



Agenda Action Form Overview

Award Contract for Architectural/Engineering Services for Upgrades to Northern Durham County Solid Waste Convenience Sites to HDR, Inc

Background/Justification

The two existing convenience sites serving the Bahama and Rougemont communities are leased sites which will require relocation within the next two years. This contract addresses master planning and permitting assistance to consolidate these two sites into one larger Convenience Center on County owned property. The development of a new Convenience Center will meet the long-term demands of the growing community and provide flexibility for future changes to the waste and recycling services. The County also desires to improve safety for residents and staff at the site by providing better separation of public traffic and material storage areas and access routes. The master plan process will include a review of population trends and best practices in the industry, and will seek community feedback.

County Engineering's Real Estate Division has identified a potential location for the new center. The County is negotiating an option on the property. HDR, Inc will assist the County with determining whether the parcels meet percolation requirements for subsurface disposal and with obtaining a Special Use Permit by the City-County Planning Department. If both are successful, the County plans to proceed with the purchase of the property. A contract for completion of the design for bidding and construction would take place once the decision to follow through on the land purchase has been made.

Policy Impact

This agenda item is part of the Durham County Capital Improvement Plan (CIP) allocated to upgrade the Solid Waste Convenience Sites. This action does not require BOCC policy changes.

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 evaluated by a selection committee representing Legal, Purchasing, General Services, and County Engineering. HDR, Inc was determined to be the most qualified to provide design services for this project. HDR, Inc 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 $\geq \$90,000$



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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, which currently has a balance of \$168,330.



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A	R	S	T	U	V	W	X	Y	Z	AA	AB	AC	AD	AE
	Current	Past	1	2	3	4	5	6	7	8	9	10		
Project Cost Estimates	2018-19	Prior Years	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29		
Planning		\$0	\$194,040											
Land Acquisition		\$150,000												
Construction		\$0		\$2,205,000										
Equip/Furnishings		\$0		\$11,025										
Other		\$0	\$0	\$0										
Contingencies		\$18,330	\$23,712	\$270,798										
Project Total	\$0	\$168,330	\$217,752	\$2,486,823	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,872,904.94	
Funding Sources														
County Contribution		\$168,330	\$217,752											
General Obligation Bonds		\$0												
Two Thirds Bonds		\$0												
Limited Obligation Bonds		\$0		\$2,486,823										
Bank Financing		\$0												
Enterprise Fund		\$0												
Revenue Bonds		\$0												
Miscellaneous Revenue		\$0												
Funding Total	\$0	\$168,330	\$217,752	\$2,486,823	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,872,904.94	
Operating Impact														
Personnel		\$0	\$35,925											
Utilities		\$0												
Operating Costs		\$0											\$0.00	
Capital		\$0												
Minus Savings		\$0												
Net Additional Expenses	\$0	\$0	\$35,925	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Minus New Revenues		\$0												
Operating Total	\$0	\$0	\$35,925	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
Project Title		Leased Convenience Site Up												
Project #		4190DC079												
Status		Unknown												
Start Date/Comp. Date		Ongoing												
Department Name		General Services												
Department #		4730 Using this Dept. to capture in Goal 4												

Recommendation

The County Manager recommends that the Board authorize the County Manager to enter into a service contract with HDR Engineering Inc, of the Carolinas. The compensation paid to HDR with CIP Budget not exceed \$134,462.00.