

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: January 5, 2026

SUBJECT: Vendor Selection and Fee Proposal – Special Inspections and Materials Testing for Henderson County/UNC Health Pardee Spartanburg Highway Medical Office Building (MOB) Project

PRESENTER: Bryan Rhodes, Capital Projects Director

ATTACHMENTS: YES

- 1.) RFQ Final Scoring Matrix
- 2.) WSP Proposal Letter for Special Inspections and Materials Testing Services

SUMMARY OF REQUEST:

The Board is requested to approve the Request for Qualifications (RFQ) selection of WSP USA Inc. for Special Inspections and Construction Materials Testing for the Henderson County/UNC Health Pardee Spartanburg Highway Medical Office Building (MOB) project. The Board is also requested to approve the proposal letter from WSP USA Inc. for Special Inspections and Construction Materials Testing, for the Henderson County/UNC Health Pardee Spartanburg Highway MOB project and authorize staff to proceed. The proposed fee from WSP USA Inc. is \$153,400.

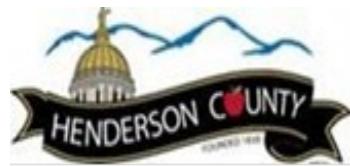
These services will be funded from the Henderson County/UNC Health Pardee Spartanburg Highway MOB project budget.

BOARD ACTION REQUESTED:

The Board is requested to approve the selection of WSP, per the RFQ selection committee's recommendation, and authorize Henderson County staff to proceed with execution of a contract for Special Inspections and Construction Materials Testing for the Henderson County/UNC Health Pardee Spartanburg Highway MOB project.

Suggested Motion:

I move the Henderson County Board of Commissioners approve the selection of WSP as the firm to provide Special Inspections and Construction Materials Testing for the Henderson County/UNC Health Pardee Spartanburg Highway MOB project. I further move the Henderson County Board of Commissioners approve the proposed fee of \$153,400 and authorize staff to proceed with execution of a contract.



RFQ SCORE SHEET

DATE: 11/25/2025

PROJECT: MOB Special Inspections and Construction Materials Testing

BID OPENING LOCATION: 100 N. King st. Hendersonville, NC 28792 Project Management Suite

FORMAL / INFORMAL

NOTES

ATTENDEES:

Bryan Rhodes
Ronnie Kilby
Brian Cotton
Chris Todd

HIGHEST QUALIFYING SCORE: 199

WITNESSED BY: Brian Cotton

DATE: 11/252025



December 19, 2025

Bryan Rhodes
Capital Projects Construction Manager
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Hendersonville, NC 28792

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wsp.com

**Subject: Proposal for Special Inspections and Construction Materials Testing Services
Henderson County UNC Health Pardee MOB
1500 Spartanburg Highway
Hendersonville, North Carolina
WSP Proposal No. 2025US501181**

Dear Mr. Rhodes,

WSP USA Inc. (WSP) is pleased to submit this proposal to provide Special Inspections and construction materials testing (CMT) services during the construction of the new UNC Health Pardee Medical Office Building (MOB) in Hendersonville, North Carolina. This proposal presents our understanding of the proposed construction, outlines our proposed scope of services, cost information, and authorization procedures. Our understanding of the proposed construction is based on review of the drawings, specifications, and construction schedule provided electronically.

Project Description

Based on project information and drawings provided electronically, our review of recent construction plans, construction schedule and conversations with the project team, we understand that the project will consist of a new building two stories in height with a footprint of approximately 25,000 square feet. The building will be steel framed with some masonry walls and will be supported by shallow foundations. Up to approximately 4 feet of fill will be required to establish the proposed building and surrounding parking/drive elevations. The building will be surrounded by asphalt and concrete paved drives and parking spaces.

We understand that initial phase of construction will start in late January 2026 and is anticipated to be completed in May 2027.

Scope of Services

During construction, WSP will perform the following services at the request of your designated representative. Based on our discussions with the design team, review of the available project plans and our experience on similar projects, we propose the following scope of services utilizing personnel with experience performing similar services on past projects. A schedule of Special Inspections was not included within the project documents provided to us, however, we have proposed services similar to those that are typically required based on our past experience with similar projects with the design team.

WSP Safety

As with any construction project, safety is a top priority of ours. Prior to field activities, WSP will coordinate safety procedures with the general contractor and will develop safety plans for our employees associated with individual tasks to be completed at the site. WSP will also attend site safety training, if required, and abide by the site safety plan.

Special Inspector

WSP will provide a qualified person designated as the Special Inspector for the project. The Special Inspector will manage the Program of Special Inspections which includes:

- Provide management and oversight of the program of Special Inspections.
- Participate in construction meetings applicable to Special Inspection items.
- Perform inspections as outlined below or direct a qualified agent based on experience to provide inspection.
- Maintain and distribute project reports as necessary. Upon completion of project testing and inspections, a final report documenting the activities will be prepared and submitted to the project team (if requested).

Soils and Foundations

- Observe proofrolling of the stripped subgrade within the building pad areas to locate any areas which may require additional excavation or rework.
- Observe placement of fill materials and conduct in-place field density tests to measure the percent compaction achieved for site utility trench backfill and structural fill.
- Conduct laboratory compaction tests on representative fill soils in general accordance with ASTM D698 and provide visual classification of the fill materials placed.
- Make observations in footing excavations to document that the foundation bearing area is level or benched, and free of loose soil, ponded water, and debris and perform hand augers with dynamic cone penetration testing below the excavated surface to confirm the actual soil conditions observed are suitable for the design bearing pressure.

Cast-in-Place Concrete and Reinforcing Steel

- Obtain proposed concrete mix designs and verify appropriate mix use during specific concrete placement.
- Periodic observation of reinforcing steel to verify general compliance with plans and specifications.
- Periodic observation of bolts to be installed in concrete prior to and during placement.
- Periodic inspection of anchors installed in hardened concrete.
- Periodic inspection of formwork prior to the placement of concrete.
- Perform observation of concrete placement for proper placement techniques.
- Obtain samples and perform tests on plastic concrete in the field including slump, air content and temperature.
- Cast concrete cylinder specimens for compressive strength testing.
- Cure, test and report concrete cylinder test results.
- Perform periodic observation of concrete curing techniques.

Structural Masonry

- Perform periodic visual inspections of structural masonry during construction in general accordance with the project specifications.
- Perform periodic inspection of on-site mortar and materials used during mixing.
- Periodic observation of reinforcing steel with masonry walls.
- Observe placement of grout within CMU walls.
- Obtain field samples of grout, perform laboratory curing and compressive strength testing, and report results for the prism test specimens.
- Perform sampling and testing as required by project specifications.

Asphalt Pavement

- Observe proofrolling of the subgrade prior to placement of base course materials.
- Conduct laboratory compaction tests on representative samples of the aggregate base course materials in accordance with ASTM D698 or ASTM D1557, whichever is specified.
- Perform in-place density tests and thickness measurements on the aggregate base course.
- Perform in-place density tests and thickness measurements on the asphalt concrete. The in-place density of the asphalt concrete will be compared to the theoretical maximum density provided by asphalt concrete supplier for specific mix used at time of placement to determine the percent compaction.

Structural Steel

- Verify fabricator meets the requirements of the North Carolina Building Code.
- Collect certificate of compliance from fabricator at the completion of fabrication.
- Verify material identification markings as specified and obtain manufacturer's certified mill tests/certificate of compliance for structural steel, bolts, nuts, washers, and weld filler material.
- Periodically inspect installation of bolts and tightening of snug-tight, pretensioned and slip critical joints. Verify proper tightening sequence.
- Visually inspect welds periodically.
- Inspect steel frame periodically for compliance with structural drawings, including bracing, member configuration and connection details.
- Inspect welding, fastening on the metal decking.

These inspections and tests will be performed in general accordance with the AISC Manual of Steel Construction, the AWS Structural Welding Code, AWS D1.1, and/or the project specifications. We have assumed that site visits to the steel fabrication shop would not be required. We understand that moment connections included in the proposed construction details will be bolted and not full penetration welds. We anticipate that our services for structural steel inspections will require up to five visits by a Structural Steel Inspector/CWI, up to six hours onsite for each site visit.

Additional Services (included within this proposal)

- Laboratory testing of up to 25 sets of concrete cylinders, two sets of masonry grout cell fill prisms, and laboratory compaction testing of soil and aggregate base course of up to four samples.
- Administrative support related to producing and distributing the results and records of our field and laboratory testing and inspection services.
- Project management, including management of WSP's internal safety and quality assurance programs.

Scheduling and Reporting

We will provide personnel for this project at the request of your representative. We request 24-hour notice prior to providing on-call personnel to enable us to schedule the work efficiently. For structural steel inspections we request at least a three-day notice to be able to effectively staff these services. Daily test results and observations will be reported to the appropriate site personnel at the time of testing. Written summaries of our daily test results and observations will be transmitted to the project team via email on a periodic basis.

Cost Estimate

Based on the requested scope of services described above, we recommend a budget allowance of \$153,400 for our services. Compensation for the services provided or additional services you request will be based upon the actual time spent and tests performed in accordance with the attached fee schedule.

For reference, the North Carolina State Construction Office has previously provided guidelines recommending a budget allowance of 0.5% to 1.0% of the construction cost for Special Inspections services. Our recommended budget allowance is in line with these guidelines.

Based on our review of the construction schedule provided, we understand that clearing and installation of erosion control measures will begin in January 2026 with grading beginning in February 2026. Substantial completion of the building construction with Owner occupancy is anticipated in May 2027.

The majority of our testing and inspection services will be required during approximately the first 6 months of construction. As the cost of our services are heavily dependent on the construction schedule, below is a breakdown of the assumptions we have made in developing our budget.

February 2026 through March 2026

Based on our review of the construction schedule provided, we understand that construction activities related to site grading and underground utility installation, and building foundation construction will occur. We anticipate that our field services would be required for 31 site visits during this time period on a full-time basis (up to eight hours onsite per day). These inspections will be performed by a Special Inspections Technician.

April 2026 through May 2026

Based on our review of the construction schedule provided, we understand that construction activities related to slab on grade and CMU masonry construction will occur. We anticipate that our field services would be required for 25 site visits during this time period on a full-time basis (up to eight hours onsite per day). These inspections will be performed by a Special Inspections Technician.

June 2026 through July 2026

Based on our review of the construction schedule provided, we understand that construction activities related to structural steel erection and elevated slabs on deck will occur. We anticipate that our field services would be required for 10 site visits during this time period on a full-time basis (up to eight hours onsite per day). These inspections will be performed by a Special Inspections Technician.

August 2026 through January 2027

Based on our review of the construction schedule provided, we understand that construction activities related to the parking lot soil subgrade, aggregate base course, asphalt and miscellaneous site concrete placements will occur. We anticipate that our field services would be required for 24 site visits during this time period on a full-time basis (up to eight hours onsite per day). These inspections will be performed by a Special Inspections Technician.

February 2027 through May 2027 (project completion)

Based on our review of the construction schedule provided, we anticipate that our field services would be minimal for final miscellaneous items. We anticipate that our field services would be required for 8 site visits during this time period on a full-time basis (up to eight hours onsite per day). These inspections will be performed by a Special Inspections Technician.

Structural Steel Inspections

We have also assumed that 5 site visits by a structural steel inspector (up to 8 hours onsite per day) would be required throughout the project. We have also assumed 20 site visits by a Senior Consultant or Assistant Vice President (up to 6 hours onsite per day) would be required during the project to attend project meetings and to observe construction activities.

Authorization

To authorize us to proceed with the scope of services outlined please provide a copy of the Henderson County Terms and Conditions to us. We will then sign and return a copy to you.

Closing

WSP appreciates the opportunity to perform Special Inspections and construction materials testing services on this project. If you have any questions concerning the information in this proposal or if we may be of further service, please feel free to contact us.

Sincerely,
WSP USA, Inc.



Jill M. Heimberg, P.E.
Geotechnical Team Lead



Timothy P. Quigley, P.E.
Senior Engineer

Attachments: Fee Schedule



**WSP USA Inc.
Asheville, North Carolina**

**CONSTRUCTION MATERIALS TESTING & SPECIAL INSPECTION SERVICES
FEE SCHEDULE**

Henderson County UNC Health Pardee MOB

December 19, 2025

WSP Proposal No. 2025US501181

I. LABOR (Including calibrated equipment and expendable supplies)

1. Engineering Technician, per hour.....	\$60.00
2. Senior Engineering Technician, per hour	\$75.00
3. Special Inspections Technician, per hour.....	\$93.00
4. Steel Inspector, ASNT Level II or AWS Certified Welding Inspector, per hour.....	\$150.00
5. Steel Inspector, ASNT Level III, per hour.....	\$175.00
6. Assistant Consultant, per hour	\$85.00
7. Associate Consultant, per hour.....	\$93.00
8. Consultant, per hour.....	\$110.00
9. Senior Consultant, per hour	\$125.00
10. Lead Consultant, PE/PG, per hour	\$150.00
11. Assistant Vice President, per hour.....	\$165.00
12. Vice President, PE/PG, per hour.....	\$230.00
13. Senior Vice President, PE/PG, per hour	\$250.00
14. Clerical/Administrative Assistant, per hour	\$80.00

Overtime charges will apply to Technician hourly rates for all time over 40 hours per week, work between the hours of 9:00PM and 6:00AM, and work on Saturdays, Sundays and Holidays. Overtime charges will be computed at 1.5 times the regular hourly rate. Labor rates include calibrated equipment and expendable supplies, except for equipment quoted below.

II. EQUIPMENT, EXPENSES, AND SUPPLIES

1. Company Vehicle Charge, per day from WSP Asheville office	\$75.00
2. Mileage, per mile (non-company vehicle or other company office) – current IRS rate	\$0.70
3. Nuclear Density Gauge, per day	\$75.00
4. Lodging (actual cost).....	Direct Cost plus 15%
5. Per Diems, per day	GSA Rates
6. Other expenses, shipping, rental equipment, etc., if required.....	Direct Cost plus 15%

III. LABORATORY SERVICES

1. Natural Moisture Content, ASTM D2216, each	\$12.00
2. Atterberg Limits, ASTM D4318, each.....	\$60.00
3. Sieve Analysis, including Wash No. 200, of soils, ASTM D1140, each.....	\$60.00
4. Percent Finer than No. 200 Sieve, ASTM D1140, each.....	\$40.00
5. Standard Proctor Compaction Test, ASTM D698 (methods A or B), each.....	\$150.00
6. Standard Proctor Compaction Test, ASTM D698 (method C), each	\$175.00
7. Modified Proctor Compaction Test, ASTM D1557 (method A or B), each	\$180.00
8. Modified Proctor Compaction Test, ASTM D1557 (method C), each.....	\$200.00
9. Compressive Strength of Concrete Cylinders and cylinders held in reserve, each.....	\$16.00
10. Compressive Strength of Grout or Mortar Cubes and cubes held in reserve (includes supplies and capping), each	\$20.00
11. Compressive Strength of Grout or Mortar Prisms and prisms held in reserve (includes supplies and capping), each.....	\$25.00
12. Bulk Specific Gravity and Density of Asphalt Core, each.....	\$20.00

NOTE: Items not listed on this fee schedule will be quoted upon request.

Labor rates are subject to a 3 percent increase effective January 1, 2027 and then each subsequent year.