

DURHAM COUNTY

WHISPERING PINES STORMWATER MANAGEMENT PROJECT

PROJECT NO.: SRP-SW-ARP-0040

EXHIBIT A

CONSTRUCTION PHASE SERVICES

The Consulting engineering firm, hereafter referred to as CONSULTANT, shall perform all services for the COUNTY of Durham, hereafter referred to as COUNTY, in accordance with the latest editions of the:

- NCDOT Standard Specifications for Roads and Structures
- NCDEQ Erosion and Sediment Control Planning and Design Manual
- Other applicable County, State or Federal standards

Project Description:

The overall objective of the Whispering Pines Stormwater Management Project is to implement strategies for stormwater management that will comply with the Upper Neuse River Basin Association (UNRBA) Interim Alternative Implementation Approach (IAIA) and Falls Lake Nutrient Management Strategy. The Whispering Pines project was issued for bid by the COUNTY in September 2025, Contractor interviews were conducted in October 2025, and the project is expected to be awarded to the Contractor in November 2025 with an expected construction start date in July 2026. It is anticipated that construction activities will last approximately 5 months from the issuance of notice to proceed with an expected project completion date of no later than December 31, 2026.

1 CONSTRUCTION SERVICES

CONSULTANT will provide the following services after bid has been awarded and through construction:

1.1 – Construction Administration Support

- Pre-Construction Conference (1) – Attend the pre-construction conference(s) with the project team. Prepare and distribute agenda for the conference and prepare and distribute minutes.

Exhibit A – Scope of Services

Durham County – Whispering Pines Stormwater Management Project

- Review Contractor Schedules– Review contractor schedules including revisions for compliance with contract documents. Schedules may include the progress schedule, schedule of submittals, and schedule of values.
- Baselines and Benchmarks– Provide benchmarks and baselines to contractor via digital AutoCAD files.
- Submittal Review (5)– Review and provide response to a maximum of five (5) shop drawings within 72 business hours or as specified in the contract documents.
- Request for Information Review (5) – Review and provide response to a maximum of five (5) Requests for Information within 72 business hours or as specified in the contract documents.
- Bulletin drawings (1) – Develop and issue a maximum of one (1) bulletin drawings for revisions/updates to contract documents.
- Pay Request (6) -Review and provide response on a maximum of six (6) Pay Request reviews as needed per the contract documents.
- Progress Meetings (5) – Attend five (5) construction progress meetings with the Contractor and OWNER on a monthly basis at the project site. Provide agendas and meeting minutes for each meeting.

1.2 - Construction Observation Support

- Engineering Site Visits (26) – Make twenty-six (26) site visits (once per week for 5 months, or as needed) to observe the progress, critical installation points, and to attempt to determine in general if the work is proceeding in accordance with the Construction Contract Documents.
- Material Testing – CONSULTANT shall provide independent QA/QC material testing during construction to include evaluation of bioretention media and other relevant testing per the specifications.
- Change Management (2) – Provide input and recommendations for change orders. Review two (2) duly submitted change proposal from Contractor and, within 30 days after receipt of the Contractor's supporting data, either deny the change proposal in whole, approve it in whole or deny it in part and approve it in part.
- Punch List – Substantial Completion (1) – Conduct a final walk-through of the Project for conformance with the design concept of the Project and general compliance with the Construction Contract Documents. Prepare a list of deficiencies to be corrected by the contractor before recommendation of final payment. Issue final certificate of substantial completion.
- Project Closeout – Review legal releases, permits, warranties, and spare parts provided by the contractor. Review and comment on the certificate of completion and the recommendation for final payment to the Contractor(s).
- Warranty Inspection (1) – Conduct one (1) warranty inspection of the completed project within the Contractor's warranty period, approximately eleven (11) months following Substantial Completion or as directed by the COUNTY. The purpose of the inspection will

Exhibit A – Scope of Services

Durham County – Whispering Pines Stormwater Management Project

be to evaluate the overall condition and performance of the installed stormwater management practices, stream restoration components, in-stream structures, and vegetation establishment relative to the requirements of the Construction Contract Documents. CONSULTANT will document apparent deficiencies, including but not limited to excessive erosion, settlement, structural distress, scour, drainage issues, dead or unhealthy vegetation, inadequate plant survival, and other conditions that do not meet the performance requirements specified in the plans, specifications, permits, or contract documents. CONSULTANT shall prepare and submit a written Warranty Inspection Memorandum summarizing observations, documenting deficiencies with photographs, and providing recommendations for corrective actions to be completed by the Contractor under the warranty provisions of the Contract.

1.3 – As-Built Survey

- As-Built Survey – CONSULTANT shall subcontract with a licensed NC Professional Land Surveyor to collect necessary topographic and structure information detailing the as-built conditions for the project. It will be completed by the standards as set forth by the Rules of Standard Practice as outlined by the North Carolina Board of Engineers and Land Surveyors and North Carolina General Statutes to include GS 47-30 and North Carolina Administrative Code - 21 NCAC 56.1606. The survey will be horizontally tied to the North Carolina State Plane Coordinate System under the North American Datum of 1983 (NAD83). Vertically, the project will be tied to the North American Vertical Datum of 1988 (NAVD88). The project's units will be the U.S. Survey Foot.

1.4 – O&M Manual Development

- O&M Manual – CONSULTANT shall prepare an Operations and Maintenance (O&M) Manual for the constructed stream restoration channel, bioswales, and bioretention area. The Manual will document as-built conditions and provide clear guidance for routine and long-term inspection, operation, and maintenance of all project components, including in-stream grade control structures, bank stabilization measures, conveyance elements, engineered soil media, underdrains, overflow structures, and vegetation. The O&M Manual will establish recommended inspection frequencies, maintenance procedures (e.g., sediment and debris removal, vegetation management, erosion repair, mulch replacement, and structural stabilization), and performance monitoring criteria to ensure continued hydraulic function, water quality treatment, and channel stability. The document will also include inspection checklists, maintenance logs, and recordkeeping templates to support regulatory compliance and long-term asset management.

2 ADDITIONAL SERVICES

This task is to be used to provide any additional services requested by the COUNTY that were not covered in the basic scope of services outlined above. No services shall be provided under this task without prior written approval from the COUNTY's Project Manager and all services provided shall be provided for a lump sum fee to be negotiated based on the services to be rendered.

Budget:

The CONSULTANT has developed an hour estimate based on the scope of services listed above.

Exhibit A – Scope of Services

Durham County – Whispering Pines Stormwater Management Project

Based on this level of effort, we propose a project budget of \$114,800.00 for the Whispering Pines Stormwater Management Project - Construction Phase Services.

Task 01 – Construction Administration Support	\$33,800.00
Task 02 – Construction Observation Support	\$48,400.00
Task 03 – As-Built Survey	\$18,000.00
Task 04 – O&M Manual	\$8,300.00
Reimbursables	\$6,300.00
Project Total	\$114,800.00

Schedule:

The CONSULTANT anticipates that the construction phase services will last approximately five (5) months pending contractor selection, award, and issuance of notice-to-proceed. Overall schedule is approximately 18 months to account for construction kick-off and the 12 month warranty period following Project Closeout.