

Issue Analysis Form



Date: April 26, 2022

Item: Award of Contract –Engineering Services for Route 156 Tank and Booster Station

Lead Department(s): Engineering & Utilities

Contact Person(s): Frank Haltom

Description and Current Status

A Request for Proposals, RFP # 22-09-0600, was advertised on January 11, 2022 to solicit professional engineering services for the evaluation, design, permitting and construction administration of the Route 156 Water Storage Tank and Pumping Station.

The closing date for proposals was February 9, 2022. Seven proposals from qualified engineering firms were received. These proposals were evaluated by a committee made up of county staff based on the criteria outlined in the RFP. Four firms were selected to interview based on their evaluation scores. Upon completing the interviews, the committee selected Gannett Fleming. The evaluation scoring is attached for your review.

The County has received a proposal from Gannett Fleming, for the evaluation, design, permitting and construction administration of the Route 156 Water Storage Tank and Pumping Station for \$XXX,000. An appropriation is required to cover the costs of these services. Staff is requesting use of ARPA Funding for this project. \$XXX,000 is available in American Rescue Plan Act (ARPA) funds. The Board previously committed \$2,750,000 in ARPA Tranche 1 funding for Utilities projects, which is budgeted in a "holding / undesignated Utilities Project account" within the ARPA Fund.

Staff recommends an award of contract for the evaluation, design, permitting and construction administration of the Route 156 Water Storage Tank and Pumping Station to Gannett Fleming for \$XXX,000. Staff also recommends the use of ARPA funds in the amount of \$XXX,000 to fund the costs of these services.

Sample Motion: I move the Board approve the resolution to award the contract engineering services for the evaluation, design, permitting and construction administration of the Route 156 Water Storage Tank and Pumping Station to Gannett Fleming for \$xxx,000; and the appropriation of funds from Tranche 1 of ARPA funds in the amount of \$XXX,000 to fund the costs of these services.

Government Path

- | | | |
|---|---|--|
| Does this require IDA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require BZA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |

Does this require a public hearing?

Yes No

If so, before what date?

Fiscal Impact Statement

It is proposed to use ARPA funds to cover the costs of these services. The following increase/decrease of funds within the 2021-2022 Budget will increase as follow:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
ARPA Fund	
Expenditures:	
Decrease	
0231-04-104-7003-43101 ARPA Utilities Professional Services*	\$XXX,000
Increase	
0231-04-104-3224-48405 ARPA Utilities Rt 156 Tank & Booster Project	\$XXX,000

*Holding account (undesignated)

County Impact

Award of this contract will provide the engineering design services for the construction of the new water storage tank and pumping station along Route 156 to allow the connection to the Virginia American Water Company's water supply, which will add additional water supply capacity to Prince George.

Notes

None.

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia, this 26th day of April, 2022:

Present:

Marlene J. Waymack, Chair
Donald Hunter, Vice Chair
Floyd M. Brown, Jr.
Alan R. Carmichael
T. J. Webb

Vote:

A-4

On motion of _____, seconded by _____, which carried by a vote of _____ in favor and _____ opposed, the following Resolution was adopted:

RESOLUTION: AWARD OF CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES FOR THE EVALUATION, DESIGN, PERMITTING AND CONSTRUCTION ADMINISTRATION OF THE ROUTE 156 WATER STORAGE TANK AND PUMPING STATION.

WHEREAS, a request for Proposal, RFP #22-09-0600, was advertised on January 11, 2022 to solicit professional engineering services for the evaluation, design, permitting and construction administration of the Route 156 Water Storage Tank and Pumping Station; and

WHEREAS, seven proposals from qualified engineering firms were received and evaluated based on the criteria outlined in the RFP; and

WHEREAS, four firms were selected to interview and further evaluate, Gannett Fleming received the highest scores to perform the proposed tasks; and

WHEREAS, the County has received a proposal from Gannett Fleming, for the evaluation, design, permitting and construction administration of the Route 156 Water Storage Tank and Pumping Station for \$XXX,000; and

NOW, THEREFORE BE IT RESOLVED: that the Board of Supervisors of the County of Prince George this 26th day of April, 2022, hereby awards the contract for the evaluation, design, permitting and construction administration of the Route 156 Water Storage Tank and Pumping Station to Gannett Fleming for \$XXX,000.

NOW, THEREFORE BE IT FURTHER RESOLVED: that the Board of Supervisors of the County of Prince George this 26th day of April, 2022, does hereby authorize and appropriate the following increase of funds within the 2021-2022 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
ARPA Fund		
Expenditures:		
Increase		
0231-04-104-3224-48405	ARPA Utilities Rt 156 Tank & Booster Project	\$XXX,000
Decrease		
0231-04-104-7003-43101	ARPA Utilities Professional Services*	\$XXX,000

*Holding Account / Undesignated

A Copy Teste:

Jeffrey D. Stoke
County Administrator