



Legislation Details (With Text)

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<b>Type:</b>	Agendas	<b>Status:</b>	Agenda Ready
<b>File created:</b>	11/26/2018	<b>In control:</b>	Board of Aldermen
<b>On agenda:</b>	12/4/2018	<b>Final action:</b>	
<b>Title:</b>	Request to Authorize Manager to Extend Contract with Summit Design for Engineering Services for Hazard Mitigation Grant Program Administration and Pursue Construction Bidding, Award, and Execution PURPOSE: The purpose of this item is for the Board of Aldermen to consider authorizing the Manager to: extend the contract with Summit Engineering for HMGP support, bid and award a construction contract in collaboration with the NC Division of Emergency Management, and work with Summit Design to coordinate the construction.		
<b>Indexes:</b>			
<b>Code sections:</b>			
<b>Attachments:</b>	1. Resolution		

Date	Ver.	Action By	Action	Result
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**TITLE:**

Request to Authorize Manager to Extend Contract with Summit Design for Engineering Services for Hazard Mitigation Grant Program Administration and Pursue Construction Bidding, Award, and Execution

**PURPOSE:** The purpose of this item is for the Board of Aldermen to consider authorizing the Manager to: extend the contract with Summit Engineering for HMGP support, bid and award a construction contract in collaboration with the NC Division of Emergency Management, and work with Summit Design to coordinate the construction.

**DEPARTMENT:** Planning, Public Works/Stormwater Utility, Finance

**CONTACT INFORMATION:**

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**INFORMATION:**

In 2016, the Town was awarded a grant by State of North Carolina, Department of Public Safety, Division of Emergency Management to elevate two homes at 400 Lorraine Street and 403 Lorraine Street. Following execution of the grant contract, staff developed a Request for Qualifications (RFQ) to hire a qualified consulting firm to assist with pre-construction /design services, bidding services, construction administration and grant compliance monitoring. The Town awarded the contract to Summit Design and Engineering Services. A contract extension is needed to complete the work.

Summit is wrapping up the preconstruction/design phase of the project, and is prepared to move forward with bidding the work for construction. The Board is requested to adopt the attached resolution authorizing the Manager to extend Summit’s service contract and to move forward with bidding, construction award, and

construction.

Costs associated with the project will be reimbursed to the Town through the Grant program with a combination of both Federal and State of North Carolina funds covering one hundred percent of costs associated with the project. It is expected that the NCDEM will award the contract to the lowest responsive responsible bidder. Moving forward at this time is recommended given the expected expiration of federal funding in March 2019.

**FISCAL & STAFF IMPACT:** All costs associated with the project will be reimbursed to the Town through the grant program with a combination of both Federal and State of North Carolina funds covering one hundred percent of costs associated with the project.

**RECOMMENDATION:** Staff recommends that the Board adopt the attached resolution (Attachment A) authorizing the Town Manager to extend the contract with Summit Design and Engineering Services and to move forward with bidding, award, and execution of a construction contract.