

# Issue Analysis Form



**Date:** October 25, 2022

**Item:** Award of Contract – Preliminary Engineering Report for New Water Treatment Plant

**Lead Department(s):** Engineering & Utilities

**Contact Person(s):** Frank Haltom

## Description and Current Status

The County is the process of obtaining a Virginia Water Protection Permit from the Virginia Marine Resources Commission and the Virginia Department of Environmental Quality to install an 8 million gallon per day (MGD) raw water intake structure in the Appomattox River. Upon receipt of the permit, the County could begin the planning and engineering to build a water treatment plant to provide a reliable public water supply to satisfy projected water demands for the County for the next 50 years. The next steps towards a water treatment plant in the County is to prepare a preliminary engineering report (PER) to provide the County information on potential treatment alternatives and estimated costs to construct the plant.

The Engineering and Utilities Department has received a proposal from WW Associates to perform a PER to determine the land requirements, water treatment alternatives and environmental permitting requirements; as well as provide a preliminary site layout, anticipated projects costs, potential funding alternatives, and preliminary project schedule.

This project will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of contract for the completion of a PER for a new water treatment plant to WW Associates for \$100,000.

Sample Motion: I move the Board approve the resolution to award the contract for professional engineering services to complete a PER for a new water treatment plant to WW Associates for \$100,000.

## 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?            | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |

If so, before what date?

## Fiscal Impact Statement

The appropriated budget within the Utility CIP fund will cover the cost of these services and no additional appropriation is required.

### **County Impact**

Award of this contract will provide the Board information on the alternatives and potential costs and schedule to construct a WTP to meet future water demands of the County.

### **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 25<sup>th</sup> day of October, 2022:

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Present:

Vote:

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

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A-5

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 TO COMPLETE A PRELIMINARY ENGINEERING REPORT FOR A WATER TREATMENT PLANT**

WHEREAS, the County desires to continue efforts to provide a reliable public water supply to satisfy projected water demands for the County for the next 50 years; and

WHEREAS, the County has received a proposal from WW Associates to provide professional engineering services to complete a preliminary engineering report for a water treatment plant for \$100,000; and

NOW, THEREFORE BE IT RESOLVED: that the Board of Supervisors of the County of Prince George this 25th day of October, 2022, hereby awards the contract for professional engineering services to complete a preliminary engineering report for a water treatment plant to WW Associates for \$100,000.

A Copy Tests:

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Jeffrey D. Stoke  
County Administrator



October 14, 2022

Mr. Frank Haltom, P.E.  
Director of Engineering & Utilities  
Prince George County  
P.O. Box 68  
Prince George, VA 23875

Re: Fee Proposal for a Water Treatment Plant Preliminary Engineering Report

Dear Mr. Haltom:

We are pleased to submit this engineering fee proposal to provide a Preliminary Engineering Report for the County's proposed Water Treatment Plant. We understand this project includes a raw water intake on the Appomattox River, an associated Raw Water Pump Station, Raw Water Piping, and a new 4.0 MGD water treatment facility, expandable to 8.0 MGD located on the River Road site adjacent to the new River Road pump station and tank project.

The Preliminary Engineering Report will address the following considerations:

- Project Planning
- Projected Future Water Demands
- Land Requirements, Setbacks
- Site Analysis/ Preliminary Layout
- Alternative Analysis
- Selection of Alternative
- Sludge Process Selection
- Recommended Alternatives
- Project Schedule
- Project Capital Cost/Budget
- Environmental Permitting Issues
  - ACOE
  - VMRC
  - Prince George County Site Review
- Recommendations and Conclusions

P.O. Box 4119 ■ Lynchburg, VA 24502  
Telephone (434) 316-6080 ■ Fax (434) 316-6081

Lynchburg ■ Charlottesville

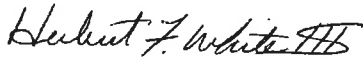
We propose to provide these services for a lump sum fee of \$100,000. This report will be prepared and submitted to the County for review and approval.

Invoicing for services will be monthly based upon our estimate of percent completion. We are available to proceed immediately with this project.

We look forward to the opportunity to work with you on this exciting project! Should this proposal be deemed acceptable, please issue a purchase order which will be considered our Notice to Proceed.

Sincerely,

WW Associates, Inc.



Herbert F. White, III, P.E.  
President