

City of High Point

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



Meeting Agenda

Thursday, April 1, 2021

4:00 PM

3rd Floor Conference Room

Finance Committee

Britt Moore, Mayor Pro Tem, Chair

Committee Members:

Michael Holmes

Monica Peters

Victor Jones

Jay Wagner, Mayor (Alternate)

As part of the City of High Point's on-going COVID-19 mitigation efforts, in-person attendance will not be allowed at this meeting. Instead, the meeting will be live-streamed and the public can listen to the meeting as it is being live-streamed by clicking on the following link www.HighPointNC.gov/VirtualPublicMeeting.

FINANCE COMMITTEE - Mayor Pro Tem Britt W. Moore, Chair

CALL TO ORDER

PRESENTATION OF ITEMS

- [2021-110](#) Contract - North State Water & Sewer, Inc.
City Council is requested to award a contract to North State Water & Sewer, Inc. in the amount of \$836,975.00 to perform maintenance and emergency repairs on existing water and sewer utilities and that the appropriate City official and/or employee be authorized to execute all necessary documents.
Attachments: [1. Water Sewer Maintenance Contract NorthState](#)
- [2021-111](#) Contract - Request for Qualification (RFQ) - Samet Corporation - Construction Manager At Risk (CMAR) - City Lake Park Phase 1 Site Master Plan
City Council is requested to approve the Request for Qualification (RFQ) selection of Samet Corporation as the Construction Manager at Risk (CMAR) for the City Lake Park Phase 1 site improvements.
Attachments: [3. P&R CMAR Recommendation - RFQ Samet](#)
- [2021-112](#) Contract - Schnabel Engineering South, PC - PMP Study & Evaluation of Rehabilitation Alternatives for Arnold Koonce City Lake Dam - NC DEQ Dam Safety Requirements
City Council is requested to award a contract to Schnabel Engineering South, PC in the amount of \$92,500 to perform professional engineering services associated with the evaluation of alternatives to upgrade the Arnold Koonce City Lake Dam to meet NC DEQ Dam Safety requirements.
Attachments: [4. Arnold Koonce City Lake Dam- Schnabel Engineering](#)
- [2021-113](#) Change Order No. 1 - Riverdale Sewer Lift Station - Charles R. Underwood Inc.
City Council is requested to approve Change Order No. 1 with Charles R. Underwood Inc. in the amount of \$41,512 for additional materials and work outside of the scope of work for pressing need repairs to the existing pumps in the dry well of the Riverdale Pump Station.
Attachments: [5. Riverdale Pump Station - Change Order No. 1 - Charles R. Underwood Inc.](#)

[2021-114](#)

Resolution - Nuclear Decommissioning Fund - NCMPA1

City Council is requested to adopt a resolution encouraging support for Senate Bill 323 and House Bill 257 statutory change allowing NCMPA1 to invest the Catawba Nuclear Station Decommissioning Trust Fund in the existing Ancillary Governmental Participant Investment Program managed by the North Carolina State Treasurer.

Attachments: [6. NCMPA1 Decommissioning Fund Resolution](#)

[2021-115](#)

Contract - Cherry Bekaert - Independent Audit Services - Finance

City Council is requested to award a contract for independent audit services to Cherry Bekaert in the amount of \$73,500 for FY 2021, \$76,000 for FY 2022, and \$78,500 for FY 2023 for a total contract amount of \$228,000 and two optional renewal years.

Attachments: [7. Finance - Independent Auditor - Cherry Bekaert - Audit RFP](#)

[2021-129](#)

Sole Source Contract - Carolina Video Security, Inc. - High Point Police Department Facility - Interview Room Security & Soundproofing

City Council is requested to approve a sole source contract with Carolina Video Security, Inc. in the amount of \$33,400.00 for software, hardware, installation for three (3) additional interview rooms, relocate two (2) existing rooms and soundproofing/acoustic panel installation for lower level interview rooms at the High Point Police Department Facility.

Attachments: [7. CVSI HPPD Interview Room Security & Soundproofing](#)

ADJOURNMENT



**RFQ RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **Parks & Recreation**

COUNCIL AGENDA DATE: **April 5, 2021**

RFQ NO.: **07-031021**

DATE OPENED: **3/10/2021**

DESCRIPTION:

A Request For Qualifications for a Construction Manager At Risk (CMAR) for the Parks & Recreation Renovation Project was processed in accordance with state statute and was advertised on 2/12/2021. Seven submittals were received and through a Quality Based Selection Process (QBS), Samet Corporation was selected by the selection committee.

PURPOSE:

To select a Construction Manager At Risk firm to manage and oversee the P&R renovation project in collaboration with the City and the City's On-Call Architect, HH Architects. The selection committee comprised of Greg Ferguson, Colten Marble, Mark McDonald, Tim McKinney, Tracy Pegram, Trevor Spencer and Lee Tillery.

COMMENTS:

Submittals were received from: Blum, Edifice, Haskell, New Atlantic, Poettker, Samet and Wharton-Smith. The shortlist selections were Blum, Haskell, Samet and WS who provided presentations on 3/24/2021 and were then evaluated to make final selection.

RECOMMEND AWARD TO: **Samet Corporation**

AMOUNT: **NA**

JUSTIFICATION:

The implementation of Phase 1 for the City Lake Park Site Master Plan is a complex project that addresses many different aspects of construction renovation. The addition of Samet Corporation on this project provides excellent construction administration and management to the see the project through while meeting project deadlines for completion.

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
TOTAL BUDGETED AMOUNT				

DEPARTMENT HEAD:

P. Lee Tillery

Digitally signed by P. Lee Tillery
DN: cn=P. Lee Tillery, o=City of High Point, ou,
email=lee.tillery@highpointnc.gov, c=US
Date: 2021.03.25 16:30:58 -04'00'

DATE: **03/26/2021**

The Purchasing Division concurs with recommendation submitted by the **Parks & Recreation** and recommends award to **Samet Corporation** in the amount of \$ **0.00**.

PURCHASING MANAGER:

Erik S. Conti

Digitally signed by Erik S. Conti
Date: 2021.03.26 11:19:28 -04'00'

DATE:

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

Bobby Fitzjohn

Digitally signed by Bobby Fitzjohn
Date: 2021.03.29 12:05:49 -04'00'

DATE:

CITY MANAGER:

Randy E. McCaslin

Digitally signed by Randy E. McCaslin
Date: 2021.03.29 12:03:17 -04'00'

DATE:

CITY OF HIGH POINT

AGENDA ITEM



Title: Contract Award 2021-003 Water and Sewer Maintenance (Bid 08-030421)

From: Trevor Spencer, PE
Engineering Services Director

Meeting Date: April 5, 2021

Advertising Date: February 12, 2021

Public Hearing: N/A

Advertised By: Purchasing Division

Attachments: None

PURPOSE:

The City of High Point routinely uses an outside contractor to supplement our efforts to maintain and repair our existing water and sewer distribution and collection lines. City Council is asked to approve contract 2021-003 for Water and Sewer Maintenance. This contract includes scheduled maintenance and emergency repairs.

BACKGROUND:

On Thursday, March 04, 2021 the City of High Point received bids for Contract ENG-2021-003. We received three responsive bidders:

<u>North State Water and Sewer, Inc.</u>	\$836,975.00
<u>Breece Enterprises, Inc.</u>	\$904,725.00
<u>Yates Construction, Inc.</u>	\$2,488,533.40

This is an annual contract; thus the availability date is July 1, 2021 or upon execution of the contract documents, whichever comes last. The completion date for the contract work is June 30, 2022.

The purpose of this contract is to perform maintenance work and emergency repairs on existing water and sewer utilities. The projects are identified and prioritized by the Public Services Department. Typical work includes point repairs, manhole reconstruction, hydrant repairs, main break repairs, replacement of deteriorated/collapsed lines, replacement of valves, and other maintenance work items.

BUDGET IMPACT:

Funds for this contract will be available in the FY 2021-2022 budget.

RECOMMENDATION / ACTION REQUESTED:

The Engineering Services Department and the Public Services Department recommend approval of the contract and that the appropriate City official and/or employee be authorized to execute all necessary documents to award the contract to North State Water and Sewer, Inc. in the amount of \$836,975.00



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **ENGINEERING SERVICES**

COUNCIL AGENDA DATE: **April 5, 2021**

BID NO.: **08-030421** CONTRACT NO.: **2021-003** DATE OPENED: **03/04/2021**

DESCRIPTION:

Water and Sewer Maintenance 2021-2022

PURPOSE:

Provide assistance to our Water and Sewer Mains Division when needed to handle regularly scheduled and emergency maintenance items on our water and sewer system. Typically, this includes replacement of water and sewer mains in poor condition, replacement of valves, hydrants, blow-offs, manholes, etc. that are broken or in disrepair.

COMMENTS:

Three bids were received for the contract work.

RECOMMEND AWARD TO: **North State Water and Sewer , Inc.** AMOUNT: **\$836,975.00**

JUSTIFICATION:

Current bidders are
North State Water and Sewer, Inc. \$836,975.00
Breece Enterprises, Inc. \$904,725.00
Yates Construction, Inc. \$2,488,533.40

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
421779	533701	421001012805	40201	\$418,488.00
421779	533701	421001010205	40201	\$418,487.00
TOTAL BUDGETED AMOUNT				\$836,975.00

DEPARTMENT HEAD: **Trevor Spencer, PE** Digitally signed by Trevor Spencer, PE
Date: 2021.03.10 11:07:18 -05'00' DATE: **3/10/2021**

The Purchasing Division concurs with recommendation submitted by the **ENGINEERING SVC DEPT** and recommends award to the lowest responsible, responsive bidder **NORTH STATE W&S, INC.** in the amount of \$ **\$836,975.00**

PURCHASING MANAGER: **Erik S. Conti** Digitally signed by Erik S. Conti
Date: 2021.03.18 09:18:27 -04'00' DATE: **3/18/21**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn
Date: 2021.03.18 11:39:45 -04'00' DATE: **3/18/21**

CITY MANAGER: DATE:

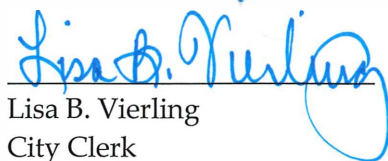
**CITY OF HIGH POINT
RESOLUTION**

**A RESOLUTION SUPPORTING THE PASSAGE OF LEGISLATION
IN THE GENERAL ASSEMBLY OF NORTH CAROLINA**

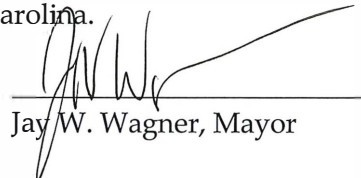
- WHEREAS,* The City of High Point has provided electric service to its residents since 1893; and
- WHEREAS,* High Point is a participant in the North Carolina Municipal Power Agency Number 1 (NCMPA1); and
- WHEREAS,* NCMPA1 invested in the Catawba Nuclear Station in Lake Wylie, South Carolina in 1978 and has enjoyed stable electric prices from the power plant since 1986; and
- WHEREAS,* due to its prudent investment in nuclear energy, NCMPA1 is a clean energy leader in the state, providing electricity that is more than 95 percent carbon-free to homes, businesses, and industry in its service territory; and
- WHEREAS,* the Nuclear Regulatory Commission requires NCMPA1 and other investors in nuclear resources to contribute to a decommissioning trust fund to cover the costs of decommissioning the nuclear resources when the power plants are retired; and
- WHEREAS,* state law governs the resources in which NCMPA1 may invest contributions to the Catawba Nuclear Station Decommissioning Trust Fund; and
- WHEREAS,* NCMPA1 seeks a statutory change that would allow NCMPA1 to invest the Catawba Nuclear Station Decommissioning Trust Fund in the existing Ancillary Governmental Participant Investment Program managed by the North Carolina State Treasurer; and
- WHEREAS,* assuming the current assumptions hold true this statutory change could lead to significantly lower wholesale electric rates to High Point and the other 18 participants in NCMPA1; and
- WHEREAS,* High Point's delegation, Sen. Michael Garrett, Sen. Steve Jarvis, Rep. Pat Hurley, Rep. Donny Lambeth and Rep. Sam Watford are co-sponsors of Senate Bill 323 and House Bill 257, respectively, that would make the desired statutory change now.

Therefore, be it **RESOLVED**, that the City Council of High Point does commend this bill to the General Assembly and to the Governor of North Carolina as valuable, necessary, and timely and does recommend its passage into law for the benefit of the citizens of the State.

Adopted this 5th day of April 2021 in High Point, North Carolina.


Lisa B. Vierling
City Clerk




Jay W. Wagner, Mayor

CITY OF HIGH POINT

AGENDA ITEM



Title: Construction Manager At Risk (CMAR) – City Lake Park Renovations

From: Lee Tillery –Parks and Recreation Director
Greg Ferguson – Assistant City Manager

Meeting Date: April 5, 2021

Public Hearing: N/A

Advertising Date: 2/12/2021

Advertised By: Purchasing

Attachments: RFQ Recommendation – Request for Council Approval

PURPOSE:

The selection of a Construction Manager At Risk (CMAR) to manage and oversee construction and renovations outlined in the City Lake Park Phase 1 Site Master Plan.

BACKGROUND:

A Request for Qualifications (RFQ) was processed in February to solicit interested firms for the Construction Manager At Risk (CMAR) role with planned renovations to City Lake Park. These improvements were outlined in the Site Master Plan from 2018. This Phase was identified as a Bond project by the City that was approved in November 2019. Seven submittals were received and then reviewed by an internal committee to make a recommendation. The committee reviewed all information and then proceeded to interview four firms. The selection from this committee was Samet Corporation, Greensboro, NC.

BUDGET IMPACT:

No budget impact at this time. Staff will come back to Council with contracts to consider in the near future.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends City Council approve the selection of Samet Corporation as the Construction Manager at Risk (CMAR) for the City Lake Park Phase 1 site improvements.



**RFQ RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT:

COUNCIL AGENDA DATE:

RFQ 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
recommends award to in the amount of \$**

**and
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PURCHASING MANAGER:

DATE:

Approved for Submission to Council

FINANCIAL SERVICES DIRECTOR:

DATE:

CITY MANAGER:

DATE:

CITY OF HIGH POINT

AGENDA ITEM



Title: Recommendation on Selection of Independent Auditor for the City of High Point

From: Bobby Fitzjohn, Financial Services Director

Meeting Date: April 5, 2021

Public Hearing: N/A

Advertising Date: N/A

Advertised By: NA

Attachments: Audit RFP Memo
Audit Fee Comparison Thru 2019

PURPOSE:

The City Council is required by General Statute 159-34 to have an annual financial and compliance audit. As a matter of practice, the Financial Services staff periodically solicits Requests for Proposals from firms interested and qualified to perform this work.

BACKGROUND:

The City's current auditors, Cherry Bekaert, were approved by City Council in the last proposal process completed in February 2015. City Council approved a two-year extension in November 2018 with the intent that the City would conduct a Request for Audit Services following the completion of the June 30, 2020 audit.

The Request for Proposal (RFP) was sent to 34 accounting firms, including all local firms as well as regional and national firms in our area who perform governmental audit services. In addition, we made our proposal available on the City's website. An evaluation committee made up of senior financial services staff evaluated the 8 proposals received by the deadline.

Overall, the evaluation committee ranked Cherry Bekaert first due to the depth of their experience with large municipalities, the experience of their assigned personnel, and meeting the overall best needs of the City. Cherry Bekaert has been the City's auditor since Fiscal Year 2015 and have a thorough understanding of our systems and processes, leading to the expectation that they can meet the City's required audit deadlines.

BUDGET IMPACT:

Appropriations for the annual audit fee are included in the budget request for the Financial Services Department. The impact on the Fiscal Year 2022 budget is \$73,500. Subsequent years will be included in future budget requests.

RECOMMENDATION / ACTION REQUESTED:

The Financial Services Department recommends that City Council award the contract for independent audit services to Cherry Bekaert in the amount of \$73,500 for FY 2021, \$76,000 for FY 2022, and \$78,500 for FY 2023 for a total contract amount of \$228,000 and two optional renewal years.



MEMORANDUM

March 26, 2021

MEMO TO: Randy McCaslin, Interim City Manager
Eric Olmedo, Assistant City Manager

FROM: Bobby Fitzjohn, Financial Services Director

SUBJECT: Recommendation for External Auditor for Fiscal Years 2021 - 2023

The Financial Services Staff solicited proposals from qualified CPA firms to provide the financial and compliance audit of the City's financial operations. The City's current auditors were approved by City Council in the last proposal process completed in February 2015. City Council approved a two-year extension in November 2018 with the intent that the City would conduct a Request for Audit Services following the completion of the June 30, 2020 audit.

The Request for Proposal (RFP) was sent to 34 accounting firms, including all local firms as well as regional and national firms in our area who perform governmental audit services. In addition, we made our proposal available on the City's website. Proposals were due by March 12, 2021 and made by the following firms:

Bernard Robinson & Company	Greensboro, NC
Cherry Bekaert	Charlotte, NC
Elliot Davis	Raleigh, NC
Martin Starnes & Associates	Hickory, NC
PBMares	Morehead City, NC
Potter and Company	Monroe, NC
Mauldin & Jenkins	Columbia, SC
RH CPAs	Greensboro, NC

Proposals were submitted in two sections. The first section primarily described the audit firm's prior governmental experience and qualifications of the firm and its personnel in performing governmental audits. The second section principally dealt with the audit approach, organization of the audit team, a tentative schedule for completing the audit within the guidelines previously established by the City, and the estimated cost for each year's audit. Only the cost for the fiscal year June 30, 2021 is binding.

Accounting- Reporting
336.883.3240

Administration
336.883.3123

Accounting-Operations
336.883.3239

Purchasing
336.883.3219

The evaluation committee was comprised of Accounting Manager Yeymy Jones, Treasury Manager Ashley Grindstaff, and myself. The proposals were evaluated with significant weight given to the technical qualifications of each of the personnel assigned to the audit and the number and type of governmental clients the local office performed.

Firms proposing services were notified in advance that only the top proposals would have their second sections opened, which included the respective audit approach, their tentative schedule for completing the audit on time, and proposed costs for the audit. In reviewing qualifications, the committee promoted Cherry Bekaert, Elliot Davis, and PBMares as the most qualified proposals. The City is able to select the audit firm which most closely meets the City's needs in recent governmental experience and preference for audit approach with limited emphasis on the proposed price. All cost proposals evaluated met minimum requirements. By comparison, the audit contract for last year was \$74,000. The list below is not ordered by ranking, but is provided in alphabetical order for Council's review and discussion:

Firm	FY21	FY22	FY23	3-year Total	Estimated Hours
Cherry Bekaert	\$73,500	\$76,000	\$78,500	\$228,000	650
Elliot Davis	\$69,770	\$71,200	\$72,600	\$213,570	395
PBMares	\$74,000	\$76,200	\$78,400	\$228,600	600

Overall, the evaluation committee ranked Cherry Bekaert first due to the depth of their experience with large municipalities, the experience of their assigned personnel, and meeting the overall best needs of the City. Cherry Bekaert has been the City's auditor since Fiscal Year 2015 and have a thorough understanding of our systems and processes, leading to the expectation that they can meet the City's required audit deadlines.

The Financial Services Department recommends the City Council to approve Cherry Bekaert to perform the annual external audit for FY21 through FY23 with the option of two annual extensions.

AUDIT FEES
FYE 2016 - 2019

	FY 2019		FY2018		FY2017		FY2016	
	Audit Firm	Fee	Audit Firm	Fee	Audit Firm	Fee	Audit Firm	Fee
CITIES								
High Point	Cherry Bekaert LLP	\$ 72,500	Cherry Bekaert LLP	\$ 71,000	Cherry Bekaert LLP	\$ 70,000	Cherry Bekaert LLP	\$ 69,000
Winston-Salem	Cherry Bekaert LLP	\$ 88,000	Dixon Hughes	\$ 88,000	Dixon Hughes	\$ 86,500	Cherry Bekaert LLP	\$ 85,000
Greensboro	Cherry Bekaert LLP	\$ 75,500	Cherry Bekaert LLP	\$ 74,000	Cherry Bekaert LLP	\$ 72,500	RSM US LLP	\$ 75,200
Asheville	RSM US LLP	\$ 95,760	RSM US LLP	\$ 93,340	Cherry Bekaert LLP	\$ 89,000	Cherry Bekaert LLP	\$ 88,000
Fayetteville	RSM US LLP	\$ 74,000	RSM US LLP	\$ 79,400	RSM US LLP	\$ 76,900	Cherry Bekaert LLP	\$ 110,000
Wilmington	RSM US LLP	\$ 71,725	RSM US LLP	\$ 71,725	RSM US LLP	\$ 71,725	MCGLADREY LLP	\$ 74,930

CITY OF HIGH POINT

AGENDA ITEM



Title: Riverdale Sewer Lift Station- Pressing Need Repairs
Charles R. Underwood Inc.

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

Meeting Date: April 5, 2021

Public Hearing: N/A

Advertising Date: N/A

Advertised By: N/A

Attachments: (A) Change Order # 1

PURPOSE:

To approve Change Order No. 1 to Charles R. Underwood Inc. (PO # 104331) for additional materials and work outside of the scope of work for the pressing need repairs to the existing pumps in the dry well of the Riverdale Pump Station.

BACKGROUND:

Phase I of the expansion project for the Riverdale Pump Station was recently completed. The three existing 10 MGD Wemco-Hydrostal pumps (installed in 1996) were not replaced as part of the phase I expansion project. After the pump station was brought back online, Plant Maintenance staff observed significant vibration from the pumps and also discovered that the 18" discharge valves for the pumps were not holding. Charles R. Underwood Inc. was hired under a pressing needs situation to perform work on the three pumps including fabricating and installing restraint supports and replacing the existing 18" discharge valves. The amount of PO # 104331 was \$89,500. Change Order No. 1 is for additional items required to complete the project including the replacement of drive shafts for pumps #2 and #3.

BUDGET IMPACT:

Funds for this project are available in the 2020-2021 Budget.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends that Council approve Change Order No. 1 to Charles R. Underwood Inc. in the amount of \$41,512 increasing the amount of the contract to \$131,012.



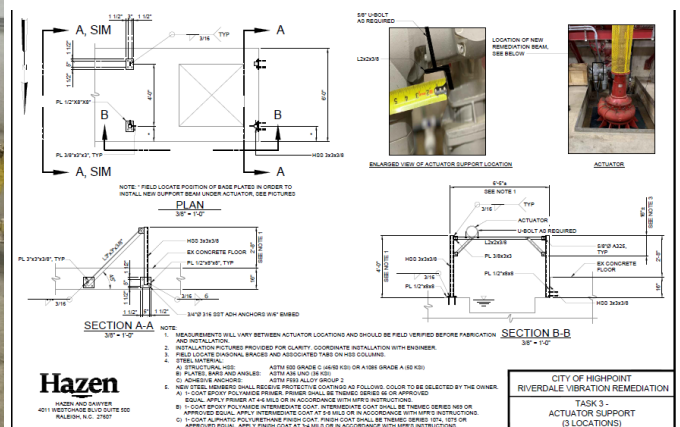
Existing 18" Plug Valve



Newly Replaced 18" Plug Valve



10 MGD Wemco-Hidrostal Pumps and Drive Shafts



Support Drawings for Vibration Remediation



Hazen and Sawyer
450 Hanes Mill Road – Suite 240
Winston-Salem, NC 27105

March 25, 2021

Mr. Terry Houk
Public Services Director
211 S. Hamilton Street – Room 206
High Point, NC 27260

Re: Riverdale Pump Station
Pump Vibration Analysis and Remediation
Change Order No. 1

Dear Mr. Houk,

Enclosed for your review and approval is Change Order No. 1 for additional materials, equipment, and labor provided by the Contractor, Charles R. Underwood (CRU), during performance of work associated with pump vibration analysis and remediation at the Riverdale Pump Station. Included with the Change Order are Work Change Directives (WCD's) 1, 2, and 3 which contain detailed information about the additional items provided by CRU. A summary of the information contained within the WCD's is as follows:

- WCD No. 1 – This original scope of work for CRU included removing existing pump discharge plug valves and replacing with new Owner furnished plug valves. Motorized valve actuators on the existing plug valves were to be removed and installed on the new plug valves. However, the existing actuators required an adapter plate to properly fit onto the new plug valves. Therefore, this WCD was executed to authorize addition of the required adapter plate for all three of the existing motorized valve actuators. The cost for additional materials and labor associated with providing and installing the adapter plates was \$4,000.
- WCD No. 2 – The original scope of work for CRU included providing new bearings for the existing motor of Pump # 3. During work to replace the motor bearings, problems were discovered with the bearing carrier and with the fan keyway on the motor shaft. Therefore, this WCD was executed to authorize repairs to the bearing carrier and motor shaft. The cost for additional labor associated with the repairs was \$1,012.
- WCD No. 3 – Riverdale Pump # 3 experienced a drive shaft failure in January of this year. Since CRU was on site, they were requested to ship the shaft back to its manufacture for a failure analysis. CRU was also requested to coordinate with the shaft manufacturer to perform a finite element analysis (FEA) for all the pump drive shafts currently installed at Riverdale Pump Station. The FEA revealed that drive shafts installed on variable speed Pumps 2 and 3 were undersized. (These pumps were originally constant speed; however, they were converted to variable speed at some time in the history of the pump station.) In addition to the above described shaft analysis, CRU was requested to inspect and repair (if necessary) the rotating assembly and motor of Pump # 3. Fortunately, the motor was found to have no issues, and the pump required very minor repair. Therefore, this WCD was executed to reimburse CRU for drive shaft analysis and pump/motor



inspections. The WCD also authorized procurement and installation of new drive shafts for Pumps 2 and 3, and repairs to Pump # 3. Finally, the WCD authorized performance of vibration spectrum analysis on all three pumps after all other work is complete. The cost for additional materials, equipment, and labor associated with the work described above is \$36,500.

The total added cost for WCD's 1, 2, and 3 is \$41,512. Hazen considers this cost to be reasonable and we consider the additional materials, equipment, and labor provided by CRU to be acceptable. Therefore, we recommended approval of this Change Order by the City of High Point.

Please feel free to give me a call if you have any questions or require additional information.

Very truly yours,

HAZEN AND SAWYER, P.C.

Barry F. Bickerstaff

Barry F. Bickerstaff, P.E.
Associate Vice President

Date of Issuance: March 24, 2021
 Owner: City of High Point, NC
 Contractor: Charles R. Underwood, Inc
 Engineer: Hazen and Sawyer, P.C.
 Project: Riverdale Pump Station

Effective Date: March 24, 2021
 Owner's Purchase Order No.: 10410433
 Contractor's Project No.: N/A
 Engineer's Project No.: 31408-012
 Contract Name: Vibration Analysis and Remediation

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

Description: Modifications to Owner furnished valves, repairs to Pump # 3, pump drive shaft failure analysis, replacement of drive shafts for Pumps 2 and 3 (based on failure analysis), and vibration spectrum analysis of all three pumps upon completion of all repairs and modifications.

Attachments: [List documents supporting change]

- Work Change Directions 001, 002 and 003

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price:	Original Contract Times: 30 Days (Beginning Dec 1, 2020)
\$ 89,500.00	Substantial Completion: 30 Days
	Ready for Final Payment: 30 Days
[Increase] [Decrease] from previously approved Change Orders No.0 to No. 1	[Increase] [Decrease] from previously approved Change Orders No.0 to No. 1
N/A	Substantial Completion: N/A
	Ready for Final Payment: N/A
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
\$ 89,500	Substantial Completion: 30 Days (Beginning Dec 1, 2020)
	Ready for Final Payment: 30 Days
[Increase] [Decrease] of this Change Order:	[Increase] [Decrease] of this Change Order:
\$ 41,512.00	Substantial Completion: 150 Days
	Ready for Final Payment: 150 Days
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
\$ 131,012.00	Substantial Completion: 180 Days
	Ready for Final Payment: 180 Days (Ending May 30, 2021)

RECOMMENDED:

By: Barry F. Bickerstaff

Engineer (if required)

Title: Associate Vice President

Date: March 24, 2021

ACCEPTED:

By: _____

Owner (Authorized Signature)

Title: _____

Date: _____

ACCEPTED:

By: [Signature]

Contractor (Authorized Signature)

Title: General Manager

Date: 3/24/2021

Approved Funding Agency (if required)

By: _____

Title: _____

Date: _____

Work Change Directive No. 001

Date of Issuance:	December 28, 2020	Effective Date:	December 28, 2020
Owner:	City of High Point, NC	Owner's Purchase Order No.:	104331
Contractor:	Charles R. Underwood, Inc.	Contractor's Project No.:	N/A
Engineer:	Hazen and Sawyer, P.C.	Engineer's Project No.:	31408-012
Project Site:	Riverdale Pump Station	Contract Name:	Vibration Analysis and Remediation

Contractor is directed to proceed promptly with the following change(s):

Description:

Modification of existing motorized actuators to facilitate connection to new Owner furnished plug valves.

Attachments:

1. Quote Number 20230 from The Perkinson Company

Purpose for Work Change Directive:

☐ Owner Requested Change

☒ Change in Conditions

☐ Acceptance of Defective Work

☐ Resolve Contractor Claim

Change in Contract Price and Contract Times

Contract Price	\$ 4,000.00	[increase] [decrease]
Contract Time	N/A	[increase] [decrease]

Basis of estimated change in Contract Price:

☒ Lump Sum	☐ Unit Price	
☐ Cost of the Work	☐ Other	

Recommended:		Authorized:		Received:	
By:	<i>Barry F. Bickelstaff</i>	By:	<i>Terry Houk</i>	By:	<i>John C. Hummer</i>
	Engineer (Authorized Signature)		Owner (Authorized Signature)		Contractor (Authorized Signature)
Title:	Associate Vice President	Title:	Public Services Director	Title:	<i>General Manager</i>
Date:	December 28, 2020	Date:	1/4/2021	Date:	1/8/2021

The Perkinson Company

P.O. BOX 241428, CHARLOTTE, NC 28224 Tel: (704) 525-8191 Fax: (704) 527-6232 E-mail: Mail@PerkinsonUSA.com



AUMA Certified
Sales and Service

Quotation For:

CHARLES R. UNDERWOOD,
CHARLES R. UNDERWOOD, INC.
2000 BOONE TRAIL RD.
SANFORD, NC 27330

Quote Number 20230

Quote Date Dec 14, 2020
Page: 1

Phone: 919-775-2463

Fax: 919-708-7232

Customer ID		Expiration Date	Payment Terms	Sales Rep	
UNDERWOOD-NC		1/13/21	Net 30 Days	SETH PERKINSON III	
Qty.	Item	Description		Unit Price	Extension
1.00		MODIFICATION OF ACTUATOR OFFSETS WITH FIELD SERVICE FOR INSPECTION, REWOR AND DELIVERY, ETC. PROJECT: HIGH POINT- RIVERDALE PUMP STATION		4,000.00	4,000.00
FOB SHIPPING POINT/PREPAY ADD SEE WWW.PERKINSONUSA.COM FOR TERMS AND CONDITIONS ALL CREDIT CARD PAYMENTS ARE SUBJECT TO A 3% SURCHARGE				Subtotal	4,000.00
				Sales Tax	
				Total	4,000.00

Work Change Directive No. 002

Date of Issuance:	January 8, 2021	Effective Date:	January 8, 2021
Owner:	City of High Point, NC	Owner's Purchase Order No.:	104331
Contractor:	Charles R. Underwood, Inc.	Contractor's Project No.:	N/A
Engineer:	Hazen and Sawyer, P.C.	Engineer's Project No.:	31408-012
Project Site:	Riverdale Pump Station	Contract Name:	Vibration Analysis and Remediation

Contractor is directed to proceed promptly with the following change(s):

Description:

Problems with the bearing carrier component and fan keyway on the motor shaft were discovered during replacement of motor bearings for Pump No. 3. The problems were corrected concurrent with motor bearing replacement. Note that motor bearing replacement was part of the project's original scope.

Attachments:

1. Invoice Number 566472 from Randall Supply.

Purpose for Work Change Directive:

☐ Owner Requested Change

☒ Change in Conditions

☐ Acceptance of Defective Work

☐ Resolve Contractor Claim

Change in Contract Price and Contract Times

Contract Price	\$ 1,012.00	[increase] [decrease]
Contract Time	N/A	[increase] [decrease]

Basis of estimated change in Contract Price:

☒ Lump Sum	☐ Unit Price	
☐ Cost of the Work	☐ Other	

Recommended:		Authorized:		Received:	
By:	<i>Barry F. Bickersstaff</i>	By:	<i>Terry Houk</i>	By:	<i>John C. Hannon</i>
	Engineer (Authorized Signature)		Owner (Authorized Signature)		Contractor (Authorized Signature)
Title:	Associate Vice President	Title:	Public Services Director	Title:	<i>General Manager</i>
Date:	January 8, 2021	Date:	January 8, 2021	Date:	1/8/2021



RANDALL SUPPLY, INC
2409 WALKUP AVENUE
MONROE, NC 28110
UNITED STATES
(704)-289-6479

INVOICE

INVOICE NUMBER 566472
INVOICE DATE 12/16/2020
PAGE 1

S 001511
O CHARLES R. UNDERWOOD, INC.
L 2000 BOONE TRAIL ROAD
D SANFORD, NC 27330

T
O

S CHARLES R. UNDERWOOD, INC.
H 2000 BOONE TRAIL ROAD
I SANFORD, NC 27330
P

T
O

NET DUE 1,012.00

SALES REP	SHIP DATE	SHIP VIA	TERMS	JOB NO	TRANS ID
004	12/11/2020		2	0011076T	00005492
CUSTOMER PO: 22990		PO RELEASE: 29736		MISC NUMBER: 38971	

NAMEPLATE DATA

MAKE:US HP/ KW 250HP, R P.M. 1189, VOLTAGE 460, AMPS 290, PHASE 3, CYCLE 60, FRAME:449VP, TEFC (Y/N) Y

SPECIAL INSTRUCTIONS

No special instructions

ITEM # / DESCRIPTION / NOTES	LINKED JOB ID	UNITS	QUANTITY	UNIT PRICE	EXTENSION
ADDER... REPAIR BEARING CARRIER & FAN KEYWAY ON SHAFT					
Labor Subtotal					1,012.00
Material Subtotal					0.00

We appreciate your business.

RS SALES TAX
0.00

Per Zack-

TAXABLE	NONTAXABLE	FREIGHT	SALES TAX	MISC	TOTAL
0.00	1,012.00	0.00	0.00	0.00	1,012.00
PREPAYMENT	0.00			NET DUE	1,012.00

Work Change Directive No. 003

Date of Issuance:	March 22, 2021	Effective Date:	March 22, 2021
Owner:	City of High Point, NC	Owner's Purchase Order No.:	104331
Contractor:	Charles R. Underwood, Inc.	Contractor's Project No.:	N/A
Engineer:	Hazen and Sawyer, P.C.	Engineer's Project No.:	31408-012
Project Site:	Riverdale Pump Station	Contract Name:	Vibration Analysis and Remediation

Contractor is directed to proceed promptly with the following change(s):

Description:

Failure of the drive shaft for Pump # 3 has resulted in the need to inspect and repair the pump and motor. Additionally, investigation into the cause of drive shaft failure has revealed the need to increase shaft wall thickness for drive shafts of variable speed Pumps 2 and 3. Therefore, the Contractor has been requested to obtain and install new drive shafts for these pumps. Finally, vibration spectrum analysis of all three pumps is requested once all repairs and modifications are complete.

Attachments:

1. RFP No. 002
2. Cost proposal from CRU, Inc.

Purpose for Work Change Directive:

☒ Owner Requested Change

☐ Change in Conditions

☐ Acceptance of Defective Work

☐ Resolve Contractor Claim

Change in Contract Price and Contract Times

Contract Price	\$36,500.00	[increase] [decrease]
Contract Time	N/A	[increase] [decrease]

Basis of estimated change in Contract Price:

☒ Lump Sum	☐ Unit Price
☐ Cost of the Work	☐ Other

Recommended:		Authorized:		Received:	
By:	<i>Benny F. Bickerstaff</i>	By:	<i>Timothy H. H.</i>	By:	<i>Zachary H. H.</i>
	Engineer (Authorized Signature)		Owner (Authorized Signature)		Contractor (Authorized Signature)
Title:	Associate Vice President	Title:	Public Services Director	Title:	General Manager
Date:	March 22, 2021	Date:	3/22/2021	Date:	3/23/2021

Hazen

Hazen and Sawyer, P.C.
620 Green Valley Road, Suite 101
Greensboro, NC 27408
Phone: 336-292-7490

REQUEST FOR PROPOSAL # 003 - REVISED

Project	City of High Point, NC Riverdale Pump Station Vibration Analysis and Remediation
Contractor	Charles R. Underwood, Inc.
Subject	Additional Work Associated with Pump # 3
Reference Spec. Section/Drawing No.	N/A

In accordance with the General Conditions of the Contract Documents, you are hereby requested to submit a cost along with detailed breakdowns to perform / delete the following work.

Due to the recent drive shaft failure experienced by Pump # 3, the Owner would like to inspect and repair (if needed) the pump prior to returning it to service. Therefore, the Contractor is requested to submit a cost for performing the following work:

1. Ship the damaged drive shafts from Pump # 3 to Johnson Power.
2. Request that Johnson Power perform failure analysis on the damaged drive shafts.
3. Perform FEA analysis for all drive shafts installed at the Riverdale PS.
4. Based on results of the FEA analysis, procure appropriately sized drive shafts for the variable speed pumps (Pumps 2 and 3).
5. Pull/inspect/repair the rotating assembly for Pump # 3. (Pay particular attention to the seal.)
6. Pull/inspect/repair the motor for Pump # 3.
7. Reinstall rotating assembly and motor for Pump # 3.
8. Install appropriately sized drive shafts on Pump # 3. Check tightness / torque of all connecting hardware for shaft and bearing assemblies of Pump # 3.
9. Return Pump # 3 to service and perform vibration analysis on the pump.
10. Install appropriately sized drive shafts on Pump # 2. Check tightness / torque of all connecting hardware for shaft and bearing assemblies of Pump # 2.
11. Return Pump # 2 to service and perform vibration analysis on the pump.

Attachments: None

Requested By: Barry F. Bickerstaff
Hazen and Sawyer

Date: January 27, 2021

CC: T. Houk – CoHP, D. Boone – CoHP, N. Shujaa – CoHP, A. Babson – H&S



Charles R. Underwood, Inc.
2000 Boone Trail Rd.
Sanford, NC 27330
919.775.2463

February 23, 2021

Mr. Derrick Boone
City of High Point

RE: Riverdale Pump Station – Pump #2 & #3 VFD Drive Shafts

Mr. Boone,

In response to RFP #003, I am pleased to provide you with this proposal. The price provided below includes the following:

- Remove Pump & Motor #3 from service; install volute blank plate.
- Transport pump and motor to Randall Supply for inspection.
 - At this time, the motor was found to have no issues.
 - The pump upper lip seal snap ring was replaced, and the mechanical seal was pressure tested.
 - Mechanical seal checked good.
 - Transport pump and motor back to High Point.
- Consult with Lisa Johnson and run critical speed analysis of existing drive shafts – **attached**.
 - Found existing drive shafts were operating in critical speed area.
 - Johnson Power designed new drive shafts for VFD operation without having to change pillow block bearing locations – **critical speed analysis attached**.
- Provide new VFD drive shafts for pump #2 & #3
 - Includes companion flanges and new pillow block bearings.
- Reinstall Pump #3.
- Install new VFD drive shafts on Pump #3.
- Reinstall motor #3.
- Terminate motor #3, start up and perform vibration analysis.
- Remove motor #2 and current drive shafts.
- Install new VFD drive shafts on Pump #2.
- Reinstall Motor #2.
- Terminate motor #2, start up and perform vibration analysis.
- ****All fasteners will be torqued to spec.**
- Check fasteners on drive shafts for pump #1 for proper torque, tighten as required.
- Provide vibration analysis report.

Total Price: \$36,500.00 Plus Tax.

****Response to Questions:**

- To the date of this proposal, we have confirmed one of your two questions, regarding acceleration up to 900rpm. This is not an issue. **See attached correspondence from Johnson Power.**
- Regarding your other question on the added weight of the new drive shafts posing a problem to the pump and motor, while we believe this should not be a problem and the thrust capacity of the upper motor bearing can more than accommodate the added weight, we have sent this question to US Motors and are awaiting their response. We will forward this to you as soon as it becomes available.

February 23, 2021

As always, we appreciate the opportunity to work with you on this and future projects. Should you have any questions regarding this proposal, please contact us.

Best regards,

Charles R. Underwood Inc.

A handwritten signature in black ink, appearing to read "Zach C. Hinnant". The signature is fluid and cursive, with the first name "Zach" being more prominent.

Zach C. Hinnant, PE
General Manager

CITY OF HIGH POINT

AGENDA ITEM



Title: Nuclear Decommissioning Fund Bill

From: Randy McCaslin
Interim City Manager

Meeting Date: April 5, 2021

Public Hearing: N/A

Advertising Date /
Advertised By: N/A

Attachments: Resolution

PURPOSE:

North Carolina Municipal Power Agency Number 1 (NCMPA1) seeks a statutory change that would allow NCMPA1 to invest the Catawba Nuclear Station Decommissioning Trust Fund in the existing Ancillary Governmental Participant Investment Program managed by the North Carolina State Treasurer; and assuming the current assumptions hold true this statutory change could lead to significantly lower wholesale electric rates to High Point and the other 18 participants in NCMPA1.

BACKGROUND:

High Point is a participant in the North Carolina Municipal Power Agency Number 1. NCMPA1 invested in the Catawba Nuclear Station in Lake Wylie, South Carolina in 1978 and has enjoyed stable electric prices from the power plant since 1986. Due to its prudent investment in nuclear energy, NCMPA1 is a clean energy leader in the state, providing electricity that is more than 95 percent carbon-free to homes, businesses, and industry in its service territory. The Nuclear Regulatory Commission requires NCMPA1 and other investors in nuclear resources to contribute to a decommissioning trust fund to cover the costs of decommissioning the nuclear resources when the power plants are retired. State law governs the resources in which NCMPA1 may invest contributions to the Catawba Nuclear Station Decommissioning Trust Fund

BUDGET IMPACT:

Could result in lower wholesale electric rates which could be passed along to the City's electric customers.

RECOMMENDATION / ACTION REQUESTED:

City Council is requested to adopt a resolution encouraging support for Senate Bill 323 and House Bill 257 statutory change allowing NCMPA1 to invest the Catawba Nuclear Station Decommissioning Trust Fund in the existing Ancillary Governmental Participant Investment Program managed by the North Carolina State Treasurer.

CITY OF HIGH POINT
RESOLUTION

**A RESOLUTION SUPPORTING THE PASSAGE OF LEGISLATION
IN THE GENERAL ASSEMBLY OF NORTH CAROLINA**

- WHEREAS*, The City of High Point has provided electric service to its residents since 1893; and
- WHEREAS*, High Point is a participant in the North Carolina Municipal Power Agency Number 1 (NCMPA1); and
- WHEREAS*, NCMPA1 invested in the Catawba Nuclear Station in Lake Wylie, South Carolina in 1978 and has enjoyed stable electric prices from the power plant since 1986; and
- WHEREAS*, due to its prudent investment in nuclear energy, NCMPA1 is a clean energy leader in the state, providing electricity that is more than 95 percent carbon-free to homes, businesses, and industry in its service territory; and
- WHEREAS*, the Nuclear Regulatory Commission requires NCMPA1 and other investors in nuclear resources to contribute to a decommissioning trust fund to cover the costs of decommissioning the nuclear resources when the power plants are retired; and
- WHEREAS*, state law governs the resources in which NCMPA1 may invest contributions to the Catawba Nuclear Station Decommissioning Trust Fund; and
- WHEREAS*, NCMPA1 seeks a statutory change that would allow NCMPA1 to invest the Catawba Nuclear Station Decommissioning Trust Fund in the existing Ancillary Governmental Participant Investment Program managed by the North Carolina State Treasurer; and
- WHEREAS*, assuming the current assumptions hold true this statutory change could lead to significantly lower wholesale electric rates to High Point and the other 18 participants in NCMPA1; and
- WHEREAS*, High Point's delegation, Sen. Michael Garrett, and Rep. Pat Hurley are co-sponsors of Senate Bill 323 and House Bill 257, respectively, that would make the desired statutory change now.

Therefore, be it **RESOLVED**, that the City Council of High Point does commend this bill to the General Assembly and to the Governor of North Carolina as valuable, necessary, and timely and does recommend its passage into law for the benefit of the citizens of the State.

Adopted this 5th day of April 2021 in High Point, North Carolina.

Jay W. Wagner, Mayor

Lisa B. Vierling
City Clerk

[SEAL]

CITY OF HIGH POINT

AGENDA ITEM



Title: PMP Study and Evaluation of Rehabilitation Alternatives for Arnold Koonce City Lake Dam
Schnabel Engineering South, PC

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

Meeting Date: April 5, 2021

Public Hearing: N/A

Advertising Date: N/A

Advertised By: On-Call

Attachments: Attachment A- Proposal

PURPOSE:

To contract with Schnabel Engineering South, PC to perform engineering services associated with the evaluation of alternatives to upgrade Arnold Koonce City Lake Dam to meet NC DEQ Dam Safety requirements.

BACKGROUND:

Arnold Koonce City Lake Dam is nearly 100 years old and was constructed well before modern dam safety standards were developed. As such, the dam does not meet NC DEQ Dam Safety requirements for stability or spillway capacity, and it has several other dam safety-related deficiencies. The scope of the project will be for Schnabel Engineering South, PC to prepare a site-specific Probable Maximum Precipitation (PMP) study to develop updated PMP values for use as the basis in analyzing and developing alternatives to upgrade the Arnold Koonce City Lake Dam to meet NC DEQ Dam Safety requirements and for use in the future design of the selected alternative.

BUDGET IMPACT:

Funds for this project are available in the 2020-2021 Budget.

RECOMMENDATION / ACTION REQUESTED:

The Public Services Department recommends approval and asks for the Council to award the professional engineering services to Schnabel Engineering South, PC in the amount of \$92,500.



Arnold Koonce City Lake Dam

April 2, 2018
Revised March 15, 2021

Mr. Derrick Boone
Assistant Public Services Director
City of High Point
211 South Hamilton, Room 206
High Point, NC 27260

Subject: P4821083, Revised Proposal for Additional Engineering Services, Evaluation of Rehabilitation Alternatives for City Lake Dam, High Point, North Carolina

Dear Mr. Boone:

SCHNABEL ENGINEERING SOUTH, P.C. (Schnabel) is pleased to submit this revised proposal for additional engineering services associated with the evaluation of alternatives to upgrade City Lake Dam to meet NC DEQ Dam Safety requirements. This proposal has been prepared based on our discussions with the City during the alternatives evaluation review meeting on February 13, 2018, and revised based on our conference call with the City on February 24, 2021.

BACKGROUND

City Lake Dam is nearly 100 years old and was constructed well before modern dam safety standards were developed. As such, the dam does not meet NC DEQ Dam Safety requirements for stability or spillway capacity and it has several other dam safety-related deficiencies. As a result, the City contracted with Schnabel to perform a feasibility level evaluation to assess options to rehabilitate or replace the City Lake Dam to meet current dam safety criteria. Our objective for that study was to develop technically feasible and cost-effective solutions for addressing the identified deficiencies and for providing the City with reliable long-term infrastructure that minimizes short-term and long-term impacts to the park and surrounding community.

Several supporting tasks were performed to better define the limitations of the existing dam with respect to current dam safety criteria and support the development of rehabilitation alternatives, including a detailed topographic survey of the site, a subsurface investigation of the spillway and right embankment, and updated hydrology and hydraulic analyses and dam stability analyses.

Three alternatives, two rehabilitation options and one replacement option, were presented in our draft Alternatives Analysis Report dated January 31, 2018. The rehabilitation alternatives include modifying the existing spillway crest using either Obermeyer crest gates (Alternative 1) or a piano key weir (Alternative

2). Both rehabilitation alternatives also include post-tensioned anchoring of the existing concrete gravity dam to address stability concerns, raising the right embankment and abutments by three feet to reduce the required width of the new spillway, removal of the downstream apron and replacement with a more suitable stilling basin, and removal and replacement of the downstream training walls. The replacement alternative consists of a roller compacted concrete (RCC) dam with a PK weir constructed downstream of the existing dam (Alternative 3).

During our alternatives evaluation review meeting with the City on February 13, 2018, we recommended that the City consider performing a site-specific Probable Maximum Precipitation (PMP) study for the site. Based on our recent experience with other site-specific PMP studies in the region, there is the potential that the HMR 51/52 PMP values used in our initial study could be reduced significantly using more recent storm data and developments in meteorology since the HMR documents were published in the 1970s. Such a reduction in the PMP values for the City Lake watershed could have a significant effect on the proposed alternatives. Based on this information, the City requested that Schnabel move forward with preparing an additional scope of services for performing a site-specific PMP study and updating the engineering analyses and alternatives presented in our draft Alternatives Analysis Report accordingly.

OBJECTIVE AND SCOPE OF SERVICES

The primary objective of these additional services is to prepare a site-specific PMP study to develop updated PMP values for use as the basis in analyzing and developing alternatives to upgrade the dam to meet NC DEQ Dam Safety requirements and for use in the future design of the selected alternative. This study will be performed under the supervision of a Professional Engineer registered in the State of North Carolina.

Our proposed scope of services includes the following tasks:

Task 1 – Site-Specific PMP Study

Schnabel will subcontract with Applied Weather Associates (AWA) to perform a site-specific PMP study for the City Lake Dam watershed. The study and associated report will be prepared to meet the requirements of NC DEQ Dam Safety. The study will utilize data from the recently completely Commonwealth of Virginia PMP Study and other site-specific PMP studies that AWA has recently completed in the region (e.g., Lake Michie Reservoir in Durham, Hyco Reservoir in Caswell County, NC, etc.). AWA will provide a report documenting the methods, processes, and data used to derive the PMP values in the watershed. The results of this study will be used to update the hydrology and hydraulic analyses for the existing conditions and potential rehabilitation alternatives at City Lake Dam.

Following AWA's completion of the study, we will hold a video conference call with NC DEQ Dam Safety to discuss the results of the site-specific PMP study.

Task 2 – Updates to Existing Conditions Engineering Analyses

Using the results of the site-specific PMP study, we will revise our hydrology and hydraulic models and analyses for the existing conditions to obtain updated values for the Spillway Design Storm (SDS, 3/4 PMP) and the depth of overtopping during this event, and an associated tailwater rating curve. The

updated SDS will be used in refining the rehabilitation alternatives discussed below, and our Alternatives Analysis Report will be updated with the revised analyses.

Two of the stability analysis load cases, LC3 – Infrequent Flood (200-year) and LC4 – Maximum Design Flood (3/4 PMP), presented in our draft Alternatives Analysis Report will be revised based on the results of the site-specific PMP study. The Alternatives Analysis Report will be updated with the revised analysis approach and results. The material properties and dam geometry used in our original analyses will remain the same.

Task 3 – Updates to Alternatives

Schnabel will update the three alternatives presented in our draft Alternatives Analysis Report based on the results of the site-specific PMP study. We will revise the hydraulic analyses to determine the top of dam elevations and spillway sizing required to safely pass the updated SDS (3/4 PMP), prepare updated conceptual design drawings (i.e., figures) and cost estimates for each alternative, and update each affected section of the Alternatives Analysis Report accordingly.

Our proposed scope for this task also includes another face-to-face (virtual or in-person) review meeting with City following the submission of our updated Alternatives Analysis Report.

EXCLUSIONS

Services not specifically identified above are not included in the scope of services under this agreement. The following services are not included in our proposed scope, but can be provided upon request:

- Attendance at meetings other than those listed above
- Site-specific climate change analysis
- Development of the annual exceedance probability of the deterministically-derived PMP depths
- Preparation of an updated Emergency Action Plan (EAP) or inundation mapping
- Environmental studies

SCHEDULE

AWA will complete the site-specific PMP study within 3 months from receipt of a signed agreement or written notice-to-proceed (NTP). Schnabel will provide the updated Alternatives Analysis Report to the City within 3 months of receipt of the site-specific PMP values (6 months from NTP).

PROJECT FEES

Our fees are summarized below and are for the specific scope of services detailed herein. The fee for work requested beyond the scope of services included herein will be based on a negotiated lump sum or our current unit prices at the time the work is authorized.

Breakdown of Fees

Task	Fee Type	Fee
Task 1 – Site-Specific PMP Study	Lump Sum	\$53,800
Task 2 – Updates to Existing Conditions Engineering Analyses	Lump Sum	\$12,000
Task 3 – Updates to Alternatives	Lump Sum	\$26,700
Total Lump Sum Fee:		\$92,500

PAYMENTS

Services will be billed monthly as a percentage of completion of the lump sum fee. Payment will be due on receipt of our invoices and will be considered past due 30 days after the invoice date. Interest will be charged at 1.5 percent per month on all overdue accounts. Payments will not be contingent upon receipt of funds from third parties.

GENERAL

The Standard Contract Terms and Conditions included in our Master Agreement for On-Call Professional Engineering Services (Master Agreement) dated March 14, 2018 will apply to the services proposed herein, and we understand the City will provide a Supplemental Service Agreement referencing the Master Agreement. This proposal is valid for 90 days from the date shown.

We appreciate the opportunity to submit this proposal for additional services and look forward to continuing to work with you on this project. Please contact us if you have any questions regarding this proposal.

Sincerely,

SCHNABEL ENGINEERING SOUTH, P.C.



Jonathan M. Pittman, PE
Senior Vice President

SLK:JMP:TJF



**FORMAL BID RECOMMENDATION
REQUEST FOR COUNCIL APPROVAL**

DEPARTMENT: **ENGINEERING SERVICES**

COUNCIL AGENDA DATE: **April 5, 2021**

BID NO.: **08-030421** CONTRACT NO.: **2021-003** DATE OPENED: **03/04/2021**

DESCRIPTION:

Water and Sewer Maintenance 2021-2022

PURPOSE:

Provide assistance to our Water and Sewer Mains Division when needed to handle regularly scheduled and emergency maintenance items on our water and sewer system. Typically, this includes replacement of water and sewer mains in poor condition, replacement of valves, hydrants, blow-offs, manholes, etc. that are broken or in disrepair.

COMMENTS:

Three bids were received for the contract work.

RECOMMEND AWARD TO: **North State Water and Sewer , Inc.** AMOUNT: **\$836,975.00**

JUSTIFICATION:

Current bidders are
North State Water and Sewer, Inc. \$836,975.00
Breece Enterprises, Inc. \$904,725.00
Yates Construction, Inc. \$2,488,533.40

ACCOUNTING UNIT	ACCOUNT	ACTIVITY	CATEGORY	BUDGETED AMOUNT
421779	533701	421001012805	40201	\$418,488.00
421779	533701	421001010205	40201	\$418,487.00
TOTAL BUDGETED AMOUNT				\$836,975.00

DEPARTMENT HEAD: **Trevor Spencer, PE** Digitally signed by Trevor Spencer, PE
Date: 2021.03.10 11:07:18 -05'00' DATE: **3/10/2021**

The Purchasing Division concurs with recommendation submitted by the **ENGINEERING SVC DEPT** **and recommends**
award to the lowest responsible, responsive bidder **NORTH STATE W&S, INC.** **in the amount of \$** **\$ 836,975.00** **.**

PURCHASING MANAGER: **Erik S. Conti** Digitally signed by Erik S. Conti
Date: 2021.03.18 09:18:27 -04'00' DATE: **3/18/21**

Approved for Submission to Council
FINANCIAL SERVICES DIRECTOR: **Bobby Fitzjohn** Digitally signed by Bobby Fitzjohn
Date: 2021.03.18 11:39:45 -04'00' DATE: **3/18/21**

CITY MANAGER: **Randy E. McCaslin** Digitally signed by Randy E. McCaslin
Date: 2021.04.06 09:06:41 -04'00' DATE: **4/6/21**

CITY OF HIGH POINT

AGENDA ITEM



Title: Carolina Video Security, Inc. Sole Source Purchase for New PD Interview Rooms

From: J. Travis Stroud, Interim Chief of Police

Meeting Date: April 5, 2021

Public Hearing: N/A

Advertising Date / N/A

Advertised By:

Attachments: Quote
Sole Source Form

PURPOSE:

City Council is asked to award a Purchase Order as a Sole Source to Carolina Video Security, Inc. for software, hardware, installation for three additional interview rooms, and soundproofing/acoustic panel installation for the lower level interview rooms located at the new police department headquarters.

BACKGROUND:

North Carolina has two statutes requiring recording of custodial interrogations. N.C. Gen. Stat. § 15A-211 (2007, 2011). The statute enacted in 2007 required recording of custodial interviews of homicide suspects. In 2011, an amendment was enacted expanding the recording requirement to custodial interviews of all interrogations of juveniles, and all suspects in "Class A, B1, or B2 felony, and any Class C felony of rape, sex offense, or assault with a deadly weapon with intent to kill inflicting serious injury." A law enforcement officer conducting a custodial interrogation at a place of detention of a juvenile, and of persons suspected of committing any of the felonies shall make an electronic recording of the interrogation in its entirety. §§ (b), (d). Recordings must begin with the *Miranda* advice of rights, and end when the interview has completely finished, except for brief periods of recess upon request of the suspect or interrogator. The recording may be either video or audio, provided that "A video and audio recording shall be simultaneously produced whenever reasonably feasible, provided that a defendant may not raise this as a grounds for suppression of evidence." § (c)(1). "If the record is a visual recording, the camera recording the custodial interrogation must be placed so that the camera films both the interrogator and the suspect." § (c)(2). A statement made by a defendant in the course of a custodial interrogation may be presented as evidence against the defendant if an electronic recording was made of the custodial interrogation in its entirety, and the statement is otherwise admissible. § (e).

From privacy to sound quality, sound and noise issues in an interview room are very important. Privacy issues arise when sound transfers between two spaces. Poor quality recordings are a result of echo and reverberation in the room. Ideally, interview rooms should be designed to provide noise reduction.

The City's new Police facility will need to be up-fitted to meet the requirements of the above-referenced general statutes and provide adequate soundproofing.

BUDGET IMPACT:

Funds are available in the Police Headquarters capital project account.

RECOMMENDATION / ACTION REQUESTED:

The Police Department is requesting Council approval to purchase software, hardware, installation for three additional interview rooms, and soundproofing/acoustic panel installation for the lower level interview rooms using the sole source bid recommendation from Carolina Video Security, Inc. totaling \$33,400.



Carolina Video Security, Inc.



April 1, 5 2021

QUOTATION-3 Interview Room Addition with Soundproof-CVSI2021-3474

High Point Police Department
Lt. Matt Truitt
1009 Leonard Avenue
High Point, NC 27260

CVSI is pleased to provide this quotation for your consideration. Scope of work is to provide software, hardware and installation services for three additional interview rooms located at the new police headquarters. This quotation reflects the current migration schedule as discussed on April 1st.

CVSI will build new server to support 5 rooms. The two, (2) "hard interview" rooms downstairs in new facility will be completed first. CVSI will install and wire new hardware including; card readers, (install conduit pathways if deemed necessary for readers), camera sensors, controllers. CVSI to install sound proofing tiles in each room. High Point PD has approved the CVSI provided installation plan, including tile specifications including fabric selection and color. The three, (3) "soft" rooms upstairs will be added next. Two of those rooms will utilize the existing hardware in the old PD, including the A1001, the camera sensors, (2 per room) and the card readers. CVSI will remove existing hardware located at 1009 Leonard and reinstall at 1730 Westchester as part of this quotation. All rooms will utilize the standard card reader to start/stop interview recording.

Pricing Model

QTY	Description	Unit Price	Pricing
3	AV Fusion Interview Room Installation – (3 Room Add, 2 Room Relocate) Includes 5 room server, 20 TB. Installation includes software, controllers, sensors, card readers. Turn up system test and train		\$24,400.00
2	Lower level interview rooms (2) soundproofing/acoustic panel installation Includes 400 sq foot estimate with 2 x 2 panels wall and ceiling installed	\$4,500.00	\$9,000.00
	Project Total		\$33,400.00

NOTE - Subsequent years of software support will be billed at \$395.00 per room. Commencing July 1, 2022 and continuing annually.

4425 Beryl Road
Raleigh, NC 27606

T 919-838-4960
F 919-882-8947

www.carolinavideosecurity.com



Carolina Video Security, Inc.



Interview Recording Solution for Law Enforcement

- Custodial Interrogations / Soft Interview Rooms / Safe Spaces/ Polygraph Rooms
- Uses Your Existing Commercial Security Components
- Secure User Credentials / No Keys
- User Access Through Client
- Leverages Enterprise-Class Server/Storage
- Scalable to Multiple Rooms
- High Definition 720p Video / Network-Based
- Multiple Cameras Per Room

Carolina Video Security, Inc (CVSI) is an experienced commercial & industrial systems integrator focusing on physical security solutions in North Carolina. CVSI has successfully designed, implemented and maintained a wide variety of systems for law enforcement, municipalities, educational facilities and commercial clients. CVSI is a NC Licensed Electrical Contractor and NC Alarm Board Licensed.

CVSI has successfully implemented more than 50 interview recording systems for Law Enforcement Agencies throughout North Carolina. CVSI offers AV Fusion in a turn-key package for a complete interview recording system utilizing high quality commercial grade equipment and professional certified installers.

With this solution, your agency can meet or exceed the requirements of the legislation for custodial interrogations and provide more reliable, comprehensive documentation of investigations.

Above pricing does not include sales tax. Applicable taxes will be applied at time of invoicing. If procuring on a "P" card please allow 3% surcharge to above total for transaction fee. Quotation is good for 30 days from submittal date.

We appreciate the opportunity to offer solutions to the High Point Police Department.

With best regards,

Todd McIntyre
Director of Sale

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Financial Services

Purchasing Division



Requisition # 28551

CITY OF HIGH POINT
SOLE SOURCE JUSTIFICATION FORM
(For Items Costing \$10,000.00 or More)
Statutory Reference N.C.G.S. 143-129(e)6

Vendor: CVSI

Item(s): AV Fusion Interview Room Installation (3 Room Add, 2 Room Relocate) + Soundproofing

Justification:

Scope of work is to provide software, hardware, and installation services for three additional interview rooms located at the new police headquarters. This quotation reflects the current migration schedule of the two existing rooms. Additionally, soundproofing/acoustic panel installation will occur for two lower level interview rooms.

Estimated expenditure for the above item(s): 34,400

Accounting Unit and Account(s):

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

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

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

Department Head/Authorized Personnel J. Travis Stroud Digitally signed by J. Travis Stroud
Date: 2021.03.31 13:22:44 -04'00'

Department/Division Police Department

Date 03/31/2021

APPROVAL PROCESS

Purchasing Manager

Financial Services Director

City Council (\$30,000 – Up)