City of High Point

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

Meeting Agenda

Thursday, April 30, 2020

4:00 PM

3rd Floor Conference Room

Finance Committee

Britt Moore, Chair
Committee Members:
Michael Holmes
Monica Peters
Victor Jones

Jay Wagner, Mayor (Alternate)
Christopher Williams, Mayor Pro Tem (Alternate)

FINANCE COMMITTEE - Council Member Britt W. Moore, Chair
Commitee Members: Moore, Holmes, Jones, and Peters

As part of the city of High Point's COVID-19 Mitigation efforts, in-person attendance will not be allowed at this meeting. Instead, the city will be live streaming the meeting. Please click here to listen to the meeting live once the Finance Committee is in session.

CALL TO ORDER

PRESENTATION OF ITEMS

2020-137 Contract - Sharpe Brothers, Inc. - Kersey Valley Landfill Paving Improvements
City Council is requested to award a contract to Sharpe Brothers, Inc. in the amount of $267,571.81 for asphalt repair and resurfacing improvements at the Kersey Valley Landfill.
Attachments: 1. FINAL_Kersey Valley Landfill Paving Improvements

2020-138 Contract - Davis Martin Powell (DMP) - Waterview Pump Station
City Council is requested to award a contract for professional engineering services to Davis Martin Powell (DMP) in the amount of $281,900 for the engineering and design work for the extension of forcemain to Penny Road Outfall to allow increased discharge capacity of the Waterview Pump Station.
Attachments: 2. FINAL_DMP- Waterview Pump Station- Proposed FM Extension42120

2020-139 Contract - Sole Source - Xylem (Godwin)
City Council is requested to award a sole source contract to Xylem in the amount of $55,316.10 to purchase a Godwin 8-inch Dri-Prime CD225M Diesel Pump as a back-up bypass pump for the Water and Sewer Mains Division of the Public Services Department.
Attachments: 3. FINAL_Xylem-Godwin Diesel Pump

2020-140 Contract - Sharpe Brothers - Street Resurfacing
City Council is requested to award a contract to Sharpe Brothers in the amount of $2,394,847.26 for the resurfacing of specific streets identified and that the appropriate City official be authorized to execute all necessary documents.
Attachments: 4. FINAL_City Streets Resurfacing42220

2020-141 Contract - CDM-Smith - Richland Creek Outfall
City Council is requested to award a contract to CDM-Smith in the amount of $681,690 for the engineering and design work for the aerial sewer pipe

replacement of the Richland Creek Outfall.

Attachments: 5. FINAL_Richland Creek Outfall- CDM-Smith424220

2020-142 Resolution - High Pint - Building Reuse Grant

City Council is requested to adopt a resolution for the High Pint project to satisfy requirements for the State of North Carolina's Building Reuse Grant in the amount of $120,000.

Attachments: 6. FINAL_High Pint Buidling Reuse Grant

Resolution High Pint, LLC (signed).pdf

2020-143 Contract - Kimley-Horn & Associates - Triangle Lake Road Improvements Phase 1

City Council is requested to award a contract to Kimley-Horn & Associates in the amount of $253,511.85 for professional planning, engineering and design services associated with the proposed roadway improvements on Triangle Lake Road.

Attachments: 7. FINAL_Triangle Lake Rd design services Phase I_050420

TriangleLakeRdWidening

2020-144 Contract - Matt's Janitorial Services, Inc.

City Council is requested to award a contract extension for one (1) year to Matt's Janitorial Services, Inc. in the amount of $92,280.00 to provide custodial services at seven (7) Parks & Recreation facilities.

Attachments: 8. FINAL - Matts Janitorial Contract

2020-145 Contract - HH Architecture - High Point City Lake Park Site Master Plan - Phase 1

City Council is requested to award a contract to HH Architecture in the amount of $250,500.00 to perform schematic design services for the High Point City Lake Park Site Master Plan Phase 1.

Attachments: 9. FINAL_HH Architecture Schematic Design CLP April 2020

2020-146 Capital Project Ordinance - City Lake Park Master Plan-Phase 1

City Council is requested to approve a capital project ordinance in the amount of $9,500,000 for Phase 1 of the City Lake Park Master Plan for renovations and upgrades at City Lake Park.

Attachments: 10. FINAL_Budget Amendment_City Lake Park Phase 1 - GOB

2020-147 Ordinance - Budget Amendment - Riverdale Pump Station - FEMA-Hurricane Florence

City Council is requested to approve a budget amendment in the amount of $3,179,664.00 to recognize a FEMA reimbursement for damage to the Riverdale Pump Station during Hurricane Florence.

Attachments: 11. FINAL_Budget Amendment_FEMA Hurricane Florence Riverdale Reimburs

2020-148 Contract - United Way of Greater High Point - Community Development

Block Grant-Corona Virus (CDBG-CV)
City Council is requested to approve a contract with United Way of Greater High Point in the amount of $100,000.00 to assist local agencies providing services that prevent, prepare for, and respond to the coronavirus pandemic that benefit income eligible persons and that the appropriate City official and/or employee be authorized to execute all necessary documents.

Attachments: 12. FINAL Contract with the United Way of Greater High Point

2020-149 Ordinance - Budget Amendment- US Department of Housing & Urban Development (HUD) - Corona Virus (CDBG-CV) - Community Development Block Grant
City Council is requested to approve a budget amendment in the amount of $552,706.00 for an allocation authorized by the US Department of Housing & Urban Development (HUD) in CDBG funding due to the Corona Virus 2019 (COVID-19) pandemic.

Attachments: 13. FINAL Budget Amendment- Comm Dev Ordinance REVISED 4 22 20

ADJOURNMENT

"A CAPITAL PROJECT ORDINANCE AMENDMENT
OF THE CITY OF HIGH POINT, NORTH CAROLINA FOR THE
CITY LAKE PARK UPGRADES – PHASE 1

Be it ordained by the City Council of the City of High Point, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The Project is for the renovations and upgrades at City Lake Park. The project will serve the citizens of the City of High Point. The Project will be paid by proceeds from General Obligation bonds.

Section 2. The following revenue is available to the City of High Point:

General Obligation Bond Proceeds	$9,500,000

Section 3. The following amounts are appropriated for the Project:

City Lake Park Project	$9,500,000

Section 4. The Financial Services Director is hereby directed to maintain a Capital Project with sufficient detail accounting records to allow compliance with G.S. 159-28 Budgetary accounting for appropriations."

Adopted May 4, 2020

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Waterview Pump Station- Proposed Forcemain Extension
Davis, Martin and Powell (DMP)

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director

Meeting Date: May 4, 2020

Public Hearing: N/A

Advertising Date: N/A
Advertised By: On-Call

Attachments: Attachment A- Map
Attachment B- Proposal

PURPOSE:
To contract with Davis, Martin, and Powell (DMP) for the engineering and design work for the extension of forcemain to Penny Road Outfall to allow increased discharge capacity of the Waterview Pump Station.

BACKGROUND:
The current Waterview Pump Station was constructed in 2007 to replace an older, smaller station that was to conflict with the proposed NCDOT widening of Skeet Club Road. The recent completion of the forcemain replacement (upsize from 10-inch to 16-inch) along Skeet Club Road and the 2017 installation of third pump in the station has provided the ability to increase the firm pumping capacity of the station to approximately 2,500 GPM. However, the current receiving gravity sewer limits the ability to achieve the station's full pumping capacity and as such current firm pumping capacity is only 1,550 GPM.

The proposed project will be to relocate the Waterview forcemain discharge to the Penny Road Outfall, near the intersection of Penny Road and Sunnyvale Drive. The proposed extension will require the installation of approximately 4,900 LF of 16-inch forcemain, beginning at the intersection of Highway 68/Skeet Club/Wendover Avenue and terminating at the Penny Road Outfall.

BUDGET IMPACT:
Funds for this project are available in the 2019-2020 Budget.

RECOMMENDATION / ACTION REQUESTED:
The Public Services Department recommends approval and asks for the Council to award the professional engineering services to Davis, Martin and Powell (DMP) in the amount of $281,900.

DAVIS • MARTIN • POWELL
ENGINEERS & SURVEYORS

April 16, 2020

Re: City of High Point, NC
Waterview Pump Station Upgrades
Proposed Forcemain Extension
Engineering Services Proposal

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

Dear Derrick:

Davis • Martin • Powell & Associates (DMP), serving as an On-call Engineer to provide Municipal Engineering Services for the City of High Point (City), is pleased to offer our proposal for Professional Services related to proposed upgrades to the City's Waterview Pump Station.

Project Description

DMP has been working with the City to evaluate options for increasing the capacity of the Waterview Pump Station. The recent completion of the forcemain replacement (upsize from 10-inch to 16-inch) along Skeet Club Road and the 2017 installation of third pump in the station has provided the ability to increase the firm pumping capacity of the station to approximately 2,500 GPM. However, the current receiving gravity sewer limits the ability to achieve the station's full pumping capacity.

Based on our previous discussions we understand that the City desires to pursue a project to relocate the Waterview forcemain discharge to the Penny Road Outfall, near the intersection of Penny Road and Sunnyvale Drive. The proposed extension will require the installation of approximately 4,900 LF of 16-inch forcemain, beginning at the intersection of Highway 68/Skeet Club/Wendover Avenue and terminating at the Penny Road Outfall.

Scope of Services

Task 1 – Surveying & Mapping

- Conduct property research and compile a database for properties that could be impacted by the project.
- Collect existing aerial photography and planimetric/topographic mapping, pertinent as-built plans, maps from other utilities in the project area
- Utilize available aerial LIDAR planimetric and 1-foot topographic data for base mapping
- Perform planimetric, boundary, and topographic surveying to supplement the aerial LIDAR data for full project area coverage. Survey will be tied to the North Carolina State Plane Grid Coordinate System.
- Prepare base mapping in AutoCAD (.dwg) format)

Task 2 - Final Design

- Evaluate routing for the proposed forcemain extension to minimize property impacts and potential conflicts with the future NCDOT NC 68 Widening project (U-5974)

- Prepare plan-profile drawings for the proposed forcemain extension at a scale of 1”=40’ horizontal and 1”=4’ vertical. DMP drafting standards will be followed for preparation of the plan-profile drawings.
- Prepare the Erosion control design and required construction details
- Prepare Technical Specifications for the project
- Provide Estimate of Probable Cost for the project
- Permitting Assistance. DMP will prepare applications to obtain necessary permits such as:
  - Fast Track Application (FTA) Permit for Gravity Sewers & Authorization to Construct
  - NC Division of Land Quality Sedimentation & Erosion Control Permit
  - NCDOT Encroachment Agreement
  - Agreements with other utilities including power, natural gas, etc. (if necessary)
- It is anticipated that this project will be divided into two (2) concurrent construction contracts

Task 3 – Geotechnical and SUE Investigations

- After preliminary profiles have been prepared, DMP will perform Subsurface Utility Engineering (SUE) Level A soft-dig test holes by vacuum excavation over existing utility lines at critical areas where there could be conflicts between existing utilities and the proposed water mains or encasement pipes. A total of ten (10) soft-dig test holes to a maximum depth of 10 feet are included in this SOW. We have assumed that up to four (4) days of traffic control will be needed for soft-digs needed within existing roadways. We have also assumed that up to eight (8) of the soft-digs will be in existing asphalt roadway, requiring flowable fill backfill and asphalt cut/patch.
- After preliminary profiles have been prepared, GEO-Hydro will perform soil borings and prepare a geotechnical report describing subsurface soil conditions where proposed encasements will be installed under roads. Soil borings will be performed near the end of each proposed encasement pipe. A total of eight (8) soil borings are anticipated.

Task 4 - Bidding Assistance

- Respond to inquiries, issue addenda if necessary
- Attend one Pre-Bid Meeting, and attend one Bid Opening

Task 5 - Property Acquisition Assistance

- Perform limited boundary surveying and prepare maps and legal descriptions as needed for the City to acquire real property and easements necessary to construct the project. Documents will be prepared to meet the requirements of the City.
- Accompany City staff to meet with individual property owners, as needed, during the property acquisition process
- It is anticipated that up to fifteen (15) easements total may be required for the project.

Task 6 - Construction Administration

- Attend monthly progress meetings, up to 8 meetings included
- Review material/equipment submittals from the Contractor
- Review and respond to Requests for Information (RFI’s) from the Contractor
- Review Change Order requests
- Review monthly pay requests
- Contract Closeout, to include attendance at final inspection, review of final contract documents
- Provide Engineer’s Certification(s) of project completion to the appropriate agencies
- Prepare Record drawings from the Contractor’s and/or RPR’s mark-ups. One (1) set of record drawings will be provided to the City. Other digital formats, such as PDF, GIS or DWG can be provided if requested.

Task 7 - Resident Project Representative

- Provide Resident Project Representative (RPR) services for over-sight of Contractor's work during construction of the gravity sewer extension. For budgeting purposes our fee is based on an average intensity of eight (8) hours per day for a 180 calendar day construction contract.

Additional Services or Services Not Included

DMP is available to provide additional services in conjunction with this project, which may be unforeseen at this stage of the project. Any additional services requested, which are not specifically outlined in the Scope of Work, can be provided on an hourly basis, or negotiated as an amendment to this proposal. Additional expenses will not be incurred without prior written authorization.

The following tasks are not included in DMP's scope of work but may be provided as additional services:

- Payment of any advertisement, agency review, and permit application fees
- Assistance with legal proceedings
- Staking/layout services (easement acquisition and/or construction)
- Construction Materials Testing
- As-Built survey
- Environmental Reports, special mitigation plans

Compensation

DMP will provide Services based on our understanding of the project and the Scope of Work presented herein for the following amounts:

Task		Billing as	Estimated Fee
1/2	Surveying & Design	Lump Sum	$ 101,000
3	SUE Investigations (soft digs)	Hourly, NTE	$ 24,800
3	Geotechnical Investigation	Hourly, NTE	$ 17,600
4	Bidding Assistance	Lump Sum	$ 3,200
5	Property Acquisition Assistance	Hourly, NTE	$ 18,000
6	Construction Administration	Lump Sum	$ 26,800
7	RPR Services	Hourly, NTE	$ 90,500
Total Estimated Fees			**$ 281,900**

These services will be performed as a Supplemental Agreement to our Master Professional Agreement.

Davis • Martin • Powell appreciates the opportunity to submit this proposal for professional services related to this project. If acceptable, sign and return a copy of this Proposal and we will proceed with the project accordingly. If you have any questions, please let me know.

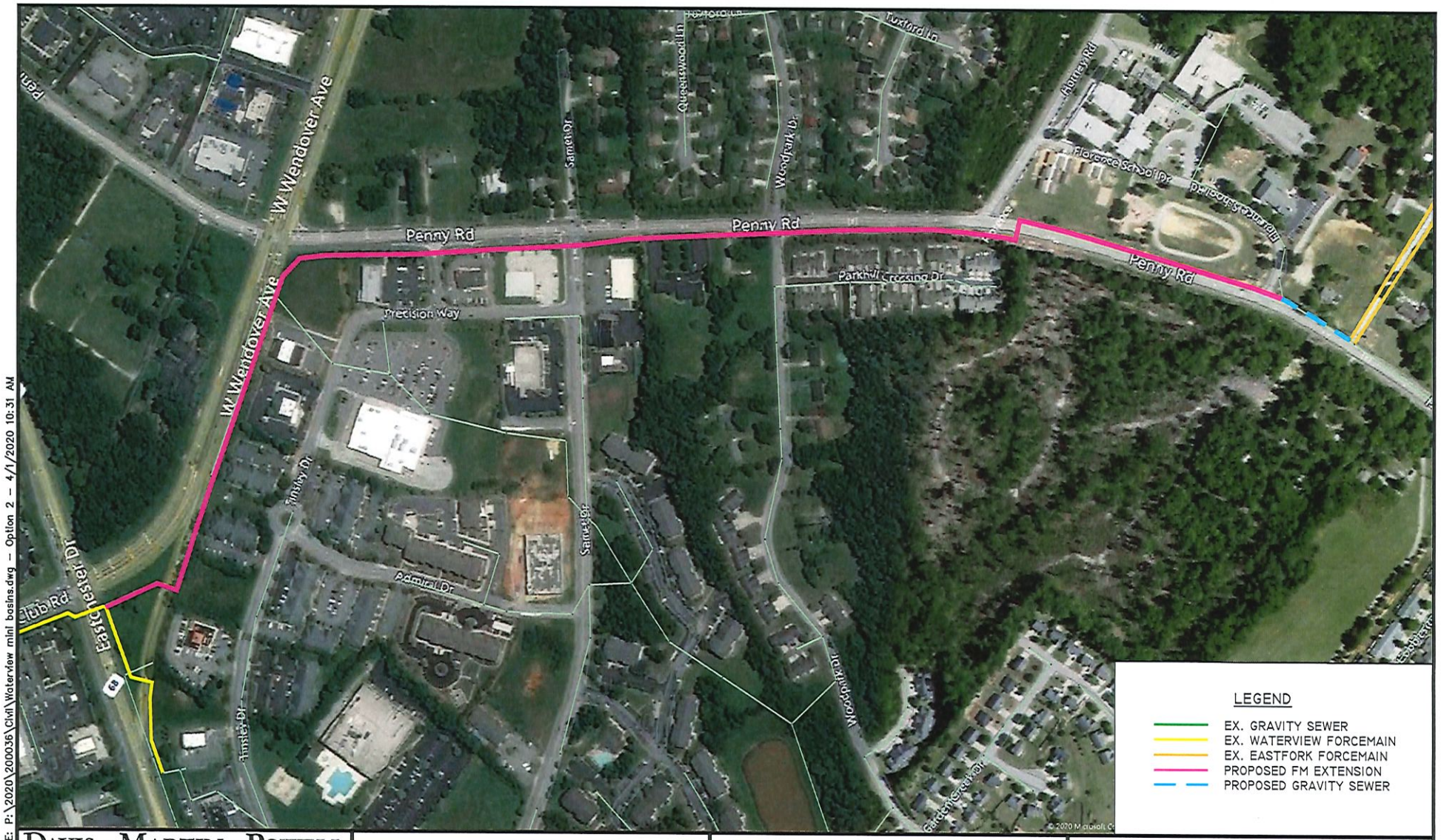
Sincerely,

DAVIS • MARTIN • POWELL & ASSOCIATES

Ben Palmer, PE

C: File

O:\PROPOSAL\HighPoint\Waterview\2020-FM Extension\Proposal-Waterview Forcemain Ext.docx



DRAWING NAME: P:\2020\200036\Civil\Waterview mini basins.dwg – Option 2 – 4/1/2020 10:31 AM

DAVIS • MARTIN • POWELL
ENGINEERS & SURVEYORS
6415 OLD PLANK RD, HIGH POINT, NC 27265
(336) 886-4821 | WWW.DMP-INC.COM | LICENSE: F-0245

GRAPHIC SCALE
300 150 0 300 600
1" = 300 FEET

RELOCATE DISCHARGE TO PENNY ROAD

CITY OF HIGH POINT
WATERVIEW PUMP STATION
DOWNSTREAM SEWER EVALUATION

HIGH POINT POLICE DEPARTMENT
INFORMATION FLYER

Tips on Reducing Trespassing Problems

Many trespassing violations are "crimes of opportunity", in other words, they are committed because it's easy to do, especially when the business is open to the public during the day or unoccupied at night. Unfortunatley, this activity can lead to other crimes or to safety concerns for employees and customers. Our businesses in uptown, downtown, the market district and all other areas are critical assets to the city of High Point and as your police department, we want to ensure that everyone is educated about strategies and tips to lessen or prevent problems.

Below are steps to help prevent trespassers from being on your property.

- Lock dumpsters, secure trash or recycling containers and keep the property free from blight
- Trim overgrown trees and bushes and maintain landscaping
- Install landscaping and lighting that discourages comfort
- Use timers to turn on indoor and outdoor lights or install fencing around the perimeter
- Post No Trespassing signs on the property and file a Trespass letter with the PD
- Ask neighbors to monitor the property while you are away or hire private security
- Use high-quality door, window and gate locks when feasible
- Make sure doors and windows are locked. Especially those that are out of view such as laundry rooms, basements, storage areas, and outbuildings.

What is a Trespass Arrest Authorization Letter?

A Trespass Authorization Letter is an online form that you fill out to authorize the High Point Police Department to cite or arrest a trespassing person on your property. This is generally useful after regular business hours, when no one should be present or when homeowners are away. The letter is good for one year and allows police officers to arrest, remove, or confront any person present on the property without lawful business. This letter can be an useful and effective tool however, the effectiveness is dependant upon the business representative subsequently appearing (testifying) in court, and police staffing availability at the time of occurance. Property owners or their agents are responsible for renewing their trespass letters annually and notifying the Police Department if there are any updates or changes to their property. Please visit https://www.highpointnc.gov/1515/No-Trespassing-Form to complete and submit the form.

What if?

If Trespassing or other crimes occur during regular business hours, remember to call 911 so the Police can respond immediately. If you see anything suspicious or want to report a crime that has already occurred call 336-883-3224. For general information, we encourage business owners or their representatives to contact one of our Community Engagement officers at 336-883-3224.

1009 Leonard Ave | High Point, NC 27260
336.883.3224 | fax: 336.887.7896
www.highpointnc.gov/police/

Follow HPPD On:

CITY OF HIGH POINT
AGENDA ITEM

Title: Richland Creek Sewer Outfall- Aerial Sewer Pipe Replacement CDM-Smith

From: Terry Houk – Public Services Director
Derrick Boone – Public Services Asst. Director

Meeting Date: May 4, 2020

Public Hearing: N/A

Advertising Date: N/A
Advertised By: On-Call

Attachments: Attachment A- Map
Attachment B- Proposal

PURPOSE:
To contract with CDM-Smith for the engineering and design work for the aerial sewer pipe replacement of the Richland Creek Outfall.

BACKGROUND:
The Richland Creek sewer outfall is one of the two primary sewer lines that discharge into the Eastside Wastewater Treatment Plant. The 48-inch sewer outfall was constructed in the late 1970s. It is comprised of both buried sections of reinforced concrete pipe (RCP) and aerial sections of spiral-weld steel pipe (WSP) elevated on concrete piers. The aerial sections of the outfall are in very poor condition and numerous temporary repairs have been performed by the Water and Sewer Mains Division. The scope of the project will be to replace the 16 aerial crossings (totaling approximately 5,600 feet) with new spiral-weld steel pipe (WSP).

BUDGET IMPACT:
Funds for this project are available in the 2019-2020 Budget.

RECOMMENDATION / ACTION REQUESTED:
The Public Services Department recommends approval and requests Council to approve the professional engineering services contract to CDM-Smith in the amount of $681,690.

Example of aerial section of the Richland Creek Outfall

Wastewater spill due to pipe deterioration and large rain event

Example of a temporary repair

4600 Park Road, Suite 240
Charlotte, North Carolina 28209
tel: 704 342-4546
fax: 704 342-2296

April 2020

Mr. Derrick Boone
Assistant Public Services Director
City of High Point
211 S. Hamilton Street, Room 206
High Point, North Carolina 27260

Subject: City of High Point
Richland Creek Sewer Outfall – Aerial Sewer Pipe Replacement
Proposal for Engineering Services for Design, Permitting and Bidding - Revision 1

Dear Mr. Boone:

CDM Smith (ENGINEER) is pleased to submit this Amendment for Engineering Services to the City of High Point (OWNER) for the design, permitting, and bidding services for the Richland Creek Sewer Outfall project. Our proposed scope of services, schedule for completing the work, and fee estimate are summarized further below.

PROJECT DESCRIPTION

ENGINEER completed a study/condition assessment of the existing 48-inch Richland Creek sanitary sewer outfall pipe and determined that the aerial portions of the sanitary sewer are in need of replacement or rehabilitation. This is per our *Richland Creek Sewer Outfall – Condition Assessment and Alternatives Evaluation Technical Memorandum – FINAL (March 19, 2020).* At the OWNER's request, this Scope of Work has been developed to provide data collection, design, permitting, and bidding services for replacement of the 16 aerial crossings (totaling approximately 5,600 feet) with new spiral-weld steel pipe (WSP). The following provides a detailed description of the work to be performed.

BASIC SERVICES

Basic Services to be provided by the ENGINEER under this Agreement shall be limited to the following:

- Task 100 – Project Management and Quality Control
- Task 200 – Data Collection

- Task 300 – Final Design
- Task 400 – Permitting
- Task 500 – Bidding
- Task 600 – Construction Contract Administration (FUTURE TASK)
- Task 700 – Construction Observation (FUTURE TASK)

The detailed scope of services for the basic services included under this Contract (Tasks 100 through 500) follows:

TASK 100 PROJECT MANAGEMENT AND QUALITY CONTROL

This task includes activities involved with the detailed planning and subsequent monitoring and control of the project. In addition to the ENGINEER's normal in-house staff management, invoicing, and job tracking procedures, the following subtasks will be considered project management services:

101 Project Schedule Development: A detailed project schedule will be developed for all major activities associated with each project task. The schedule will be reviewed and finalized with the OWNER at the project kickoff meeting.

102 Project Initiation and Monthly Project Management Activities: A project kickoff meeting will be held with the OWNER to discuss project schedule, administrative procedures, respective responsibilities, communications, OWNER contacts, OWNER expectations, progress reporting, data collection, and other project matters as appropriate. Key stakeholders of the OWNER and ENGINEER's project team are expected to attend.

103 Quality Control: ENGINEER will undertake quality control activities in accordance with ENGINEER's Quality Management System (QMS) that includes monthly project status reporting, communication plans, and independent specialist reviews. Technical reviews of final design deliverables are included in Task 300.

TASK 200 DATA COLLECTION

ENGINEER shall collect data needed to develop design documents suitable for bidding. The following data collection services will be performed:

201 Field Survey

ENGINEER and its survey subcontractor will perform topographic and planimetric surveying services to provide accurate information as to the horizontal and vertical locations of existing structures, land features, and property identification for the project. The project area includes a 75-foot wide corridor, centered on the existing gravity sanitary sewer and extending from the upstream to the downstream manhole for each of the 16 aerial crossing locations only. Level-B Subsurface Utility Exploration (SUE) shall be completed to identify underground utilities within the project area. All surveying shall be in accordance with current North Carolina surveying standards and conducted using conventional, GPS, or other industry-accepted methods.

Features to be surveyed within the project area include topography (1' contours); planimetrics; property corners; stream centerline, toe-of-bank, and top-of-bank; stream and wetland flagging; diameter and type of trees with a diameter-at-breast-height (DBH) of 8" and greater; tree and brush lines; existing public and private utility easements; road rights-of-way and limits of controlled access; and utilities. Prior to actual construction of the final proposed project, the survey subcontractor shall establish up to three (3) temporary benchmarks that may be used by the Contractor for both horizontal and vertical control during the construction phase of the project.

202 Geotechnical Investigation

If geotechnical investigations are required for the project, the OWNER will retain the services of a subcontractor to perform a geotechnical investigation along the proposed alignment to observe subsurface conditions and support the design of any new or replacement concrete piers. The borings would be performed between the 30 and 60 percent design, after the existing concrete pier condition assessment has been completed to determine if any existing concrete piers require replacement or if any new concrete piers are required based on pipe loadings of the replacement WSP, or design code recommendations. It is assumed that the OWNER's geotechnical subcontractor will prepare the summary geotechnical data report and will locate the horizontal location of the borings via GPS. ENGINEER will review the data report and provide comments/questions to clarify the findings by the OWNER's subcontractor.

203 Stream and Wetland Identification and Delineation

ENGINEER will delineate jurisdictional streams and wetland boundaries in the project corridors according to the 1987 US Army Corps of Engineers (USACE) Wetland Delineation Manual and significant nexus (Rapanos) forms as needed, and jurisdictional areas will be flagged in the field for confirmation by USACE and/or the NC Division of Water Resources

(DWR). It is assumed that the stream and wetland boundaries can be delineated in a 2-day site visit. Upon completion of the site visit, ENGINEER will prepare a Preliminary Jurisdictional Determination request and will contact a representative of USACE to schedule a site visit to approve the delineation. This Task includes a 1-day site visit with the USACE (and DWR as applicable) representative to verify and approve ENGINEER's delineation. Upon confirmation by USACE, ENGINEER will engage a licensed surveyor to survey the delineation flagging and will incorporate this information into the overall project survey.

The field visit includes a desktop analysis and habitat assessment for protected species based on the wetland delineation field walk. Surveys for protected species and archaeological resources are not included.

204 Existing Concrete Pier Condition Assessment

ENGINEER will perform a visual condition assessment of each of the existing concrete piers, ring girders, anchor straps, and other ancillary infrastructure used to support and/or secure the pipe to the concrete piers for the 16 aerial crossings. The condition assessment will be limited to what can be observed from the ground (i.e., equipment will not be used to bring staff up to the elevated piers). Up to three (3) days of field work by a two-man structural engineering crew is assumed. Results of the evaluation will be documented in the 30 percent design submittal including recommendations for replacement or supplemental piers (if needed) to be included in the final design documents.

TASK 300 FINAL DESIGN

ENGINEER shall prepare Contract Documents to include drawings and technical specifications showing the scope, extent, and character of the work to be performed and furnished by the Contractor. Drawings will be presented on 22"x34" sheet sizes. OWNER's Division 0 specifications/Contract Documents will be utilized. ENGINEER will provide the additional front end and technical specifications as needed in general conformance with the 50-division format of the Construction Specifications Institute (CSI). The final design will include the following drawings:

- General design drawings including up to 8 general sheets (including one [1] cover, one [1] general notes and abbreviations, one [1] sheet index, one [1] key map, and up to four [4] construction access sheets) and up to 7 civil detail sheets.

- Civil design drawings including up to 15 plan (1"=20') and profile (1"=4') drawings for the replacement of up to 5,600 feet of 48-inch diameter aerial, gravity sanitary sewer. A 24" welded-on saddle and blind flange for access is assumed to be located at the end of each aerial segment (32 ends plus 1 between Aerial Crossing #2 and #2a).

- Structural design drawings including up to 3 sheets for rehabilitation or replacement of concrete piers, ring girders, anchor straps, anchor bolts, and other ancillary infrastructure required to support and/or secure the pipe to the concrete piers. Design of new or replacement concrete piers will be provided in 10-foot height increments up to 40 feet (up to 4 standard designs).

The design documents will be prepared as a single bid package. The design will be carried out in cooperation with the OWNER and will include the following deliverables:

- 30% Design Submittal: Includes list of anticipated specifications, plan view drawings (no profile) depicting the collected survey and extents of aerial sanitary sewer to be replaced, and opinion of probable construction cost (OPCC).

  ENGINEER will also provide a technical memorandum (TM) presenting a coatings alternatives analysis, existing concrete pier improvements, construction access evaluation, and recommended WSP wall thickness. The coatings alternatives analysis will include potential interior and exterior coatings and their associated pros/cons, life expectancy, and capital and life cycle cost. The concrete pier improvements will include recommendations for replacement or rehabilitation of the existing concrete piers and/or associated appurtenances based on the condition assessment included in Task 200. The construction access evaluation will present alternatives for Contractor access to each aerial crossing and the associated environmental and public impacts of each alternative.

- 60% Design Submittal: Includes key technical specifications, plan and profile drawings, key technical details, and an updated OPCC. ENGINEER will also include a bypass pumping evaluation that will present options for potential bypass pumping challenges associated with stream and wetland crossings, NCDOT road crossings, high voltage power easement crossings, and odor and noise considerations when working near residential/commercial properties. A detailed bypass pumping plan will not be developed as part of the design, as that is a means and methods to be determined by the Contractor. However, a sequencing plan will be included in the specifications to guide the Contractor on specific requirements and limitations associated with bypass pumping.

- 90% Design Submittal: Includes all front end and technical specifications and all design drawings adequate for permit submittals.

- Bid Set: Includes all specifications and design drawings and an updated OPCC.

At approximately the 30- and 60-percent completion stages of the drawings and specifications, ENGINEER will perform an internal Technical and Constructability Review. At 90-percent completion, ENGINEER will perform a final coordination and biddability review of drawings and specifications.

ENGINEER will meet with OWNER at the 30, 60, and 90 percent design milestones to discuss review comments.

TASK 400 PERMITTING

ENGINEER will prepare the applications for the required permits and approvals for submittal to the respective agencies. ENGINEER will prepare the submittal packages and submit to the applicable regulatory agency on the OWNER's behalf, unless the OWNER elects to submit them. ENGINEER has assumed the following permits and approvals will be required:

- NCDEQ Sediment and Erosion Control/NPDES Stormwater Permit Notice of Intent – More than one (1) acre of disturbance is anticipated.
- USACE 404 Nationwide Permit 12 – Temporary impacts to wetlands and/or streams is anticipated during construction.
- NCDEQ DWR 401 General Water Quality Certification – Temporary impacts to streams and buffers is anticipated during construction.
- NCDOT Encroachment Agreement for Primary and Secondary Highways – Construction activities are anticipated to be required within the right-of-way of NCDOT-owned Kersey Valley Road SR-1154 for Aerial Crossing #7 and Jackson Lake Road SR-1158 for Aerial Crossing #10.
- NCDOT Encroachment Agreement for Controlled Access Right-of-Ways – Construction activities may be required within the controlled access of I-85 for Aerial Crossing #16.
- Coordination/Agreement with the Power Company(ies) – Construction activities are anticipated to be required within the easements for high voltage powerlines.
- City of High Point/Guilford County Floodplain Development Permit – It is assumed that since no regrading and fill material is anticipated, a basic evaluation rather than detailed hydraulic impact analysis will suffice for the Floodplain Development Permit/No-Rise Certification. This will be confirmed with the floodplain managers of the City of High Point and Guilford County.

ENGINEER will coordinate with the regulatory agencies throughout the permit application and review process. As part of this Task, once the permit applications are submitted, ENGINEER shall maintain contact with the regulatory agencies to monitor and, where possible, facilitate the review process.

OWNER shall be responsible for paying all permit fees.

TASK 500 BIDDING

One bidding phase for one construction contract is included as part of this Scope of Work. ENGINEER shall perform the following services related to Bidding and Award:

501 Assist OWNER in advertising for construction, materials, equipment, and services; issue Contract Documents and maintain a record of prospective bidders to whom Contract Documents have been issued; and receive and process deposits for Contract Documents.

502 ENGINEER will prepare and issue up to two (2) addenda as appropriate to interpret, clarify, or further define the Contract Documents.

503 Consult with and advise OWNER to determine the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to award of contract is allowed by the Contract Documents.

504 Attend and coordinate with the City of High Point Purchasing Department to conduct the pre-bid meeting, bid opening, and prepare a certified bid tabulation sheet and recommendation of award.

ASSUMPTIONS

The following assumptions were made during development of this Scope of Work. Changes to these assumptions can be included as an Amendment to this Agreement.

- A single bid package will be utilized. Contractor prequalification will not be performed.
- Evaluation of the existing abandoned parallel 36” gravity sewer for use in bypassing is not included; it is assumed this pipe is not in usable condition for conveying wastewater.
- City of High Point and Guilford County building, trade, or other permits are not required.

- No permits from NCDEQ for Authorization to Construct or Sewer Extension permitting will be required. This work will be considered rehabilitation since it is a size for size replacement of the existing sewer.
- Development of permanent and/or temporary construction easement plats/deeds/legal descriptions will not be required.
- Detailed bypass pumping plan will be developed by the Contractor.
- The existing 48" WSP will be replaced in-kind with 48" WSP. A hydraulic capacity evaluation will not be required.
- Contractor shall be responsible for development of traffic control plan(s) and coordination with NCDOT.
- New or replacement concrete piers will be supported by a concrete spread footing or will rest on existing bedrock. A pile foundation design can be provided via an Amendment to the Agreement if required.
- At OWNER's direction, survey will be limited to the aerial sanitary sewer portions of the project (i.e. survey will not extend to access locations). ENGINEER will utilize OWNER-provided GIS data for developing construction access drawings.
- Modeling in support of a detailed flood hazard area no-rise analysis will not be required for temporary stream crossings or other work during construction.
- Archaeological and threatened species surveys (other than habitat assessment during wetland delineation) are not included.
- Development of a mitigation plan for wetland impacts is not included.
- The new WSP will connect to the existing WSP at the existing mechanical joint coupling, located at the end of each aerial crossing. Modifications to the existing pipe support or concrete pipe will not be required.
- No soil or groundwater contamination will be encountered.

OWNER'S RESPONSIBILITIES

Furnish to ENGINEER, as requested by ENGINEER for performance of Services as required by the Contract Documents, the following:

- Pay for necessary permit application fees.
- Provide access to the project site, including any necessary accompanying safety personnel should any private property owners object to granting access.
- Provide documents depicting recorded easements for the entire sanitary sewer alignment.
- Provide review comments on deliverables within 2 weeks from submittal by the ENGINEER.
- Review comments on design submittals will be compiled into a single document.
- Provide responses to questions and requests for information within 1 week.
- Provide public notification as required prior to data collection.
- Coordinate and pay for geotechnical investigations, if required. ENGINEER will assist in providing the scope of the investigations.

OWNER shall be responsible for, and ENGINEER may rely upon, the accuracy and completeness of all reports, data and other information furnished pursuant to this paragraph. ENGINEER may use such reports, data and information in performing or furnishing services under this Scope of Work.

TIME PERIOD OF PERFORMANCE

The ENGINEER estimates Tasks 100 through 400 will be completed within 9 months from issuance of a formal Notice to Proceed (NTP). The ENGINEER will commence work within two weeks after receiving a formal notice to proceed (NTP). A more detailed schedule will be presented within 30 calendar days after receipt of the NTP.

PAYMENT AND COMPENSATION

The total cost of all Basic Services shall be on an hourly rate not to exceed basis as described below. Total payments to the ENGINEER shall not exceed $681,690. In addition to this compensation, the OWNER reserves the right to amend this Contract so that the ENGINEER may furnish additional services as may be needed. The ENGINEER shall submit its invoices under the terms of this

Contract on a monthly basis. For Not-to-Exceed tasks payment shall be on an hourly rate service and in accordance with the rate schedule included as Attachment A of this Scope of Work. The ENGINEER's invoices shall be paid within 30 days of receipt by the OWNER. The ENGINEER shall submit its final invoice applicable under the terms of this Contract within 30 days of the Contract termination date.

Task Description	**Fee**	**Lump Sum or Not-to-Exceed Cost Ceiling**
Task 100 – Project Management and Quality	$86,700	Hourly Not To Exceed
Task 200 – Data Collection	$115,990	Hourly Not To Exceed
Task 300 – Final Design	$403,000	Hourly Not To Exceed
Task 400 – Permitting	$47,000	Hourly Not To Exceed
Task 500 – Bidding	$29,000	Hourly Not To Exceed
Totals	$681,690	

Thank you for the opportunity for CDM Smith to serve the City of High Point and your customers. We look forward to working with you on this important project. If you have any questions or need any additional information, please let me know.

Sincerely,

Jonathan S. Lapsley, P.E., PMP
Vice President
CDM Smith Inc.

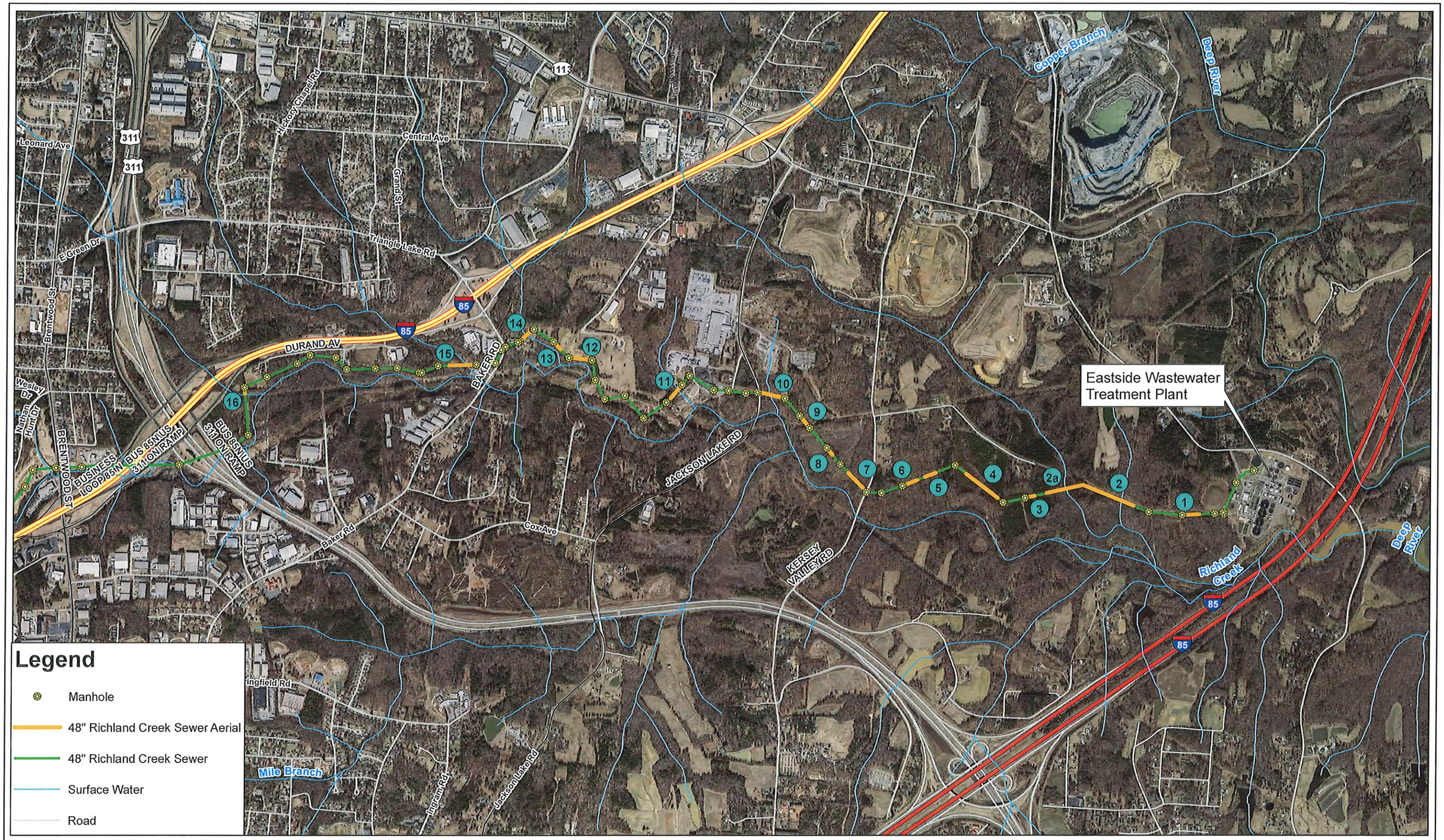
ATTACHMENT A

2020 Hourly Rate & Compensation Schedule

Classification	2020 Billing Rates
Officer	$245
Senior Technical Specialist	$230
Principal/Associate	$215
Technical Specialist	$185
Senior Professional	$180
Professional II	$145
Professional I	$115
Senior Designer	$135
Designer Drafter (1)	$105
Project Administration (1)	$90
Resident Project Representative (1)	$125

Notes:

1.) *These labor classifications are paid one and one-half hourly rate shown for overtime.*
2.) *The above rates include salary costs, overhead, and profit.*
3.) *Hourly rates shall be reviewed in January of each year by ENGINEER, and adjusted, subject to OWNER's approval, to reflect the appropriate rates and charges for the next calendar year. In January of each year, ENGINEER will submit to OWNER for approval proposed hourly rates for the following year.*
4.) *Reimbursable project expenses (such as printing, postage/shipping, etc.), incurred under Hourly or Per Diem will be billed to OWNER at cost. All vehicle mileage shall be billed at rates allowed by IRS.*
5.) *Sub consultants employed by ENGINEER will be billed to the OWNER at cost plus 10% markup.*
6.) *Approval of adjusted Hourly rates by OWNER does not affect cost ceilings for compensation under the Agreement for professional services.*



CDM Smith

Figure 1
Richland Creek Sewer Outfall
High Point, North Carolina

CITY OF HIGH POINT
AGENDA ITEM

Title: Resolution for High Pint Project

From: High Point EDC
Sandy Dunbeck, Exec.V.P.
Loren Hill, President

Meeting Date: May 4, 2020

Public hearing: No

Advertising Date: NA

Attachments: Resolution

Advertised by: NA

PURPOSE:
To adopt a resolution for the High Pint project to satisfy requirements for the State of North Carolina's Building Reuse Grant of $120,000 authorized for High Pint. Incentives of a 5% matching grant of $6,000 were authorized during a public hearing for the project held during the High Point City Council meeting on March 16, 2020.

BUDGET IMPACT:
No impact to the City of High Point.

RECOMMENDATION / ACTION REQUESTED:
The High Point EDC staff recommends that the City Council adopt the attached resolution.

RESOLUTION IN SUPPORT OF A 5% MATCHING GRANT FOR HIGH PINT, LLC AND IRON DOOR BREWERY PROJECT

WHEREAS, on March 16, 2020 the High Point City Council held a public hearing and approved a 5% funding request matching grant of $6,000 ("Matching Grant") for a State of North Carolina Building Reuse Grant to be used for High Pint, LLC ("Company") and the Iron Door Brewery Project ("Project") in accordance with N.C. General Statute 158-7; and

WHEREAS, the Project will cause the reactivation of the vacant building located at 1114 Eastchester Drive, High Point and create up to 27 jobs within the first two years of operation; and

WHEREAS, the State of North Carolina ("State") has approved a project grant in the amount of $120,000, which will come through the City to pass on to the Company after performance in addition of the City's Matching Grant; and

WHEREAS, the State of North Carolina requires that a resolution of support be adopted by the City Council which proclaims its support for the Company and the Project; and

WHEREAS, the City believes that it is in the best interests of the citizens of High Point to encourage and support economic development within the City through the recruitment of new industries to the City and the expansion of existing industries in the City; and

WHEREAS, the High Point City Council wishes to encourage such development by means of offering a Matching Grant to aid in such efforts.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED AS FOLLOWS:

1. The High Point City Council hereby adopts this resolution of support of the Matching Grant to High Pint, LLC for the High Point Brewery Project.

2. The Mayor and the City Clerk are hereby authorized to sign all necessary documents on behalf of the City in order to proceed with the Matching Grant.

3. This resolution shall become effective upon adoption.

This 4th day of May 2020.

_____
Mayor Jay Wagner

ATTEST

_____
Lisa B. Vierling,
City Clerk

Legislative File No. 2020-149

Ordinance No. 7607-20-23

AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT - CORONA-VIRUS

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

Section 1. The City of High Point has been awarded an additional $552,706 in CDBG Funding to be used to prevent, prepare for, and respond to COVID-19.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

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

F ederal Grant Revenues	$ 522,706

(B) That the following Community Development Fund expenditures be amended as follows:

Expenditures - Community Dev Fund	$ 522,706

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: May 4, 2020

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: Capital Project Ordinance – City Lake Park Phase 1 Renovations

From: Laura Mason Altizer, Senior Budget Analyst

Meeting Date: May 4, 2020

Public Hearing: N/A

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

Attachments: Capital Project Ordinance

PURPOSE:
A capital project ordinance is needed to appropriate funds for the City Lake Park Upgrades – Phase 1. Budget staff is bringing a capital project ordinance to Council in the amount of $9,500,000, which will be financed by General Obligation Bonds.

BACKGROUND:
The City Lake Master Plan was finalized and approved by City Council in August 2019. The plan outlined two phases to complete necessary renovations and improved amenities at City Lake Park. There are three planning phases that will prepare us to bid Phase 1 of the project: Schematic Design, Design Development and Construction Documentation. This contract is for schematic design only which will account for about 25% of the total design. The estimated time frame to complete this contract is 16 weeks. In 2019, the citizens of High Point approved General Obligation Bonds for several projects for Parks and Recreation in High Point. One of these projects is for the first phase of renovations and upgrades at City Lake Park.

BUDGET IMPACT:
The project will be funded by General Obligation bonds issued in FY 20-21.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends City Council approve this capital project ordinance.

"A CAPITAL PROJECT ORDINANCE AMENDMENT
OF THE CITY OF HIGH POINT, NORTH CAROLINA FOR THE
CITY LAKE PARK UPGRADES – PHASE 1

Be it ordained by the City Council of the City of High Point, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1. The Project is for the renovations and upgrades at City Lake Park. The project will serve the citizens of the City of High Point. The Project will be paid by proceeds from General Obligation bonds.

Section 2. The following revenue is available to the City of High Point:

General Obligation Bond Proceeds	$9,500,000

Section 3. The following amounts are appropriated for the Project:

City Lake Park Project	$9,500,000

Section 4. The Financial Services Director is hereby directed to maintain a Capital Project with sufficient detail accounting records to allow compliance with G.S. 159-28 Budgetary accounting for appropriations."

Adopted May 4, 2020

HIGH POINT POLICE DEPARTMENT
INFORMATION FLYER

Tips on Reducing Aggressive Panhandling

With the revitalization of the downtown area and the coming addition of more businesses throughout the City to include restaurants, shopping and entertainment venues, the High Point Police Department wants to ensure that our tenants and guest are aware of the possibility of solicitation / panhandling and knows what to do when it is encountered. Our businesses in uptown, downtown, the market district and all other areas are critical assets to the city of High Point and as your police department, we want everyone to be safe.

Asking for money or other assistance is protected as Free Speech under the First Amendment of the U.S. Constitution, however High Point *City Ordinance 12-1-13 prohibits aggressive solicitation*. Violation of this ordinance is a misdemeanor and can be punishable by a fine of up to $500.00.

Confrontation with an aggressive panhandler can often be a frightening and confusing situation, especially if the person is caught off guard or surprised by the approach of an unknown individual. Below are some guidelines on "what to do" and "what not to do" in these situations.

As a community member, business owner, employee or guest, when confronted by an Aggressive Solicitor:

- Remain aware of your surroundings at all times.
- Be polite, but stern when saying "No" and then end contact- do not engage in an argument.
- Call the police if threatened, do not allow the situation to escalate or become physical.
- DO NOT give the solicitor money.
- Take a zero-tolerance approach at your business and ban solicitors from the property.
- Train employees and ensure loitering is not allowed on the property.
- We encourage help and assistance to those who are displaced or less fortunate but suggest using official community resource groups to oversee this effort. This ensures that philanthropy and business does not conflict. See the back of this page for some suggested resources for referals or organizations to which you can contribute in order to help those in need.

Some businesses have been tolerant of solicitation in the past but due to an increase in numbers and the degree to which aggressive tactics may be used by solicitors, many owners/operators have recognized a need to help protect their customers and employees. Many of the violations that take place during aggressive solicitation occur on private property. The tips listed above are things that can help the High Point Police Department address the matter before it becomes a problem and impacts safety and profits.

In the event there is an issue on your property remember to call 911 for emergencies. If you see anything suspicious or want to report a crime that has already occurred to police call 336-883-3224. For general information, we encourage business owners or their representatives to contact one of our Community Engagement officers at 336-883-3224.

1009 Leonard Ave | High Point, NC 27260
336.883.3224 | fax: 336.887.7896
www.highpointnc.gov/police/

Follow HPPD on:

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO RECOGNIZE FEMA REIMBURSEMENTS FOR
RIVERDALE PUMP STATION DURING HURRICANE FLORENCE

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

Section 1. The City of High Point is receiving reimbursements from FEMA for damage to Riverdale Pump Station during Hurricane Florence.

Section 2. In order to recognize the reimbursements, the 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That Water Sewer Capital Fund revenues be amended as follows:

Federal Government Revenues	$1,217,132
State Government Revenues	$405,710

(B) That Water Sewer Capital Fund expenditures be amended as follows:

Riverdale Pump Station Repair project	$1,622,842

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 the High Point City Council this 4th day of May, 2020

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: City Streets Resurfacing, Bid 13-042220

From: Terry Houk – Public Services Director
Robby Stone – Asst. Director Public Services
Allan Hicks – Projects Engineer
Trevor Spencer, Public Services Manager

Meeting Date: May 4, 2020

Public Hearing: N/A

Advertising Date: March 20, 2020
Advertised By: Purchasing

Attachments: Attachment A – Bid Tabulation
Attachment B – City Streets Resurfacing List

PURPOSE:
The City budgets on an annual basis for the Resurfacing of City of High Point maintained streets. Based on needs, specific streets have been identified to be resurfaced.

BACKGROUND:
The City of High Point performs Street Resurfacing on an annual basis. This resurfacing takes place because deficiencies on a section of roadway are beyond repair of routine maintenance. 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.

BUDGET IMPACT:
Funds for this project are available in the FY 2019-2020 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 $2,394,847.26.

ITEMIZED BID TABULATIONS

4/22/2020

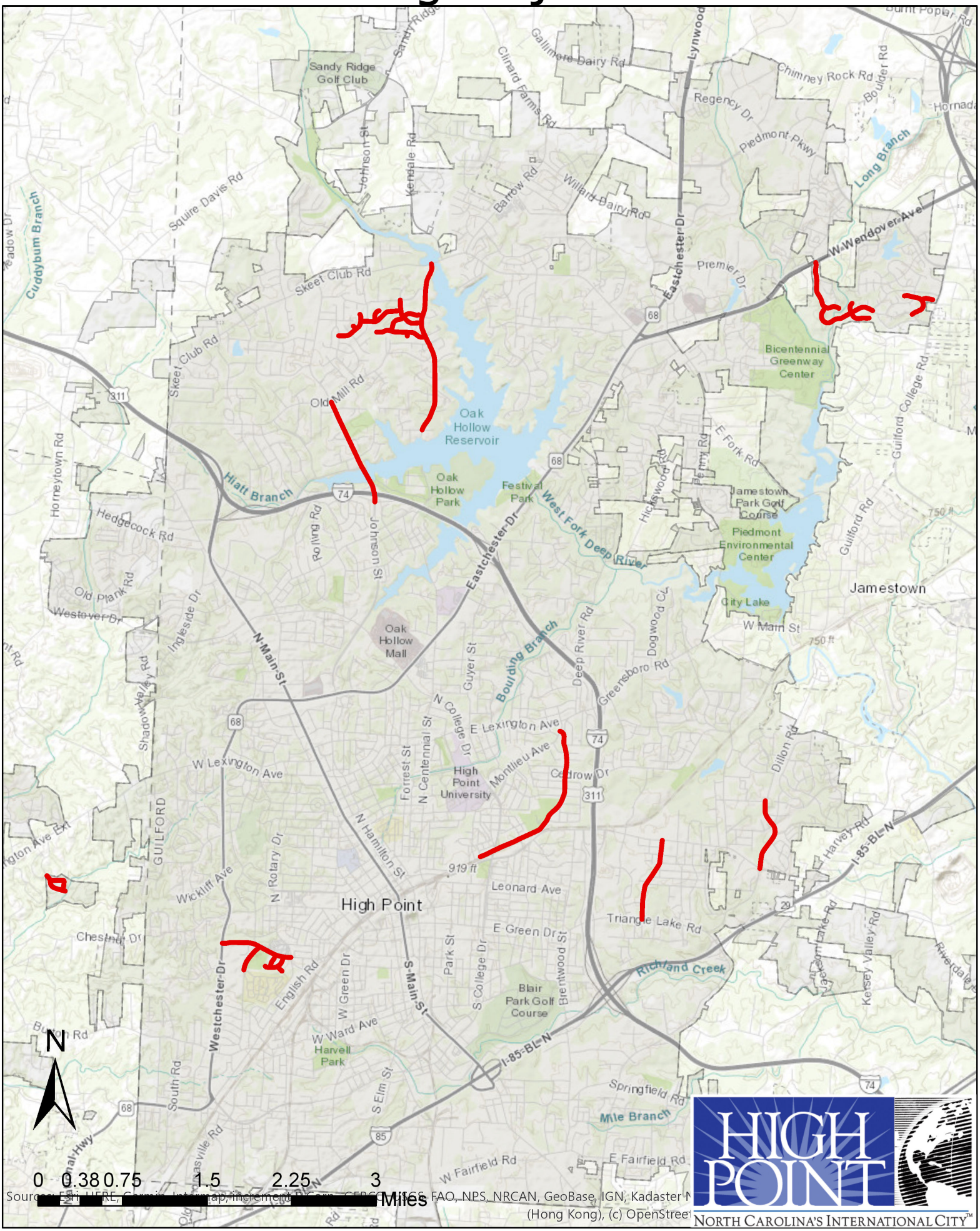
CITY STREETS RESURFACING - BID 13-042220				SHARPE BOTHERS, A DIVISION OF VECELLIO & GROGAN, INC		BLYTHE CONSTRUCTION		RILEY PAVING INC.		THOMPSON-ARTHUR DIVISION APAC-ATLANTIC, INC	
LINE ITEM	DESCRIPTION	UNITS	QUANTITY	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID
1	MOBILIZATION	LS	1	$ 35,893.62	$ 35,893.62	$ 68,000.00	$ 68,000.00	$ 38,000.00	$ 38,000.00	$ 62,000.00	$ 62,000.00
2	TRAFFIC CONTROL	LS	1	$ 29,418.39	$ 29,418.39	$ 60,000.00	$ 60,000.00	$ 18,250.00	$ 18,250.00	$ 68,000.00	$ 68,000.00
3	ASPHALT CONCRETE SURFACE COURSE TYPE S 9.5C	TN	18,410	$ 43.32	$ 797,521.20	$ 43.00	$ 791,630.00	$ 69.25	$ 1,274,892.50	$ 55.75	$ 1,026,357.50
4	BITUMINOUS SURFACE TREATMENT, MAT COAT, NO. 78M STONE	SY	209,864	$ 1.03	$ 216,159.92	$ 1.15	$ 241,343.60	$ 0.94	$ 197,272.16	$ 2.05	$ 430,221.20
5	ADJUSTMENT OF MANHOLE (RAPID SET)	EA	240	$ 850.95	$ 204,228.00	$ 795.00	$ 190,800.00	$ 899.00	$ 215,760.00	$ 795.00	$ 190,800.00
6	ADJUSTMENT OF VALVE BOXES (RAPID SET)	EA	226	$ 832.14	$ 188,063.64	$ 780.00	$ 176,280.00	$ 889.00	$ 200,914.00	$ 780.00	$ 176,280.00
7	MANHOLE RING AND COVER (MATERIAL COST ONLY)	EA	10	$ 242.99	$ 2,429.90	$ 300.00	$ 3,000.00	$ 375.00	$ 3,750.00	$ 300.00	$ 3,000.00
8	VALVE BOXES (MATERIAL COST ONLY)	EA	10	$ 143.78	$ 1,437.80	$ 125.00	$ 1,250.00	$ 150.00	$ 1,500.00	$ 125.00	$ 1,250.00
9	MILLING ASPHALT PAVEMENT, 0 - 1.5" (PROFILE MILLING)	SY	77,840	$ 1.42	$ 110,532.80	$ 1.35	$ 105,084.00	$ 1.90	$ 147,896.00	$ 1.20	$ 93,408.00
10	INCIDENTAL MILLING, VARIABLE DEPTH	SY	9,240	$ 3.53	$ 32,617.20	$ 3.52	$ 32,524.80	$ 2.18	$ 20,143.20	$ 3.30	$ 30,492.00
11	PATCHING EXISTING ASPHALT PAVEMENT	TN	450	$ 140.64	$ 63,288.00	$ 125.00	$ 56,250.00	$ 105.00	$ 47,250.00	$ 150.00	$ 67,500.00
12	THERMOPLASTIC PAVEMENT MARKING LINES, 4" , 90 MILS	LF	108,020	$ 0.63	$ 68,052.60	$ 0.60	$ 64,812.00	$ 0.73	$ 78,854.60	$ 0.60	$ 64,812.00
13	THERMOPLASTIC PAVEMENT MARKING LINES, 8" , 120 MILS	LF	407	$ 1.05	$ 427.35	$ 1.00	$ 407.00	$ 3.00	$ 1,221.00	$ 1.00	$ 407.00
14	THERMOPLASTIC PAVEMENT MARKING LINES, 24" , 120 MILS	LF	1,008	$ 10.50	$ 10,584.00	$ 10.00	$ 10,080.00	$ 8.99	$ 9,063.00	$ 10.00	$ 10,080.00
15	THERMOPLASTIC PAVEMENT MARKING SYMBOLS, 90 MILS	EA	105	$ 65.89	$ 6,918.45	$ 62.75	$ 6,588.75	$ 140.00	$ 14,700.00	$ 62.75	$ 6,588.75
16	THERMOPLASTIC PAVEMENT MARKING CHARACTERS, 120 MILS	EA	18	$ 84.00	$ 1,512.00	$ 80.00	$ 1,440.00	$ 110.00	$ 1,980.00	$ 80.00	$ 1,440.00
17	ASPHALT BINDER FOR PLANT MIX	TN	1,104	$ 503.86	$ 556,261.44	$ 523.00	$ 577,392.00	$ 499.00	$ 550,896.00	$ 545.00	$ 601,680.00
18	INDUCTIVE DETECTION LOOPS	LF	4,125	$ 6.09	$ 25,121.25	$ 5.80	$ 23,925.00	$ 6.00	$ 24,750.00	$ 5.80	$ 23,925.00
19	SHOULDER RECONSTRUCTION	SHM	6.52	$ 5,272.96	$ 34,379.70	$ 4,500.00	$ 29,340.00	$ 1,540.00	$ 10,040.80	$ 6,000.00	$ 39,120.00
20	CONTINGENCY	EA	1	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00	$ 10,000.00
	TOTAL BID AMOUNT				**$ 2,394,847.26**		**$ 2,450,147.15**		**$ 2,867,133.26**		**$ 2,907,361.45**

Attachment B

City Streets Resurfacing List

STREET	FROM	TO
GORDON ST.	HOSKINS ST.	E. LEXINGTON AVE.
WASHINGTON ST.	N. DOWNING ST.	HOSKINS ST.
DILLON RD.	E. MLK JR DR.	SHERRILL AVE.
HICKORY CHAPEL	E. MLK JR DR.	TRIANGLE LAKE RD.
CANTERBURY RD.	WINDSOR DR.	DEAD END
RIDGELAND DR.	CANTERBURY RD.	CANTERBURY RD.
PHILLIPS AVE.	WESTCHESTER DR.	ROTARY DR.
EDGEWOOD DR.	PHILLIPS AVE.	DEAD END
WILLIAMSBURG TE.	PHILLIPS AVE.	CUL DE SAC
KINGS ARM CT.	WILLIAMSBURG TE.	CUL DE SAC
RALEIGH CT.	WILLIAMSBURG TE.	CUL DE SAC
JOHNSON ST.	US 311 SB RAMP	OLD MILL RD.
WATERVIEW RD.	TIMBERLANE DR.	SKEET CLUB RD.
CEDAR CREST LN.	WATERVIEW RD.	HUNTERWOODS DR.
BRENTONSHIRE LN.	GLEN COVE WAY	CUL DE SAC
TREYBURN LN.	CEDAR CREST LN.	SUNCREST DR.
PRESWICK CT.	TREYBURN LN.	CUL DE SAC
SUNCREST DR.	BLAIRWOOD ST.	CUL DE SAC
WALDORF CT.	SUNCREST DR.	CUL DE SAC
GLEN COVE WAY	WATERVIEW RD.	CUL DE SAC
COVE CT.	GLEN COVE WAY	CUL DE SAC
MORRIS FARM DR.	CUL DE SAC	W. WENDOVER AVE.
JAMESFORD DR.	MORRIS FARM DR.	AKELA TR.
HACKNEY WAY	CUL DE SAC	CUL DE SAC
WORCHESTER PL.	CUL DE SAC	JAMESFORD DR.
SETTER CT.	WORCHESTER PL.	CUL DE SAC

Resurfacing Projects - 2020



CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment for Community Development Block Grant - Corona-virus (CDBG-CV)

From: Roslyn McNeill, Budget Analyst

Public Hearing: N/A

Attachments: Budget ordinance

Meeting Date: May 4, 2020
Advertising Date: N/A
Advertised By: N/A

PURPOSE:
A Budget Amendment is needed to appropriate funds for a special allocation of $552,706 in additional CDBG Funding.

BACKGROUND:
In response to the Corona-virus 2019 (COVID-19) pandemic, the U.S. Department of Housing and Urban Development (HUD) has notified the City of High Point that it will receive an allocation of $552,706 to be used to prevent, prepare for, and respond to COVID-19.

BUDGET IMPACT:
This allocation was authorized by the U.S. Department of Housing and Urban Development (HUD) as part of the Corona-virus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed into law on March 27, 2020 to respond to the growing effects of this unprecedented public health crisis.

There is no City match for this grant

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

AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT - CORONA-VIRUS

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

Section 1. The City of High Point has been awarded an additional $552,706 in CDBG Funding to be used to prevent, prepare for, and respond to COVID-19.

Section 2. The 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

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

Federal Grant Revenues	$ 522,706

(B) That the following Community Development Fund expenditures be amended as follows:

Expenditures - Community Dev Fund	$ 522,706

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: May 4, 2020

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT:

COUNCIL AGENDA DATE:

BID NO.: CONTRACT NO.: DATE OPENED:

DESCRIPTION:

PURPOSE:

COMMENTS:

RECOMMEND AWARD TO: AMOUNT:

JUSTIFICATION:

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD: DATE:

The Purchasing Division concurs with recommendation submitted by the and recommends award to the lowest responsible, responsive bidder in the amount of $.

PURCHASING MANAGER:

DATE:

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: DATE:

CITY MANAGER: DATE:

HIGH POINT POLICE DEPARTMENT

PRESENTATION TO CITY COUNCIL

JANUARY 6TH, 2020

2019 REVIEW

HIGH POINT POLICE

COMMUNITY AGAINST VIOLENCE
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CITIZENS
High Point, NC

HIGH POINT
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Chief Kenneth J. Shultz

Assistant Chief Ken Steele- Field Operations South

Training and Hiring/Patrol/Records/Animal Control/Canine Unit

Assistant Chief James McNeill- Field Operations North

Patrol/Traffic/Property Crimes/School Resource Officers

Assistant Chief Travis Stroud- Major Crimes Deterrence and Prevention

Persons Crimes/Intel Unit/Vice Narcotics/Housing/Crime Lab/Street Crimes

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- Our police department was established in 1859
- We currently have 300 positions. 255 Sworn 45 Civilian
  - Staffing has continued to impact law enforcement agencies across the county
  - We have not lowered our hiring standards
- Prioritize training and teaching
- Prioritize partnerships and cooperative efforts
- We take pride in our proactive efforts and strategies. Recognized nationally
  - Place emphasis on Adaptive vs. Technical Problem Solving
- Data Driven

HIGH POINT POLICE

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2019

- Calls for service: 122,073. Up 1% from 2018. Up 3% 5 year average
- Response Times: Routine-7:24 vs 7:12 (5 yr av.)Priority-5:36 vs. 5:30 (5 yr av.)
- Arrests: 8,583. No change from 2018. Up 6% 5 year average
- Charges: 13,826. Down 5% from 2018. Up 1% 5 year average
- Crashes: 4,794. Down 4% from 2018. Consistent with 5 year average
- Traffic Fatalities: 14. Up 56% from 2018. Up 27% 5 year average
- Opioid ODs: 255. Up 17% from 2018. Up 39% 5 year average
- Community Engage Hours: 1,761. Up 53% from 2018. 489% up 5 yr. Average

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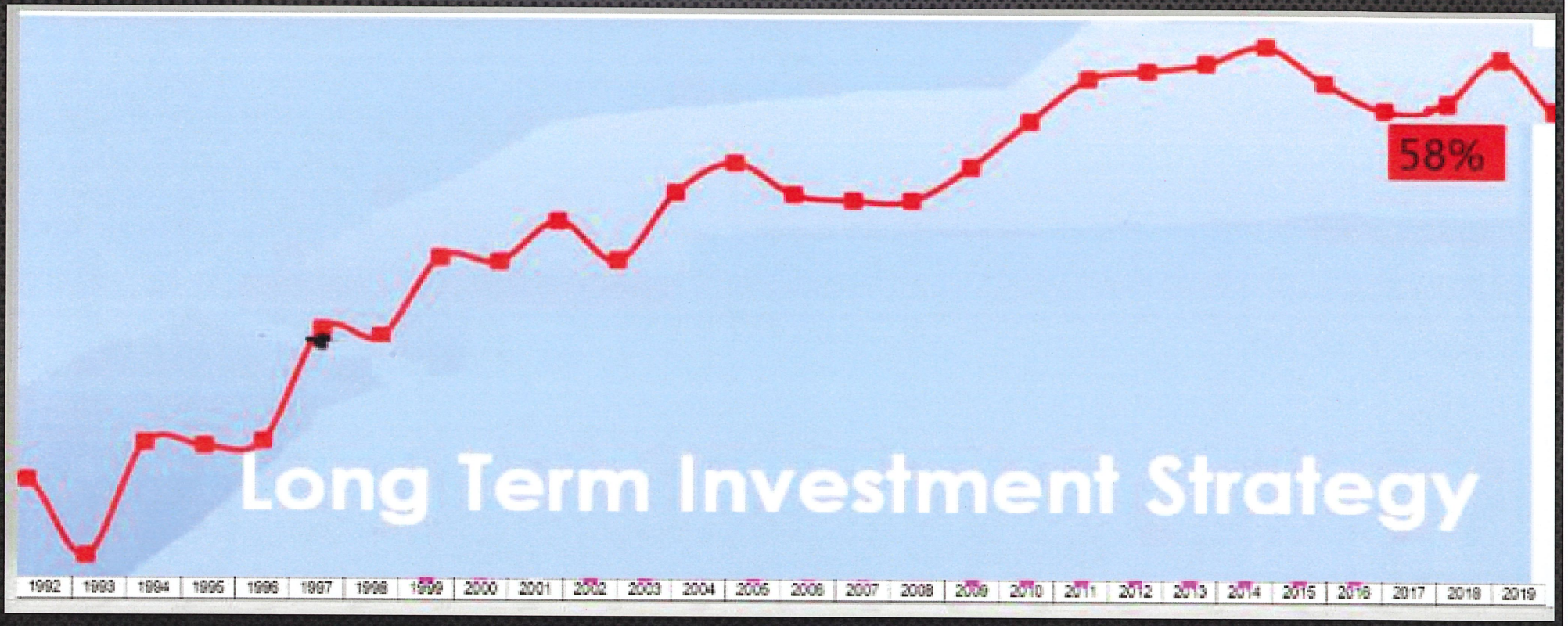

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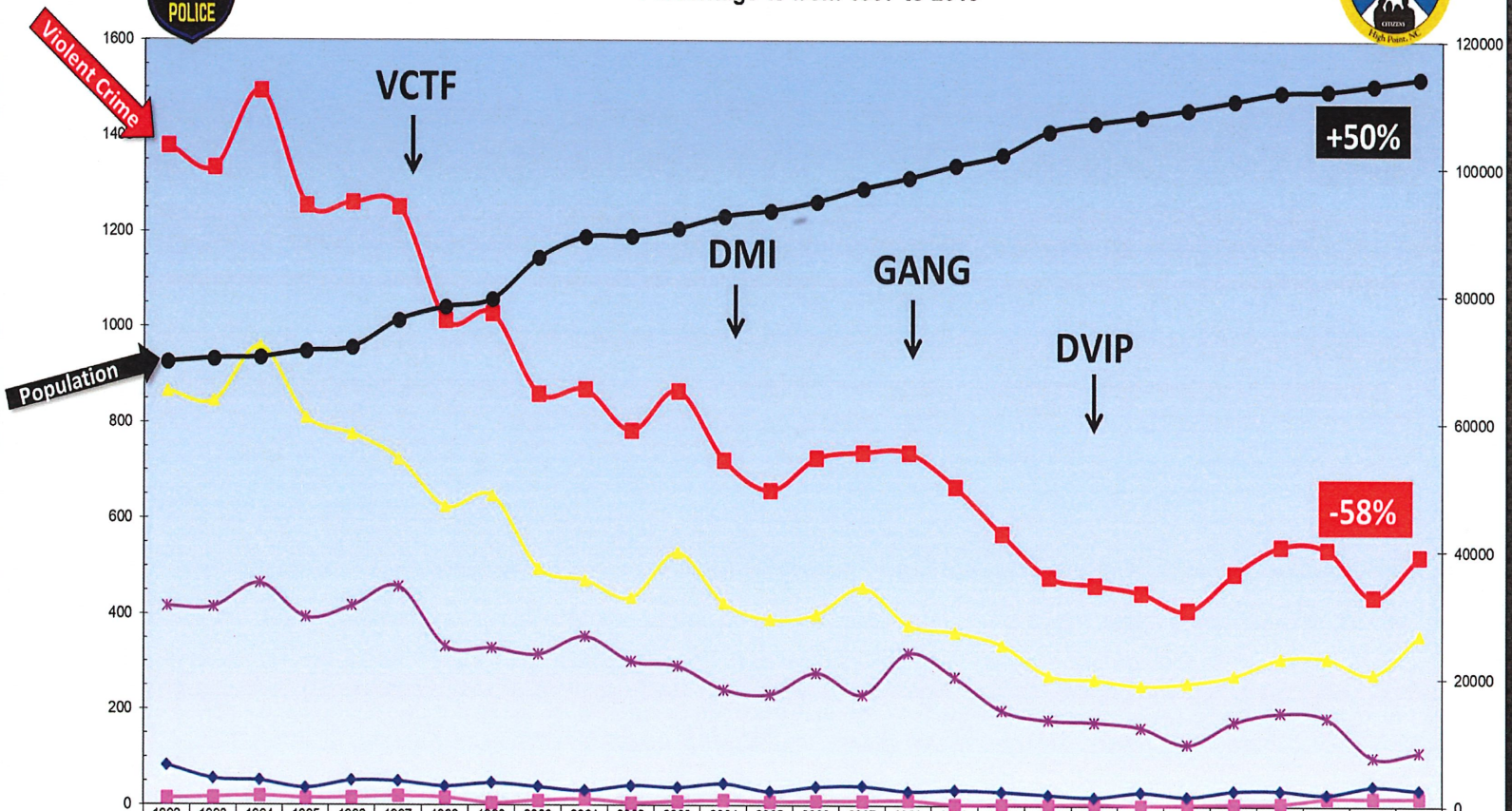
High Point Indexed Violent Crime: Per 100,000
Percentage is from 1997 to 2019



	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
murder	14	17	20	15	17	20	17	5	10	13	6	9	11	9	9	10	11	3	4	4	5	2	4	5	6	18	18	18
rape	84	56	51	37	52	50	40	47	38	30	41	38	45	29	39	40	30	33	30	23	19	29	20	33	33	25	42	34
robbery	416	416	464	393	418	457	333	329	316	353	301	292	242	232	277	232	320	269	199	179	175	165	129	176	196	184	103	113
assault	866	845	959	810	776	724	625	648	496	472	436	529	424	390	401	456	378	364	337	274	265	252	258	274	310	310	277	358
Total Violent	1380	1334	1494	1255	1262	1252	1014	1028	861	869	784	867	722	660	727	739	739	668	570	480	464	447	411	488	545	537	438	524
Population	69433	70021	70192	71207	71806	76066	78116	79349	85839	89152	89309	90522	92489	93352	94793	96867	98490	100442	102161	105843	107157	108158	109270	110638	111967	112201	113125	114183

HIGH POINT
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FOCUSED DETERRENCE

WITH FOCUSED DETERRENCE, THE POLICE AND REPRESENTATIVES FROM THE COMMUNITY ENGAGE WITH THOSE AT HIGH RISK OF BEING A PARTY TO VIOLENCE AND CONVEY CLEAR INCENTIVES FOR AVOIDING VIOLENCE AND DETERRENTS FOR ENGAGING IN VIOLENCE. ON THE INCENTIVE SIDE, TARGETED OFFENDERS RECEIVE INFORMATION ABOUT AND ACCESS TO VARIOUS SERVICES, SUCH AS JOB TRAINING AND DRUG TREATMENT (CENTER FOR EVIDENCE-BASED CRIME POLICY, UNDATED). ON THE DETERRENCE SIDE, THESE INDIVIDUALS RECEIVE INFORMATION ON THE ENHANCED PENALTIES THAT THEY AND THEIR PEERS WILL FACE IF THERE ARE SUBSEQUENT VIOLENT INCIDENTS. THESE PENALTIES WILL RANGE FROM FOCUSED AND ENHANCED PROSECUTION FOR THE VIOLENT CRIMES TO ARRESTS AND OTHER PENALTIES FOR ANY LOW-LEVEL OFFENSE (DRUG TRAFFICKING, ILLEGAL GAMBLING, ETC.) SUBSEQUENTLY COMMITTED BY THE PARTIES INVOLVED. BEYOND THE USE OF CARROTS AND STICKS, FOCUSED DETERRENCE INITIATIVES ATTEMPT TO DECREASE THE OPPORTUNITIES THAT INDIVIDUALS HAVE TO COMMIT VIOLENCE, MAKE THE LOCAL COMMUNITY A PARTNER IN DEFLECTING INDIVIDUALS AWAY FROM CRIME, AND IMPROVE POLICE-COMMUNITY RELATIONS (BRAGA AND WEISBURD, 2012A, P. 26). HTTPS://WWW.RAND.ORG/PUBS/TOOLS/TL261/BETTER-POLICING-TOOLKIT/ALL-STRATEGIES/FOCUSED-DETERRENCE/IN-DEPTH.HTML

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Violent Crime

	2018	2019	% Change
Criminal Homicide	19	19	0%
w/Gun	16	17	6%
Manslaughter	1	2	100%
Rape	35	40	14%
Robbery	115	129	12%
w/Gun	65	75	15%
Aggravated Assault	314	409	30%
w/Gun	92	105	14%
Shooting into dwelling	76	134	76%
	484	599	24%

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Homicide Motives

1 Domestic Violence Intimate Partner
3 Robbery
2 Drugs/ Drug Robbery
2 Gang Related
5 Motive Unknown
1 Retaliation from Larceny
2 DV-Fight with Rival
1 Dispute over Theft
2 Fight/Altercation
2 DWI (Manslaughter)

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Additional Criminal Homicide Details

5 of the Victims were VCTF Notified.

1 of the Suspects was VCTF Notified.

2 of the Suspects were SIU Custom Notified.

One 15 year old was charged with murder in 2019

HPPD Homicide Clearance Rate for 2019 incidents: 76.2%

Counting prior cases that were resolved this year we are at 85.7%

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COMMUNITY AGAINST VIOLENCE

High Point, NC

HIGH POINT

North Carolina's International City

GUNS

Removing illegal guns from our streets is one of the priorities with the High Point Police Department. In 2019, **394** guns were confiscated, found, or taken into evidence. This is an increase 2.6% over 2018. There were 2,718 casings recovered in 2019, an increase of 824 or 43.5% from 2018.

- 2019 had 28 persons under 18 charged with 41 gun crimes and 259 arrested who were 18 and over for 338 gun crimes.
- There were 103 persons arrested for a total of 119 charges for Weapon-Possession by Felon of Firearm.

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	2018	2019	% CHG	2018	2019	% CHG	2018	2019	% CHG
	WSPD - 246,328			GPD - 294,722			HPPD - 114,183		
HOMICIDE	26	32	23%	38	44	16%	20	21	5%
RAPE	103	116	13%	78	90	15%	35	40	14%
ROBBERY	410	352	-14%	533	611	15%	115	129	12%
AGGRAVATED ASSAULT	1863	2181	17%	714	990	39%	314	409	30%
TOTAL VIOLENT CRIME	2402	2681	12%	1363	1735	27%	484	599	24%
INDEXED TOTAL VIOLENT CRIME PER 100,000	975	1088		460	589		424	525	

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GROUP "A" - Property Crimes								
Robbery - 120	20	8	150%	129	115	12%	175	-26%
Robbery w/ Firearm	14	3	367%	75	65	15%	100	-25%
Robbery w/ Knife or Cutting Instrument	0	0	-	13	8	63%	14	-4%
Strongarm Robbery (No Weapon)	5	5	0%	35	41	-15%	54	-35%
Arson - 200	1	2	-50%	18	22	-18%	18	2%
Burglary/Breaking & Entering - 220	57	52	10%	600	594	1%	770	-22%
Extortion/Blackmail - 210	0	0	-	0	0	-	0	-
Larceny from Motor Veh - 23F	41	43	-5%	650	476	37%	529	23%
Larceny of Motor Veh Accessories - 23G	20	17	18%	243	194	25%	178	37%
Larceny Shoplifting - 23C	107	114	-6%	965	1257	-23%	1,183	-18%
Larceny All Other Codes - 23/A,B,D,E,H	67	58	16%	837	890	-6%	994	-16%
Motor Vehicle Thefts - 240	23	22	5%	347	258	34%	230	51%
Counterfeit/Forgery - 250	9	4	125%	107	101	6%	130	-18%
Fraud - 26/A,B,C,D,E,F,G	21	32	-34%	449	476	-6%	507	-11%
Embezzelment - 270	0	2	-100%	34	37	-8%	47	-27%
Stolen Property - 280	1	5	-80%	39	25	56%	23	67%
Damage/Vandalism of Property - 290	46	61	-25%	729	696	5%	783	-7%
Bribery - 510	0	0	-	0	0	-	0	-
Totals	**413**	**420**	**-2%**	**5147**	**5141**	**0%**	**5,567**	-8%

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Trespassing and Panhandling

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Open Door Ministries

400 North Centennial St

Phone 336.885.0190

Hours 8a to 5p Mon - Fri

Open Door Ministries is a non-profit organization dedicated to helping people regain their lives through supportive services and emergency assistance. including the operation of a homeless shelter, serving daily meals, distributing non-perishable and fresh food, obtaining permanent housing, and acquiring and maintaining permanent jobs.

The Salvation Army of High Point

301 West Green Dr

Phone 336.881.5400

Hours 8a to 5p Mon - Fri

The Salvation Army has programs to assist households experiencing a crisis. Financial assistance is available to help with rent/mortgage and utilities. The Salvation Army Food Pantry helps supplement a client's current food supply. Personal hygiene items, paper products, and household cleaning supplies (diapers, toilet paper, etc.) are sometimes available.

Ward Street Community Resources

1619 West Ward Ave

Phone 336.884.1609

Hours Wend from 9a to noon, Thu from 4:45p to 6:15p

Through volunteers, they provide free food to the poor and hungry in High Point by distributing hundreds of pounds of groceries to disadvantaged residents in southeast High Point. The food is sorted, shelved, and refrigerated. It is then bagged for various sized families. Each bag includes a balance of starches, vegetables, proteins, meat, and fresh produce. All items are provided free of charge.

West End Ministries

903 English Rd

Phone 336.884.1105

Hours Mon-Wend 10a to 3p (appointment required)

The Emergency Assistance Program was created to help people with economic emergencies. The program provides eligible households with supplemental rental/mortgage assistance to prevent eviction and utility disconnection. The organization also serves a community meal on Thursdays at 5p and operates a food pantry. Leslie's House (homeless shelter for women) is also operated through the organization.

NC 211 Information and Referral Help Line

Phone Call 211 or 1.888.892.1162

Hours 24/7 coverage, 365 days a year

This helpline is for assistance with food, housing, counseling, health care, childcare, senior services and volunteer opportunities in partnership with the United Way. families and individuals can call to obtain free and confidential information on health and human services and resources within the community. NC 2-1-1 is available by landline, cell phone, and VOIP in all 100 counties of North Carolina.

RHA Behavioral Health of High Point

211 South Centennial St

Phone 336.899.1505

Hours 8a to 5p Mon - Fri

RHA focuses on intellectual & developmental disability, mental health, and substance use services. RHA offers recovery-oriented services that promote education, making healthy choices, setting realistic goals and strengthening family and community relationships. RHA also offers crisis services, specialized opioid treatment, outpatient programs, and non-hospital detox.

Eleanor Health Recover for Life

206 Gatewood Av

Phone 336.331.9353

Hours 10a to 6p Mon-Fri, 9a to 1p on Sat

Outpatient care and addiction recovery platform for opioids and other substance use disorders. Staff will assist clients with emotional/mental support during their recovery process through group and individual therapy sessions and by connecting these individuals with community resources.

Family Service of the Piedmont

1401 Long St

Phone 336.889.6161

Hours 8a to 8p Mon - Fri

Family Service of the Piedmont is a private, not-for-profit agency focused on building safe and healthy families in the Piedmont Triad addressing issues of domestic violence, child abuse, mental health, and financial stability. Family services partners with triad cities, health care facilities, United Way, The Community Foundation, retail establishments, and corporate partners among others to provide services.

Continuum Care Services Inc

409 East Fairfield Rd

Phone 336.854.2560

Hours 9a to 5p Mon - Fri

Provides substance abuse treatment and mental health services for men and women which includes services such as individual and group therapy, behavioral therapy, anger management, relapse prevention and more. Payment methods, such as Medicaid, Medicare, Private health insurance, Military insurance (e.g., TRICARE) are accepted by Continuum Care Services Inc. Payment assistance is offered.

Caring Services Inc

102 Chestnut Dr

Phone 336.886.5594

Hours 8a to 5p Mon - Fri

Caring Services, Inc is a private, nonprofit supportive housing and outpatient treatment program for men and women in recovery from addiction. Caring Services offers care to individuals who are ready to make a commitment to their recovery from mood-altering substances. The program aims to promote a successful return to family and society as a recovering person and a productive community member.

CITY OF HIGH POINT
AGENDA ITEM

Title: Contract Award for Design Services – Triangle Lake Road Improvements, Phase 1

From: Mark McDonald, Transportation Director

Meeting Date: Monday May 4, 2020

Advertising Date: NA

Public Hearing: No

Advertised By: NA

Attachments: Project Scope of Work and Fee Estimate, Area Map

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PURPOSE:

Consideration of a contract with Kimley-Horn and Associates, Inc. ("KHA") for professional planning, engineering and design services associated with the proposed roadway improvements on Triangle Lake Road, from True Lane to approximately 500 feet west of Central Avenue.

BACKGROUND:

The project focuses on an unimproved 1.2-mile segment of Triangle Lake Road and will tie into previously widened sections on either end. This portion is a two-lane, ribbon paved roadway, without turn lanes, curb and gutter, sidewalks, and other amenities. Shoulders are narrow, steep, and unpaved, providing very little recovery area for vehicles that may run off the pavement. The road alignment itself presents both vertical and horizontal challenges, creating visibility issues at intersections and driveways.

Triangle Lake Road averages about 4,000 vehicles per day. The corridor's crash history is consistent with an active substandard roadway. There is regular pedestrian activity, and area residents frequently use High Point Transit's E. Green route. Ridership numbers for this route are consistently above the system's daily average.

This project has been a priority of the Transportation Department for many years. A feasibility study completed in 2009 study revealed that road improvements would result in impacts to several natural environmental features (stream crossings and wetlands), and to meet the design criteria for improved safety and other accommodations, property impacts are very likely. Further investigation may permit adjustments that can reduce these impacts but will not fully eliminate them. The initial phase of the project will focus on re-evaluating the findings of the 2009 study, developing alternative concepts, and in-depth public engagement.

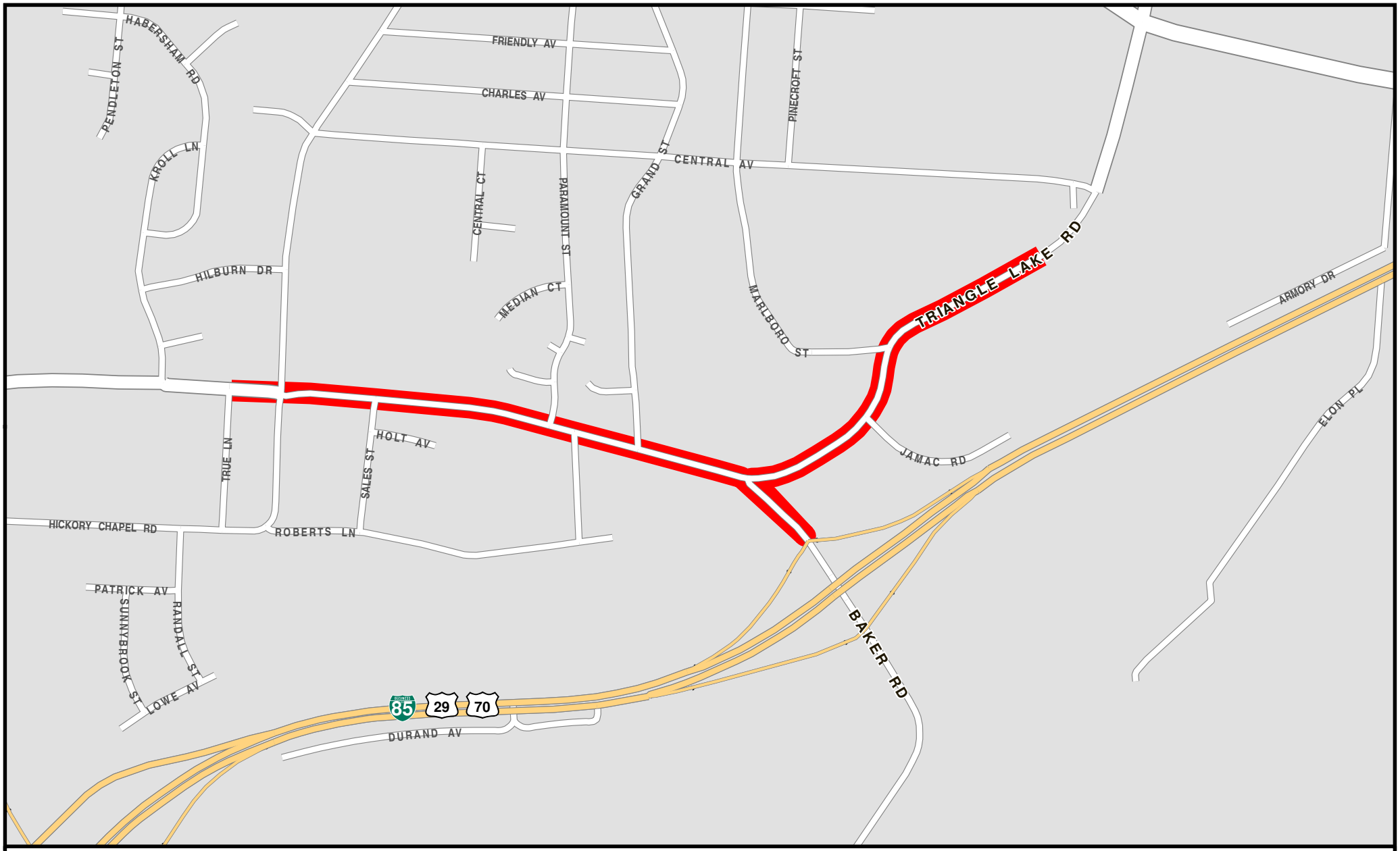
The proposed configuration would include the construction of curb and gutter to improve surface drainage, turn lanes where warranted, sidewalk on both sides and enhanced transit stops. It may be possible to widen the existing pavement to provide bicycle lanes. A realignment of the Baker Road intersection is also proposed. Additionally, utility improvements may also be deemed necessary by the project. The estimated cost of roadway and infrastructure improvements is **$12,000,000**. Funding was approved in the 2019 Transportation Bond referendum.

BUDGET IMPACT:

KHA will provide the described professional services for a lump-sum fee of **$253,511.85**. Funding is available in the current budget, Lawson accounting code 411610–527105–411201011005–40205.

RECOMMENDATION / ACTION REQUESTED:

Kimley-Horn and Associates, Inc. is an approved on-call professional transportation planning and engineering services consultant for the City of High Point. The firm is also pre-qualified to perform these services by the North Carolina Department of Transportation. The Transportation Department requests City Council's consideration and award of a contract with Kimley-Horn for the proposed project.



TRIANGLE LAKE ROAD WIDENING

HIGH POINT
NORTH CAROLINA'S INTERNATIONAL CITY™

MAP PREPARED BY
CITY OF HIGH POINT MPO
211 S. HAMILTON STREET
HIGH POINT, NORTH CAROLINA 27260
APRIL 2020

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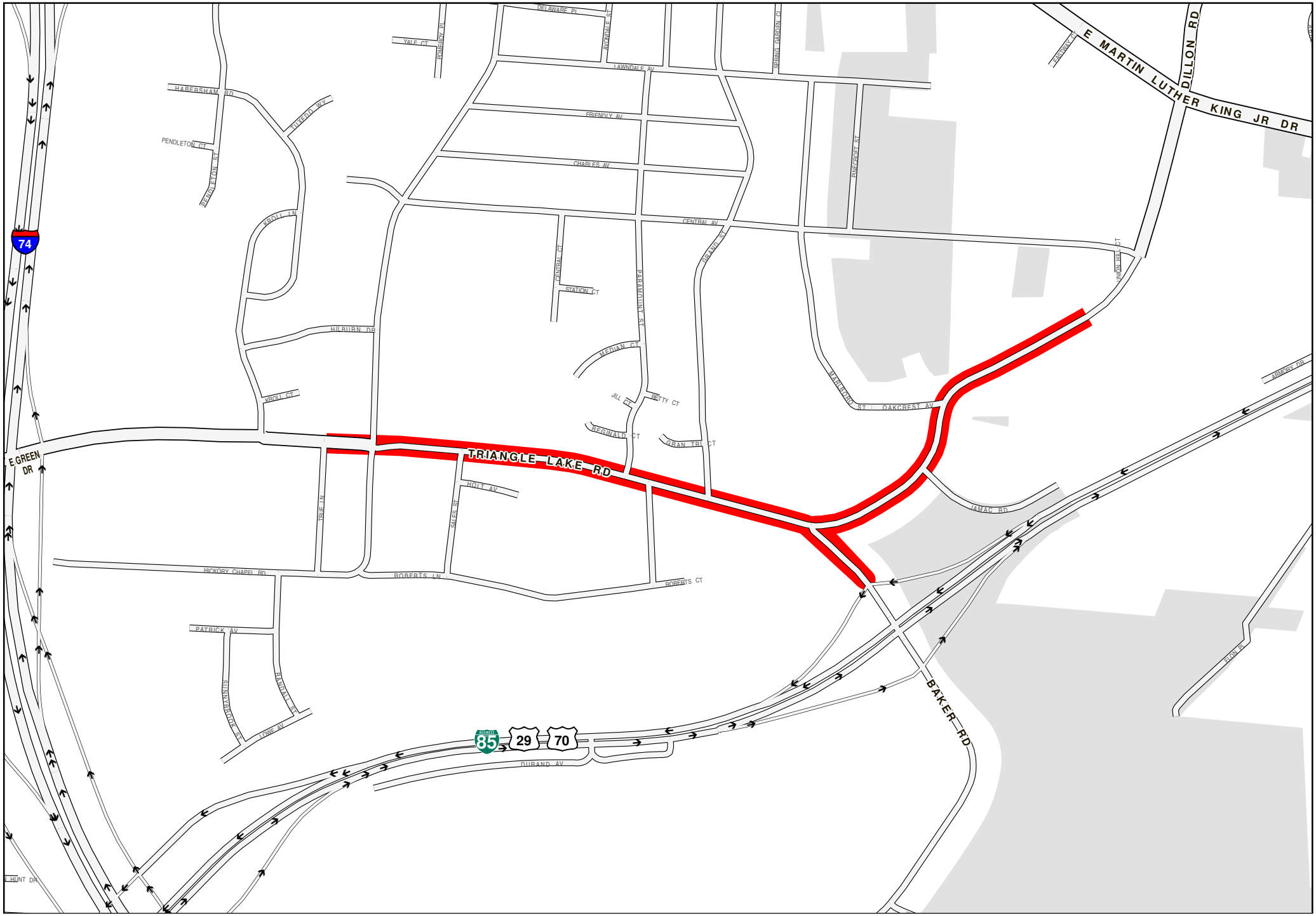

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TRIANGLE LAKE ROAD

MAP PREPARED BY
High Point MPO
211 South Hamilton Street
High Point, North Carolina 27260
May 2019

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March 16, 2020

Mr. Mark McDonald, P.E.

City of High Point
Director of Transportation
211 S. Hamilton
2nd. Floor, Suite 210
High Point, NC 27260

RE: ***Planning and Conceptual Design services for improvements to Triangle Lake Road (SR 1321) in High Point, NC***

Dear Mr. McDonald

Kimley-Horn and Associates, Inc. (The Consultant) is pleased to submit this individual purchase order agreement (the Agreement) to the City of High Point, NC (The City) for providing Planning and Conceptual Design Services for improvements to Triangle Lake Road (SR 1321).

The Consultant understand the City would like to undertake additional planning and design efforts focused on improving existing Triangle Lake Road (SR 1321) from Hickory Chapel Road (SR 1311) to East Martin Luther King Jr. Drive (MLK Drive). Based on our understanding from feasibility study completed in 2010 and the scoping meeting held on December 3, 2019 with City staff, we have developed the following planning and conceptual design scope of services document.

Please feel free to contact me directly at 919-678-4194 if you would like to discuss this project.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Matt West, P.E., AVS
Vice President

INDIVIDUAL PROJECT ORDER NUMBER No. 1

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and The City of High Point (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated March 21, 2018, which is incorporated herein by reference.

Project Understanding

Based on the feasibility study completed in 2010 and the more recent scoping meeting held on December 3, 2019, the Consultant understands the City would like to secure professional engineering services for the planning and design of improvements to Triangle Lake Road. From the recent scoping meeting, it was determined a 2-phase approach to the planning and design was most appropriate. The first phase will include the development of an updated environmental analysis, traffic and crash analysis, conceptual design revisions, public involvement activities, and associated opinion of probable construction cost, utility relocation costs, and right of way acquisition costs. The goal of phase-1 is to help better understand the environmental, traffic and crash data, receive public and City input on recommendations and typical sections of improvement, and develop a clear scope of service for the final design which will be defined in phase-2 scoping.

For planning purposes, we understand the City will provide the Consultant with probable right-of-way acquisition costs and relocation costs for utilities owned by the City. The consultant will coordinate with other private utility providers to request the remaining probable relocation costs.

The following tasks are included in this phase-1 scope of services and defined in more detail in the tasks that follow.

Task 1 – Environmantal Screening
Task 2 – Hydraulics Review
Task 3 – Traffic Analysis
Task 4 – Concept Designs
Task 5 – Preliminary Constructability Evaluation
Task 6 – Public Involvement

Scope of Services

TASK 1 – ENVIRONMENTAL SCREENING

1.1 Data Collection—The Consultant will develop a project study area map (8.5" x 11") in GIS format, and will submit a PDF to the Client for review. The Consultant will initiate literature searches and telephone contacts with local, regional, state, and federal agencies to obtain available existing information in the project area. The Consultant will review previous reports, plans, and studies regarding the study area. The Consultant will obtain available GIS data from NCDOT, NCNHP, NCDEQ, and other online resources, and will order a hazardous materials report from Environmental Data Services (EDR). The Consultant will assemble the available information for use during the planning process.

1.2 Human Environment

Community Studies Screening—The Consultant will use the latest NCDOT Demographic Screening Tool to document any Environmental Justice (EJ) or Limited English Proficiency (LEP) populations that are present within the study area. A summary of these findings will be documented in the Environmental Screening Memo. The Consultant will complete a field visit to document visible community characteristics. Feedback from the community related to EJ or LEP will be included in Environmental Screening Memo.

Purpose and Need—The Consultant will prepare a project need statement, purpose statement, performance measures (if applicable), and supporting data. These statements will be completed based on coordination with the Client, data gathered as described above, and traffic analyses completed in Task 5. The purpose and need will conform to the guidelines published by the FHWA in Technical Advisory T 6640.8A (1987) and the Purpose and Need Guidelines published by NCDOT. The purpose and need information will be documented in the Environmental Screening Memo.

Alternatives Analysis—The Consultant will summarize alternatives evaluated during the project planning process. Information provided could include typical section, alignment, and avoidance and minimization measures. This summary will be documented in the Environmental Screening Memo.

Crash Data Analysis—The Consultant will submit a crash data request from the NCDOT Safety Planning Group for crashes which occurred in the past five years along the project corridor and at key intersections within the study area. The Consultant will summarize the data, compare the corridor crash rate to the critical crash rate, and provide graphics showing crash locations. This crash data analysis will be included in the Environmental Screening Memo.

1.3 Natural Environment

Stream and Wetland Delineation

The Consultant will conduct a detailed field investigation to determine the absence or presence of streams, wetlands, and/or open waters within the project corridor utilizing the three-parameter approach for wetland delineation as described in the Federal Manual for Identifying and Delineating Jurisdictional Wetlands. Potentially jurisdictional areas will be flagged and GPS located in the field using current US Army Corps of Engineers (USACE) protocol per the 1987 Federal Manual for Identifying and Delineating Jurisdictional Wetlands and the 2012 Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Eastern Mountains and Piedmont Region (version 2.0). Data forms required for certification by the USACE and the NC Division of Water Resources (NCDWR) will be completed with the necessary data obtained during the field investigation. Any jurisdictional streams will be classified as either perennial or intermittent and will be documented per NCDWR stream classification protocol.

Preliminary Jurisdictional Determination

The Consultant anticipates that a Preliminary Jurisdictional Determination (PreJD) will be necessary to meet the Client's objectives in the study area. The Consultant will prepare a Pre-JD request package for submittal to the USACE. The Consultant will seek to obtain concurrence from the USACE and NCDWR on the delineated wetlands and/or streams in the corridor. A PreJD request package will be submitted to the USACE consisting of a letter, the required figures, and data forms. It is anticipated that one site inspection will be required with the USACE and NCDWR where The Consultant will review the final delineation in the field with the applicable agency representatives. The Consultant will perform any minor modifications to the jurisdictional lines that may be deemed necessary by the USACE or NCDWR in order to obtain concurrence.

Regulated Riparian Buffers

Based on the project's location in the Randleman Lake Watershed, streamside riparian buffer zones may be regulated by NCDWR. The Consultant will review the most recent NRCS Soil Survey for Guilford County and the USGS 1:24,000 topographic maps for the area and determine the applicability of NCDWR riparian buffer rules within the property. Data forms will be completed in the field sufficient to request formal NCDWR concurrence as to the applicability of riparian buffers rules within the project corridor. A buffer applicability determination request will be prepared and submitted to NCDWR based on the field reconnaissance. It is assumed that the NCDWR buffer field review will be held concurrently with the USACE Preliminary Jurisdictional Determination field review.

Natural Resources Technical Memo

The Consultant will collect data from various federal and state agencies to identify important environmental resources and issues within the project corridor. During the field visit, The Consultant will verify and supplement key information regarding existing environmental conditions.

The Endangered Species Act of 1973 mandates that federal agencies ensure that any actions authorized, funded, or carried out by that agency do not jeopardize the "continued existence" of federally protected species or result in the destruction or adverse modification of critical habitat. As of October 4, 2018, the US Fish and Wildlife Service (USFWS) lists bald eagle, Cape Fear shiner, Roanoke logperch, Schweinitz's sunflower, and small whorled pogonia as the five federally-protected species known to occur in Guilford County. As part of the ESM preparation,

The Consultant will conduct habitat assessments for these five federally-protected species. If suitable habitat is identified, pedestrian surveys for bald eagle, Schweinitz's sunflower, and small whorled pogonia will be conducted during the appropriate survey windows listed by USFWS. Surveys for Cape Fear shiner and Roanoke logperch will not be conducted as part of this Task.

The Consultant will prepare text documenting these findings which will be included in the Environmental Screening Memo.

1.4 Environmental Screening Memo – The Consultant understands the Client does not currently intend to pursue State or Federal funding assistance for this project. The Consultant will prepare an Environmental Screening Memo which identifies existing human and natural environment resources in the project study area and describes the anticipated impacts to these resources. The document will include an opinion of probable cost based on the conceptual designs. The document will also make recommendations regarding what technical reports, coordination, agency approvals, and environmental document or documentation would be required under NEPA or SEPA regulations and the estimated additional cost and schedule implications to the project if the Client elects to secure federal funding at some point in the future.

Task 1 Deliverables:

- Study area map
- EDR report
- Environmental Screening Memo, to include:
    - Purpose and Need Statement
    - Alternatives Analysis
    - Crash Data Analysis
    - Summary of Public Outreach
    - Existing Resources
    - Anticipated Impacts to Resources
    - Recommendations if NEPA or SEPA is required
    - Figures showing existing resources and potential impacts

TASK 2 – HYDRAULICS REVIEW

A Hydraulics Technical Memorandum was performed in March of 2009.

2.1 Technical Memo Review - The Consultant will review the information provided in the report and update any calculations or content to conform to current standards. Based on the Hydraulic Technical Memorandum prepared by The Consultant in May 2009 and current FEMA Mapping,, there are three (3) FEMA Regulated streams. Stream No. 34 Tributary, Richland Creek Tributary 3, and Richland Creek Tributary 4 are perpendicular crossing within the project limits. A grade control letter will be performed and submitted and will include all major structures. There are also minor structures throughout the project which will be evaluated to determine if any grade adjustments need to be made. No additional preliminary hydraulic design will be performed as part of phase-1.

TASK 3 – TRAFFIC ANALYSIS

3.1 Traffic Counts – The Consultant will perform weekday 13-hour turning movement counts (including vehicles, bicycles, and pedestrians) at the following intersections:

- Triangle Lake Road at Hickory Chapel Road
- Triangle Lake Road at Paramount Street
- Triangle Lake Road at Grand Street
- Triangle Lake Road at Baker Road
- Triangle Lake Road at Oakcrest Avenue

The Consultant will also collect two 24-hour tube counts along Triangle Lake Road at the following locations:

- Between Hickory Chapel Road and Baker Road
- Between Baker Road and Central Avenue

3.2 Future Traffic Estimate – Utilizing the traffic counts, historic traffic data, and the regional travel demand model, The Consultant will develop AM and PM peak hour traffic volumes for the No Build and Build Scenarios in the Existing Year (2020) and Design Year (2045). The future traffic estimates will be submitted to the City for review; it is also assumed that the traffic estimates will be submitted to NCDOT. It is assumed that a formal traffic forecast document will not be prepared as a part of this scope of work.

3.3 Traffic Capacity Analysis – The Consultant will utilize the AM and PM peak hour traffic volumes developed as a part of Task 5.2 to perform a capacity analysis for the project. The Consultant will create a roadway network in Synchro and/or SIDRA for capacity analysis of AM and PM peak hour conditions at the following intersections:

- Triangle Lake Road at Hickory Chapel Road
- Triangle Lake Road at Paramount Street
- Triangle Lake Road at Grand Street
- Triangle Lake Road at Baker Road
- Triangle Lake Road at Oakcrest Avenue

Capacity analyses will be performed for the following scenarios:

- Existing (2020) No Build
- Future (2045) No Build
- Future (2045) Build

It is assumed that up to two (2) build alternatives will be analyzed at the intersection of Triangle Lake Road at Hickory Chapel Road. For scoping purposes, it is assumed that those build alternatives are to consist of a traffic signal installation and a roundabout installation. It is assumed that up to two (2) build alternatives will be analyzed at the intersection of Triangle Lake Road at Baker Road. For scoping purposes, it is assumed that those build alternatives are to consist of a two-way stop-controlled intersection and a traffic signal installation. Roadway laneage recommendations will be developed for the Future (2045) Build scenario using design year traffic.

3.4 Traffic Signal Warrant Analysis – Utilizing the 13-hour turning movement counts collected in Task 5.1, The Consultant will perform traffic signal warrant analyses at the following intersections to evaluate potential signal installations as a part of the project:

- Triangle Lake Road at Hickory Chapel Road

- Triangle Lake Road at Baker Road

The analyses will be completed using the volume-based Warrants 1-3 from the *2009 Manual on Uniform Traffic Control Design (MUTCD)*. The Consultant will provide findings related to the analyses to the City.

3.5 Traffic Analysis Summary Memo and Meeting – The Consultant will prepare a summary of the results of the traffic study and submit draft copies to the City for review. The Consultant will meet with City staff to review comments prior to finalizing the recommendations. Once comments are received and resolved, The Consultant will finalize the summary and submit final copies to the City.

Task 3 Deliverables:

- Future Traffic Estimate
- Traffic Analysis Summary Memo

TASK 4 – CONCEPT DESIGNS

All plans and designs will conform to City of High Point and NCDOT's standard practices for highway construction which are based on the 2018 AASHTO A Policy on Geometric Design of Highways and Streets. In addition, the Highway Design Branch "Policy and Procedure Manual for Roadway Design" and "Design Manual for Roadway Design" published January 2002, will be used as guides, including any 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.

4.1 Alternative Designs - Following environmental analysis, traffic analysis, and review with the Client, two alternative roadway typical sections of improvement will be developed to a concept horizontal and vertical level. From this design, general construction limits of impact will be plotted and evaluated. Following review and incorporation of comments from the City, these designs will serve as the basis for the development of the public involvement display maps. We anticipate one alternative to have a single roundabout at Hickory Chapel Road and the Second to have a total of three roundabout at locations to be later determined.

Conceptual level opinions of probable cost will be developed for each alternative and will included the following:

- Project construction cost (Roadway, Signals, Structures, Etc.)
- Anticipated utility relocation (public and private)
- Preliminary areas of proposed right-of-way and easement
- Environmental permitting costs based on preliminary areas of impact
- Potential construction inspection and administration.

Opinions of probable cost will be updated following public involvement. Changes will be made to reflect public comments which are determined to be incorporated into the proposed design. A final opinion of probable cost will be included with the final project delivery to the Client.

4.2 Public Involvement Maps – Concept mapping will have full color designs superimposed on aerial photography with associated typical sections. The public meeting map(s) will incorporate the changes requested by the City based on comments received to that point. The Consultant will prepare the public meeting map to conform to the State's latest standard practices for highway construction.

TASK 5 – PRELIMINARY CONSTRUCTABILITY EVALUATION

5.1 Preliminary Traffic Management Concepts - Concepts will be developed at culvert crossing locations to determine general construction sequencing and need for temporary widening and/or temporary culvert extensions which may impact construction limits and project costs. A brief narrative of proposed construction phasing along with associated typical sections will be developed and submitted to the City for review and comment prior to the public meeting. Once the preliminary phasing is generally approved by the City, the Consultant will incorporate these additional construction costs into the overall project opinion of probable construction cost.

TASK 6 – PUBLIC INVOLVEMENT

6.1 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 USPS EDDM routes for mailers to resident owners and tenants.

The Consultant will prepare a postcard (direct mail and EDDM versions) prior to the first public meeting to announce the upcoming public meeting and provide a project overview. A PDF copy of the postcard will be submitted to the Client for review. The Consultant will develop a door-hanger version of the postcard and submit an electronic version to the Client 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 Client, the Consultant will be responsible for printing and mailing the 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 Client with up to two graphics to be used for social media notifications regarding the public meeting. The Client will be responsible for any public notices to be placed in local media.

6.2 Local Officials Informational Meeting (LOIM)—A LOIM will be held prior to the public meeting and attended by three staff from the Consultant. The purpose of this meeting is to inform Council and staff prior to the public meeting. The Consultant will prepare a PowerPoint presentation for this meeting. The Consultant will provide an electronic copy of the presentation to the Client for review. The Consultant will coordinate with the Client to prepare the invitation list. The Consultant will distribute the invite via email to those on the invite list approved by the Client.

Maps and handout materials that were prepared for the public meeting will be used during the LOIM, and the Engineer will prepare a sign-in sheet, and meeting summary. The Consultant will provide the Client 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 all of the local officials on the invite list and attendee list.

6.3 Public Meeting—One three-hour open-house public meeting will be held and attended by four staff from the Consultant. This is anticipated to be a hands-on workshop, and the Consultant will develop and facilitate several activities with the community during the meeting. The Consultant will provide one

Spanish language interpreter for the meetings based on the presence of Spanish speaking populations indicated in Census data. The Consultant will prepare a sign-in sheet for each of the public meetings.

The Consultant will prepare a handout (one 11 x 17" color page double sided) and comment sheet (one 8.5 x 11" color page double sided) and will submit an electronic copy of the handout to the Client for review. Following review, the Consultant will make one round of revisions and print the handout for the public meeting (up to 200 copies per public meeting 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 7.5. The Consultant will provide electronic copies of the boards to the Client for review. Following review and approval of the boards by the Client, 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 1.

The Consultant will prepare a public meeting summary with comment responses. A draft public meeting summary electronic version will be provided to the Client during a post-public meeting comment review meeting which will be held at the Client's office and attended by 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 Client. A summary of the public outreach will be included in the Environmental Screening Memo.

6.4 Stakeholder Meeting—It is anticipated the Consultant will conduct up to four stakeholder meetings (3 Consultant attendees at each) in addition to the previously described LOIM and Public Meeting. The Consultant will coordinate with the Client to determine the appropriate time during the project process to schedule these meetings on an as needed basis.These meetings 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.

6.5 Visualizations—The Consultant will prepare up to six graphical typical sections or before and after photo renderings for the public meeting.

6.6 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

Additional Services

Any services not specifically provided for in the above scope will be performed at hourly rates consistent with those included in the Master Agreement for On-Call Professional Services or will be included with the contract documents for phase-2 of design, as described above.

Information Provided By Client

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

- Final topographic, property, and DTM surveys.
- Additional stream surveys as necessary to tie realigned channels
- Probable right-of-way and easement acquisition costs for budgeting purposes
- Probable City owned utility relocation costs for budgeting purposes

Fee and Expenses

Kimley-Horn will perform the services in Tasks 1 – 6 for the total lump sum fee below. Individual task amounts are informational only. All permitting, application, and similar project fees will be paid directly by the Client.

Task 1	Environmental Screening	$ 50,557.05
Task 2	Hydraulics Review	$ 12,961.79
Task 3	Traffic Analysis	$ 15,804.76
Task 4	Concept Designs	$ 61,124.47
Task 5	Preliminary Constructability Evaluation	$ 15,211.33
Task 6	Public Involvement	$ 87,727.90
Direct Expenses		$ 10,124.55
Total Lump Sum Fee		$ 253,511.85

Lump sum fees will be invoiced monthly based upon the overall percentage of services performed. Invoices will be emailed to tabatha.jarrante@highpointnc.gov, with copy to mark.mcdonald@highpointnc.gov. Please include PO number issued after contract approval and execution on all invoices and other correspondence. Payment will be due within 25 days of your receipt of the invoice and should include the invoice number and Kimley-Horn project number.

ACCEPTED:

CLIENT	KIMLEY-HORN AND ASSOCIATES, INC.
BY:_____	BY:_____
TITLE:_____	TITLE: Vice President
DATE:_____	DATE: 3-16-2020

CITY OF HIGH POINT
AGENDA ITEM

Title: Budget Amendment - FEMA Reimbursement for Riverdale Pump Station Damage

From: Laura Mason Altizer
Senior Budget Analyst

Meeting Date: May 4, 2020

Public Hearing: N/A

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

Attachments: Budget ordinance

PURPOSE:
A Budget Amendment is needed to recognize a FEMA reimbursement for damage done to the Riverdale Pump Station during Hurricane Florence.

BACKGROUND:
The City of High Point transfers wastewater flow to the Eastside WWTP via the Riverdale Pump Station from areas located on the north side of the city. Riverdale is the City's largest pump station. During Hurricane Florence, the pump station flooded resulting in damage to three (3) pumps. Total costs for this repair have been $3,179,664. Previously City Council recognized an insurance payment for $471,872 in reimbursement to this project. Additionally, funds in the amount of $963,270 were transferred from other pay as you go projects. The City was able to request reimbursement from FEMA for some of this damage and has received a reimbursement obligation in the amount of $1,622,842. Seventy-five percent of the reimbursement ($1,217,132) will be from the Federal government; twenty-five percent ($405,710) will be from the state government.

BUDGET IMPACT:
The City has funded this project from several sources as follows:

Pay as you go transfers	$963,270
Insurance reimbursement	$471,872
FEMA reimbursement - Federal	**$1,217,132**
FEMA reimbursement – State	**$405,710**
Remainder from Pay as you go	$121,680
Total -	$3,179,664

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

"AN ORDINANCE AMENDING THE 2019-2020 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO RECOGNIZE FEMA REIMBURSEMENTS FOR
RIVERDALE PUMP STATION DURING HURRICANE FLORENCE

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

Section 1. The City of High Point is receiving reimbursements from FEMA for damage to Riverdale Pump Station during Hurricane Florence.

Section 2. In order to recognize the reimbursements, the 2019-2020 Budget Ordinance of the City of High Point, should be amended as follows:

(A) That Water Sewer Capital Fund revenues be amended as follows:

Federal Government Revenues	$1,217,132
State Government Revenues	$405,710

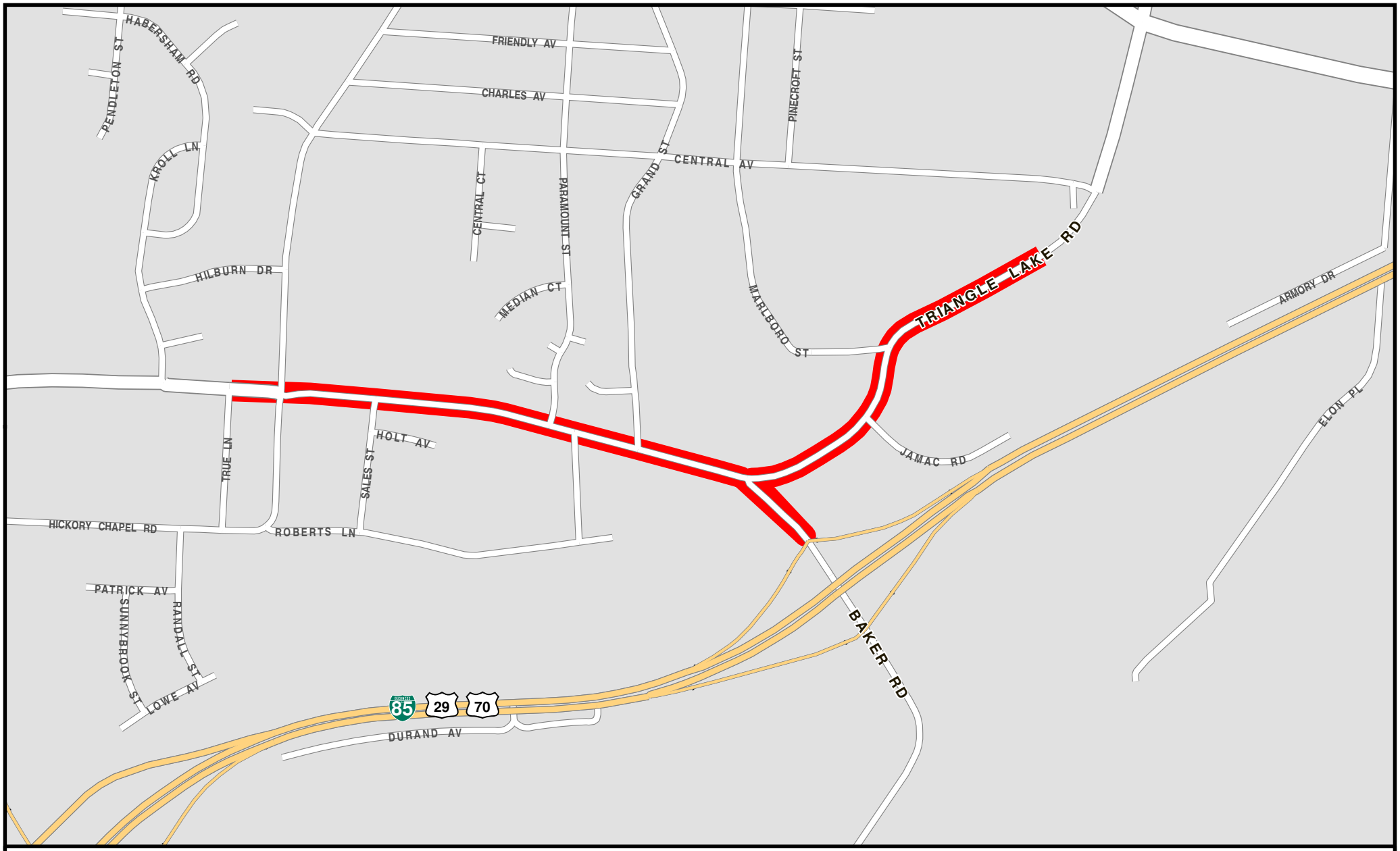
(B) That Water Sewer Capital Fund expenditures be amended as follows:

Riverdale Pump Station Repair project	$1,622,842

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 May 4, 2020



TRIANGLE LAKE ROAD WIDENING

HIGH POINT
NORTH CAROLINA'S INTERNATIONAL CITY™

MAP PREPARED BY
CITY OF HIGH POINT MPO
211 S. HAMILTON STREET
HIGH POINT, NORTH CAROLINA 27260
APRIL 2020

This map is provided as a public information resource and every reasonable effort has been made to assure the quality of the map. This data information and related graphics are not legal documents and are not intended to be used as such. The City of High Point makes no warranty, express or implied, as to the accuracy, reliability, utility or completeness of this information. The City of High Point assumes no liability either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.

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CITY OF HIGH POINT
AGENDA ITEM

Title: Custodial Contract – Matt's Janitorial Services, Inc.

From: Lee Tillery –Parks and Recreation Director

Meeting Date: May 4, 2020

Public Hearing: N/A

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

Attachments: Attachment A – Bid Contract Extension Memo March 2020

PURPOSE:
Extension of an expiring contract with Matt's Janitorial Services, Inc. to provide custodial services at seven different Parks and Recreation facilities. The extended contract will represent one additional year from July 1, 2020 to June 30, 2021 at a cost of $92,280.00.

BACKGROUND:
In the last five years, Parks and Recreation has transitioned to custodial contracts for the cleaning service of several facilities. The facilities included in this contract include the Piedmont Environmental Center, Washington Terrace Community Building, Deep River, Oakview, Morehead, Southside and Allen Jay Recreation Centers. We have been satisfied with work completed by Matt's the last several years and are recommending a one year extension to his contract. The price exceeds $90,000 and therefore needs City Council approval.

BUDGET IMPACT:
Funds for these services are included in the operating budget in for Parks and Recreation.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends City Council approve contract extension for one year to Matt's Janitorial Services, Inc in the amount of $92,280.00.

Financial Services Department

Purchasing Division

RACHEL KAPLAN, CLGPO
CONTRACTS ADMINISTRATOR

NORTH CAROLINA'S INTERNATIONAL CITY™

TO: Brian Matthews
Matt's Janitorial Service Inc
212 Lane Drive
Trinity NC 27370
oldserge98@yahoo.com

FROM: Rachel Kaplan
Contracts Administrator

DATE: March 26, 2020

SUBJECT: Extend Bid Contract

Our records indicate the contract for **Bid # 48-053117** for **Janitorial Services** for the Parks and Recreation department will expire on **June 30, 2020.**

The City of High Point is hereby offering to extend this contract at the quoted price of $92,280.00 for a one-year period beginning **July 1, 2020** and ending **June 30, 2021.** Please note the City of High Point shall not be obligated to purchase in excess of its normal requirements, as these are estimated quantities. Purchase orders for this contract will be issued as needed. **This offer is pending council approval**. Please note this is to include for the following locations:

Piedmont Environmental Center	$4,980.00
Deep River Rec	$9,300.00
Oakview Rec Center	$9,000.00
Morehead Rec Center	$8,700.00
Washington Terrace	$7.800.00
Southside Rec	$43,200.00
Allen Jay Rec Center	$9,300.00

Please acknowledge your acceptance of this contract extension offer by signing below. Please return by **Friday, April 3, 2020** to the City of High Point, Purchasing Division, rachel.kaplan@highpointnc.gov or fax to 336.883.3248.

The undersigned accepts the City's offer to extend **Bid #48-053117** for **Janitorial Services** for the Parks and Recreation department until **June 30, 2021.**

Company Name Brian Matthews

Date 3-27-2020

Signature Brian Matthews

Thank you for your continued interest in serving the City of High Point.

CITY OF HIGH POINT
AGENDA ITEM

Title: Schematic Design Contract – HH Architecture

From: Lee Tillery –Parks and Recreation Director

Meeting Date: May 4, 2020

Public Hearing: N/A

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

Attachments: Attachment A – Contract w HH Architecture – Schematic Design (CLP)
Attachment B – City Lake Park Master Plan
https://www.highpointnc.gov/DocumentCenter/View/13127/City-Lake-Park-Master-Plan-2019?bidId=

PURPOSE:
Proposed contract with HH Architecture to perform schematic design services for the High Point City Lake Park Site Master Plan Phase 1. Phase 1 of this plan was identified as one of the 2018 approved Municipal Bond projects.

BACKGROUND:
The City Lake Master Plan was finalized and approved by City Council in August 2019. The plan outlined two phases to complete necessary renovations and improved amenities at City Lake Park. There are three planning phases that will prepare us to bid Phase 1 of the project: Schematic Design, Design Development and Construction Documentation. This contract is for schematic design only which will account for about 25% of the total design. The reason to only move forward with schematic design is to better understand our needs according to the plan and increase our understanding on current costs before moving forward to the next design phase. The estimated time frame to complete this contract is 16 weeks.

BUDGET IMPACT:
Funds for this project are included with the approved 2018 Municipal Bond projects for the renovation of City Lake Park. This initial contract will coincide with the associated Capital Project Ordinance and Reimbursement Resolution.

RECOMMENDATION / ACTION REQUESTED:
Staff recommends City Council approve contract with HH Architecture in the amount of $250,500.

1100 DRESSER COURT RALEIGH, NC 27609
919 828-2301 TEL 919 828-2303 FAX HH-ARCH.COM

HH ARCHITECTURE

~~March 17, 2020;~~ ~~April 1, 2020~~; Revised April 16, 2020

Lee Tillery
High Point Parks and Recreation Director
136 Northpoint Avenue
High Point, NC 27262

RE: High Point City Lake Park Renovation
HH Project number: 20-022

Dear Mr. Tillery,

HH Architecture is pleased to present this proposal for the schematic design services of the High Point City Lake Park, phase one scope from the August 2019 Master Plan.

1.) Basic Scope:

This schematic design phase will provide additional investigation and detail to the phase one of the Master Plan and provide an updated cost estimate.

The scope of work as defined in the Master Plan includes:

- Renovate the 6,800 square foot gymnasium space into a Multipurpose assembly area, catering kitchen, and office space.
- Renovating the two existing Pool Locker Rooms, each building is approximately 2,470 square feet.
- Add a small concession building to the Pool Deck, approximately 750 square feet.
- Remodel the existing swimming pool and pool deck to meet the Owner's budget and goals. The following items were discussed during the Master Plan:
    - Redesign of the existing pools to remain in a similar shape as the exiting pool to respect the heritage for this facility, however, provide the new structure that accommodates the approved master plan amenities
    - Design new interactive Splash pad on upper entry deck.
    - Design new competition/multipurpose pool with recreational amenities. Desired recreational amenities might include Ninja Cross and other participatory features Leisure/Lifestyle Pool with extended lazy river.
    - Attractions or features to develop durable entertaining destination developing iconic appeal for the community.
    - Pool entry plaza and service entrance
- All-inclusive playground
- Lawn, stage, plaza, and event space
- Expanded parking

- Bridge connection to Bicentennial Greenway and Piedmont Environmental Center
- ADA connections and access to the renovated gymnasium entrance and pool
- Stormwater Control Measure
- Landscaping (code required and enhanced)
- Pedestrian connections to the surrounding park
- Stormwater and sanitary sewer infrastructure

Architecture scope includes:

- Overall leader of the project
- Confirm programmatic requirements from Master Plan
- Assist with questions
- Provide schematic design level plans, elevations, and sections required for cost estimating.

Civil Engineering and Landscape scope includes:

Master Plan Refinement:
The design team will digitalize the proposed elements as depicted in the Master Plan. Based on any comments from the City during the kick-off meeting, the results of any detailed investigations, current data or studies completed since the date of the master plan, or any other information impacting the Phase I project limits, the design team will refine the master plan design. This digitalized, refined concept design will serve as the basis for 30% construction drawings.

The scope of this task includes two rounds of City comments received from:
- The project kick-off meeting
- Review of the digitalized concept plan

Schematic Design Drawings:
- The drawings will provide 30% design for site engineering, stormwater engineering, landscape architecture, details and plan notes at a level of detail that will allow for accurate cost estimating of all projects.
- Drawings to include:
    - Existing Conditions Plan (Site Survey)
    - Demolition Plan
    - Utility Plan (sanitary sewer and water connections)
    - Grading with rough cut/fill quantities
    - Stormwater collection and conveyance (piping) on Grading Plan with preliminary pipe sizing
    - Erosion control plan and sequence for the project
    - Site Plan
    - Hardscape Plan
    - Landscape Plan – Code Required
    - Landscape Plan – Enhanced
    - Site lighting and furnishings Plan
    - Limited Details

Preliminary Stormwater Design:
- Prepare preliminary design drawings for one above ground SCM for Phase 1, based on the approved conceptual master plan for Phase I of the park. Drawings will be completed to a 30% level of detail and suitable for cost estimating. Scope includes coordination with regulatory agencies as may be required to verify requirements for managing stormwater runoff from the site.

Preliminary Civil + Infrastructure Design + Engineering:

- Prepare preliminary design drawings for park features and infrastructure based on the approved refined conceptual master plan to be prepared by McAdams. It is assumed that preliminary design drawings will be completed at a 30% level of detail. These documents will also be suitable for cost estimating. This phase will also include realignment of the access road leading to the parking lot north of the recreation center.

Preliminary Landscape Architecture & Park Features:

- Prepare Landscape Architecture Schematic Construction Documents (30% level of detail) setting forth in the requirements of construction for landscape and hardscape elements including:
    - Sidewalk, terraces, and pedestrian paving and detailing
    - Interface between the proposed pool and surround site
    - All-inclusive playground
    - Event lawn
    - Building entrance
    - Hardscape materials and furnishings pallet
    - Ramps and handrails, seat walls, raised planters, retaining wall system (height and aesthetic only; coordinated with structural design and details)
    - Landscape buffers and other plantings required by the City's Unified Development Ordinance (plant type only)
    - Landscape plantings above and beyond code requirements (location and type only with a selected plant pallet and precedent imagery)
    - Limited pedestrian and landscape lighting (location and fixture selection only – parking lot lighting, wiring and electric engineering by others)

Utility + Agency Coordination:

- Preliminary coordination with agency regulators to understand all regulatory requirements. Following preliminary design coordinate preliminary plan review of projects with appropriate governing bodies to review schematic plans with local regulations. Agencies to include within this general review step (but are not limited) to; NCDOT, NCDEMLR, NCDEWQ, City of High Point Technical Review Committee, City of High Point Parks and Recreation Department Staff and Maintenance, and Guilford County.

Detailed Corridor Study:

- For the High Point City Lake, the Team will conduct site tours to ground-proof the existing conditions, opportunities and constraints of the proposed alignment as a basis for planning. Throughout these site visits, the Team will document observed conditions via digital photography and field notes. Field reviews will be evaluated based on available access. These areas will be selected to be the most representative of the overall greenway or trail corridor. The following areas are anticipated to be included in site visit / tour:
    - Key sections along stream corridors.
    - Key intersections and any on-road requirements.
    - Key destinations and connections.
- The preferred alignment recommendation will be based on best practices for greenway location given topography, floodplain impacts, road crossings, tributary stream crossings, major stream crossings, wetlands, lake crossings, crossings beneath existing road / rail bridges, adjacent land uses and overall user experience. Analysis will be developed with permitting, construction, maintenance and user experience in mind. While alternatives evaluated will be noted, detailed analysis will be developed for the preferred alternative only.
- The Team will prepare a detailed corridor map for City Lake Park Greenway. This tool will assist the City in acquiring necessary property / easements (if required); budgeting for

design, construction and maintenance; identifying and pursuing appropriate funding and communicating with the public and elected officials. The cut sheet will include:

- A detailed corridor map identifying:
  - Existing streams, roads, neighborhoods, schools, and population centers from GIS data
  - Existing bike/ped facilities such as trails, bike lanes, and sidewalks from GIS data
  - Proposed bike/ped facilities from past planning efforts
  - Proposed / preferred trail alignment including the location of possible:
    - Pedestrian bridges / boardwalks
    - Pedestrian underpasses
    - Crosswalks and at grade crossings
  - Routing challenges and opportunities addressing:
    - Topography
    - Stream crossings
    - Floodplain impacts
    - Observed wetlands
    - Road crossings
  - Photos of key elements along the segment
- A general written description of corridor
- Project "Snapshot" to include info on length of segment, estimated construction year, etc.
- List of previous planning efforts
- Summary of potential Right of Way needs including:
  - Total estimated area needed based on GIS data
  - Number of impacted parcels that are not owned by the City based on GIS data
  - Number of impacted property owners based on GIS data
- List of potential permitting needs
- Cost Estimate Summary Table including:
  - Construction cost in current year dollars - Construction costs are based on a linear length of segment
  - Escalated construction cost to year of construction based on input from the City
  - Contingency based on escalated construction cost
  - Land acquisition and/or Right of Way costs – based on available tax values
  - Engineering / Design costs – a range based on construction costs will be provided
  - Construction Engineering and Inspections (CEI) costs based on escalated construction costs
  - List of potential funding sources based on segment

<u>Structural Engineering scope includes:</u>

- Preliminary structural design for the SD phase of the City Lake Park renovation.
- Review site details for footings, site walls, raised planters, retaining walls, columns, and play equipment/shade structure.
- Structural deliverables will include a narrative and preliminary plans for the renovation.

MEP Engineering scope includes:

Plumbing, mechanical, electrical engineering for the building renovations.
The Schematic Design phase of the project will include a narrative including the following scope

- Selecting the parking lot lighting and running photometric calculations for the pedestrian and landscape lighting. Work with site designer who will select and locate the pedestrian and landscape lighting.
- Provide electrical and plumbing connections for swimming pool new pumps and pool equipment.
- Field investigations to obtain existing conditions. Unless specifically noted otherwise, our site visit(s) to observe/confirm the existing conditions will be limited by what we are able to reasonably verify in exposed or readily accessible areas.

Aquatic Design scope includes:

Water Technologies Incorporated (WTI) will consult with the Client to confirm project goals and requirements and develop the spatial relationships of the aquatic components of the project. For the Schematic Design (SD) phase, WTI will perform the following tasks:

- Confirm Aquatic Program and Capacities and Mechanical Program
- Develop Water Rides, Activities and Features
- Define Pool Zones, Depths and Turnover Rates
- Develop Pool Wall Profile Options
- Select Preliminary Mechanical Equipment
    - Identify pool filtration, heating and lighting methodologies
- Develop Preliminary Mechanical Equipment Layout
- Develop Aquatic Drawings
    - SD Level Plans, Sections, and Details
- Develop Preliminary Utility Requirements
- Develop Rough Order of Magnitude (ROM) Aquatic Construction Cost Opinion

Cost Estimating scope includes:

- MBP will provide a cost estimate and written report, including assumptions and clarifications for the schematic design phase of Phase 1 of the City Lake Park Master Plan.

2.) Additional Scope:

While the following are not required to be performed by the design team, these tasks must be completed in order to prepare 30% construction drawings and an accurate cost estimate.

Drone Topographic Survey:

- UAS Flight and Data Services - McAdams UAS flight crews will perform all flights under Part 107 regulations and will acquire if necessary, the FAA airspace authorizations to perform such tasks. Once any necessary authorization has been granted flight plans will be prepared to complete the project mission. LiDAR and aerial photography will be collected within the project limits. Ground control points and photo identification points will be established for the project site, recording the northings, eastings, and elevations for each on NAD83(2011) and NAVD88 datum. The data collected from the UAS will be validated with the collected points. Aerial data will be processed in accordance to ASPRS Accuracy Standards for Digital Geospatial Data, as well as any regulation required by the Board of Examiners for Engineers and Land Surveyors. Ground classification will be extracted from the LiDAR data and merged with information collected from the UAS Supplement Ground Survey task. Deliverable will be a signed and sealed topographic survey map.

- UAS Supplement Ground Survey - Perform a topographic survey on the ground to supplement the UAS survey. Features to be located will include critical routes including accessibility routes, roads/travel lanes, and handicap ramps. These features will be incorporated into the UAS survey data and included on the topographic survey map.

Utility Designation (Private Utility Locating/Quality Level B):

- Conductive utilities will be marked utilizing geophysical prospecting techniques in conjunction with radio, audio, and electromagnetic equipment. Multiple utility sweeps will be performed to identify any unknown conductive utilities. All non-conductive utilities will be identified utilizing above ground features, utility plats and or as-built, and staff recollections. Client should make every possible effort to supply McAdams with private utility records prior to the start of any level B field investigation.
  McAdam's SUE field crews cannot confirm whether any utility is active or inactive.
- Should a non-conductive utility not be locatable by the above-mentioned practices, the client will be contacted to discuss alternative methods (GPR) and additional fees. Utilities will be marked utilizing standard marking paint and/or flags and whiskers in accordance with APWA standard code to ensure accuracy in the collection of the information. Basic Maintenance of Traffic will be provided. Basic MOT includes the following: cones and signs as needed.
- McAdams makes clear that utility designation or quality level B services are by no means a guarantee of 100% accuracy of the horizontal location of any given utility. Further, we cannot guarantee that utilities not shown on utility as-builts or records will be "electronically visible" in our manual sweeps or utilizing the ground penetrating radar.
- Quality level A (also known as pot holing) is the only way to verify the horizontal accuracy of Quality level B efforts.

Detailed Surface Water/Wetland Delineation and Desktop Surface Water/Wetland Verification:

- A detailed delineation of surface waters and wetlands present on the tract will be completed in general accordance with 1987 Corps of Engineers Wetland Delineation Manual and the appropriate regional supplement and the NC Division of Water Resources Methodology for Identification of Streams.
- Sequentially numbered flags will be hung in the field around the boundaries of wetlands and at the start/end points of stream channels. A report of our findings will be provided including the stream types present, flag numbers and features to be surveyed, general permitting guidance, and a map of the surface waters, wetlands, and riparian buffers present on the property.
- With property owner permission, the delineation along with the appropriate wetland data, stream identification and jurisdictional determination forms will be provided to the USACE for a desktop verification of the delineation and issuance of a preliminary jurisdictional determination that is suitable for site plan approval and permitting purposes. If a field verification is required, see the allowances below for additional fees.

Geotechnical Investigation:

- The geotechnical investigation will consist of a single site visit to perform reconnaissance and a "Desktop Study" utilizing published data available on the internet to gain inferences about site features and past site uses. During the site visit, the team will perform various hand auger, probe rod, dynamic cone penetrometer (DCP) and/or rod sounding tests to determine subsurface information related to rock depth, subgrade soils, allowable bearing capacity, or other potential conditions identified during our site recon or of concern to the design team.
- We propose borings at the following locations based on preliminary descriptions of the project: potential retaining walls, proposed parking lot, proposed great lawn area, proposed playground area, and proposed waterslide. A total of 6-10 test locations will be included depending on depth and test methods employed.

CCTV Storm + Sanitary Sewer CCTV

- Given the age of the storm and sanitary sewer systems and the lack of data regarding existing infrastructure, this proposal includes the cleaning and video of storm and sewer infrastructures. This exploration will allow a greater degree of accuracy when designing storm and sanitary sewer systems and prevent costly change orders by contractors due to unknown conditions of the existing infrastructure.
- Vision NC will attempt to clean and camera all accessible structures without major obstructions. Vision NC will attempt to complete all surveys in one direction, though some may require a reversal inspection should they encounter a collapsed pipe, intrusions, etc. The camera systems used by Vision NC conform to most municipal specs, and each of the camera operators are PACP certified by NASSCO. Each pipe segment will have its own CCTV asset and reports including all PACP coding/conditions.

3.) Phases:

Schematic Design: Develop an understanding of Owner's goals and objectives by using the Phase One Scope in the City Lake Park Master Plan dated August 2019. Provide code summary sheet, floor plans, elevations, wall sections, and project narrative which will allow for accurate Schematic Design cost estimating. Attend up to four (4) meetings with the Owner. Submit to Owner for review and coordinate for approval.

4.) Consultants:

For Civil Engineering and Landscape Design, we propose:

McAdams Company
Contact: Rachel Cotter, RLA
2905 Meridian Parkway
Durham, NC 27713
Phone: (919) 361-5000 ext. 132

For Structural Engineering, we propose:

Lynch Mykins Structural Engineers
Contact: Anna Lynch, PE
415 Hillsborough St., Suite 101
Raleigh, NC 27603
Phone: (919) 782-1833

For Plumbing, Mechanical, and Electrical Engineering, we propose:

Crenshaw Consulting Engineers
Contact: Paul Szalanski, P.E. LEED AP BD+C
3516 Bush Street, Suite 200
Raleigh, NC 27609
Phone: (919) 871-1070 ext. 103

For Aquatic Design and Consulting, we propose:

Water Technology Inc.
Contact: Doug Whiteaker
100 Park Avenue, PO Box 614
Beaver Dam, WI 53916
Phone: (920) 210-1110

For Cost Estimating, we propose:

MBP
Contact: Chris McLuckie
3200 Beechleaf Court, Suite 910
Raleigh, NC 27604
Phone: (919) 875-0124

5.) Fee:

For the scope detailed above, we propose the following lump sum fees:

Basic Fee	
Schematic Design	$211,100
Subtotal Basic Fee	**$211,100**
Additional Fees	
Drone Survey	$9,000
Utility Designation	$5,700
Wetland Delineation	$6,900
Geotechnical Investigation	$6,400
CCTV Storm + Sanitary Sewer	$11,400
Subtotal Additional Fees	**$39,400**
Total - Basic + Additional	**$250,500**

It is understood that the Master Plan estimated this phase of work to be $14M, which is what the design team used as a basis for this schematic design phase. However, it is understood that the City's budget is $10M and future design phase fees will be based on that budget.

Reimbursable Expenses
We will bill additionally for reimbursable expenses at 1.25 times the cost. Reimbursable expenses include, but are not limited to:

- Printing costs
- Shipping costs
- Mileage
- Miscellaneous smaller reimbursables

6.) Schedule:

The following is an estimated schedule for the scope:

Schematic Design	16 weeks
Owner Review	4 weeks

A design amendment will be issued for the Design Development thru Construction Administration phases with the revised project scope.

7.) Assumptions

- Assumes that any new building structures will be sited such that it is not in a flood hazard area.
- Assumes that McAdams will perform the topographic survey via drone as described in the Additional Project Scope section above.
- A separate contract will be necessary for preparation of future design phases (i.e. Design Development, Construction Documents, bid phase services, construction administration along with the design of any identified offsite improvements (e.g. utility extensions, offsite roadway/intersection improvements, signal modifications, etc.).
- If changes in the project scope result from significant modifications to specific project site plans as directed by the Owner or other unforeseen influences to the design and management scope of the project, additional services by the consultant will be warranted. A supplemental scope and fee estimate will be provided as necessary.
- The City shall provide access to the sites and any adjacent areas which may be applicable to completing the enclosed scope of services. This may require the City to gain permission from landowners for access to the properties which are not owned by City of High Point.
- Stormwater Assumptions:
    - Water quality treatment to meet Water Supply Watershed requirements will only apply to areas with increases in Built Upon Area (BUA)
    - The Stormwater Control Measure (SCM) for Phase I is expected to be one extended dry detention facility.
    - Development of design drawings for the SCM in Phase 2 is not included in the scope of services of this Agreement.
    - FEMA floodway exists upstream and downstream of High Point Lake. No encroachments into the regulatory floodway are anticipated with Phase I of this project. No flood studies or flood study modifications are included within the scope of this Agreement
    - Structural design of any SCM elements is excluded.
    - Detention (flood control) for the 10-year storm is not anticipated for this project
- CCTV Assumptions:
    - All structures are accessible by truck
    - Storm sewer infrastructure does not exceed 1,000 linear feet
    - Sanitary sewer infrastructure does not exceed 1,000 linear feet
    - Vision NC will be mobilized no longer than two days or additional charges in the form of a change order may be required

8.) Excluded Services

The following services can be provided for additional fees:

- Design beyond Schematic Design
- Assistance with bidding
- Construction administration
- Closeout and record drawings
- 3-Dimensional Plans or Renderings
- Traffic planning / engineering services (i.e. traffic impact analysis, design of offsite traffic improvements, signal design, etc.) are outside the scope of this agreement.
- Surface Water/Wetland Verification Site Meeting. A site meeting with a USACE representative may be required for issuance of the preliminary jurisdictional determination. A site meeting will be only be conducted if requested by the USACE.
- Cultural Resources Consultation & Protected Species Survey
- Permitting services are not included within this scope of work.
- Addressing comments received by the City, or required updates based on utility and agency coordination are excluded and will be performed as part of the Design Development (DD / 60%) construction drawing phase.

- Asbestos Survey
- Phase I Environmental Investigation
- Preparation of Rezoning or Zoning Amendment documents for subject properties
- Lot recombination or preparation of exhibits for same
- Off-site utility extensions specific design
- Traffic or Transportation Analysis
- Off-site roadway improvements specific design
- Permitting Services aside those specifically stated herein
- Permit application fees
- Legal advertisements for construction contracts
- Construction period services
- Court appearances for litigation, or preparation for same
- Assistance with acquisition of right-of-way or off-site easements; preparation of exhibits for same
- Revised directives not outlined in this proposal from Owner after project process has begun
- Any other services not specifically described in the scope of work
- Detailed irrigation design
- This proposal does not include historical, archeological, insect, or terrestrial or aquatic animal surveys that
- require highly specialized expertise; and
- Utility locating by Vision NC through CCTV
- Commissioning
- Sprinkler, Structural, Telecommunications, Security, Acoustical and LEED design.
- Scissor lift rental for field verification
- Book specifications (for SD phase)
- Theatrical or special lighting design
- Generator or UPS design
- PME utility design
- Detailed coordination with utility companies (i.e. electrical load sheets)
- Building envelope energy code compliance (provided by architect)
- Energy Modeling: We have assumed energy code compliance will use the prescriptive method.
- Hazardous location design or classification
- Work outside the area of work in scope listed above
- Cathodic protection
- Security system, IDS, & CCTV design
- Access control system design
- Public address system design
- Telecommunications design
- Lightning protection design
- Photovoltaic design
- Solar hot water heating
- Electrical coordination study & arc-fault analysis
- LCCA
- Energy Analysis of alternate HVAC systems
- 24/7 HVAC for specialty server room / IT room
- Removal of fixed building elements and survey or confirmation of concealed or inaccessible locations is not included. In those locations, we will base our understanding of the existing conditions on previous plans, information from site personnel or inference from known information. If during the course of construction the inaccessible or concealed areas are exposed and/or systems are found to be different than expected and the contractor cannot address the discrepancies with field modifications, we can be engaged upon request to visit the site and update our drawings and calculations on an hourly additional basis or by another arrangement.

- Additional review cycles or changes to plans once substantial progress has been made will be considered additional services. We will notify you immediately if this situation arises.

Please let me know if you need additional information. Thank you so very much for this opportunity. We are excited to begin this project.

Sincerely,

Kristen M. Hess, AIA, LEED AP
Principal

RESOLUTION IN SUPPORT OF A 5% MATCHING GRANT FOR HIGH PINT, LLC AND IRON DOOR BREWERY PROJECT

WHEREAS, on March 16, 2020 the High Point City Council held a public hearing and approved a 5% funding request matching grant of $6,000 ("Matching Grant") for a State of North Carolina Building Reuse Grant to be used for High Pint, LLC ("Company") and the Iron Door Brewery Project ("Project") in accordance with N.C. General Statute 158-7; and

WHEREAS, the Project will cause the reactivation of the vacant building located at 1114 Eastchester Drive, High Point and create up to 27 jobs within the first two years of operation; and

WHEREAS, the State of North Carolina ("State") has approved a project grant in the amount of $120,000, which will come through the City to pass on to the Company after performance in addition of the City's Matching Grant; and

WHEREAS, the State of North Carolina requires that a resolution of support be adopted by the City Council which proclaims its support for the Company and the Project; and

WHEREAS, the City believes that it is in the best interests of the citizens of High Point to encourage and support economic development within the City through the recruitment of new industries to the City and the expansion of existing industries in the City; and

WHEREAS, the High Point City Council wishes to encourage such development by means of offering a Matching Grant to aid in such efforts.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED AS FOLLOWS:

1. The High Point City Council hereby adopts this resolution of support of the Matching Grant to High Pint, LLC for the High Point Brewery Project.

2. The Mayor and the City Clerk are hereby authorized to sign all necessary documents on behalf of the City in order to proceed with the Matching Grant.

3. This resolution shall become effective upon adoption.

Adopted by the High Point City Council this 4th day of May 2020.

Jay W. Wagner, Mayor

ATTEST

Lisa B. Vierling, City Clerk

CITY OF HIGH POINT
AGENDA ITEM

Title: CDBG-CV Contract with United Way of Greater High Point

From: Michael E. McNair
Director Community Development & Housing Department

Meeting Date: Monday, May 4, 2020

Public Hearing: Not Required

Advertising Date: N/A

Advertised By: N/A

Attachments: None

PURPOSE:
To authorize a contract with the United Way of Greater High Point (United Way) to assist local agencies providing services to prevent, prepare for, and respond to the coronavirus pandemic that benefit income eligible persons.

BACKGROUND:
The City was awarded a special allocation of Community Development Block Grant Corona Virus (CDBG-CV) funding to prevent, prepare for, and respond to the coronavirus pandemic. As the United Way had already established an emergency relief fund to provide COVID-19 Community Impact Support grants, staff recommended funding to the Citizens Advisory Council (CAC) to supplement their activity and expedite the infusion of CDBG-CV funding into the community. The CAC recommended an allocation of $100,000.00 to the United Way at their meeting on April 28th.

Budget Impact:
An award in the amount of $100,000.00 will be sourced from the CDBG-CV program.

Recommendation:
The Community Development and Housing Department recommends approval of a contract with ther United Way in the amount $100,000.00 to assist local agencies providing services that prevent, prepare for, and respond to the coronavirus pandemic that benefit income eligible persons and that the appropriate City official and/or employee be authorized to execute all necessary documents.

CITY OF HIGH POINT
AGENDA ITEM

Title: Kersey Valley Landfill Paving Improvements, Bid 12-041520

From: Terry Houk – Public Services Director
Robby Stone – Public Services Asst. Director
Allan Hicks – Public Services Project Engineer

Meeting Date: May 4, 2020

Public Hearing: N/A

Advertising Date: March 13, 2020
Advertised By: Duncan Parnell

Attachments: Attachment A – Certified Bid Tabs
Attachment B – Maps of Project

PURPOSE:
The City has budgeted for asphalt repairs and resurfacing at the Kersey Valley Landfill. Work will include repairing damaged areas, milling, undercut, painted pavement markings, and the placement of new asphalt.

BACKGROUND:
This project will allow 45 days for completion. The areas that will be repaved have suffered damage from heavy vehicles and truck traffic. The damaged areas are located around the entrance, scale house and the loop around the landfill.

A total of six contractors submitted bids for this project. One was rejected as incomplete and had mathematical errors.

BUDGET IMPACT:
Funds for this project are available in the FY 2019-2020 budget.

RECOMMENDATION / ACTION REQUESTED:
The Public Services Department recommends that Council approve the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the project to Sharpe Bros. (A Division of Vecellio & Grogan Inc.) in the amount of $267,571.81

CITY OF HIGH POINT

KERSEY VALLEY LANDFILL

PUBLIC SERVICES DEPARTMENT

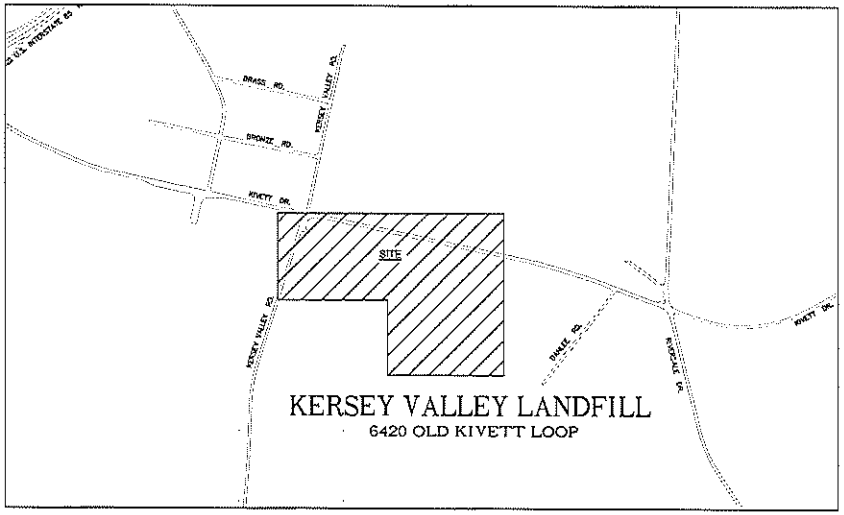
TYPE OF WORK: – PAVEMENT IMPROVEMENTS

CITY OF HIGH POINT CONTRACT:

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949

GRAPHIC SCALE
PLANS

(IN FEET)
1 inch = 60 ft.



LEGEND

EXISTING	PROPOSED	
		FIRE HYDRANT
		WATER VALVE
		WATER METER
		SEWER CLEANOUT
		EXISTING IRON PIPE
		PERMENANT DRAINAGE EASEMENT
		WATERLINE WITH VALVE MH
		SANITARY SEWER WITH MH
		PROPOSED DITCH
		EXISTING DITCH
		PROPERTY LINE
TCE	TCE	TEMPORARY EASEMENT
		CUT – FILL LINE
		RIGHT OF WAY
	PROP. STORM PIPE (TYP)	TYPE "D" CATCH BASIN
		GRATED INLET
		YARD INLET
		TYPE "A" CATCH BASIN
		DRAINAGE MANHOLE
		GAS VALVE
		CURB & GUTTER
		FENCE
		WOODS LINE
		POWER POLE
		TELEPHONE POLE WITH GUY
		KEYSTONE RETAINAING WALL
		EDGE PAVEMENT
		GUARDRAIL
SWC	SWC	SIDEWALK EASEMENT
		CENTERLINE
		ROW PARCEL NUMBER
		CABLE TV PEDESTAL
		TELEPHONE PEDESTAL
		DRAINAGE STRUCTURE NUMBER
		EXISTING WELL
		PROP. WHEEL CHAIR RAMP
		EXISTING TREE
		REMOVE EXISTING TREE
		EXISTING SIGN

PLANS PREPARED BY:

CITY OF HIGH POINT
PUBLIC SERVICES DEPARTMENT
HIGH POINT, N.C. 27261

STANDARD SPECIFICATIONS:

NORTH CAROLINA DEPT. OF TRANSPORTATION, JANUARY 2018
STANDARD SPECIFICATIONS FOR ROADS AND STRUCTURES

CITY OF HIGH POINT, STANDARD SPECIFICATIONS AND DETAILS
FOR ROADS, STRUCTURES AND UTILITIES, (LATEST EDITION)

NORTH CAROLINA PROFESSIONAL ENGINEER SEAL 049928 CHAD ALLAN HOLT

CONTRACT NO.

BID DATE:

PLOT DATE AND FILE: 2/18/2020 Y:\Public Services PROJECTS\1. RESURFACING\PARKING LOTS\ICF and Landfill Lots Resurfacing\Aerial Image plan.dwg

4/15/2020

ITEMIZED BID TABULATIONS

KERSEY VALLEY LANDFILL PAVING IMPROVEMENTS					SHARPE BOTHERS, A DIVISION OF VECELLIO & GROGAN, INC		BLYTHE CONSTRUCTION		THOMPSON-ARTHUR DIVISION APAC-ATLANTIC, INC		TRIANGLE GRADING AND PAVING, INC.		RUSTON PAVING CO. INC.		*SAM W. SMITH INC.*	
LINE ITEM	SECTION	DESCRIPTION	UNITS	QUANTITY	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	UNIT BID PRICE	AMOUNT BID	*UNIT BID PRICE*	*AMOUNT BID*
1	NCDOT 800	MOBILIZATION	LS	1	$ 12,991.00	$ 12,991.00	$ 15,000.00	$ 15,000.00	$ 35,000.00	$ 35,000.00	$ 17,400.00	$ 17,400.00	$ 5,000.00	$ 5,000.00	*$ 16,000.00*	*$ 16,000.00*
2	NCDOT 610	ASPHALT CONCRETE SURFACE COURSE TYPE S 9.5B	TN	8	$ 190.57	$ 1,524.56	$ 73.50	$ 588.00	$ 260.00	$ 2,080.00	$ 106.00	$ 848.00	$ 225.00	$ 1,800.00	*$ 145.00*	*$ 1,160.00*
3	NCDOT 610	ASPHALT CONCRETE SURFACE COURSE TYPE S 9.5C	TN	1160	$ 51.10	$ 59,276.00	$ 62.00	$ 71,920.00	$ 66.00	$ 76,560.00	$ 69.00	$ 80,040.00	$ 127.00	$ 147,320.00		*$ -*
4	NCDOT 610	ASPHALT CONCRETE SURFACE COURSE TYPE I 19.0 C	TN	19	$ 136.15	$ 2,586.85	$ 71.50	$ 1,358.50	$ 195.00	$ 3,705.00	$ 85.00	$ 1,615.00	$ 129.00	$ 2,451.00	*$ 150.00*	*$ 2,850.00*
5	NCDOT 610	ASPHALT CONCRETE SURFACE COURSE TYPE B 25.0 C	TN	30	$ 112.58	$ 3,377.40	$ 63.70	$ 1,911.00	$ 195.00	$ 5,850.00	$ 85.00	$ 2,550.00	$ 115.00	$ 3,450.00	*$ 200.00*	*$ 6,000.00*
6	NCDOT 620	ASPHALT BINDER FOR PLANT MIX	TN	110	$ 493.56	$ 54,291.60	$ 518.00	$ 56,980.00	$ 690.00	$ 75,900.00	$ 690.00	$ 75,900.00	$ 490.00	$ 53,900.00		*$ -*
7	NCDOT 610	BITUMINOUS SURFACE TREATMENT, MAT COAT, NO. 78M STONE	SY	9505	$ 1.72	$ 16,348.60	$ 2.05	$ 19,485.25	$ 2.50	$ 23,762.50	$ 3.70	$ 35,168.50	$ 3.00	$ 28,515.00	*$ 4.00*	*$ 38,020.00*
8	NCDOT 1205	PAINT PAVEMENT MARKING LINES, 4"	LF	1850	$ 1.05	$ 1,942.50	$ 0.90	$ 1,665.00	$ 0.90	$ 1,665.00	$ 0.90	$ 1,665.00	$ 0.30	$ 555.00	*$ 2.50*	*$ 4,625.00*
9	NCDOT 1205	PAINT PAVEMENT MARKING SYMBOLS	EA	5	$ 105.00	$ 525.00	$ 50.00	$ 250.00	$ 50.00	$ 250.00	$ 60.00	$ 300.00	$ 30.00	$ 150.00	*$ 250.00*	*$ 1,250.00*
10	NCDOT 260	PROOF ROLLING	HR	2	$ 86.10	$ 172.20	$ 87.00	$ 174.00	$ 250.00	$ 500.00	$ 110.00	$ 220.00	$ 150.00	$ 300.00	*$ 400.00*	*$ 800.00*
11	NCDOT 545	INCIDENTAL STONE BASE	TN	200	$ 38.63	$ 7,726.00	$ 42.15	$ 8,430.00	$ 72.00	$ 14,400.00	$ 46.00	$ 9,200.00	$ 40.00	$ 8,000.00	*$ 55.00*	*$ 11,000.00*
12	NCDOT 225	UNDERCUT EXCAVATION	CY	300	$ 8.73	$ 2,619.00	$ 25.00	$ 7,500.00	$ 50.00	$ 15,000.00	$ 19.50	$ 5,850.00	$ 40.00	$ 12,000.00	*$ 50.00*	*$ 15,000.00*
14	NCDOT 858	ADJUSTMENT OF MANHOLE	EA	3	$ 918.75	$ 2,756.25	$ 2,000.00	$ 6,000.00	$ 2,000.00	$ 6,000.00	$ 500.00	$ 1,500.00	$ 250.00	$ 750.00	*$ 500.00*	*$ 1,500.00*
13	SP 25	PATCHING EXISTING ASPHALT PAVEMENT	TN	610	$ 117.18	$ 71,479.80	$ 155.00	$ 94,550.00	$ 140.00	$ 85,400.00	$ 135.00	$ 82,350.00	$ 189.00	$ 115,290.00		*$ -*
15	SP 30	COMPREHENSIVE GRADING	LS	1	$ 6,867.05	$ 6,867.05	$ 20,500.00	$ 20,500.00	$ 5,000.00	$ 5,000.00	$ 25,320.00	$ 25,320.00	$ 3,250.00	$ 3,250.00	*$ 16,000.00*	*$ 16,000.00*
16	SP 27	MILLING ASPHALT PAVEMENT, 0 - 2"	SY	7200	$ 1.54	$ 11,088.00	$ 2.45	$ 17,640.00	$ 1.34	$ 9,648.00	$ 4.90	$ 35,280.00	$ 3.00	$ 21,600.00	*$ 3.00*	*$ 21,600.00*
17		CONTINGENCY	LS	1	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	$ 12,000.00	*$ 12,000.00*	*$ 12,000.00*
			TOTAL BID AMOUNT			$ 267,571.81		$ 335,951.75		$ 372,720.50		$ 387,206.50		$ 416,331.00		*$ 445,115.00*

NOTE:
Bid is rejected due to missing unit bid prices and amounts and numerous mathmatical errors.

PATCHING EXISTING ASPHALT PAVEMENT
TYPICAL SECTION

PARKING AREA TYPICAL SECTION

LEGEND

- 2" ASPHALT OVERLAY
- PAVEMENT REPAIRS/PATCHING
- ADDITIONAL PARKING AREA
- PAVEMENT REPAIRS/PATCHING PAVEMENT FAILURE (POTENTIAL UNDERCUT EXCAVATION)

50 0 50 100 150

Scale 1" = 50'

CALL 48 HOURS BEFORE YOU DIG
1-800-632-4949

NOTES:

1. ALL ASPHALT MILLINGS SHALL REMAIN ON-SITE AND BECOME THE PROPERTY OF THE LANDFILL.
2. CONTACT MIKE SPENCER TO COORDINATE TRAFFIC PHASING AT 336-883-3433 OR 336-688-3454.
3. THE QUANTITIES CALCULATED ASSUME NO MILLING AT AREAS THAT ARE ALONG RIBBON PAVEMENT.
4. THE QUANTITIES CALCULATED ASSUME MILLING AT AREAS ADJACENT TO CURB/GUTTER, TIE-INS, STRUCTURES, WALLS, SCALES, CONCRETE APRONS, AND SIMILAR FIXED OBJECTS.
5. MAINTAIN POSITIVE DRAINAGE ON ALL FINISHED ASPHALT SURFACES.

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

NORTH CAROLINA PROFESSIONAL SEAL 24928 ENGINEER CAR. ALLAN HICKS

REV.	DATE	DESCRIPTION	BY

JOB NO:
DATE FEBRUARY 2020
DESIGNED CAH
DRAWN CAH
CHECKED -
SCALE 1" = 50' HORZ.

PLAN DRAWINGS FOR
KERSEY VALLEY LANDFILL
6420 OLD KIVETT LOOP
PAVING IMPROVEMENTS
HIGH POINT – GUILFORD COUNTY – N.C.

SHEET NO. 1 OF 1

PLOT DATE AND FILE: 2/18/2020 Y:\Public Services PROJECTS\1. RESURFACING\PARKING LOTS\ICF and Landfill Lots Resurfacing\Aerial Image plan.dwg

NORTH CAROLINA'S INTERNATIONAL CITY™

FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL

DEPARTMENT: Public Services

COUNCIL AGENDA DATE: May 4, 2020

BID NO.: 12-041520 CONTRACT NO.: DATE OPENED: Apr 15, 2020

DESCRIPTION:

Kersey Valley Landfill Paving Improvements, Bid Number 12-041520

PURPOSE:

This project will consist of furnishing personnel, equipment, and materials to resurface the asphalt pavement at the Kersey Valley Landfill for the City of High Point Public Services Department. Work will include repairing damaged areas, milling, undercut, painted pavement markings, and the placement of new asphalt.

COMMENTS:

This project will allow 45 days for completion. The areas that will be repaved have suffered damage from heavy vehicles and truck traffic. The damaged areas are located around the entrance, scale house and the loop around the landfill.

RECOMMEND AWARD TO: Sharpe Bros. A Division of Vecellio & Grogan AMOUNT: $267,571.81

JUSTIFICATION:

Sharpe Bros. A Division of Vecellio & Grogan Inc., was the low bidder of the six (6) qualified bids that were submitted at bid opening on 4/15/2020.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
661749	533701	661191003005	40202	$267,571.81
TOTAL BUDGETED AMOUNT				$267,571.81

DEPARTMENT HEAD: Terry Houk Digitally signed by Terry Houk Date: 2020.04.20 14:41:24 -04'00' DATE: Apr 20, 2020

The Purchasing Division concurs with recommendation submitted by the Public Services Dept. and recommends award to the lowest responsible, responsive bidder Sharpe Bros. in the amount of $ 267,571.81.

PURCHASING MANAGER: Erik S. Conti Digitally signed by Erik S. Conti Date: 2020.04.20 15:27:02 -04'00' DATE: Apr 20, 2020

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: Bobby Fitzjohn Digitally signed by Bobby Fitzjohn Date: 2020.04.20 16:20:18 -04'00' DATE: Apr 20, 2020

CITY MANAGER: Greg Demko Digitally signed by Greg Demko Date: 2020.04.23 10:16:49 -04'00' DATE: Apr 23, 2020