

**NORTH CAROLINA
DURHAM COUNTY**

CONTRACT AMENDMENT

THIS CONTRACT AMENDMENT is made and entered into this **1st day of July, 2024**, by and between the **COUNTY OF DURHAM** (hereinafter referred to as “**County**”) and **STORMWATER OPERATIONS SPECIALIST, LLC** (hereinafter referred to as “**Contractor**”).

WITNESSETH:

THAT WHEREAS, the County and Contractor entered into a contract dated October 11, 2021, for the provision of sewer easement maintenance services for the sewer collection system tributary to the Triangle Wastewater Treatment Plant (TWWTP) per RFP No. 21-004, and Amended on July 1, 2022, Funds Reservation Number 23-832, on July 1, 2023, Funds Reservation Number 24-509, (hereinafter the “Original Agreement and Amendments”); and

WHEREAS, the County and Contractor desire to amend/*renew* the Original Agreement, *a third time for the FY25 service period*., while keeping in effect all terms and conditions of the Original Agreement and Amendments not inconsistent with the terms and conditions set forth below.

NOW THEREFORE, for and in consideration for the mutual covenants and agreements made herein, the parties agree to amend the Original Agreement and Amendments as follows:

1. The Term of the Original Agreement and Amendments is hereby extended through **June 30, 2025**.
2. The compensation paid to Contractor shall be a total amount not to exceed **One hundred twelve thousand one hundred fifty and No/100 Dollars (112,150.00)**.
3. By execution hereof, the person signing for Contractor below certifies that he/she has read this Contract Amendment and that he/she is duly authorized to execute this contract on behalf of the Contractor.
4. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent not inconsistent with this Amendment. In the event that there is a conflict between the Original Agreement and this Amendment, this Amendment shall control.

IN WITNESS WHEREOF, the parties have expressed their agreement to these terms by causing this Contract Amendment to be executed by their duly authorized office or agent. This Contract Amendment shall be effective as of the date herein.

COUNTY OF DURHAM

STORMWATER OPERATIONS SPECIALISTS

By: _____
Dr. Kimberly J. Sowell, County Manager

DocuSigned by:
By Anthony Westmoreland

Anthony Westmoreland, President

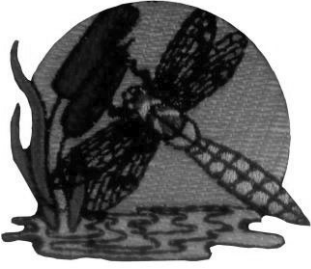
Date of Signature: _____

Date of Signature: 8/9/2024 | 4:09 PM CDT

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

DocuSigned by:
Crystally Wright

Crystally Wright, Durham County Interim Chief Financial Officer



Stormwater Operation Specialists
Clayton, NC 27520

July 1, 2024

County of Durham
Utilities Division
59262 NC Hwy 55 E.
Durham, NC 27713

**RE: Sewer Easement Maintenance Services
FY23 Contract for Sewer Easement Mowing and
Tree Removal
LOCATION: Durham County, NC**

To Whom It May Concern,

This is a quote for the following services:

Stormwater Operations Specialists, LLC (SOS) will mow 30 wide easements for the approximately 45 miles of collection system easement for the Durham County Utilities Division.

Maps of the areas to be mowed provided by Durham County Utilities Division will be used to locate the areas to be serviced.

The mowing will include the removal of trees and limbs less than 12 inches in diameter at their base as part of the scope of work.

Trees and limbs greater than 12 inches in diameter at their base will be considered part of the "Allowance for Debris Removal" and price for their removal will be quoted to Durham County Utilities Division for approval before removal.

Weekly reporting will be made to Durham County Utilities Division via spreadsheet listing the areas SOS has serviced within the previous week.

Any deficiencies along the easement will be photographed and noted for referral to Durham County Utilities Division. These deficiencies can include but are not limited to erosion, missing manholes covers, and dumping by adjacent property owners.

This scope of work will be completed twice per fiscal year. The timing and duration of these cuttings will be dependent on the weather and vegetation growth. This will be coordinated with Durham County Utilities Division.

Pay Item No.	Description	Units	Estimated Quantity	Unit Price	Total Price
1	Collection System Easement Maintenance	Per mile	90 Miles	\$1205.00	\$108,450.00
2	Allowance for Debris Removal (After County Approval)			\$3,700.00	\$3,700.00
	TOTAL PROPOSED COST with increase for the cost of materials, fuel and repairs				\$112,150.00

TOTAL MAINTENANCE.....\$112,150.00

VALID PERIOD: Quote valid for the FY25 period, 7/1/24-6/30/25

TIME FRAME: FY25 – July 1,2024 to June 30,2025.

Contractor:
 Stormwater Operations Specialists
 Clayton, NC 27520
 PH: 919-412-0755
anthony@stormwater-sos.com

 Anthony Westmoreland Vice-President

In Process

 Durham County Representative Name and Title

 Signature Date

ATTACHED FOR REFERENCE PURPOSES

STORMWATER OPERATIONS SPECIALIST, LLC

Contract Amendment (FY24 Renewal)

Dated: 07/01/23

In Process

**NORTH CAROLINA
DURHAM COUNTY**

CONTRACT AMENDMENT

THIS CONTRACT AMENDMENT is made and entered into this **1st day of July, 2023** by and between the **COUNTY OF DURHAM** (hereinafter referred to as “**County**”) and **STORMWATER OPERATIONS SPECIALIST, LLC**, (hereinafter referred to as “**Contractor**”).

WITNESSETH:

THAT WHEREAS, the County and Contractor entered into a contract dated October 11, 2021, for the provision of sewer easement maintenance services for the sewer collection system tributary to the Triangle Wastewater Treatment Plant (TWWTP) per RFP No. 21-004, (hereinafter the “Original Agreement”); and

WHEREAS, the County and Contractor amended the Original Agreement on July 1, 2022, Funds Reservation Number 23-832; and

WHEREAS, the County and Contractor desire to amend/*renew* the Original Agreement, *a second time for the FY24 service period*, while keeping in effect all terms and conditions of the Original Agreement not inconsistent with the terms and conditions set forth below.


NOW THEREFORE, for and in consideration for the mutual covenants and agreements made herein, the parties agree to amend the Original Agreement as follows:

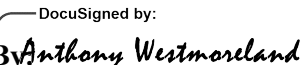
1. The Term of the Original Agreement is hereby extended through **June 30, 2023**.
2. The compensation paid to Contractor shall be an amount not to exceed of **One hundred twelve thousand one hundred fifty and No/100 Dollars (112,150.00)**.
3. By execution hereof, the person signing for Contractor below certifies that he/she has read this Contract Amendment and that he/she is duly authorized to execute this contract on behalf of the Contractor.
4. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent not inconsistent with this Amendment. In the event that there is a conflict between the Original Agreement and this Amendment, this Amendment shall control.

IN WITNESS WHEREOF, the parties have expressed their agreement to these terms by causing this Contract Amendment to be executed by their duly authorized office or agent. This Contract Amendment shall be effective as of the date herein.

COUNTY OF DURHAM

STORMWATER OPERATIONS SPECIALISTS

DocuSigned by:

 By: _____
 Dr. Kimberly J. Sowell, County Manager

DocuSigned by:

 By: _____
 Anthony Westmoreland, President

Date of Signature: 10/25/2023

Date of Signature: 10/18/2023

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

DocuSigned by:

 Crystally Wright, Durham County Interim Chief Financial Officer



Stormwater Operation Specialists
Clayton, NC 27520

July 1, 2023

County of Durham
Utilities Division
59262 NC Hwy 55 E.
Durham, NC 27713

**RE: Sewer Easement Maintenance Services
FY24 Contract for Sewer Easement Mowing and
Tree Removal
LOCATION: Durham County, NC**

To Whom It May Concern,

This is a quote for the following services:

Stormwater Operations Specialists, LLC (SOS) will mow 30 wide easement for the approximately 45 miles of collection system easement for the Durham County Utilities Division.

Maps of the areas to be mowed provided by Durham County Utilities Division will be used to locate the areas to be serviced.

The mowing will include the removal of trees and limbs less than 12 inches in diameter at their base as part of the scope of work.

Trees and limbs greater than 12 inches in diameter at their base will be considered part of the "Allowance for Debris Removal" and price for their removal will be quoted to Durham County Utilities Division for approval before removal.

Weekly reporting will be made to Durham County Utilities Division via spreadsheet listing the areas SOS has serviced within the previous week.

Any deficiencies along the easement will be photographed and noted for referral to Durham County Utilities Division. These deficiencies can include but are not limited to erosion, missing manholes covers, and dumping by adjacent property owners.

This scope of work will be completed twice per fiscal year. The timing and duration of these cuttings will be dependent on the weather and vegetation growth. This will be coordinated with Durham County Utilities Division.

Pay Item No.	Description	Units	Estimated Quantity	Unit Price	Total Price
1	Collection System Easement Maintenance	Per mile	90 Miles	\$1205.00	\$108,450.00
2	Allowance for Debris Removal (After County Approval)			\$3,700.00	\$3,700.00
	TOTAL PROPOSED COST with 5.6% increase for the cost of materials, fuel and repairs				\$112,150.00

TOTAL MAINTENANCE.....\$112,150.00

VALID PERIOD: Quote valid for the FY24 period, 7/1/23-6/30/24

TIME FRAME: FY24 – July 1,2023 to June 30,2024.

Contractor:
 Stormwater Operations Specialists
 Clayton, NC 27520
 PH: 919-412-0755
anthony@stormwater-sos.com

 Anthony Westmoreland Vice-President

In Process

 Durham County Representative Name and Title

 Signature Date

ATTACHED FOR REFERENCE PURPOSES

STORMWATER OPERATIONS SPECIALIST, LLC

Contract Amendment (FY 23 Renewal Request)

Dated: 03/13/23

In Process



North Carolina
Durham County

CERTIFICATION

I, Monica W. Wallace, the duly appointed and qualified Clerk of the Durham County Board of County Commissioners, do hereby certify that the foregoing is a true and correct copy of:

Board of County Commissioners authorized the County Manager to enter into a service contract amendment with Stormwater Operations Specialists, LLC to provide sewer easement maintenance services (RFP 22-004) for the sewer collection system tributary to the Triangle Wastewater Treatment Plant (TWWTP) in an amount of \$13,050, bringing the total contract amount from \$99,100 to \$112,150.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the official seal of Durham County, this 27th day of February 2023.



MONICA W. WALLACE
Clerk to the Board of County Commissioners

**NORTH CAROLINA
DURHAM COUNTY**

**CONTRACT AMENDMENT
RFP 22-004**

THIS CONTRACT AMENDMENT is made and entered into this **13th day of March, 2023**, by and between the **COUNTY OF DURHAM** (hereinafter referred to as “**County**”) and **STORMWATER OPERATIONS SPECIALIST, LLC**, (hereinafter referred to as “**Contractor**”).

WITNESSETH:

THAT WHEREAS, the County and Contractor entered into a contract dated October 11, 2021, for the provision of sewer easement maintenance services for the sewer collection system tributary to the Triangle Wastewater Treatment Plant (TWWTP) per RFP No. 22-004, Funds Reservation Number 22-689, (hereinafter the “Original Agreement”); and

WHEREAS, the County and Contractor renewed the Original Agreement on July 1, 2022, Funds Reservation Number 23-832; and

WHEREAS, the County and Contractor desire to amend the Original Agreement, *Funds Reservation Number 23-832, a first time for additional FY23 service period funds*, while keeping in effect all terms and conditions of the Original Agreement not inconsistent with the terms and conditions set forth below.

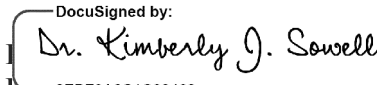
NOW THEREFORE, for and in consideration for the mutual covenants and agreements made herein, the parties agree to amend the Original Agreement as follows:

1. The Term of the Original Agreement hereby remains through **June 30, 2023**.
2. The compensation paid to Contractor shall be amended to add **Thirteen thousand fifty and No/100 Dollars (\$13,050.00)** for a new amount not to exceed of **One hundred twelve thousand one hundred fifty and No/100 Dollars (\$112,150.00)**
3. By execution hereof, the person signing for Contractor below certifies that he/she has read this Contract Amendment and that he/she is duly authorized to execute this contract on behalf of the Contractor.
4. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent not inconsistent with this Amendment. In the event that there is a conflict between the Original Agreement and this Amendment, this Amendment shall control.

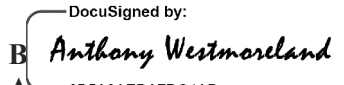
IN WITNESS WHEREOF, the parties have expressed their agreement to these terms by causing this Contract Amendment to be executed by their duly authorized office or agent. This Contract Amendment shall be effective as of the date herein.

COUNTY OF DURHAM

STORMWATER OPERATIONS SPECIALISTS

DocuSigned by:

 8EBF0A6C1C89469...

Manager

DocuSigned by:

 8B5A8AEDA7DC4AB...

resident

Date of Signature: 3/20/2023

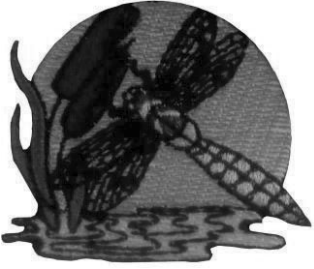
Date of Signature: 3/16/2023

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal

DocuSigned by:

 89F38A960267458...

Durham County Chief Financial Officer



Stormwater Operation Specialists
Clayton, NC 27520

July 1, 2022

County of Durham
Utilities Division
59262 NC Hwy 55 E.
Durham, NC 27713

**RE: Sewer Easement Maintenance Services
FY23 Contract for Sewer Easement Mowing and
Tree Removal
LOCATION: Durham County, NC**

To Whom It May Concern,

This is a quote for the following services:

Stormwater Operations Specialists, LLC (SOS) will mow 30 wide easement for the approximately 45 miles of collection system easement for the Durham County Utilities Division.

Maps of the areas to be mowed provided by Durham County Utilities Division will be used to locate the areas to be serviced.

The mowing will include the removal of trees and limbs less than 12 inches in diameter at their base as part of the scope of work.

Trees and limbs greater than 12 inches in diameter at their base will be considered part of the "Allowance for Debris Removal" and price for their removal will be quoted to Durham County Utilities Division for approval before removal.

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Any deficiencies along the easement will be photographed and noted for referral to Durham County Utilities Division. These deficiencies can include but are not limited to erosion, missing manholes covers, and dumping by adjacent property owners.

This scope of work will be completed twice per fiscal year. The timing and duration of these cuttings will be dependent on the weather and vegetation growth. This will be coordinated with Durham County Utilities Division.

Pay Item No.	Description	Units	Estimated Quantity	Unit Price	Total Price
1	Collection System Easement Maintenance	Per mile	90 Miles	\$1135.00	\$102,150.00
2	Allowance for Debris Removal (After County Approval)			\$10,000.00	\$10,000.00
	TOTAL PROPOSED COST with 14.65% increase for the cost of materials, fuel and repairs				\$112,150.00

TOTAL MAINTENANCE.....\$112,150.00

VALID PERIOD: Quote valid for the FY23 period, 7/1/22-6/30/23

TIME FRAME: FY23 – July 1,2022 to June 30,2023.

Contractor:
 Stormwater Operations Specialists
 Clayton, NC 27520
 PH: 919-412-0755
anthony@stormwater-sos.com

 Anthony Westmoreland Vice-President

In Process

 Durham County Representative Name and Title

 Signature Date

Attached for Reference

Stormwater Operations Specialist, LLC

FY23 Renewal Request

Dated: 7/1/22

In Process

**NORTH CAROLINA
DURHAM COUNTY**

CONTRACT AMENDMENT

THIS CONTRACT AMENDMENT is made and entered into this **1st day of July, 2022** by and between the **COUNTY OF DURHAM** (hereinafter referred to as “**County**”) and **STORMWATER OPERATIONS SPECIALIST, LLC**, (hereinafter referred to as “**Contractor**”).

WITNESSETH:

THAT WHEREAS, the County and Contractor entered into a contract dated October 11, 2021, for the provision of sewer easement maintenance services for the sewer collection system tributary to the Triangle Wastewater Treatment Plant (TWWTP) per RFP No. 21-004, (hereinafter the “Original Agreement”); and

WHEREAS, the County and Contractor desire to *amend/renew* the Original Agreement, *a first time for the FY23 service period*, while keeping in effect all terms and conditions of the Original Agreement not inconsistent with the terms and conditions set forth below.


NOW THEREFORE, for and in consideration for the mutual covenants and agreements made herein, the parties agree to amend the Original Agreement as follows:

1. The Term of the Original Agreement is hereby extended through **June 30, 2023**.
2. The compensation paid to Contractor shall be an amount not to exceed of **Ninety-nine thousand one hundred and No/100 Dollars (\$99,100.00)**.
3. By execution hereof, the person signing for Contractor below certifies that he/she has read this Contract Amendment and that he/she is duly authorized to execute this contract on behalf of the Contractor.
4. Except for the changes made herein, the Original Agreement shall remain in full force and effect to the extent not inconsistent with this Amendment. In the event that there is a conflict between the Original Agreement and this Amendment, this Amendment shall control.


IN WITNESS WHEREOF, the parties have expressed their agreement to these terms by causing this Contract Amendment to be executed by their duly authorized office or agent. This Contract Amendment shall be effective as of the date herein.

COUNTY OF DURHAM

STORMWATER OPERATIONS SPECIALISTS

DocuSigned by:


 8EBF0A6C1C89469...y **Manager**

DocuSigned by:


 8B5A8AEDA7DC4AB... **President**

Date of Signature: 1/14/2023

Date of Signature: 1/10/2023

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

DocuSigned by:


 89F38A960267458...i, **Durham County Chief Financial Officer**

Attached for Reference

Stormwater Operations Specialist, LLC

Initial Request

Dated: 10/11/21

In Process



North Carolina
Durham County

CERTIFICATION

I, Monica W. Toomer, the duly appointed and qualified Clerk of the Durham County Board of County Commissioners, do hereby certify that the foregoing is a true and correct copy of:

Board of County Commissioners authorized the Interim County Manager to enter into a service contract with Stormwater Operations Specialists, LLC providing sewer easement maintenance services for the sewer collection system tributary to the Triangle Wastewater Treatment Plant (TWWTP) in an amount of \$99,100 and authorized renewal of the contract yearly in an amount of \$99,100 for up to four additional one-year periods in accordance with the terms and conditions of the original contract and subject to budget availability.

IN WITNESS, WHEREOF, I have hereunto set my hand and affixed the official seal of Durham County, this 11th day of October 2021.



MONICA W. TOOMER

Clerk to the Board of County Commissioners

**NORTH CAROLINA
DURHAM COUNTY**

SERVICE CONTRACT

THIS CONTRACT is made, and entered into this the **11th day of October, 2021**, by and between the **COUNTY of DURHAM**, a political subdivision of the State of North Carolina, (hereinafter referred to as “COUNTY”), and **STORMWATER OPERATIONS SPECIALIST, LLC**, a corporation duly authorized to do business in the state of North Carolina, (hereinafter referred to as “CONTRACTOR”).

For and in consideration of mutual promises to each as herein after set forth, the parties hereto do mutually agree as follows:

- 1. SCOPE OF SERVICES.** CONTRACTOR hereby agrees to provide the services and/or materials under this contract pursuant to the provisions and specifications identified in “Attachment 1” (hereinafter collectively referred to as “Services”). Attachment 1 is hereby incorporated herein and made a part of this contract. Time is of the essence with respect to all provisions of this contract that specify a time for performance.

The COUNTY will perform on-going contract monitoring to ensure that the terms of this contract are complied with. CONTRACTOR agrees to cooperate with the COUNTY in its monitoring process and provide documentation and/or information requested during the term of this Agreement for the purpose of monitoring the services provided by CONTRACTOR.

- 2. EFFECTIVE DATE AND TERM OF CONTRACT.** The “effective date” of this Contract shall be the date first set forth above in the preamble to this Contract, irrespective of the date of execution by the parties. The first date written above is **October 11, 2021**. All renewal or non-renewal periods or deadlines stated in this Contract, if any, shall be calculated based on the “effective date” indicated above.

The Term of this contract for services is from **October 11, 2021 to June 30, 2022** unless sooner terminated as provided herein.

- 3. PAYMENT TO CONTRACTOR.** CONTRACTOR shall receive from COUNTY an amount not to exceed **Ninety-nine thousand one hundred and No/100 Dollars (\$99,100.00)** as full compensation for the provision of Services. COUNTY agrees to pay CONTRACTOR at the rates specified for Services performed to the satisfaction of the COUNTY, in accordance with this contract, and Attachment 1. Unless otherwise specified, CONTRACTOR shall submit an itemized invoice to COUNTY by the end of the month during which Services are performed. A Funds Reservation number may be assigned to encumber the funds associated with this contract and must appear on all invoices and correspondence mailed to Purchaser. Payment will be processed promptly upon receipt and approval of the invoice by COUNTY.

- 4. INDEPENDENT CONTRACTOR.** COUNTY and CONTRACTOR agree that CONTRACTOR is an independent contractor and shall not represent itself as an agent or employee of COUNTY for any purpose in the performance of CONTRACTOR’s duties under this Contract. Accordingly, CONTRACTOR shall be responsible for payment of all federal, state and local taxes as well as business license fees arising out of CONTRACTOR’s activities in accordance with this Contract. For purposes of this contract taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes.

CONTRACTOR, as an independent contractor, shall perform the Services required hereunder in a professional manner and in accordance with the standards of applicable professional organizations and licensing agencies.

- 5. CONFIDENTIALITY, DATA SECURITY, TRAINING AND NON-DISCLOSURE.** CONTRACTOR acknowledges and agrees that, in the course of its engagement with COUNTY, CONTRACTOR or its licensors, subcontractors or suppliers in connection with the services to be rendered under this Contract may receive or have access to “confidential information” or “personal identifiable information”.

CONTRACTOR or its licensors, contractors or suppliers has obtained or may need to obtain confidential information from the COUNTY in connection with the provision of services to the COUNTY or the discussions of such a proposed relationship.

The COUNTY and CONTRACTOR desire to stipulate and agree that any disclosure of confidential information in connection with the provision of services or the discussion of such a proposed relationship has occurred or will occur under circumstances and conditions that will protect and preserve the confidentiality of the information.

In consideration of the pursuit of current discussions and payment for the services, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and in further consideration of the covenants and representations contained herein, the parties agree as follows:

5.1 DEFINITIONS. As used in this Contract, the following terms shall have the meanings set forth below:

Confidential Information. The term “Confidential Information” shall mean any information, in any medium, whether written, oral or electronic, not generally known in the relevant trade or industry, which falls within any of the following general categories:

- a. Trade Secrets. For purposes of this Contract, trade secrets consist of information of the COUNTY or CONTRACTOR or any of its suppliers, contractors or licensors: (a) that Derives value from being secret; and (b) that the owner has taken reasonable steps to keep confidential. Examples of trade secrets include information relating to proprietary software, new technology, new products or services, flow charts or diagrams that show how things work, manuals that tell how things work and business processes and procedures.
- b. Highly Restricted Information. CONTRACTOR acknowledges that certain Highly Restricted Information is subject to legal restrictions beyond those imposed by this Contract, and agrees that: (a) all provisions in this Contract applicable to Confidential Information shall apply to Highly Restricted Information; and (b) CONTRACTOR will also comply with any more restrictive instructions or written policies that may be provided by the COUNTY from time to time to protect the confidentiality of Highly Restricted Information, as defined below:
 1. Information of the COUNTY or its suppliers, contractors or licensors marked “Confidential” or “Proprietary.”
 2. Information relating to criminal investigations conducted by the COUNTY, and records of criminal intelligence information compiled by the COUNTY.
 3. Information contained in the COUNTY’s personnel files, as defined by NCGS §153A-98. This consists of all information gathered by the COUNTY about employees, except for that information which is a matter of public record under North Carolina law.
 4. Citizen or employee social security numbers collected by the COUNTY.
 5. Computer security information of the COUNTY, including all security features of electronic data processing, or information technology systems, telecommunications networks and electronic security systems. This encompasses but is not limited to passwords and security standards, procedures, processes, configurations, software and codes.
 6. Local tax records of the COUNTY that contained information about a taxpayer’s income or receipts.
 7. Any attorney/client privileged information disclosed by either party.
 8. Any data collected from a person applying for financial or other types of assistance, including but not limited to their income, bank accounts, savings accounts, etc.

9. The name or address of individual homeowners who, based on their income, have received a rehabilitation grant to repair their home.
10. Protected Information (PHI), as defined in the Insurance Portability and Accountability Act (HIPAA), and any other information that is designated as confidential under federal or state law.

The parties acknowledge that in addition to information disclosed or revealed after the date of this Contract, the Confidential information shall include information disclosed or revealed within one year prior to the date of this Contract.

Personal Identifiable Information. The term “Personal Identifiable Information” shall mean information that can be used to distinguish or trace an individual’s identity, either alone or when combined with other information that is linked to a specific individual.

5.2 RESTRICTIONS. CONTRACTOR shall keep the Confidential Information in the strictest confidence, in the manner set forth below:

- a. Not copy, modify, enhance, compile or assemble (or reverse compile or disassemble), or reverse engineer Confidential Information, except as authorized by the COUNTY in writing.
- b. Not directly or indirectly, disclose, divulge, reveal, report or transfer Confidential Information to any third party, other than an employee, agent, subcontractor or CONTRACTOR of the COUNTY or CONTRACTOR having a need to know such Confidential Information for purpose or performing work contemplated by this Contract between the COUNTY and CONTRACTOR, and who has executed a confidentiality agreement incorporating substantially the form of this Confidentiality and Non-Disclosure Agreement. CONTRACTOR shall not directly or indirectly, disclose, divulge, reveal, report or transfer Highly Restricted Information to any third party without the County’s prior written consent.
- c. Not use any Confidential Information for its own benefit or for the benefit of a third party, except to the extent such use is authorized by this Contract or other written contracts between the parties hereto, or is for the purpose for which such Confidential Information is being disclosed.
- d. Not remove any proprietary legends or notices, including copyright notices, appearing on or in the Confidential Information.
- e. Use reasonable efforts (including but not limited to seeking injunctive relief where reasonably necessary) to prohibit its employees, agents and subcontractors from using or disclosing the Confidential Information in a manner not permitted by this Contract.
- f. In the event that any demand is made in litigation, arbitration or any other proceeding for disclosure of Confidential Information, CONTRACTOR shall assert this Contract as a ground for refusing the demand and, if necessary, shall seek a protective order or other appropriate relief to prevent or restrict and protect any disclosure of Confidential Information.
- g. All materials which constitute, reveal or derive from Confidential Information shall be kept confidential to the extent disclosure of such materials would reveal Confidential Information, and unless otherwise agreed, all such materials shall be returned to the COUNTY or destroyed upon satisfaction of the purpose of the disclosure of such information.
- h. Restrict employee access to the Confidential Information to those employees having a need to know for purposes of their jobs.
- i. Take all reasonable measures to prevent the use or disclosure of Confidential Information by its employees in a manner not permitted by this Contract.

5.3 EXCEPTIONS. The COUNTY agrees that CONTRACTOR shall have no obligation with respect to any Confidential Information that CONTRACTOR can establish was:

- a. Already known to CONTRACTOR prior to being disclosed by the COUNTY;
- b. Or becomes publicly known through no wrongful act of CONTRACTOR;
- c. Rightfully obtained by CONTRACTOR from a third party without similar restriction and without breach hereof;
- d. Used or disclosed by CONTRACTOR with the prior written authorization of the COUNTY;
- e. Disclosed pursuant to the requirement or request of a governmental agency, which disclosure cannot be made in confidence, provided that, in such instance, CONTRACTOR shall first give to the other party notice of such requirement or request;
- f. Disclosed pursuant to the order of a court of competent jurisdiction or a lawfully issued Subpoena, provided that CONTRACTOR shall take reasonable steps to obtain an agreement or protective order providing that this Agreement will be applicable to all disclosures under the court order or subpoena.

5.4 REMEDIES. CONTRACTOR acknowledges that the unauthorized disclosure of the Confidential Information will diminish the value of the COUNTY's proprietary interests therein. Accordingly, it is agreed that if CONTRACTOR breaches its obligations hereunder, the COUNTY shall be entitled to equitable relief to protect its interests, including but not limited to injunctive relief, as well as monetary damages.

5.5 DATA SECURITY. The CONTRACTOR shall adopt and apply data security standards and procedures that comply with all applicable federal, state, and local laws, regulations and rules.

The CONTRACTOR shall report a suspected or confirmed security breach to the COUNTY Department within twenty-four (24) hours after the breach is first discovered, provided that the CONTRACTOR shall report a breach involving Social Security Administration data or Internal Revenue Service data within one (1) hour after the breach is first discovered.

If any applicable Federal, State, or local law, regulation, or rule requires the CONTRACTOR to give written notice of a security breach to affect persons, the CONTRACTOR shall bear the cost of the notice.

5.6 TRAINING AND NON-DISCLOSURE. Upon request by the COUNTY, CONTRACTOR agrees to ensure compliance and the security of "confidential information" and "personal identifiable information", by having its employees, agents and subcontractors take online privacy and security awareness training provided by COUNTY, by way of an internet link or some other electronic method to be provided by COUNTY. CONTRACTOR, at the request of COUNTY, shall execute a non-disclosure agreement if, and when submitted by COUNTY.

6. INDEMNIFICATION. To the fullest extent permitted by law, COUNTY hereby reserves the right to recover legal expenses including attorney fees, litigation expenses and court costs as well as actual damages or losses suffered by COUNTY, if CONTRACTOR is found to be a proximate cause of damages or losses suffered by COUNTY, resulting from CONTRACTOR's performance during the execution of this Contract.

7. INSURANCE. CONTRACTOR shall procure and maintain for the duration of the contract the following insurance coverage from an insurance company(s) possessing a rating of A-VII or higher from the A.M. Best

Company and licensed to do business in North Carolina. All of the policies required of the CONTRACTOR shall contain a waiver of subrogation provision to waive all rights of recovery under subrogation or otherwise against the COUNTY. In the event CONTRACTOR'S Insurance Policy or Certificate of Insurance conflicts with the aforesaid language concerning "waiver of subrogation" this contract shall govern. CONTRACTOR shall advise the COUNTY of any cancellation, non-renewal, or material change in any policy within ten (10) days of notification of such action and provide updated certificates of insurance evidencing renewals within fifteen (15) days of expiration. CONTRACTOR'S insurance shall be primary and any insurance or self-funded liability programs maintained by the COUNTY shall not contribute with respect to the CONTRACTOR's insurance. COUNTY shall not be listed as an additional insured on any Insurance Policy or Certificate of Insurance of the CONTRACTOR. In the event CONTRACTOR'S Insurance Policy or Certificate of Insurance conflicts with the aforesaid language concerning "additional insured" this contract shall govern.

7.1 Commercial General Liability: Insurance Services Office (ISO) Form CG 00 01 on an "occurrence" basis, including products and completed operations, property damage, bodily injury, and personal & advertising injury with limits no less than **\$1,000,000** per occurrence and **\$2,000,000** aggregate.

7.2 Commercial Automobile Liability: ISO Form CA 00 01 covering any auto with limit not less than **\$1,000,000** per accident for bodily injury and property damage.

7.3 Worker's Compensation and Employers Liability: as required by The State of North Carolina, with statutory limits, and Employers Liability Insurance with a limit of no less than \$1,000,000 per occurrence.

By requiring insurance herein, the COUNTY does not represent that coverage and limits will necessarily be adequate to protect CONTRACTOR, and such coverage and limits shall not be deemed as a limitation on CONTRACTOR's liability under the indemnities granted to the COUNTY in this Contract. CONTRACTOR shall provide the COUNTY a valid certificate of insurance, in advance of the performance of any work, exhibiting coverage required. CONTRACTOR shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein.

The failure of the COUNTY at any time to enforce the insurance provisions, to demand such certificates of insurance, or to identify a deficiency shall not constitute a waiver of those provisions, nor reduce obligations of the CONTRACTOR to maintain such insurance or to meet its obligations under the indemnification provisions. Notwithstanding the foregoing, nothing contained in this section shall be deemed to constitute a waiver of the governmental immunity of the COUNTY, which immunity is hereby reserved to the COUNTY.

8. TERMINATION.

8.1 EVENT OF DEFAULT. Any one or more of the following acts or omissions of the Contractor shall constitute an Event of Default hereunder:

- a. Failure to perform the Services satisfactorily or on schedule,
- b. Failure to submit any report required hereunder; and/or
- c. Failure to perform any other covenant, term, or condition of this Agreement.

Upon the occurrence of an Event of Default, the COUNTY may take one or more, or all of the following actions:

- a. Give Contractor written Notice of the Event of Default, specifying the Event of Default and requiring it to be remedied within, in the absence of greater or lesser specification of time, seven (7) calendar days from the date of the notice; and if the Event of Default is not timely remedied, terminate the agreement, effective two (2) days after giving the Contractor written Notice of Termination; and/or
- b. Deduct any and all expenses incurred by the COUNTY for damages caused by the Contractor's Event

of Default; and/or

- c. Treat the agreement as breached and pursue any of its remedies at law or in equity, or both, including damages and specific performance.

8.2 TERMINATION FOR CONVENIENCE. This Contract may be terminated, without cause, by either party upon thirty (30) days written notice to the other party. This termination notice period shall begin upon receipt of the Notice of Termination.

Termination of this Contract, under either section 8.1 or 8.2, shall not form the basis of any claim for loss of anticipated profits by either party.

- 9. COUNTY NOT RESPONSIBLE FOR EXPENSES.** COUNTY shall not be liable to CONTRACTOR for any expenses paid or incurred by CONTRACTOR, unless otherwise agreed in writing.
- 10. EQUIPMENT.** CONTRACTOR shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide Services hereunder, unless otherwise agreed in writing.
- 11. COMPLIANCE WITH LAWS.** CONTRACTOR shall abide by all statutes, rules, regulations, laws, and executive orders Federal, State and Local as they relate to, but are not limited to, (i) services in general, (ii) payment of employees, subcontractors and agents, (iii) the Fair Labor Standards Act and (iv) the Wage and Hour Division. In the event CONTRACTOR is determined by the final order of a court or appropriate agency to be in violation of any Federal, State or Local statute, rule, regulation, law or executive order or this provision, this Contract may be canceled, terminated or suspended in whole or in part by COUNTY and CONTRACTOR may be declared ineligible for further COUNTY contracts.
- 12. HEALTH AND SAFETY.** CONTRACTOR shall be responsible for initiating, maintaining and supervising all safety precautions and programs required by OSHA and all other regulatory agencies while providing Services under this Contract.
- 13. NON-DISCRIMINATION IN EMPLOYMENT.** CONTRACTOR shall not discriminate against any employee or applicant for employment because of age, sex, race, creed, national origin, or disability. CONTRACTOR shall take affirmative action to ensure that qualified applicants are employed and that employees are treated fairly and legally during employment with regard to their age, sex, race, creed, national origin, or disability. In the event CONTRACTOR is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Contract may be canceled, terminated or suspended in whole or in part by COUNTY, and CONTRACTOR may be declared ineligible for further COUNTY contracts.
- 14. EMPLOYMENT ADVERTISING REQUIREMENTS.** CONTRACTOR shall post local job openings, in connection with this contract, with the City of Durham's Office of Economic and Workforce Development, the North Carolina Department of Commerce-Division of Employment Services (formerly ESC, Employment Security Commission) and with the Durham COUNTY Department of Social Services throughout the term of this Agreement; provided that the foregoing requirement does not limit CONTRACTOR'S ability to advertise and/or otherwise post job openings with other organizations or media outlets.
- 15. E-VERIFY.** As a condition of payment for services rendered under this agreement, CONTRACTOR shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if CONTRACTOR provides the services to the COUNTY utilizing a subcontractor, CONTRACTOR shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes as well. CONTRACTOR shall verify, by affidavit, compliance of the terms of this section upon request by the COUNTY.
- 16. AFFORDABLE CARE ACT REQUIREMENTS (Applicable Only to Staffing Agencies).** Beginning in 2015, employers with 100 or more full-time equivalent employees (50 or more beginning in 2016) must offer

health insurance coverage that is affordable and provides “minimum value” to full-time employees and dependents as defined by the Patient Protection and Affordable Care Act or face penalties. Staffing companies under contract with Durham COUNTY are required to provide affordable minimum essential coverage as defined by the Patient Protection and Affordable Care Act and to indemnify Durham COUNTY against any 4980H penalties that result from their failure to provide the appropriate coverage. By signing this contract as a Staffing Company, CONTRACTOR shall comply with the aforementioned health insurance coverage requirements of the Affordable Care Act and to indemnify the COUNTY against any associated 4980H penalties. Please complete Exhibit A and return with this contract.

- 17. SECURITY BACKGROUND CHECKS.** The Contractor is responsible for requesting and paying for criminal history checks on all individuals providing services under this contract who will be obtaining COUNTY identification badges and allowed unescorted access to COUNTY facilities. Background checks can be provided by any vendor, or from a North Carolina State agency, providing that the criminal history check is done nationwide. The Sheriff’s Office will conduct background investigations for those Contractor employees who will be working at the Courthouse or Detention Center. A criminal history will not automatically disqualify a Contractor employee from employment on a COUNTY contract unless explicitly mandated by law.

The Contractor will send the results of the background checks, prior to commencing work at Durham County Government, to their County point of contact who will provide them to the Durham County Security Manager. The Security Manager will individually assess and determine the degree to which the nature of a person's criminal conduct has a direct and/or specific negative bearing on a person's fitness or ability to perform contract services in Durham County buildings. The Security Manager will consult the Legal Office, as needed, on any negative determinations. The Security Manager will notify the Contractor's County point of contact of the results of the review. A Contractor can appeal a negative determination by the Security Manager to the County Manager or his designee for final disposition. Appeals need to be submitted in writing to the contract point of contact within 30 days of notice of a decision to remove or deny an individual from working the County contract due to adverse information in the background check.

This information shall be updated annually by the Contractor, 90 days prior to the renewal or extension of the contract and submitted to their County point of contact who will provide them to the Durham County Security Manager. Personnel without a currently approved background check will have their access to those buildings disabled.

Additional background screening may be necessary at specific COUNTY buildings. The Contractor shall provide names of all individuals in the Contractor communications log and to the COUNTY Representative. This information will be reviewed annually.

For those Contractor employees who will be working at the Courthouse or Detention Center, the Sheriff’s Office will make the security determination. The Contractor will provide the results of their background check to the Major for Support Services who will conduct an additional investigation and then individually assess and determine the degree to which the nature of a person's criminal conduct has a direct and/or specific negative bearing on a person's fitness or ability to perform contract services in the Courthouse or Detention Facility. A Contractor can appeal a negative determination to the Chief Deputy for final disposition. Appeals need to be submitted in writing to the Chief Deputy within 30 days of notice of a decision to remove or deny an individual from working the contract due to adverse information in the background check. While an appeal is pending, the employee will not be allowed access to the Courthouse or Detention Facility.

This information will be updated by the Contractor and submitted to the Sheriff’s Office annually, 90 days prior to the renewal or extension of the contract. Personnel without a currently approved background check will have their access to those buildings restricted.

- 18. AUDIT RIGHTS.** For all Services being provided hereunder, COUNTY shall have the right to inspect, examine, and make copies of any and all books, accounts, invoices, records and other writings relating to the performance of the Services. Audits shall take place at times and locations mutually agreed upon by both

parties. Notwithstanding the foregoing, CONTRACTOR must make the materials to be audited available within one (1) week of the request for them.

19. DISPUTE RESOLUTION PROCEDURE. To prevent disputes and litigation, it is agreed by the parties that any claim or dispute between COUNTY and the CONTRACTOR, arising from this Agreement or the services and/or materials being provided by the CONTRACTOR, shall be sent to the Durham COUNTY Manager who shall appoint a qualified mediator to address the issue. Such request shall be submitted to the COUNTY Manager in writing within ten (10) days of the claim or dispute. Upon receipt of a timely written claim, the Manager, or his designee, shall notify the Mediator who will conduct a mediation and notify the CONTRACTOR in writing of the decision within forty-five (45) calendar days from the date of the submission of the claim or dispute, unless the Mediator requires additional time to gather information or allow the parties to provide additional information. The Mediator's orders, decisions and decrees shall be non-binding. Mediation, pursuant to this provision, shall be a pre-condition to initiating litigation concerning the dispute. During the pendency of any dispute and after a determination thereof, parties to the dispute shall act in good faith to mitigate any potential damages including utilization of schedule changes and alternate means of providing services and/or materials. The costs of mediation shall be divided equally between parties to the dispute.

The mediation session shall be private and shall be held in Durham COUNTY, North Carolina. Mediation under this provision shall not be the cause for a delay of services and/or materials being provided which is the focus of the dispute.

If the disputed issue cannot be resolved in mediation or either party disagrees with the results of the mediation, the parties may seek resolution in the General Court of Justice in the COUNTY of Durham and the State of North Carolina. If a party fails to comply in strict accordance with the requirements of this provision, the non-complying party specifically waives all of its rights provided hereunder, including its rights and remedies under State law.

20. EXISTENCE. CONTRACTOR warrants that it is a corporation or otherwise legal entity duly organized, validly existing, and in good standing under the laws of the State of North Carolina and is duly qualified to do business in the State of North Carolina and has full power and authority to enter into and fulfill all the terms and conditions of this contract.

21. CORPORATE AUTHORITY. By execution hereof, the person signing for CONTRACTOR below certifies that he/she has read this contract and that he/she is duly authorized to execute this contract on behalf of the CONTRACTOR.

22. SUCCESSORS AND ASSIGNS. CONTRACTOR shall not assign its interest in this Contract without the written consent of COUNTY. CONTRACTOR has no authority to enter into contracts on behalf of COUNTY.

23. NOTICES. All notices which may be required by this contract or any rule of law shall be effective when received by certified mail sent to the following addresses:

**COUNTY OF DURHAM
ATTN: PURCHASING DEPARTMENT
7TH FLOOR, 201 EAST MAIN STREET
DURHAM, NORTH CAROLINA 27701**

**STORMWATER OPERATIONS SPECIALISTS
ATTN: ANTHONY WESTMORELAND
108 LAKE DRIVE
CLAYTON, NORTH CAROLINA 27520**

24. HEADINGS. The subject headings of the sections are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions. This contract shall be deemed to have been drafted by both parties and no interpretation shall be made to the contrary.

- 25. **GOVERNING LAW.** This Contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this Contract shall be brought in the General Court of Justice in the COUNTY of Durham and the State of North Carolina.
- 26. **REQUIRED PROVISIONS FOR CONTRACTS/AGREEMENTS/GRANTS UTILIZING FEDERAL FUNDS.** Pursuant to the Federal Uniform Guidance Appendix II to 2 CFR Part 200, if Federal Funds are involved in this Contract/Agreement/Grant Agreement, by executing this Contract/Agreement/Grant Agreement, the Contractor/Vendor/Grantee, certifies that it agrees to and is in compliance with the provisions specified in **Exhibit B – Federal Uniform Guidance Contract Provisions Certification.**
- 27. **MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISE (MWBE) PROGRAM.** It is the policy of the County to provide minorities and women-owned businesses equal opportunity to participate in all aspects of the County’s contracting programs, including but not limited to, the procurement of construction, goods and services consistent with law. The County has established an ordinance and implements an MWBE Program based on the ordinance, that promotes, increases and works towards eradicating the underutilization of minorities and women-owned businesses in the County’s contracting programs.
- 28. **ENTIRE CONTRACT.** This contract, including Attachment 1, and if applicable Exhibit A and Exhibit B, shall constitute the entire understanding between COUNTY and CONTRACTOR and shall supersede all prior understandings and agreements relating to the subject matter hereof and may be amended only by written mutual agreement of the parties.

IN TESTIMONY WHEREOF, the parties have expressed their agreement to these terms by causing this Service Contract to be executed by their duly authorized officer or agent.

In Process

COUNTY OF DURHAM

DocuSigned by:
 B. Claudia O. Hager
 2B24CE2253F7468...
 Claudia Hager, Interim County Manager

Date of Signature: 11/18/2021

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

DocuSigned by:
Susan Tejai
 89F38A960267458...
 Susan Tejai, Durham County Chief Financial Officer

STORMWATER OPERATIONS SPECIALISTS, LLC

DocuSigned by:
Anthony Westmoreland
 8B5A8AEDA7DC4AB...
 Anthony Westmoreland, resident

Date of Signature: 11/16/2021

ATTACHMENTS to follow



SCOPE OF SERVICES FORM

This Scope of Services is an integral part of this contract between the **COUNTY OF DURHAM** ("County"), and **STORMWATER OPERATIONS SPECIALISTS, LLC** ("Contractor"), which contract is dated **October 11, 2021**. Contractor agrees to provide services and/or materials pursuant to the provisions set forth below.

- I. **Background/Purpose:** The purpose and intent of this request is to establish a contract with Stormwater Operations Specialists for the provision of sewer easement maintenance services for the sewer collection system tributary to the Triangle Wastewater Treatment Plant (TWWTP). RFP No. 21-004.
- II. **References:** The following documents are incorporated herein by reference to them:
 - Stormwater Operations Specialists Bid Proposal Form (Attachment A from RFP No. 21-004)
- III. **Work/Requirements:** Stormwater Operations Specialists will provide sewer easement maintenance services for approximately 45 miles of collection system easement for the Durham County Utilities Division. Maps of the areas to be mowed provided by Durham County Utilities Division will be used to locate the areas to be serviced. Easement maintenance services shall include cutting/weed eating around the sanitary sewer manholes and other structures, as well as the removal of trees and limbs less than 12 inches in diameter at their base as part of the scope of work. Trees and limbs greater than 12 inches in diameter at their base will be considered part of the "Allowance for Debris Removal" and price for removal will be quoted to Durham County Utilities Division for approval before removal. Any deficiencies along the easement will be photographed and noted for referral to Durham County Utilities Division. These deficiencies can include but are not limited to erosion, missing manholes covers and dumping by adjacent property owners.
- IV. **Schedules/Timelines:** The Contractor shall provide service to the County twice per fiscal year. The timing and duration of mowing and maintenance will be dependent on the weather and vegetation growth. This will be coordinated with Durham County Utilities Division.
- V. **Transmittal/Delivery/Accessibility:** Maps of the areas to be mowed shall be provided by Durham County Utilities Division and will be used to locate the areas to be serviced. During the scheduled maintenance timeframe, weekly reporting will be submitted to Durham County Utilities Division via Excel spreadsheet listing all areas serviced within the previous week. Additionally, any deficiencies along the easement will be photographed and noted for referral to Durham County Utilities Division. These deficiencies can include but are not limited to; erosion, missing manholes covers, and dumping by adjacent property owners.

Our primary contact at Stormwater Operations Specialists is Doug Westmoreland, Chief of Operations, Phone: (336) 804-0415, E-mail: admin@stormwater-sos.com or Anthony Westmoreland, President, E-mail: anthony@stormwater-sos.com. Wade Shaw, Superintendent, Desk: (919) 560-9038, Cell: (919) 730-1780, E-mail: wshaw@dconc.gov will be the primary Durham County contact with Stephanie Brixey, Deputy Director, Desk: (919) 560-9034, Cell: (919) 201-0104, E-mail: sbrixey@dconc.gov, as the secondary contact.

VI. **Payment:** Invoices and/or additional submittals shall be forwarded to County Primary Contact for review. Upon payment authorization, invoices will be paid net 30. Invoices and forms submitted **MUST** reference Durham County Funds Reservation Number assigned to this contract. Authorization of payments will be forwarded to the Finance Department dependent on receipt of all forms. The County may withhold payment if required reports or submittals are not received. ***For this work the contractor will be paid per submitted invoices, based on bid rates, up to an annual total not to exceed of \$99,100.00,*** in accordance with Durham County Policies and Terms of Agreement following work completion. ***Invoices must include the assigned Funds Reservation Number and service dates.*** ***Mail to:*** Durham County Utilities – TWWTP, ATTN: Accounts Payable, 5926 Highway 55 East, Durham, NC 27713 or ***e-mail to:*** utilities@dconc.gov.

In Process

EXECUTIVE SUMMARY

Scope of work

Stormwater Operations Specialists, LLC (SOS) will mow 30 wide easement for the approximately 45 miles of collection system easement for the Durham County Utilities Division.

Maps of the areas to be mowed provided by Durham County Utilities Division will be used to locate the areas to be serviced.

The mowing will include the cutting/weedeating around the sanitary sewer manholes and other structures.

It will also include the removal of trees and limbs less than 12 inches in diameter at their base as part of the scope of work.

Trees and limbs greater than 12 inches in diameter at their base will be considered part of the "Allowance for Debris Removal" and price for their removal will be quoted to Durham County Utilities Division for approval before removal.

Weekly reporting will be made to Durham County Utilities Division via a spreadsheet listing the areas that SOS has serviced within the previous week.

Any deficiencies along the easement will be photographed and noted for referral to Durham County Utilities Division. These deficiencies can include but are not limited to erosion, missing manholes covers and dumping by adjacent property owners.

This scope of work will be completed twice per fiscal year. The timing and duration of these cuttings will be dependent on the weather and vegetation growth. This will be coordinated with Durham County Utilities Division.

Attachment A



PROPOSAL FORM

Easement Maintenance Services for Durham County Utilities Division

RFP No. 22-004

In accordance with the attached instructions, terms, conditions, and Scope of Services we submit the following proposal to the County of Durham.

ITEM NO. 1

This item shall include labor, materials, supervision, equipment, appliances, and materials to perform all operations required to do Easement Maintenance (easement mowing & weed eating around each manhole), clearing of debris, limbs, and small trees with a diameter of twelve (12) inches or less DBH (diameter breast height), as specified once during the spring and once during the fall.

ITEM NO. 2

This item is for removal of large limbs greater than twelve (12) inches in diameter, and large trees of a diameter greater than twelve (12) inches DBH, and removal of atypical debris. ALL WORK ASSOCIATED WITH THIS PAY ITEM MUST HAVE PRIOR WRITTEN APPROVAL from the County Designated Representative.

Pay Item No.	Description	Units	Estimated Quantity	Unit Price	Total Price
1	Collection System Easement Maintenance	Per Mile	90 Miles	\$ <u>990.00</u>	\$ <u>89,100.00</u>
2	Allowance for Debris Removal (After County Approval)			\$ <u>10,000.00</u>	\$ <u>10,000.00</u>
TOTAL PROPOSED COST					\$ <u>99,100.00</u>

\$ Ninety-nine thousand One hundred and 00/100
 (Total Proposed Cost in Writing)

I certify that the contents of this proposal are known to no one outside the firm, and to the best of my knowledge all requirements have been complied with.

Date: 8/15/21

Authorized Signature:



Name
President/owner

Title
Stormwater Operations Specialists LLC

Firm Name



ATTACHMENT

MWBE Compliance Review Form - Agenda Action Form (AAF)

Department: Engineering/Utilities

Project Name: Easement Maintenance Services for Durham County Utilities Division

Durham County hereby establishes the following aspirational goals, which may be adjusted from time to time as deemed necessary by the County Manager or designee.

Categories	Construction	Architect/ Engineer	Services	Goods	MWBE Availability % <i>(Median Availability)</i>
Black American	14.6	9.8	10.9	2.8	10.4%
Asian American	1.3	3.0	1.1	.43	1.3%
Hispanic American	4.2	1.8	1.1	.43	1.5%
American Indian	.65	.75	1.0	.5	.70%
White Female	13.8	11.0	9.5	7.1	10.3%
Overall MWBE Participation Goal =					25.0%

Comments (To be completed by Purchasing):

In review of the MWBE compliance for RFP 22-004 Easement Maintenance Services for Durham County Utilities Division, there were no MWBE participation goals achieved on this project. Stormwater Operations Specialists, LLC will be utilizing their own workforce on this project.

MWBE Compliance reviewed by the Durham County MWBE Management Team:

Rick Greene
Rick Greene, Asst. Procurement Manager

9/16/21
Date

**DURHAM COUNTY
NORTH CAROLINA**



REQUEST FOR PROPOSALS
In Process
**Easement Maintenance Services for
Durham County Utilities Division**

RFP NO. 22-004

Proposals Due:

August 24, 2021 at 2:00 P.M., Eastern Time

Easement Maintenance Services for Durham County Utilities Division

RFP No. 22-004

PROPOSAL SCHEDULE

(Note: The below dates are subject to change)

Advertisement Date	July 28, 2021
Last Day for Questions	August 10, 2021 by 3:00 P.M., Eastern Time
Proposal Due Date	August 24, 2021 by 2:00 P.M., Eastern Time



REQUEST FOR PROPOSALS

Easement Maintenance Services for Durham County Utilities Division

RFP No. 22-004

ISSUE DATE:

Date: July 28, 2021

ISSUING DEPARTMENT:

**County of Durham Purchasing Division of Finance
201 East Main Street, 7th Floor
Durham, NC 27701**

Proposals will be received until 2:00 P. M., Eastern Time on August 24, 2021. The purpose and intent of the Request for Proposals (RFP) is to solicit proposals from qualified contractors to provide easement maintenance services for the collection system tributary to the Durham County Triangle Wastewater Treatment Plant.

All inquiries concerning the Scope of Services, Proposal Submission Requirements or Procurement Procedures should be directed to:

**Hilda W. Williams, Senior Procurement Specialist
Purchasing Division of Finance
Email: purchasinggroup@dconnc.gov
Telephone: 919-560-0054**

Proposals should be mailed to the Issuing Department shown above, and the envelope shall bear the name and number of this Request for Proposals (RFP). It is the sole responsibility of the Proposer to ensure that his/her Proposal reaches the Purchasing Division by the designated date and hour indicated above.

In compliance with this Request for Proposals and to all the terms and conditions imposed herein, the undersigned offers and agrees to furnish the goods and services described in accordance with the attached signed proposal.

Firm Name: _____

Date: _____

Address: _____

By: _____
(Name Typed/Printed)

Phone: _____

(Signature in Ink)



LEGAL NOTICE

Easement Maintenance Services for Durham County Utilities Division

RFP No. 22-004

The County of Durham will receive proposals for Contractors to provide sewer and reclaimed water easement maintenance services for the collection system tributary to the Durham County Triangle Wastewater Treatment Plant on August 24, 2021, at 2:00 P.M., Eastern Time in the Durham County Purchasing Division, 201 East Main Street, 7th Floor - Finance, Durham, North Carolina 27701. **No proposals will be accepted after the official time and date.**

An electronic copy of this Request for Proposal (RFP) can be obtained from Durham County's eBid System located under Bid Opportunities <https://www.dconnc.gov/county-departments/departments-f-z/finance/bid-opportunities>. Proposers can download a copy of the solicitation and all addenda without registering in the system. However, in order to **automatically** receive email notifications of solicitations and addenda issued by the Purchasing Division, Proposers **MUST** register in the eBid System.

The County reserves the right to accept or reject, in whole or in part, such proposals as appears in its judgment to be in the best interest of the County.

Publication Date: July 28, 2021