

CITY OF HIGH POINT

AGENDA ITEM

TITLE: Oak Hollow Raw Water Pump Station Generator- Professional Engineering Services Sturgill Engineering P.A.	
FROM: Robby Stone – Public Services Director Derrick Boone – Asst. Public Services Director	MEETING DATE: May 6, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: Scope of Services	

PURPOSE: To approve a Task Order with Sturgill Engineering for Professional Engineering Services for the installation of a new generator system at the Oak Hollow Raw Water Pump Station. The City has a Master Agreement for Professional Services with Sturgill Engineering.

BACKGROUND: As part of the Oak Hollow Raw Water Pump Station generator installation project, Sturgill Engineering will perform the design of the backup emergency power system and assist with bidding. The generator system will be procured under a separate contract.

BUDGET IMPACT: Funds for this project are available in the 2023-2024 Budget.

RECOMMENDATION/ACTION REQUESTED: The Public Services Department recommends City Council approve this Task Order for Professional Engineering Services to Sturgill Engineering P.A. in the amount of \$107,900 and to authorize appropriate city staff to execute all necessary documents.



Oak Hollow Raw Water Pump Station

April 22, 2024

Mr. Derrick Boone
City of High Point
Public Services Director, Assistant
211 S Hamilton
High Point, NC 27260

Reference: Oak Hollow Generator Addition

Derrick:

I am pleased to offer this proposal for Electrical Engineering Services. In general, project includes installation of new generator system procured under separate contract.

Design Scope of Services

1. Survey, Utility Locate, Watershed Development Plan per attached DMP proposal
2. Electrical Site plan
3. System One-Line diagram
4. Electrical details as necessary to bid project
5. Coordination with existing SCADA system
6. Coordination with City of High Point Electric Department
7. One-line and schematics indicating connection requirements
8. Electrical specifications for electrical equipment
9. Construction sequencing assistance
10. 80 and 100 percent review meetings with responses to City's comments

Bidding Scope of Services

1. One set of reproducible specifications and plans to City
2. Answer Contractors questions
3. Prepare necessary addendums
4. Attendance at Pre-Bid Conference
5. Evaluate bids with recommendation for award

Construction Scope of Services – To be determined

Assumptions

1. Owner will provide drawings (PDFs) of existing pumping station as available.
2. City of High Point will provide front end contract documents
3. City of High Point will advertise project.

Project Approach

The project approach includes the following:

1. Kickoff meeting with City to:
 - Review project scope and schedule
 - Review areas where equipment is to be installed
2. Develop system one-lines.
3. Develop plans including equipment locations.
4. Develop special system details as required for grounding, surge suppression, equipment mounting, etc.
5. Develop project specifications.
6. Submit 80 percent plans to Owner for review.
7. Meet with Owner to discuss revisions.
8. Modify plans, schedules, and specifications as required.
9. Submit 100 percent plans to Owner for review.
10. Meet with Owner to discuss revisions.
11. Modify plans, schedules, and specifications as required.
12. Bid project

Commercial Terms

We propose to execute this project on an hourly not to exceed basis. Fee structure is indicated below:

- | | |
|--------------------------------|---------------|
| 1. Design | \$ 104,400.00 |
| 2. Bidding | \$ 3,500.00 |
| 3. Construction Administration | TBD |

Total **\$ 107, 900.00**

Please refer to the Terms & Conditions along with standard rates that are included in our existing on call services agreement. Any changes or additions to the scope items will be executed upon approval of a change order.

Thank you for the opportunity. Please contact me with questions and comments.

Sincerely,



Randall W. Sturgill, PE