



**Agenda Action Form Overview**

The Board is requested to authorize the County Manager to enter into a contract amendment to increase the existing service contract with dba Hydrostructures, P.A. (Duke's Root Control, Inc.) (RFP 20-016) (FR# 23-484) to provide manhole inspection services for the Utilities Division's sewer collection system in the amount of \$50,000, bringing the total contract amount from \$92,000 to \$142,000.

**Background/Justification**

The purpose and intent of this contract is to inspect and assess approximately 2,974 manholes and appurtenances for cracks, corrosion, roots, flow restriction, inflow & intrusion, and any such blockages that would prevent flow of the sewer system. The contractor produces an individual manhole report for each structure inspected, digital photograph(s) documenting issues with each structure, and an electronic copy of all data collected. The Contractor ensures that all manholes are labeled and completes GPS of any new manholes and adds to the sewer database for mapping purposes.

The original proposal was for the inspection of 2,300 manholes but the system has expanded due to the increase in development and the County currently owns 2,974 manholes. Annual inspection cost increased this year and the County requested additional inspections to be completed which include semi-annual high-priority line inspections due to staff shortages and safety concerns. The amendment will allow for the inspection completion of the high-priority lines and eighty-five percent of the manholes. The costs will be funded from the Enterprise Fund.

On March 3, 2020, Durham County issued a Request for Proposal (RFP 20-016). The RFP was mailed to interested vendors, advertised in local newspapers, and published on the Durham County website. Three (3) proposals were received on March 3, 2020. The proposal review team determined that the Hydrostructures, PA proposal offered the best value and met the proposal requirements. In review of the MWBE participation for this project, there were no participation goals achieved because Hydrostructures, PA will be utilizing their own workforce to perform these services.

**Policy Impact**

This action is in accordance with Durham County Strategic Plan Goal 4: "Environmental Stewardship and Community Prosperity," as this contract will ensure compliance with permit WQCS00038.

**Procurement Background**

**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 ☒**



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

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*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)

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**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?

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**Fiscal Impact**

The costs will be funded from the Enterprise Fund.

**Recommendation**

The Board is requested to authorize the County Manager to enter into a contract amendment to increase the existing service contract with dba Hydrostructures, P.A. (Duke's Root Control, Inc.) (RFP 20-016) (FR# 23-484) to provide manhole inspection services for the Utilities Division's sewer collection system in the amount of \$50,000, bringing the total contract amount from \$92,000 to \$142,000.