



### **Agenda Action Form Overview**

Approval of amendment with HDR Engineering Inc of the Carolinas to provide design, bidding, and construction contract administration for the installation of a whole site generator at the Northern Durham Convenience Center in the amount of \$6,000 for a total contract not-to-exceed amount of \$666,832.

### **Background/Justification**

Since 2018, HDR has assisted the County with development of the Northern Durham Convenience Center through the preparation of the Master Plan and Site Plan, obtaining the Special Use Permit and Site Plan approval, preparation of construction documents, preconstruction and final permitting, project bidding, and provided construction administration services for the project. The facility opened in August of 2022 and has been well received by residents.

The Northern Convenience Center took the place of the two previous sites in Bahama and Rougemont. At those locations, the County used open air dumpsters to collect recycling, bulky waste, and bagged trash. One of the key advantages to the new Convenience Center's design is the use of compaction. By using pre-crushers and compactors for garbage, bulky items, and recycling, the County has been able to see a reduction in hauling costs by maximizing volume of waste removed per load. However, these compactors and pre-crushers require power to operate. Since the new site has opened, the County has experienced several power outages that required the site to be temporarily closed for recycling, garbage, and bulky waste since the compactors and pre-crushers could not operate.

The original design included accommodation for a portable backup generator to provide power to maintain operations of key functions of the administrative building, but not to operate the site for waste disposal. The County seeks to install a whole site generator which would allow the facility to maintain full site operations for citizens during periods of power loss.

The project bidding phase of this project required more time than anticipated. When the Invitation for Bids was first advertised in November 2024, no bids were received by the deadline. The project was re-bid and extended with a proposal deadline of March 27, 2025 with one responsive bidder. Due to the extended timeframe, HDR requires an additional \$6,000 to move to the next phase of this project which includes construction administration.

Existing funds for this amendment are available in Capital Improvement Project #4190 DCO79.

### **Policy Impact**

There is no change to current policy.

### **Procurement Background**

On August 11, 2018, a Request for Qualifications (RFQ No 19-007) for Architectural Services for Upgrades to Northern Durham County Solid Waste Convenience Sites was advertised and mailed to potential proposers. Two responses were received on September 13, 2018 and were



**Durham County Government**  
**Agenda Action Form Supplemental Document – Contract Approval**

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evaluated by a selection committee representing Legal, Purchasing, General Services, and County Engineering. HDR was determined to be the most qualified for this project. HDR is located in Raleigh NC.

**Type of purchase**

- ☐ Goods
- ☐ Services
- ☒ Architect, Engineer or Surveyor Services
- ☐ Construction and Repair

**Did this request for purchase go through a bid process? Yes ☐ No ☐**

*Goods: Bids required if  $\geq \$30,000$ , BOCC approval if  $\geq \$90,000$*

*Services: Bids required if  $\geq \$30,000$ , BOCC approval if  $> \$40,000$*

*Construction/Repair work: Bids required if  $\geq \$30,000$ , BOCC approval if  $\geq \$500,000$*

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- ☐ Sole source exemption
- ☐ Cooperative purchasing program exemption
- ☐ State and federal contract exemption
- ☐ Contract is an amendment to an existing contract
- ☐ Other (please explain)

**If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes ☐ No ☐**

If no, why?

\_\_\_\_\_  
\_n/a\_\_\_\_\_  
\_\_\_\_\_

**Fiscal Impact**

This contract is supported by Pay As You Go capital funds that have been allocated for Leased Convenience Site Upgrades.

**Recommendation**

County Manager recommends that the Board authorize the County Manager to



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