

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: August 6, 2018

SUBJECT: Firm Selection for Kunz Farm Park Engineering Services

PRESENTER: Marcus A. Jones, P.E.

ATTACHMENTS: No

SUMMARY OF REQUEST:

As directed by the Board, Engineering staff solicited firms to perform engineering services for Kunz Farm Park. Initially, the firm will investigate the permit requirements and associated costs for the construction of a pedestrian bridge over the French Board River. After the permitting investigation, the firm may be asked to design park improvements, inspect construction, and assist with grant applications.

In accordance with NC General Statute 143-64.31 (Procurement of Architectural, Engineering, and Surveying Services), staff developed a Request for Qualifications (RFQ) and on May 25, 2018 posted it on the County's website. Statements of Qualifications were received by June 22, 2018 from the following firms: Bell Engineering, Benesch, Civil Design Concepts P.A., Construction Materials Laboratory/FSE, McGill Associates P.A., and Vaughn & Melton. The Statements are available for review in the Engineering Department at the Historic Courthouse.

A detailed review of the firms was conducted based on the criteria established within the RFQ. The selection criteria are as follows: Project Team, Project Experience, Design Performance, Relationships with Funding and Regulatory Agencies, and Customer Service. The selection committee consists of the following staff: Autumn Radcliff (Planning Director), Janna Peterson (Transportation Planner), Carleen Dixon (Recreation Director), Rachel Kipar (Environmental Programs Coordinator), and myself.

Based on their Statements and further investigations, staff recommends McGill Associates, PA., as the most qualified firm. Upon approval by the Board of Directors, Engineering staff will negotiate a scope of work and fee for the project and bring the resulting agreement back to the Board for approval.

BOARD ACTION REQUESTED:

Authorize the selection of McGill Associates, PA., as the most qualified responding firm to perform the engineering services for Kunz Farm Park.

Suggested Motion:

I move that the Board authorize the selection of McGill Associates, PA., as the most qualified responding firm to perform the engineering services for Kunz Farm Park.