be provided by City)
- Sign Plan Sheets
 - Identify existing signs and note their disposition (remove, reset, dispose, etc.).
 - Identify proposed warning, regulatory, route marker and guide signing. It is assumed that there will be only Type D, E, and F signing for the project. No type A or B guide signing (overhead or ground mounted) is anticipated.

The City has requested wayfinding signage along the corridor. The development of wayfinding design standards to determine the style of the wayfinding are not included in this scope, and instead will be part of the Southwest Greenway scope. Upon completion of the standards, it is assumed that they will be used to design up to 6 wayfinding signs designed along the corridor. The sign legends will be specified in the detail sheets. In addition, quantities will be prepared to be incorporated into the project cost estimate at the 65% design stage.

The Consultant shall prepare a response to comments for the design submissions, address comments for the next design submission, and update quantities to be incorporated into the project cost estimate. Additional submissions are expected at 75% Design, 100% Design, and PS&E. The Consultant shall also provide required special provisions for the project at the 75% design stage that will be incorporated into the Project Manual.

TASK 14: SG-SIGNAL COMMUNICATIONS

It is assumed that the traffic signals at S. Main and W. Russell Avenue and S. Wrenn Street and E. Russell Avenue have communication connections. It is expected that based on the current proposed design that these connections will need to be modified. The Consultant will prepare the final communication cable routing and splice plans for the corridor, including a title sheet to NCDOT TMSO Unit standards. Plans will only be required where work is proposed. There will be no temporary cable routing and splicing and signal communications within the project limits do not have to be maintained during construction. The first design submittal will be at the 75% design stage. In addition, quantities will be prepared to be incorporated into the project cost estimate at the 75% design stage.

The Consultant shall prepare a response to one set of comments for the design submissions, address comments for the next design submission, and update quantities to be incorporated into the project cost estimate. Additional submissions are expected at 100% Design and PS&E. The Consultant shall also provide required special provisions for the project at the 75% design stage that will be incorporated into the Project Manual.

TASK 15: SS-SIGNALS

At the time of this scoping, the proposed traffic signal design work is anticipated to be as follows:

- Full Intersection Signal Update (cabinet to remain): Remove existing span wire traffic signals, install provide new mast arm traffic signals, replace vehicle loop detection (if existing), and install new pedestrian signals/replace pedestrian signals to meet current placement requirements at the intersections of:
 - South Main and West/East Russell Avenue

- South Wrenn Street and East Russell Avenue

At the 25% overall design stage, the Consultant shall provide pole location diagrams to be submitted for approval. The Consultant shall update these diagrams based on one set of comments received and/or revisions to the design between 25% design and 75% design. The Consultant shall submit these diagrams at the 75% design stage, if changes are required.

Traffic Signal and Electrical plans including a Title Sheet and applicable Detail Sheets shall be prepared at the 75% design stage. It is assumed that traffic signal electrical plans for the existing traffic signals are available in either AutoCAD or MicroStation format and will be provided by the City and/or NCDOT. If any signalized intersection does not have the necessary AutoCAD or MicroStation files available, creation of these files will be considered an additional service as part of a supplemental agreement. In addition, the Consultant shall prepare traffic signal clearance diagrams and calculations. Traffic signal quantities will be prepared to be incorporated into the project cost estimate.

The City will provide mast arm signal pole standard drawings and specifications for the Consultant's use in preparing the metal pole with mast arm detail sheets and loading diagrams associated project special provision.

The Consultant shall prepare a response to one set of comments for the design submissions, address comments for the next design submission, and update quantities to be incorporated into the project cost estimate. Additional submissions are expected at 100% Design and PS&E. The Consultant shall also provide required special provisions for the project at the 75% design stage that will be incorporated into the Project Manual.

Traffic signal designs shall meet the requirements of the NCDOT Transportation Systems Management and Operations (TSMO) Unit Design Manual.

This scope does not include the following:

- Designing any temporary signals during construction

If any of these services are deemed necessary later in the design process, that work will be considered an additional service as part of a supplemental agreement.

TASK 16: TM-WORK ZONE TRAFFIC CONTROL (WZTC)

Transportation Management Plans will be developed in accordance with the NCDOT "Transportation Management Plan Design Manual," latest edition. To construct the proposed utility improvements as well as the raised intersection, temporary detours will be necessary. It is assumed that construction will be divided into two major phases, with each phase constructed consecutive semi-annual High Point Markets. Phase I will construct S. Main Street, including its intersection with W. Russell Avenue. Phase II will construct W. Russell Avenue and S. Wrenn Street. It is assumed that 4 detour alignments will be required. In addition, pedestrian detours are expected along each block and each side of the project corridor. Construction will need to be staged within closed sections of roadways in order to maintain local vehicular and pedestrian access to fronting properties and driveways. Accommodation for existing bus stops along the corridor as well as the train station boarding areas will be designed. Single lane closures are also expected to facilitate construction of the proposed improvements.

16.1 - Initiate Transportation Management Plan

Due to the complexity of the project, Temporary Traffic Control (TTC) Concept Plans will be prepared. The Consultant will develop preliminary construction phasing concept sheets including an overall description of sequential steps to be followed in construction phasing. This design is intended for general concept discussion only and will not constitute final or detailed construction traffic control plans. This work will be completed during the 75% design stage.

16.2 - Complete Transportation Management Plan

The Consultant will prepare the Transportation Management Plan for submittal at the 75% design stage and will include the following with all plan sheets developed at a scale of 1"=20':

- Title Sheet
- Roadway Standard Drawings and Legend
- Transportation Operation Notes
 - General Notes
 - Local Notes
 - Transportation Management Strategies
- Written Phasing
- TTC Phase Plan Sheet
- TTC Detour Plan Sheet
- TTC Special Sign Designs for Detours

In addition, quantities will be prepared to be incorporated into the project cost estimate and special provisions will be completed at the 75% design stage.

The Consultant shall prepare a response to one set of comments for the design submissions, address comments for the next design submission, and update quantities to be incorporated into the project cost estimate. Additional submissions are expected at 100% Design and PS&E.

TASK 17: UT-UTILITIES COORDINATION

17.1 - Initiate Utility Coordination

The initial outreach and coordination with third party utilities will be handled by the City of High Point during the design of the underground duct bank. Dewberry's coordination will be limited to coordination of the wet utility layout and the incorporation of the duct bank into the overall plan set. The Consultant shall incorporate information from the utility company that was missing in the survey.

17.2 – Advance/Complete Utility Coordination

The Consultant shall continue utility coordination with the City of High Point as the design progresses. Final Utility relocation plans and provisions will be provided by the City of High Point.

Utility Coordination Assumptions:

- Assumes four virtual meetings at one hour per meeting with City staff and up to 3 Dewberry staff
- Assumes relocation and redesign of up to 6 storm water structures and up to 600 LF of drainage pipe
- Assumes relocation and redesign of up to 2 signal mast arms and 400 LF of conduit
- Assumes relocation and redesign of up to 1,000 LF of sanitary sewer.
- Assumes relocation and redesign of up to 1,000 LF of water mains.

TASK 18: UT-UTILITIES DESIGN

Based on information provided by the City, utility design for improvements to the facilities owned by the City are as follows:

- Sanitary Sewer - Approximately 3,800 linear feet
- Stormwater Utilities – Approximately 3,000 linear feet
- Water - Approximately 3,200 linear feet

The sanitary sewer and water lines will be replaced at the same size as existing. No analysis to determine the sizing of these utilities is included in the scope. The City will provide the details, if required, for these utility improvements. Design for lighting is not included in the scope. If lighting design is requested, those services will be provided as an additional service as part of a supplemental agreement.

A third-party review of the distribution system model will be performed by a consultant of the City's choosing to ensure the proposed water main sizes meet the requirements of the overall system. This distribution system model analysis is excluded from Dewberry's scope of work

Design of the electrical utilities and the underground duct bank, will be performed by the City of High Point.

The Consultant shall provide the following at 25% design:

- Utility Plans:
 - Title Sheet
 - Legend Symbolology
 - Notes
 - Details
 - Plan/Profile Sheets
 - Quantities to be incorporated into the project cost estimate

The Consultant shall prepare a response to one set of comments for the design submissions, address comments for the next design submission, and update quantities to be incorporated into the project cost estimate. Additional submissions are expected at 65% Design, 75% Design, 100% Design, and PS&E. The Consultant shall also provide the required special provisions for the project at the 75% design stage that will be incorporated into the Project Manual.

Any permits required by the State for water and sewer utilities shall be obtained by the Consultant. The Consultant will be responsible for permit fees.

TASK 19: RIGHT OF WAY

As of this time, Right of Way impacts are unknown. It is anticipated that at least temporary construction easements will be required. Once the project reaches the 65% design stage and Right of Way impacts are known, Right of Way services will be provided as part of a supplemental agreement.



City of High Point

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

Master

File Number: 2024-123

File ID: 2024-123

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/22/2024

File Name:

Final Action:

Title: Consideration of an Agreement between the City of High Point and North Carolina Department of Transportation (NCDOT)
City Council is requested to consider at an agreement between the City of High Point and NCDOT to carry out planning activities and receive fee reimbursement of federal funds and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Agreement - City of High Point and North Carolina Department of Transportation

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM



TITLE: High Point Metropolitan Planning Organization (MPO) Two-Party Agreement for Transportation Planning Activities and Fee Reimbursement	
FROM: Andrew Edmonds, Transportation Planning Administrator	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: High Point MPO Agreement with North Carolina Department of Transportation	

PURPOSE: Approval of the City of High Point and North Carolina Department of Transportation (NCDOT) Two-Party Agreement to carry out planning activities and receive fee reimbursement of federal funds.

BACKGROUND: As the Lead Planning Agency (LPA) for the High Point Metropolitan Planning Organization, the City of High Point has been designated as the administrative entity to coordinate transportation planning for the MPO area, and to be the recipient of its share of planning funds as determined by policy approved by the North Carolina Department of Transportation. As the LPA, the City is responsible for carrying out the provisions of Title 23 United States Code Section 134 and Chapter 136, Article 3A, Section 136-66.2 of the General Statutes of North Carolina and any subsequent amendments and implementing regulations. In return, the City will request Planning fund reimbursement for eligible planning task items as outlined in the MPO's Unified Planning Work Program.

This agreement replaces an outdated agreement but has no substantial changes to the old agreement.

BUDGET IMPACT: There is no budgetary impact.

RECOMMENDATION/ACTION REQUESTED: Staff recommends that City Council approve the updated agreement and allow the appropriate city staff or officials to execute all necessary documents.

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AGREEMENT OVERVIEW

NORTH CAROLINA
DAVIDSON COUNTY

DATE: 12/11/2023

PARTIES TO THE AGREEMENT:

PROJECT NUMBERS:

NORTH CAROLINA DEPARTMENT
OF TRANSPORTATION

CFDA: 20.205

AND

CITY OF HIGH POINT

The purpose of this Agreement is to identify the participation in project costs, project delivery and/or maintenance, by the other parties to this Agreement, as further defined in this Agreement.

SCOPE OF PROJECT (“Project”): The purpose of this agreement is to perform the planning work as required by Title 23 United States Code, Section 134, in conformance with any related legislation or approved directives, procedures, agreements, plans, or programs, for the purposes established in them.

EFFECTIVE DATES OF AGREEMENT:

START: Upon Full Execution of this Agreement

END: Remains in effect until revised or either Party decides to terminate

This **Agreement** is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the **Department** and the City of High Point, a Municipal Corporation, hereinafter referred to as the **Municipality**.

The **Parties** to this Agreement, listed above, intend that this Agreement, together with all attachments, schedules, exhibits, and other documents that both are referenced in this Agreement and refer to this Agreement, represents the entire understanding between the **Parties** with respect to its subject matter and supersedes any previous communication or agreements that may exist.

I. WHEREAS STATEMENTS

WHEREAS, Title 23 United States Code, Section 134 – Metropolitan Transportation Planning, paragraph (a) states it is in the national interest to encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of the people and freight, foster economic growth and development with and between States and urbanized areas, and take into consideration resiliency needs while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes and to encourage the continued improvement and evolution of the metropolitan and statewide transportation planning processes by metropolitan planning organizations; and,

WHEREAS, the **Municipality** has been designated as the Lead Planning Agency (LPA) for the High Point Metropolitan Planning Organization (MPO) to be the administrative entity and to coordinate transportation planning in the MPO area, and to be the recipient of its share of planning funds as determined by the policy approved by the **Department**; and,

WHEREAS, the MPO is responsible for carrying out the provisions of Title 23 United States Code (USC), Section 134 and Chapter 136, Article 3A, Section 136-66.2 of the General Statutes of North Carolina (NCGS) and any subsequent amendments and implementing regulations; and,

WHEREAS, Title 23 USC, Section 104(b)(5)(D) and 104(b)(6) provides for the apportionment of highway funds for metropolitan planning organizations responsible for carrying out section 134 in the State, which may be referred to as Planning (PL) funds; and,

WHEREAS, when applicable, Title 23 United States Code, Section 133(b) provides that a state may obligate funds apportioned to it under Section 104(b)(5) for the Surface Transportation Block Grant (STBG) to be used for the following eligible use: Surface Transportation Planning Programs (23 USC 133(b)(10)); and,

WHEREAS, the **Department** is required to administer the reimbursement of funds on behalf of the Federal Highway Administration to the MPO, as determined by a distribution formula developed by the **Department** in consultation with the MPOs; and,

WHEREAS, the work performed by the MPO will be in accordance with an approved annual unified planning work program (UPWP), hereinafter referred to as the “UPWP”, and in accordance with the provisions set out in this Agreement; and,

WHEREAS, the governing board of the **Municipality** has agreed to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out; and,

WHEREAS, this Agreement is made under the authority granted to the **Department** by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.2 and 136-200 – 136-202 for the

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development of coordinated transportation system and the development, government, and administration of MPOs;

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the **Parties** do hereby covenant and agree, each with the other, as follows:

II. GENERAL PROVISIONS

A. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT

All **Parties** to this Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Agreement shall provide reports as required by the Federal Funding Accountability and Transparency Act (FFATA) for this Project.

B. AGREEMENT MODIFICATIONS

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all **Parties** by means of a Supplemental Agreement.

C. MPO TO PERFORM ALL WORK

The **Municipality** shall be responsible for administering all work performed and for certifying to the **Department** that all terms set forth in this Agreement are met and adhered to by the MPO, the **Municipality** and/or its contractors and agents. The **Department** will provide technical oversight to guide the **Municipality**. The **Department** must approve any assignment or transfer of the responsibilities of the **Municipality** set forth in this Agreement to other parties or entities.

D. PERSON IN RESPONSIBLE CHARGE

- i. The **Municipality** shall designate a person or persons among MPO staff to be in responsible charge of the MPO Program. The person, or persons, shall ensure that:
 1. The MPO Program and Planning Work Program (PWP) are delivered;
 2. MPO Program activities, including those dealing with cost and time, are administered;
 3. Financial processes, transactions, and documentation are reviewed;
 4. Direction is provided for program staff, agency, or consultant, to carry out program administration and contract oversight, including proper documentation; and,
 5. The qualifications, assignments and on-the-job performance of the **Municipality** and consultant staff are monitored.

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- ii. The person in responsible charge must be a full-time employee of the **Municipality** but the duties may be split among several employees, if necessary.

E. COMPLIANCE WITH STATE/FEDERAL POLICY

The **Municipality** and/or its agent, including all contractors, subcontractors, or sub-recipients shall comply with all applicable Federal and State policies and procedures (stated both in this Agreement and in the Department's guidelines and procedures), including the most recent version of the Local Programs Management Handbook and Transportation Planning Division (TPD) procedures (See Appendix A for references) for administering the MPO planning process. Unless the **Department** provides written notice of a change in the MPO program policies or procedures, the **Municipality** will be responsible for complying with all policies and procedures published at the beginning of the then-current fiscal year.

F. FAILURE TO COMPLY

Failure on the part of the **Municipality** to comply with any of the provisions of this Agreement will be grounds for the **Department** to terminate this Agreement and, if applicable, seek repayment of any ineligible reimbursed funds, provided, however, that the **Department** shall provide the **Municipality** notice of noncompliance with any policy or procedure of the **Department** or federal funding requirements and the **Department** shall not terminate the Agreement if the **Municipality** cures or commences a cure in good faith of such noncompliance within 30 days.

III. SCOPE OF PROGRAM

The **Municipality** and the **Department** shall, in cooperation with other participating agencies, perform the planning work as required by Title 23 United States Code, Section 134, in conformance with any related legislation or approved directives, procedures, agreements, plans, or programs, for the purposes established in them. The work to be accomplished in a specific fiscal year shall be the work that is identified in the annual Unified Planning Work Program (UPWP) prepared by the **Municipality** and approved by the policy board of the MPO, the **Department**, the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA).

IV. FUNDING

- i. The **Department** will allocate to the **Municipality** a distribution of funds in accordance with the funding source and distribution method approved by the **Department**. The **Department** will notify the MPO of the allocated funding on an annual basis prior to the submission of a draft UPWP.

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- ii. Funding sources could include Metropolitan Planning (PL), State Planning and Research (SPR), State Funds, Surface Transportation Block Grant – Direct Attributable (STBG-DA), or other funding sources as approved and/or allocated by FHWA. Currently the MPO program, with the exception of the local match, is funded with Metropolitan Planning (PL), PL set-aside for safe and accessible transportation options, (and if designated as a TMA, the MPO would also be allocated STBG-DA funds). If funding sources change the **Municipality** will be notified in writing of the funding change and eligibility requirements. At least a 90-day notice will be provided for a change in funding source that results in a reduction of funding.
- iii. The **Municipality** shall use its share of the Section 104(b)(5)(D) and 104(b)(6) planning funds and required matching funds for carrying out provisions of Title 23, United States Code, Section 134, provisions of NCGS 136-66.2 and 136, Article 16, and related UPWP work elements.
- iv. Subject to compliance by the **Municipality** with the provisions set forth in this Agreement and the availability of federal funds, the **Department** shall participate annually in a maximum of eighty percent (80%) of the total approved eligible costs covered under this Agreement up to the amount allocated for the fiscal year. For PL and STBG-DA funds (as and if applicable to the MPO), the MPO shall provide a minimum twenty percent (20%) match and all costs that exceed the total annual budget amount.
- v. The following 2 paragraphs regarding SPR funds and state match only applies for those instances where the Municipality is allocated such funds in a given fiscal year:
 - 1. Subject to compliance by the Agency with the provisions set forth in this Agreement and the availability of federal funds, if the MPO is allocated State Planning and Research (SPR) funds in a given fiscal year, the **Department** shall participate annually in a maximum of eighty percent (80%) of federal SPR funds for the total approved eligible costs covered under this Agreement up to the federal SPR funds amount allocated for the fiscal year. The **Department** shall further provide State funds for a portion of the local match in accordance with NCGS 136-214, provided that this dedicated funding source is provided and available to the **Department** for this use. These State funds the **Department** provides shall be either seventy-five percent (75%) or fifty percent (50%) of the total local match, depending on the Tier classification of the MPO (at the time the funds were awarded/allocated to the MPO) and fund availability.
 - 2. The Agency shall provide a minimum of locally derived, non-federal matching funds amount of twenty-five percent (25%) or fifty percent (50%) of the total local match in accordance with NCGS 136-214, which may vary each fiscal year. At the time the **Department** awards any such funding, the **Department** shall, on a yearly basis, review the MPO's Tier designations as provided by the Department of Commerce and

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adjust, as necessary, the **Department's** and MPO's percentage of local match and State-funded local match assistance in accordance with the provisions set forth in NCGS 136-214.

- vi. Should additional specific use or special studies funding be awarded, the award letter will provide an updated allocation. Additional specific use or special studies funds must be spent in accordance with the terms of those programs and funding sources.

V. PERIOD OF PERFORMANCE

This Agreement will become effective when fully executed and will remain in effect until revised or until the MPO planning funds are no longer available or until such time as the Agreement is terminated by the **Parties** hereto. The Agreement may be terminated by either party by giving 90 days written notice to the other party (see Termination Provision for more information).

VI. FUNDING AUTHORIZATION

The **Department** will provide approval of the UPWP in accordance with TPD policies and procedures. The **Department** will seek funding authorization from FHWA for the approved annual UPWP prior to the start of the state fiscal year (SFY). The **Department** will notify the **Municipality** in writing once the funds have been federally authorized. Any costs incurred by the **Municipality** prior to federal authorization, submission of an adopted UPWP and the start of the SFY shall not be eligible for federal or state reimbursement. The **Municipality** shall not initiate any work prior to submitting an adopted UPWP and the start of the SFY.

VII. PROCUREMENT OF MATERIALS AND SERVICES

A. GOODS OR MATERIALS

In accordance with Title 2 Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (2 CFR 200) and the exemptions obtained by the US Department of Transportation, codified at 2 CFR 1201, the **Municipality** shall follow state-approved procedures when procuring goods and materials.

B. PROFESSIONAL SERVICES

- i. When procuring professional services, the **Municipality** must adhere to the following as applicable:
 - 1. TPD's Procurement of Consultant Services by MPO procedure;
 - 2. The **Department's** Small Professional Service Firm (SPSF) Program Guidelines;

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3. The **Department's** Policies and Procedures for Procurement and Administration of Major Professional or Specialized Services Contracts;
4. 23 CFR 172 – Procurement, Management, and Administration of Engineering and Design Related Services;
5. 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards;

and any other pertinent federal regulation.

- ii. The **Municipality** shall ensure that a qualified firm is obtained through an equitable selection process, and that prescribed work is properly accomplished in a timely manner and at a just and reasonable cost.
- iii. All Professional Services Firms shall be pre-qualified by the **Department** in the Work Codes advertised.
- iv. A pre-negotiation audit will be conducted by the **Department's** Office of Inspector General. The **Municipality** shall not execute a consultant contract until the **Department's** review has been completed.
- v. If the **Municipality** fails to comply with these requirements, the **Department** will withhold funding until these requirements are met.

VIII. CONDITIONS OF ACCEPTANCE OF THE PROGRAM BY THE DEPARTMENT

The annual UPWP shall be reviewed and approved by the **Department**. Federal funds shall be subject to federal eligibility rules and FHWA review.

IX. PROGRAM / PRODUCT DEVELOPMENT, DESIGN, AND DELIVERY

A. UPWP

- i. The **Municipality** and/or its agent, shall carry out the responsibilities of the MPO as specified in the annual UPWP.
- ii. The **Municipality** shall perform the planning work as required in conformance with any related legislation or approved directives, procedures, agreements, plans, or programs for the purposes established in them. The work to be accomplished in a specific fiscal year shall be that work identified in the approved UPWP.

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1. The **Municipality** shall perform the planning work as required in conformance with any related legislation or approved directives, procedures, agreements, plans, or programs for the purposes established in them. The work to be accomplished in a specific fiscal year shall be that work identified in the UPWP approved by the MPO, the **Department**, FTA and FHWA.
 2. The provisions of all existing directives, procedures, agreements, plans, or programs related to Title 23, United States Code, Section 134, or any subsequent interpretation or revisions of the above by FHWA shall apply in the performance of all work under this Agreement.
 3. All work shall be performed in accordance with the **Department's** procedures and guidelines.
- iii. Said documentation shall be submitted to the **Department** for review and approval, where applicable. The **Municipality** shall be responsible for preparing and filing with all proper agencies the appropriate planning documents, including notices and applications required. The **Municipality** shall advertise and conduct any required public hearings.

B. FISCAL CONSTRAINT OF TRANSPORTATION PROGRAMS

- i. The State, the MPO, and providers of public transportation are responsible for financial planning that demonstrates how MTP's and TIP's can be implemented consistent with principles of fiscal constraint. Federal requirements (23 CFR 450.314(a)) direct that specific provisions be agreed upon for cooperatively developing and sharing information for development of financial plans to support the MTP (23 CFR 450.324) and metropolitan TIP (23 CFR 450.326), as well as development of the annual listing of obligated projects (23 CFR 450.334).
1. To support the development of the financial plan for the MTP, the **Department** shall provide the MPO with a listing of the most recent 10-year historical funding for the Counties located within the MPO boundary categorized by funding source. The MPO will review the historical information and extrapolate the funding trends for the MTP's planning horizon while considering other factors that may affect a reasonable funding forecast. The MPO shall add any local or private funding sources reasonably expected to be available during the planning horizon. If the MPO recommends any alternative financing strategies to fund the projects and programs in the MTP, they shall be identified and included in the MTP. In the case of new funding sources, strategies for ensuring their availability shall be identified and documented. If a revenue source is subsequently removed or substantially reduced (i.e., by legislative or administrative actions), the MPO will not act on a full update or amended MTP and/or TIP that does not reflect the changed revenue situation. Updates or amendments to a TIP or the

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STIP are acceptable as long as the changes don't involve the removed or reduced sources of funding.

2. Annual Obligation Report: Within 90 days after the close of a federal fiscal year, NCDOT shall provide the MPO with the information needed to be included in the annual listing of obligated projects. The MPO shall publish the annual listing of obligated projects on their web site and in accordance with any other procedures outlined in their Public Participation Plan to ensure adequate access by the public and other interested stakeholders. To the extent possible, this report will contain the projects (including investments in pedestrian walkways and bicycle transportation facilities) for which federal highway or transit funds were obligated in the preceding program year. It shall include all federally funded projects authorized, including those revised to increase obligations in the preceding program year. At a minimum, it shall include:
 - a. TIP project description and implementing agency information,
 - b. Identify for each project, the amount of Federal funds requested in the TIP/STIP,
 - c. the Federal funding that was obligated during the preceding year,
 - d. and the Federal funding remaining and available for subsequent years.

X. REIMBURSEMENT

A. SCOPE OF REIMBURSEMENT

Activities eligible for funding reimbursement shall be included in an approved annual UPWP and shall not exceed the total funding allocation provided by the **Department**. The **Municipality's** share of the MPO planning funds will be reimbursed upon submission of an invoice and any documentation required by the **Department's** procedures (see Appendix A) for administering the MPO planning process.

B. REIMBURSEMENT GUIDANCE

The **Municipality** shall adhere to applicable administrative requirements of Title 2 Code of Federal Regulations, Part 200, "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards." Said reimbursement shall also be subject to the **Department** being reimbursed by the Federal Highway Administration and subject to compliance by the **Municipality** and the MPO with all applicable federal policy and procedures.

C. REIMBURSEMENT LIMITS

Work Performed Before Notification

- i. Any costs incurred by the **Municipality** prior to federal authorization, submission of an adopted UPWP and the start of the annual UPWP's SFY shall not be eligible for federal reimbursement.

No Reimbursement in Excess of Approved Funding

- ii. At no time shall the **Department** reimburse the **Municipality** costs that exceed the amount of funding allocated. The **Department** shall not reimburse the **Municipality** for costs that exceed the total amount approved in the UPWP.

Unsubstantiated and Ineligible Costs

- iii. The **Municipality** agrees that they shall bear all costs for which they are unable to substantiate actual costs or any costs that have been deemed unallowable by the Federal Highway Administration and/or the **Department**. The **Municipality** is responsible for accounting and tracking time charged for eligible activities covered by this agreement vs non-eligible activities to ensure no improper expenditure, invoicing, and use of funds for non-eligible activities. Non-eligible activities are the sole financial responsibility of the **Municipality**.

Work Performed by the Department

- iv. All work performed by the **Department** in processing the reimbursement of funds to the **Municipality** shall be assessed a fee, which is estimated to be approximately three percent (3%) of the total expenditures but is subject to change on a yearly basis. The **Municipality** shall program these charges within the annual UPWP and is responsible for collecting the non-federal match.
- v. Upon completion of the fiscal year, the **Department** shall bill the **Municipality** the amount equal to twenty percent (20%) of the actual total assessed fee for the fiscal year. The **Municipality** shall reimburse the **Department** within sixty (60) days of invoicing by the **Department**. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with G.S. 147-86.23.

D. INVOICING THE DEPARTMENT

Invoicing

- i. The **Municipality** is responsible for submitting invoices and meeting the reporting requirements in accordance with the TPD and the **Department's** guidelines and procedures. The invoice shall include a statement and certification by the Finance Officer of the **Municipality** certifying the expenses.

Procedure

- ii. The **Municipality**, on behalf of the MPO, shall bill the **Department** for eligible costs in accordance with the **Department's** guidelines and procedures. Proper supporting documentation shall accompany each invoice as may be required by the **Department**. By submittal of each invoice, the **Municipality** certifies that it has adhered to all applicable state and federal laws and regulations. All invoices must be submitted and processed for payment as specified in applicable policies and procedures.

Internal Approvals

- iii. Reimbursement to the **Municipality** shall be made upon approval of the invoice by the **Department's** Financial Management Division.

Invoice Frequency

- iv. The **Municipality** should invoice the **Department** quarterly for work accomplished. If the **Municipality** is unable to invoice the **Department**, then they must provide an explanation and the **Department** may grant an extension. Failure to submit invoices within a six-month time period may result in de-obligation of funds.

XI. REPORTING REQUIREMENTS AND RECORDS RETENTION

A. EVALUATION REPORTS

The **Municipality** is responsible for submitting quarterly and final reports as specified in the TPD's *MPO Administration – Process MPO Invoices* procedure (most recent version), currently located at <https://connect.ncdot.gov/projects/planning/pages/TPManualsMPO-RPO.aspx>.

B. RECORDS

The **Municipality** and its agents shall maintain all books, documents, papers, accounting records, Project records and such other evidence as may be appropriate to substantiate costs incurred under this Agreement. Further, the **Municipality** shall make such materials available at its office and shall require its agent to make such materials available at its office at all reasonable times during the contract period, and for three (3) years from the date of payment of the final voucher by the Federal Highway Administration, for inspection and audit by the **Department's** Financial Management Section, the Federal Highway Administration, or any authorized representatives of the State and Federal Government.

XII. OTHER PROVISIONS

A. REFERENCES

- i. It will be the responsibility of the **Municipality** to follow the current and/or most recent published edition of Federal references, websites, specifications, standards, guidelines, recommendations, regulations and/or North Carolina General Statutes stated in this Agreement.
- ii. On the fifth anniversary of the execution of this Agreement, the **Parties** will review the terms of this Agreement to ensure that this Agreement is consistent with federal and state regulations:
 1. Federal Transportation Authorization legislation;
 2. 2 CFR 200;
 3. NCGS 136 Article 16;
 4. Funding source, or amount;
 5. SPR eligibility.

B. TITLE VI - CIVIL RIGHTS ACT OF 1964

[for Contractor, read Municipality]

- i. The provisions of this section related to United States Department of Transportation (US DOT) Order 1050.2A, Title 49 Code of Federal Regulations (CFR) part 21, 23 United States Code (U.S.C.) 140 and 23 CFR part 200 (or 49 CFR 303, 49 U.S.C. 5332 or 49 U.S.C. 47123) are applicable to all NCDOT contracts and to all related subcontracts, material supply, engineering, architectural and other service contracts, regardless of dollar amount. Any Federal provision that is specifically required not specifically set forth is hereby incorporated by reference.
 1. During the performance of this Agreement, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:
 - a. **Compliance with Regulations:** The contractor or subrecipient (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.

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- b. **Nondiscrimination:** The contractor or subrecipient, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
- c. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor or subrecipient for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
- d. **Information and Reports:** The contractor or subrecipient will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
- e. **Sanctions for Noncompliance:** In the event of a contractor's or subrecipient's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - i. withholding payments to the contractor under the contract until the contractor complies; and/or
 - ii. cancelling, terminating, or suspending a contract, in whole or in part.
- f. **Incorporation of Provisions:** The contractor or subrecipient will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is

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threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

2. During the performance of this Agreement, the contractor or subrecipient, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

Pertinent Nondiscrimination Authorities:

- a. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- b. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- c. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- d. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- e. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- f. Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- g. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- h. Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing

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AGREEMENT ID # 12746

entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;

- i. The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
 - j. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures Nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
 - k. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of Limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
 - l. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).
3. NCDOT Title VI Nondiscrimination Program. 23 CFR 200.5(p): The North Carolina Department of Transportation (NCDOT) has assured the US DOT that, as a condition to receiving federal financial assistance, NCDOT will comply with Title VI of the Civil Rights Act of 1964 and all requirements imposed by Title 49 CFR part 21 and related nondiscrimination authorities to ensure that no person shall, on the ground of race, color, national origin, limited English proficiency, income-level, sex, age, or disability, (or religion, where applicable) be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any programs, activities, or services conducted or funded by NCDOT. Contractors and other organizations under contract or agreement with NCDOT must also comply with Title VI and related authorities, therefore:
- a. During the performance of this contract or agreement, contractors (e.g., subcontractors, consultants, vendors, prime contractors) are responsible for complying with NCDOT's Title VI Program. Contractors are not required to prepare or submit Title VI Programs. USDOJ Title VI Legal Manual, VI(F);
 - b. Subrecipients (e.g. cities, counties, LGAs, MPO/RPOs) may be required to prepare and submit a Title VI Program to NCDOT, which may include Title VI Nondiscrimination Assurances and/or agreements. Subrecipients must also

ACCOUNTS PAYABLE
MPO AGREEMENT – use of Federal funds for
Planning Activities and Fee Reimbursement
AGREEMENT ID # 12746

ensure that their contractors and subrecipients comply with Title VI. 23 CFR 200.9(b)(7); and

- c. If reviewed or investigated by NCDOT, the contractor or subrecipient agrees to take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed 90 calendar days, unless additional time is granted by NCDOT. 23 CFR 200.9(b)(15).

C. TITLE VII - EQUAL EMPLOYMENT OPPORTUNITY

[For LPA, read Municipality]

- i. **Selection of Labor** – During the performance of this AGREEMENT, the LPA will not discriminate against labor from any other STATE, possession or territory of the United States.
- ii. **Employment Practices** – During the performance of this AGREEMENT, the LPA agrees to comply with all applicable provisions of 49 CFR Part 21, 23 CFR Part 200 and Part 230 and the Civil Rights Act of 1964 as amended, and agree as follows:
 - 1. The LPA will not discriminate against any employee or applicant for employment because of race, religion, creed, color, national origin, sex, age, handicap and/or disability. The LPA will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, religion, creed, color, national origin, sex, age, handicap or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoffs, or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The LPA agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the STATE setting forth the provisions of this nondiscrimination clause.
 - 2. The LPA will, in all solicitations or advertisements for employees placed by or on behalf of the LPA, state that all qualified applicants will receive consideration for employment without regard to race, religion, creed, color, national origin, sex, age, handicap and/or disability.
 - 3. The LPA will send to each labor union or representative of workers with which the LPA has a collective bargaining agreement or other contract or understanding, a notice to be provided by the STATE, advising the labor union or workers' representatives of the LPA'S commitments under this AGREEMENT and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

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4. The LPA will comply with all provisions of U.S. Presidential Executive Order No. 11246 as amended by Executive Order 11375, and other Orders and as supplemented in U.S. Department of Labor regulations (41 CFR Chapter 60).
5. The LPA will furnish all information and reports required by Executive Order No. 11246 as amended by Executive Order 11375, and other Orders, and as supplemented in U.S. Department of Labor regulations (41 CFR Chapter 60), and will permit access to his books, records, and accounts by the U.S. Secretary of Labor or Labor Officials for purposes of investigations to ascertain compliance with such rules, regulations and orders.
6. In the event of the LPA's noncompliance with the nondiscrimination clauses of this AGREEMENT or with any of rules, regulations, or orders referenced hereinabove this AGREEMENT may be canceled, terminated, or suspended in whole or in part, and the LPA may be declared ineligible for further Government contracts or Federally-assisted construction agreements in accordance with procedures authorized in Executive Order No. 11246 as amended by Executive Order 11375 and other Orders and as supplemented in U.S. Department of Labor regulations (41 CFR Chapter 60) and such other sanctions may be imposed and remedies invoked as provided in the aforementioned U.S. Presidential Executive Order and regulations or as otherwise provided by law.
7. The LPA will include the provisions of the paragraphs in this section of this AGREEMENT in every subcontract or purchase order so that such provisions will be binding upon each subconsultant or vendor unless specifically exempted by rules, regulations, or orders of the U.S. Secretary of Labor issued pursuant to Section 204 of the U.S. Presidential Executive Order No. 11246.

D. AVAILABILITY OF FUNDS

All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

E. IMPROPER/EXCESS USE OF FUNDS

Where either the **Department**, FHWA, or any other auditor determines that the funds paid to the **Municipality** on behalf of the MPO are not used in accordance with the terms of this Agreement or deemed ineligible for reimbursement by Federal funds, the **Department** will bill the **Municipality** for the ineligible expenditures.

F. TERMINATION OF AGREEMENT

The Agreement may be terminated by either party by giving 90 days written notice to the other party. Eligible expenditures by the **Municipality** prior to the 90th day after notice of termination is given will be reimbursed with the available funding. Reimbursement shall not exceed the annual funding allocation.

G. AUDITS

In accordance with 2 CFR 200 “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards,” Subpart F – Audit Requirements, and the Federal Single Audit Act Amendments of 1996, the **Municipality** shall arrange for an annual independent financial and compliance audit of its fiscal operations. The **Municipality** shall furnish the **Department** with a copy of the annual independent audit report within thirty (30) days of completion of the report, but not later than nine (9) months after the **Municipality’s** fiscal year ends.

H. REIMBURSEMENT BY MUNICIPALITY

For all monies due the **Department** as referenced in this Agreement, reimbursement shall be made by the **Municipality** to the **Department** within sixty (60) days of receiving an invoice. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with NCGS 147-86.23.

I. USE OF POWELL BILL FUNDS

If the **Municipality** fails for any reason to reimburse the **Department** in accordance with the provisions for payment hereinabove provided, NCGS 136-41.3 authorizes the **Department** to withhold so much of the **Municipality’s** share of funds allocated to **Municipality** by NCGS 136-41.1, until such time as the **Department** has received payment in full.

J. ENTIRE AGREEMENT

This Agreement contains the entire agreement between the **Parties** and there are no understandings or agreements, verbal or otherwise, regarding this Agreement except as expressly set forth herein.

XIII. ADDITIONAL PROVISIONS

A. AGREEMENT MODIFICATIONS

Any modification to scope, funding, responsibilities, or time frame will be agreed upon by all **Parties** by means of a written Supplemental Agreement.

B. ASSIGNMENT OF RESPONSIBILITIES

The **Department** must approve any assignment or transfer of the responsibilities of the **Municipality** set forth in this Agreement to other parties or entities.

C. AGREEMENT FOR IDENTIFIED PARTIES ONLY

This Agreement is solely for the benefit of the identified **Parties** to the Agreement and is not intended to give any rights, claims, or benefits to third parties or to the public at large.

D. OTHER AGREEMENTS

The **Municipality** is solely responsible for all agreements, contracts, and work orders entered into or issued by the **Municipality** to meet the terms of this Agreement. The **Department** is not responsible for any expenses or obligations incurred for the terms of this Agreement except those specifically eligible for the funds and obligations as approved by the **Department** under the terms of this Agreement.

E. TITLE VI

The other party to this Agreement shall comply with Title VI of the Civil Rights Act of 1964 (Title 49 CFR, Subtitle A, Part 21) and related nondiscrimination authorities. Title VI and related authorities prohibit discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

F. FACSIMILE

A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the **Parties** agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.

G. AUTHORIZATION TO EXECUTE

The **Parties** hereby acknowledge that the individual executing this Agreement has read this Agreement, conferred with legal counsel, fully understands its contents, and is authorized to execute this Agreement and to bind the respective **Parties** to the terms contained herein.

H. DEBARMENT POLICY

It is the policy of the **Department** not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the **Municipality** certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or **Department** and that it will

ACCOUNTS PAYABLE
MPO AGREEMENT – use of Federal funds for
Planning Activities and Fee Reimbursement
AGREEMENT ID # 12746

not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

I. INDEMNIFICATION

To the extent authorized by state and federal claims statutes, the **Municipality** shall be responsible for its actions under the terms of this agreement and save harmless the FHWA (if applicable), the **Department**, and the State of North Carolina, their respective officers, directors, principals, employees, agents, successors, and assigns from and against any and all claim for payment, damages and/or liabilities of any nature, asserted against the **Department** in connection with this Agreement. The **Department** shall not be liable and shall be held harmless from any and all third-party claims that might arise on account of the **Municipality's** negligence and/or responsibilities under the terms of this agreement.

J. AVAILABILITY OF FUNDS

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

K. DOCUSIGN

The **Department** and **Municipality** acknowledge and agree that the electronic signature application DocuSign may be used, at the sole election of the **Department** or **Municipality**, to execute this Agreement. By selecting "I Agree", "I Accept", or other similar item, button, or icon via use of a keypad, mouse, or other device, as part of the DocuSign application, the **Department** and **Municipality** consent to be legally bound by the terms and conditions of Agreement and that such act constitutes the **Department's** signature as if actually signed by the **Department** in writing or **Municipality's** signature as if actually signed by **Municipality** in writing. The **Department** and **Municipality** also agree that no certification authority or other third-party verification is necessary to validate its electronic signature and that the lack of such certification or third-party verification will not in any way affect the enforceability of its electronic signature. The **Department** and **Municipality** acknowledge and agree that delivery of a copy of this Agreement or any other document contemplated hereby through the DocuSign application, will have the same effect as physical delivery of the paper document bearing an original written signature.

L. GIFT BAN

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Adult Corrections, Commerce, Environmental Quality, Health and Human

ACCOUNTS PAYABLE
MPO AGREEMENT – use of Federal funds for
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Services, Information Technology, Military and Veterans Affairs, Natural and Cultural Resources, Public Safety, Revenue, Transportation, and the Office of the Governor).

XIV. SUNSET PROVISION

All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall terminate on the 90th day after written notice by the **Department** if funds cease to be available.

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the **Department** is subject to the conditions of this Agreement, and that no expenditures of funds on the part of the **Department** will be made until the terms of this Agreement have been complied with on the part of the **Municipality**.

ACCOUNTS PAYABLE
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AGREEMENT ID # 12746

SIGNATURE PAGE

IN WITNESS WHEREOF, this Agreement has been executed the day and year heretofore set out, on the part of the **Department** and the **Municipality** by authority duly given.

(DOCUSIGN ONLY)

Authorized Signer: _____

Print Name: _____

Title: _____

Date Signed: _____

If applicable, this Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act:

CITY OF HIGH POINT

FED TAX ID NO: _____

REMITTANCE ADDRESS:

Finance Officer: _____

Print Name: _____

Date Signed: _____

DEPARTMENT OF TRANSPORTATION

BY: _____

TITLE: _____

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (DATE)



City of High Point

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

Master

File Number: 2024-125

File ID: 2024-125

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/22/2024

File Name:

Final Action:

Title: Consideration of Budget Ordinance Amendment for Water/Sewer
City Council is requested to consider a Budget Ordinance Amendment to appropriate funds for unplanned water/sewer repairs and equipment replacement. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Budget Ordinance Amendment - Water-Sewer Repairs

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM

TITLE: Water/Sewer Plant Maintenance Repairs – Budget Ordinance Amendment	
FROM: Stephen Hawryluk, Budget and Performance Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Budget Ordinance Amendment	

PURPOSE: To appropriate additional projected investment income for unplanned Water/Sewer Plant Maintenance repairs and equipment replacement expenses.

BACKGROUND: Since the beginning of the fiscal year, the Water/Sewer Plant Maintenance Division has seen many unplanned major expenses for repairs and equipment replacement. These expenses have placed pressure on the day-to-day water/sewer operating budget. The below list outlines these expenses, totaling \$832,500:

	<u>Amount</u>
Lift Station Pump/Drive Repairs	\$126,000
Ward Water Plant Repairs/Equipment	\$105,500
Eastside Wastewater Treatment Plant Repairs/Equipment	\$473,000
Westside Wastewater Treatment Plant Repairs/Equipment	\$62,000
Raw Water Pump/Motor Repairs	\$66,000
Total	\$832,500

Due to higher interest rates, the fund is projected to outpace budgeted investment income revenue. The proposed budget ordinance amendment appropriates the additional revenue for these one-time major repairs and equipment replacements.

BUDGET IMPACT: The attached budget ordinance amendment appropriates the additional projected investment income for these expenses.

RECOMMENDATION/ACTION REQUESTED: The Budget and Evaluation Department recommends and requests that the City Council approve the budget ordinance amendment for Water/Sewer.

“AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR UNPLANNED WATER/SEWER REPAIRS AND EQUIPMENT
REPLACEMENT

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

Section 1. The proposed amendment appropriates additional projected investment income totaling \$832,500 in the Water/Sewer Fund for unplanned major expenses for repairs and equipment replacement in the Plant Maintenance Division.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following Water/Sewer Fund revenues be amended as follows:

Investment Income	\$832,500
-------------------	-----------

(B) That the following Water/Sewer Fund expenditures be amended as follows:

Plant Maintenance Repairs and Equipment Replacement	\$832,500
---	-----------

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 by High Point City Council, this the 1st day of April 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk



City of High Point

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

Master

File Number: 2024-124

File ID: 2024-124

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/22/2024

File Name:

Final Action:

Title: Consideration of Dura-Trac as a Sole Source Vendor
City Council is requested to consider Dura-Trac as a Sole Source Vendor to purchase temporary field cover for Truist Point Stadium in the amount of \$83,486 and authorize the appropriate City Official(s) to execute all necessary documents. (Recommended by Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: Sole Source Vendor - Dura-Trac

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM

TITLE: Sole Source – Dura-Trac Temporary Field Flooring	
FROM: Eric Olmedo, Assistant City Manager	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Dura-Trac quote	

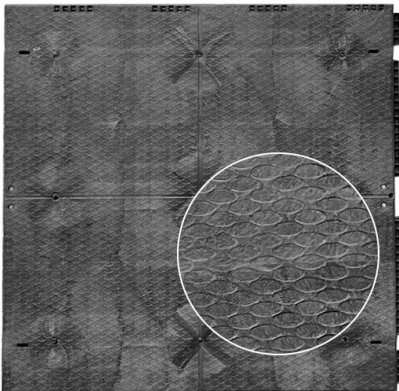
PURPOSE: To request approval to procure Dura-Trac Temporary Flooring for use at Truist Point Stadium.

BACKGROUND: Temporary flooring is needed at Truist Point Stadium to protect the turf and vital underground infrastructure from damage when driving equipment and vehicles on the playing field. This temporary flooring will be needed to operate the lift equipment on the turf that is necessary for the lowering of the protective net during the transition from baseball use to soccer use. The flooring will also be used during soccer games when there is a larger tent used on the field as a gathering area, and other events when there are heavy pieces of equipment on the field.

Dura-Trac flooring panels are 2 ¾" thick, are lightweight and easy to transport, handle and install. Each 4 x 4 panel is assembled with a patented slide and lock flooring system, and is built to withstand heavy machinery, tents, or structures, and can handle an impressive load capacity that ensures stability and durability. Dura-Trac flooring is made in the U.S.A.

BUDGET IMPACT: Funds for this project are available in the FY 2023-2024 budget.

RECOMMENDATION / ACTIONS REQUESTED: Staff recommends that Dura-Trac be approved as a sole source vendor to purchase temporary field cover for Truist Point Stadium in the amount of \$83,486.





City of High Point - 3.21.24

City of High Point

211 South Hamilton Street
High Point, NC 27260
United States

Eric Olmedo

eric.olmedo@highpointnc.gov
+13368833018

Reference: 20240321-131357378

Quote created: March 21, 2024

Quote expires: June 19, 2024

Quote created by: Joshua McShanog

National Sales Manager

joshua@duratrac.net

+12817856729

Comments from Joshua McShanog

Products & Services

Item & Description	Quantity	Unit Price	Total
DURATRAC 4X4 TRANSLUCENT SB NEW PANEL	438	\$184.90	\$80,986.20
Pull Tool 48" long hook tool for assembling and disassembling floor	1	\$149.90	\$149.90
Stand up Event Key 32" tall 5/16" Hex Key for locking floors together	1	\$149.90	\$149.90
FREIGHT shipping cost to customer	1	\$2,200.00	\$2,200.00
One-time subtotal			\$83,486.00
Total			\$83,486.00

Purchase terms

Questions? Contact me



Joshua McShanog
National Sales Manager
joshua@duratrac.net
+12817856729

Dura-trac Flooring
272 James Burr Blvd
Kearneysville, WV 25430
United States



City of High Point

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

Master

File Number: 2024-084

File ID: 2024-084

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 02/26/2024

File Name:

Final Action:

Title: Consideration of a Proposal with the National Institute of Minority Economic Development Research, Policy and Impact Center
City Council is requested to consider a proposal with the National Institute of Minority Economic Development Research, Policy and Impact Center in the amount of \$292,460.00, for the implementation planning proposal of the One High Point Commission recommendations, a budget ordinance, and authorize the appropriate City Official(s) to execute all necessary documents. (This item was recommended by Finance Committee with three in favor and one opposed.)

Notes:

Sponsors:

Enactment Date:

Attachments: Proposal - NIMED

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Finance Committee	02/29/2024	removed				

CITY OF HIGH POINT

AGENDA ITEM



TITLE: One High Point Commission Implementation Planning	
FROM: Jeron Hollis – Managing Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Budget Ordinance National Institute of Minority Economic Development Planning Proposal	

PURPOSE: To have City Council consider the Implementation Planning Proposal of the One High Point Commission recommendations.

BACKGROUND: On February 7, 2022, the High Point City Council approved the creation of the One High Point Commission to develop policy recommendations that would address identified disparities in High Point's African American population.

Over the next year and a half that included research groups, community meetings and Commission meetings, the Commission created a set of restorative economic policy recommendations. On September 18, 2023, the High Point City Council received the Commission's final report and directed staff to determine additional steps so that the City Council could prioritize implementation focus and next steps.

The National Institute of Minority Economic Development (NIMED) Research, Policy and Impact Center has created a proposal for project management, consulting services, and subject matter expertise related to implementation of the One High Point Commission's report of findings and recommendations. The proposal is a 30-month project with a total cost of \$292,460.00.

BUDGET IMPACT: Funds for this project would be allocated from available Fund Balance.

RECOMMENDATION /ACTION REQUESTED: Staff recommends City Council approve the proposal, budget ordinance, and that the appropriate City official and/or employee be authorized to execute all necessary documents.

“AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE GENERAL FUND BALANCE FOR THE IMPLEMENTATION OF THE ONE HIGH
POINT COMMISSION’S FINDINGS AND RECOMMEDANTIONS

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

Section 1. The proposed amendment appropriates \$292,460 in general fund balance for the National Institute of Minority Economic Development (NIMED) Research, Policy and Impact Center proposal for project management, consulting services, and subject matter expertise (SME) related to implementation of the One High Point Commission’s report of findings and recommendations.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following General Fund revenues be amended as follows:

Fund Balance Appropriation	\$292,460
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(B) That the following General Fund expenditures be amended as follows:

One High Point Commission Implementation	\$292,460
--	-----------

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 by High Point City Council, this 1st day of April 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk

High Point Restorative Policies

Implementation Proposal

To

City of High Point, North Carolina

March 8, 2024

Prepared By
Lea D. Henry
Interim Vice President
Research, Policy, & Impact Center
The National Institute of Minority Economic Development
114 W. Parrish Street | Durham, NC 27701
(919) 949-1426
lherry@TheInstituteNC.org



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1.0 Introduction

This proposal was developed by Lea D. Henry, MPP, Interim Vice President of the Research, Policy, & Impact Center (RPIC) at the National Institute of Minority Economic Development (the Institute), in response to a request from Mr. Jeron Hollis, Managing Director, City of High Point. This proposal for project management, consulting services, and subject matter expertise (SME) related to implementation of the One High Point Commission's report of findings and recommendations, builds upon RPIC's previous and current work with the One High Point Commission, the YWCA of High Point, Thrive High Point (a partnership with the High Point Chamber of Commerce), and other work in Guilford County and the region.

Ms. Henry will serve as the Project Manager and Consultant to High Point staff. She served as Project Manager in 2023 for the development of the One High Point Commission report of research findings and restorative policy recommendations. Lea is a seasoned professional with experience in the entire spectrum of affordable housing and community development, from project management to academic research. Through her work at North Carolina Community Development Initiative, Upper Coastal Plain Council of Governments, City of Rocky Mount, and the North Carolina Association of Community Development Corporations, she has sought holistic, sustainable solutions that empower people to engender hope and create opportunities in the places that matter to them.

Shoneca Evans Kent, Director of Housing Equity Initiatives, will support the Project Manager as Project Associate. Ms. Kent has an extensive and holistic background in community economic development, having worked with local governments, community-based nonprofits, and statewide nonprofits on nonprofit capacity building, health equity programs, rural economic development, and civic engagement.

2.0 Background

ONE HIGH POINT COMMISSION

The One High Point Commission was created by High Point City Council on Feb. 7, 2022,¹ during a regular meeting when the Council adopted the Resolution for the One High Point Commission (OHPC) to Explore Community Reparations for the African American Citizens of High Point, North Carolina. Per the resolution, the One High Point Commission is comprised of two City Council members, nine High Point residents and two NAACP representatives. In addition, two High Point City residents were appointed as non-voting alternates. Individuals were selected to serve on the Commission by their education, training, activism or experience, particularly in African American studies and reparatory justice. The Commission submitted a written report of its findings and recommendations to the High Point City Council on September 18, 2023. This report and recommendations were approved by a vote of 8 to 1, and city staff were directed to continue to work on policy implementation.

3.0 Timeline and Work Plan

This project will be conducted over a 30-month period (March, 2024, to October, 2026). The Interim Vice President (Project Manager) and the Director of Housing Equity Initiatives (Project Associate) of the Research, Policy, & Impact Center will:

1. **(April 2024-November 2026)** The PM & the PA will meet with City of High Point staff at least monthly. The PM and/or the PA will meet with any advisory committee the City of High Point deems necessary to execute the project.
2. **(April-June 2024)** The PM will work with City of High Point staff to create a detailed timeline, work plan, and deliverables.

The PM and PA will identify and present options for tracking outputs and outcomes as well as reporting progress to the public.

The PM and PA will take the lead in identifying, recruiting, and orienting community members and stakeholders who will inform the process over time.

3. **(April-August 2024)** The PM will work with relevant department representatives and consultants to create recommendations to incorporate selected policy recommendations into department or city plans and processes.
4. **(August-December 2024)** The PM and PA will work with the internal staff working group on implementation strategies, continue to identify and pursue additional external resources to pursue long term goals
5. **(December 2024)** The PM will finalize a project report which will support annualized reporting on the project for the City of High Point's internal and external communication.
6. **(January 2025-October 2026)** The PM and PA will meet regularly with City staff, resident advisory committee members and community stakeholders, as needed, to document progress, advise on implementation, and report to stakeholders.

Engagement Components

This engagement will contain some or all the following:

- **Project Management**
 - Ensuring that benchmarks are tracked and met
 - Ensuring that all internal and external stakeholders are kept engaged and informed
- **Additional Research on Previously Identified Topics**
 - There were topics raised during the One High Point Commission for which research was not contracted, including the role of the furniture market in the labor market and community policing. If the City decides to engage in additional research, the RPIC team will manage the identification of researchers and the process of completing the research and integrating the information provided into the policy framework and implementation plan.
- **Data Analysis**
 - The RPIC team and relevant consultants will collect, analyze, incorporate and report on relevant demographic and economic data points to support and improve policies and programs.
- **Periodic Reports**
 - The RPIC team and City will agree to a format and regular schedule for written and/or oral progress reports.
- **Resource Development**
 - The RPIC team will assist City staff in identifying and pursuing grant funds to support the activities that have been chosen to fulfil the identified policy objectives. This may include drafting portions of applications, participating in

meetings with potential funders, and identifying nonprofit community partners who may be eligible for philanthropic funds for which the City is not.

- Resource Alignment
 - The RPIC team will assist City staff in understanding how local, state and federal funds can be aligned with potential philanthropic and corporate funds to fund activities determined to meet the policy objectives.
- Alignment with other local, county, and regional plans
 - RPIC team will conduct a comprehensive review of current and recent City, County, and regional plans to ascertain how the policies chosen for implementation align with these plans, to ensure maximum efficacy and minimize duplication.
- Implementation Strategies
 - The RPIC team will recommend implementation strategies based on successful activities and innovative solutions from other communities. The team will work closely with City staff to recommend how current programs and policies can be modified to meet implementation goals and identify when new programs and practices will need to be instituted.
- Work with internal group
 - The RPIC team will meet with a selected group of key City staff whose work is related or may relate to the implementation of chosen policies.
- Work with external group
 - The RPIC team will assist in the recruitment and choosing of a diverse group of community residents and stakeholders who will advise the ongoing implementation process, adding their knowledge, expertise, and perspectives to enhance both the process and the outcomes.
- Participate in design and execution of public involvement
 - The RPIC team will work with the external advisory group and City staff to design and execute the variety of ways in which the activities and progress of policy implementation will be shared with the public. These methods may include regular written reports, in-person events, and recorded media.

4.0 Proposed Personnel

LEA D HENRY, INTERIM VICE PRESIDENT – PROJECT MANAGER

Lea D. Henry is a real estate and economic development strategist and community developer with more than 30 years' experience. She holds a bachelor's degree in history from Columbia University and a master's in public policy from Harvard Kennedy School. Before coming to the Research, Policy, and Impact Center as Director of Housing Equity Initiatives, Ms. Henry had an extensive career in community development, having held roles in Community Development at the North Carolina Community Development Initiative, the Upper Coastal Plain Council of

Governments, the City of Rocky Mount, and the North Carolina Association of Community Development Corporations. She was also the founder and principal consultant of Two Rivers Development Partners LLC. She serves on several community advisory boards and non-profit boards of directors.

SHONECA EVANS KENT, DIRECTOR OF HOUSING EQUITY INITIATIVES – PROJECT ASSOCIATE

Shoneca Evans Kent, Director of Housing Equity Initiatives, will support the Project Manager as Project Associate. Ms. Kent has an extensive and holistic background in community economic development as a nonprofit professional with 15 years of experience working with North Carolina nonprofits and government agencies. She has worked with the Foundation for Health Leadership and Innovation, Democracy North Carolina, Cooperative Extension, and the North Carolina Association of Community Development Corporations on nonprofit capacity building, health equity programs, rural economic development, and civic engagement.

5.0 Cost Proposal

Category	2024	2025	2026	Total
Project Lead	60,000	45,000	45,000	150,000
Project Associate	25,000	25,000	25,000	75,000
Interns	6,000	6,000	6,000	18,000
Consultants	8,000	8,000	8,000	24,000
Travel	8,000	8,000	5,000	21,000
Meetings	1,200	1,260	2,000	4,460
Total	108,200	93,260	91,000	292,460

BUDGET NARRATIVE

Personnel

Direct labor is the greatest cost in this project accounting for \$267,000. We anticipate that the Project Manager will devote 35% FTE effort in 2024 and 25% FTE effort in 2025 and 2026. We anticipate that the Project Associate will devote 25% FTE over the course of the project. Interns will devote 240 hours per calendar year.

Other Direct Costs

Travel expenses are based on one on-sight meeting or event per month over the course of the engagement.

Consultants are anticipated to include subject matter experts, mapping, and graphic design.

Meeting expenses include incidental refreshments and supplies for community engagement exercises. Community engagement activities will take place in venues for which there are no use fees.

The total 30-month cost of this project is \$292,460.



City of High Point

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

Master

File Number: 2024-111

File ID: 2024-111

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Transparency,
Engagement, and
Communication
Committee

File Created: 03/18/2024

File Name:

Final Action:

Title: Consideration of a Proposal from Clark Powell for Equipment Upgrades for Video Capturing Capabilities to Stream Meetings to Various Platforms and an Additional Communications Specialist Position.
City Council is requested to consider a proposal from Clark Powell for equipment upgrades to accommodate streaming capabilities to various platforms and consider an additional Communications Specialist position. (Recommended by the Transparency, Engagement, and Communication Committee.) (Recommended by Finance Committee with three in favor and one opposed.)

Notes:

Sponsors:

Enactment Date:

Attachments: Technology Upgrades for Video Streaming

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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CITY OF HIGH POINT

AGENDA ITEM



TITLE: Video Streaming of Council Meetings and Communications Specialist Position	
FROM: Jeron Hollis, Managing Director	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Budget Ordinance Clark Powell Quote	

PURPOSE: City Council's consideration to upfit the Council Chambers with video capturing capabilities to stream meetings to our various platforms, including HPTV (High Point TV).

BACKGROUND: Council has requested that staff investigate the possibility of adding video to the stream of our council meetings.

Clark Powell has worked with staff for several years with support and design of current audio and broadcast equipment in the Council Chamber. The company has provided a quote for upgrades that would consist of adding three PTZ (point, tilt, zoom) cameras in the council chamber and installing a new camera controller and support equipment that will improve Zoom and Microsoft Teams integration. The quote will also provide upgrades that allow for the necessary switching and controls that a live video meeting would require. Additionally, there is an optional quote that would add two new PTZ cameras in the third-floor conference room (Fishbowl).

The quote includes the Cablecast app that enables the public to access the channel, a custom "HPTV" app on Hulu, Apple TV, Roku, Amazon Fire, IOS and Android, etc., a Smart Hub converter to switch TV signals as needed from live shots to council meetings to regularly scheduled programming, Live U licensing for remote live broadcasts that can be aired on our TV channel to the public, and three years of customer service for the central control unit (Tricaster).

In addition, staff recommended to the TEC Committee in the January 17, 2024, meeting that an additional Communications Specialist position will be needed as well as a revision of our current broadcast policy.

BUDGET IMPACT: Funds for this project could be allocated from available Fund Balance in the amount of \$164,758.00. The full-time position request will be included in the FY 24-25 budget request for approximately \$99,000.00 (salary and benefits) annually.

RECOMMENDATION/ACTION REQUESTED: City Council is requested to consider a proposal from Clark Powell for equipment upgrades in the amount of \$164,758.00 to accommodate streaming capabilities to various platforms and consider an additional Communications Specialist position to be included in the FY 24-25 budget request for approximately \$99,000.00 (salary and benefits) annually. These requests were recommended by the Transparency, Engagement, and Communication Committee.

CITY OF HIGH POINT

AGENDA ITEM



“AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE GENERAL FUND BALANCE
FOR TECHNOLOGY UPGRADES FOR VIDEO STREAMING

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

Section 1. The proposed amendment appropriates \$164,758 in general fund balance for technology upgrades for video streaming of public meetings.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following General Fund revenues be amended as follows:

Fund Balance Appropriation	\$164,758
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(B) That the following General Fund expenditures be amended as follows:

Equipment - Technology Upgrades	\$164,758
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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 by High Point City Council, this the 1st day of April 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk

System Proposal

Date: December 18, 2023
To: Ryan Ferguson
Company: City of High Point
Address: 211 S Hamilton St.
City: High Point, NC 27260
Work Phone: 336.883.3288
Cell Phone: 336.442.6042
E-mail: ryan.ferguson@highpointnc.gov
Proposal: H574.LW
Project Name: Council Chamber Cablecast and Camera Upgrade
Scope of Work: Customer is responsible for all necessary AC power and LAN connectivity.

Lee White-CTS
 Account Manager
 110 Regent Dr.
 Winston Salem, NC 27103
lwhite@clark-powell.com
 Toll Free: 800 533 1099
 Ph:336-701-6524 Fax:855-403-8200
Inside Sales Support
 800-532-1099
insidesales@clark-powell.com
Valid: 30 Days

Standard system warranty is for 90 days after completion of the install. Optional extended support plans are provided below the system price.

Scope of work:

Replace existing NDI switch with new larger more capable switch.
 Install and cable 3 new PTZ cameras in the Council Chamber
 Install and cable new camera controller
 Install 2 new PTZ cameras in the Fishbowl. **Cable from Fishbowl to Control Room pulled by others**
 Install and cable new Cablecast Omni system in place of existing Leightronix
 Install and cable new Tricaster 1 Pro in place of existing Tricaster
 Install and cable new LiveU system
 Install and cable new Blackmagic 12x12 router in place of existing Sierra router
 Install any necessary conversion and cabling to support traffic cam feed into router (**removed from current scope of work**)

Configure and test all systems. Warren to provide end-user training on all but Cablecast. Cablecast to provide training on Omni system. Develop and provide workflow documentation and full system drawings..

Item #	Qty	Manufacturer	Model	Description	Unit	Total
HARDWARE						
Council Chamber Upgrades						
<u>Cameras</u>						
	3	Panasonic	AW-UE100WPJ	PTZ Camera	-	-
	1	Panasonic	AW-RP150	Touchscreen Remote Camera Controller	7,956.00	23,868.00
			M4250-26G4F-PoE++	24x1G PoE++ 1,440W 2x1G and 4xSFP Managed Switch	4,998.00	4,998.00
	1	Netgear	(GSM4230UP)		2,911.00	2,911.00
	3	Panasonic	FEC-100WMW	Professional PTZ Camera Wall Mount for AW-UE100 (for both rooms)	222.00	666.00
<u>Tricaster</u>						
	1	Broadfield	FG-003245-R001	TriCaster 1 Pro 2RU	-	-
	1	Broadfield	FG-003262-R001	Tricaster Flex Control Surface	22,995.00	22,995.00
	1	Broadfield	FG-003262-R001	Tricaster Flex Control Surface	9,495.00	9,495.00
	3	Broadfield	PTP-000000038	ProTek Prime for Tricaster 1 Pro	1,222.00	3,666.00
	4	Broadfield	PTP-000000064	Protek Prime for Flex Control Surface	445.00	1,335.00
<u>Cablecast</u>						
					-	-
					-	-
					-	-

				Web-centric 1x1 Broadcast, VOD and Live Streaming Solution in a 3 RU chassis. Streams H.264 HLS Adaptive bitrate to mobile devices, OTT and desktops. Pulls in and records NDI, RTP, RTMP, RTSP, SRT and HLS streams as well as		
1	1	Cablecast	CBL-VIO2-OMNI	SDI. Includes Cablecast Automation, scheduling and CG Software. Includes graphics, crawl, bug, and bug text on streaming output. Single SDI output. Redundant power, 10TB RAID5 Content and 256GB RAID1 OS drives. 3 year hardware warranty and system commissioning included.	23,598.00	23,598.00
2	2	Cablecast	CBL-VIO2-OMNIHA	Annual hardware assurance contract for the CBLVIO2-OMNI-HA. First 3 years are included with the purchase.	1,897.00	3,794.00
3	4	Cablecast	CBL-SVC-PHHRLY	One hour of telephone training, installation assistance or service. Train and installation support need to be scheduled 2 weeks in advance	103.00	412.00
				Annual Cloud-based reflection service with cloudbased storage and delivery operating in conjunction with both Cablecast Live and Cablecast VOD.		
4	1	Cablecast	CBL-REFLECTPLUS	Content is pushed to Reflect+ eliminating the need to open a port in your Firewall. Includes 2TB of storage. Additional storage available in 1TB increments. Serves a virtually unlimited number of live and VOD streams over the web, OTT and Mobile apps. Includes up to 3 live streaming Channels. Must be renewed annually.	3,750.00	3,750.00
				One time development, administrative and creative fee to integrate user supplied artwork and logos into ONE branded OTT app for Apple TV, Roku, Amazon Fire, iOS or Android. Typical lead time is three weeks upon delivery of requested		
5	1	Cablecast	CBLCABLECAST APP	assets which include high quality logo's, brand colors, and images to be utilized in the custom design. Customer is also responsible for signing up for developer accounts which may affect delivery dates. Please specify ONE platform:	1,539.00	1,539.00
				One time development, administrative and creative fee to integrate user supplied artwork and logos into additional branded Cablecast OTT apps for Apple TV, Roku or Amazon Fire, iOS or Android. Typical lead time is three weeks upon delivery of requested		
6	4	Cablecast	CBLCABLECAST ADD	assets which include high quality logo's, brand colors, and images to be utilized in the custom design. Customer is also responsible for signing up for developer accounts which may affect delivery dates. Please specify the platform.	1,009.00	4,036.00
	1	BMD	BMD-VDHUB12G1010	SmartHub 12x12 12G	1,625.00	1,625.00
	1	Magewell	641500000	NDI to SDI converter	404.00	404.00
	1	DataVideo	DAC 70	Up/Down/Cross for SDI to Cablecast	613.00	613.00
				<u>LiveU</u>	-	-
	1	LiveU	LU300SPEGBUNDLEPRO4G	LU300S PEG Bundle, PRO License LU300S-PEG-BUNDLE-PRO-4G LU300S PEG Bundle, PRO License	15,741.00	15,741.00

Committee Room (Fishbowl)

Cameras

2	Panasonic	AW-UE100WPJ	PTZ Camera	-	-
2	Panasonic	FEC-100WMW	Professional PTZ Camera Wall Mount for AW-UE100 (for both rooms)	7,956.00	15,912.00
				222.00	444.00

RACKING

1	ClarkPowell	Custom	AV Equipment Rack w/ Power Management & All Accessories	Rack Shelves, etc.	200.00	200.00
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SERVICES & MISC. INSTALL ITEMS

1	ClarkPowell	Custom	Misc. Installation Hardware, Cables, Connectors & Rental Expenses	1,767.00	\$1,767.00
1	ClarkPowell	Custom	Design, Engineering, Project Management, Installation, Programming, Testing & Training	18,788.00	\$18,788.00
1	ClarkPowell	Custom	1 Year System Assurance Plan	4,903.00	\$4,903.00
				<i>Estimated Ground Freight</i>	\$653.00
				SUBTOTAL	\$168,113.00

OTHER

1	ClarkPowell	Custom	Bus. Licenses & permits	-	
1	ClarkPowell	Custom	Performance Bond	-	

TOTAL ESTIMATED PRICE **\$168,113.00**

30% Deposit due with order \$50,433.90

Prices valid for 30 days from date of the proposal

WARRANTY INFORMATION: ClarkPowell will repair any defect in the system directly related to the installation services provided by ClarkPowell for a period of 90 days after the completion of the project installation. This standard warranty does not apply to the equipment that makes up the system. Each piece of equipment in the proposed system will carry a standard manufacturer's warranty the details of which will be provided by ClarkPowell within the system documentation. Optional preventative maintenance and service contracts are available from ClarkPowell and are highly recommended for optimum performance of your system. For further reference see our website at www.clark-powell.com/standard-warranty/ for details on our standard warranty, and the terms & conditions of which are incorporated herein.

Protect your investment.

ClarkPowell offers two cost-effective levels of ongoing service support, over and above your original 90 day warranty:

	First Year	2nd Year	3rd Year	3 Year Bundle
CP ASSURANCE; 2 Preventative Maintenance Visits, Unlimited Call-outs, 2 Working Day response time	\$4903	\$6349	\$6666	\$14334
CP ASSURANCE Plus; 4 Preventative Maintenance Visits, Unlimited Call-outs, 1 Working Day response time	\$8700	\$11412	\$11983	\$25676

PROJECT TIMING - ClarkPowell prides itself in providing systems tailored to the specific needs of each client. Because of this we have a very well defined process that commences upon receipt of the client purchase order. During this process, the final design is agreed and then peer reviewed before any orders are placed. Also, due to the specialist nature of much of the equipment that we supply, there can be manufacturing times to consider and some items may be available on back-order only. Because of these factors, for an average, non-complex project you should expect installation to commence no sooner than 6 - 8 weeks after order placement. We can, of course, accommodate expedited schedules if your needs are urgent - please discuss this with your sales representative.

This proposal/system design includes only the items listed above. Price DOES NOT include Tax or Freight, unless noted as a separate line item. Restocking and return freight fees may apply to any equipment returned after order.

All Rights Reserved. This system proposal and any system design implied therein are the intellectual property of ClarkPowell and would be considered a "Trade Secret". Using the contents of this quote for any bid document is strictly prohibited. Proposed hours for installation are Monday-Friday, 8:00am to 5:00pm. Deviations from these times will require special conditions and pricing modification.

CLARKPOWELL STANDARD TERMS AND CONDITIONS:

Payment terms are as follows:

1. All orders are subject to credit approval.
2. A 30% deposit will be required with all installation orders, due upon receipt of PO.
3. Invoices for progress payments will be generated monthly for equipment and non-equipment costs.
4. Warehoused equipment will be invoiced, itemized with serial numbers and available for inspection.
5. ClarkPowell accepts Visa, MasterCard, American Express credit card orders. Credit card orders are subject to a 3% processing fee which will be added to the above total on the final invoice. Credit card orders are limited to \$10,000.00.
6. Payment terms are net 20 calendar days. ClarkPowell does not offer any early pay discounts
7. This system Proposal is valid for 30 days with the exception of any increases in international trade tariffs.

Performance terms are as follows:

1. Standard manufacturer's warranties apply to all items.
2. Site conditions may require certain complete and finished facility infrastructure or network connectivity to be provided by client in order to complete an operational system.
3. ClarkPowell assumes no liability or risk of loss for owner furnished equipment or data contained therein.
4. ClarkPowell will attempt to utilize existing software "code" furnished and owned by the client but assumes no liability for said code. Software code developed by ClarkPowell under contract will be furnished to client upon final payment of the project.
5. ClarkPowell will make every effort to fulfill the project in the client's requested timeline but cannot guarantee compliance due to external factors such as manufacturer's equipment availability.
6. Schedule changes will require a minimum 5 business day notice in order to accommodate changes to the on-site crew assignment.
7. Service calls carried out under warranty that are found to be the cause of Owner Furnished Equipment (OFE) will be subject to charge.

EXCLUSIONS:

The following work is not included in our Scope of Work: All conduit, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc / Concrete saw cutting and/or core drilling / Fire wall, ceiling, roof and floor penetration / Necessary gypsum board replacement and/or repair / Necessary ceiling tile or T-bar modifications, replacements and/or repair / All millwork (moldings, trim, cut outs, etc.) / Patching and Painting / Permits (unless specifically provided for and identified within the contract).

NOTICE: This Scope of Work is delivered on the basis of the following Assumptions: The room(s) match(es) the drawings provided / Site preparation by the Customer and their contractors includes electrical and data placement per CLARK-POWELL specification / Site preparation will be verified by CLARK-POWELL project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment / Customer communication of readiness will be considered accurate and executable by CLARK-POWELL project manager / In the event of any arrival to site that CLARK-POWELL is not able to execute work and definable progress, the Customer will be charged a delay notice fee to offset the lost time due to the lack of readiness. The delay notice Fee will be presented as a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon / Rescheduling and redeployment of CLARK-POWELL technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days / There is ready access to the building / facility and the room(s) for equipment and materials / There is secure storage for equipment during a multiple-day integration / If Customer furnished equipment and existing cabling is to be used, CLARK-POWELL assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that maybe necessary will be made at an additional cost / Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials / Document review / feedback on drawings / correspondence will be completed by the Customer within two business days {unless otherwise noted} / The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders

Proposal Approved by: _____ Proposal #: H574.LW

Signature: _____ Date: _____

State Contract

#63-CCC624141

**NC State University Multimedia Equipment and Services
Convenience Contract # 63-CCC624141**

Contract Term: August 1, 2019 to July 31, 2025. Contract will be rebid 2025.

Established for purchasing multi-media equipment: video conferencing, document cameras, cables, projectors, screens, LCD panels, direct view displays, amplifiers, speakers, sound processing equipment, broadcast systems, lighting systems, interactive white boards, overlays, symposiums, lecterns, etc .

When contacting suppliers, provide them contract # **63-CCC624141**, and ask for pricing accordingly. Obtain a written quote from the supplier. The quote # must be referenced on the quote.

Per NC State Purchasing guidelines, if the total purchase is \$29,000 or greater, a requisition must be submitted for processing. Attach a copy of your supplier's quote as back up documentation. If the total is under \$29,000, you may process at the department level.

Pricing: Discounts vary per supplier and manufacturer brands offered. The same manufacturer brands may be offered by multiple suppliers. We recommend obtaining a minimum of 3 quotes for comparison.

Shipping: FOB, included in item pricing.

Warranty: See [spreadsheet](#) for each supplier/dealer and manufacturer.

Minimum orders: There are no minimum order requirements.

Installation/Integration: Is not part of this contract, but the suppliers may quote this for you.

SUPPLIER LIST: *Please scroll down to the supplier spreadsheets to find the authorized supplier for each manufacturer and category. Pricing discount and warranty information are listed with each. Pricing discount varies for each dealer. Suppliers may offer a higher discount at any time during the contract period.*

Alphabetical listing of contract suppliers with contact information

AVI-SPL LLC

6301 Benjamin Rd, Ste 101
Tampa FL 33634

Cindy Turner
E-mail: Cindy.Turner@avispl.com
Phone: 813-884-7168
Toll Free: 800-282-6733

Brightline LP

580 Mayer St, Bldg #7
Bridgeville PA 15017

Erin Nath
E-mail: enath@brightlines.com
Phone: 412-206-0106

Camcor Inc

2273 S Church St
Burlington NC 27215

Will Benton
E-mail: bids@camcor.com
Phone: 336-228-0251
Toll Free: 800-868-2462

Clark Powell

637 Poole Dr
Garner NC 27529

Susan Pinch
E-mail: susan@clark-powell.com
Phone: 919-352-9728
Toll Free: 800-568-1099

Digital Communications & Display LLC

3305 Durham Dr, Ste 105
Raleigh NC 27603

Robert Ray
E-mail: robbie@dcommand.com
Phone: 919-859-1786

Extron – direct through authorized dealers

Kellie Herrera
E-mail: kherrera@extron.com or salescontracts@extron.com
Phone: 800-633-9876 ext. 6446

Imagination Systems Inc

549 Pylon Dr
Raleigh NC 27606

Gary Surabian
E-mail: Gary@ImaginationSystem.com
Phone: 919-834-3440
Toll Free: 866-325-9244

Inter Technologies Corporation

112 E Green St
Franklinton NC 27525

Daniel Brewster
E-mail: daniel@intertech.tv
Phone: 888-331-0782

Kontek Systems Inc

318 Holland St Mall
Durham NC 27701

Hilary French
E-mail: hfrench@kontek.com
Phone: 919-680-4321

Lee Hartman & Sons

3236 Cove Rd
Roanoke VA 24017

Steve Hartman
E-mail: shartman@leehartman.com
Phone: 540-366-3493 ext. 1120

Net Insight AB

Solna Business Park
Lastkaj Englundavagen 8
SE-171 41 Solna, Sweden

Clifford Simpson
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City of High Point

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

Master

File Number: 2024-135

File ID: 2024-135

Type: Miscellaneous Item

Status: To Be Introduced

Version: 1

Reference:

In Control: Finance Committee

File Created: 03/26/2024

File Name:

Final Action:

Title: Consideration of Funding for Outside Non-Profit Organizations
City Council is requested to consider funds for non-profit organizations, utilizing funds freed up by the use of American Rescue Plan Act (ARPA) funds for government services in the amount of \$3,073,400. (This item was presented at Finance Committee.)

Notes:

Sponsors:

Enactment Date:

Attachments: ARPA Funding for Outside Non-Profit Organizations

Enactment Number:

Contact Name:

Hearing Date:

Drafter Name: sandra.keeney@highpointnc.gov

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Consideration of Funding for Outside Non-Profit Organizations	
FROM: Eric Olmedo, Assistant City Manager	MEETING DATE: April 1, 2024
PUBLIC HEARING: n/a	ADVERTISED DATE/BY: n/a
ATTACHMENTS: Recommended Allocations Budget Ordinance Amendment	

PURPOSE: To allocate funds for non-profit organizations, utilizing funds freed up by the use of American Rescue Plan Act (ARPA) funds for government services.

BACKGROUND: In the Spring of 2023, the City conducted a process for non-profit organizations to submit applications for city funds made available by the use of American Rescue Plan Act (ARPA) funds for government services. The City received 58 applications totaling \$18,302,109 in requested funds.

The applications and supporting materials were shared with the members of the Finance Committee. Attached are the funding recommendations totaling \$3,073,400.

BUDGET IMPACT: The attached budget ordinance amendment transfers the funds for these allocations.

RECOMMENDATION/ACTION REQUESTED: Information item only.

CITY OF HIGH POINT

AGENDA ITEM

City of High Point Non-Profit Organization Funding Requests		
<u>Organization</u>	<u>Amount Requested</u>	<u>Recommended Allocation</u>
A Special Blend	\$50,000	\$20,000
Boys and Girls Club of Greater High Point	\$500,000	\$150,000
Big Brothers Big Sisters of Central Piedmont	\$85,000	\$30,000
D-Up, Inc.	\$1,000,000	\$250,000
Greater High Point Food Alliance	\$100,000	\$100,000
High Point Arts Council	\$1,000,000	\$250,000
High Point Community Against Violence 1	\$65,900	\$65,900
High Point Community Against Violence 2	\$7,333	\$7,500
High Point Regional Health Foundation	\$350,000	\$80,000
High Point Schools Partnership	\$81,000	\$55,000
Macedonia Family Resource Center	\$50,425	\$30,000
Mental Health Associates of the Triad	\$200,000	\$150,000
Open Door Ministries	\$500,000	\$400,000
Operation Xcel	\$413,854	\$50,000
Piedmont Panthers Football and Cheer	\$60,849	\$25,000
Q's Corner	\$317,000	\$100,000
Southwest Renewal Foundation	\$561,000	\$250,000
Theatre Art Galleries	\$100,000	\$100,000
Triad Food Pantry	\$95,000	\$75,000
United Way of Greater High Point	\$35,000	\$35,000
Visit High Point	\$678,500	\$200,000
West End Ministries	\$300,000	\$250,000
YMCA - Chavis Branch	\$500,000	\$200,000
YWCA	\$300,000	\$200,000
Total	\$7,350,861	\$3,073,400

CITY OF HIGH POINT

AGENDA ITEM



"AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE OF THE CITY OF HIGH POINT, NORTH CAROLINA TO TRANSFER FUNDS FOR NON-PROFIT ORGANIZATION ALLOCATIONS

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

Section 1. The proposed amendment transfers funds for non-profit organization allocations. These funds have been made available by the use of American Rescue Plan Act (ARPA) funds for government services.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

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

Restricted Account for Future Use	-\$3,073,400
Non-Profit Organization Allocations	<u>\$3,073,400</u>
	\$0

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 by High Point City Council, this the 1st day of April 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk