

CONTRACT ROUTING FORM

1. Complete the information below BEFORE printing and completing items 2 through 7. Items in red are required.

Department: Public Works

Department contract file name (use effective date): WesternIntakePartners_PublicWorks_20231120

Project Code: Click here to enter text.

Contract type: Agreement

Contracted Services/Goods: WIP Program Management

Contract Component: Amendment

Change Order Number/Addendum Number: Click here to enter text.

Vendor Name: City of Durham

Effective Date: 11/20/23

Approved by: County Manager

Date approved by the BOC: 11/20/2023

Ending Date: Click here to enter a date.

Total Amount: \$ 1,015,836.60

Please Return Contract to:
Name: Wendy Paschal
Email: wendy.paschal@chathamcountync.gov
Special Instructions for Clerks
Office:
Approved by BOC 11/20/23

2. Department Head or his/her designee has read the contract in its entirety.

By: *Blake Miller / Wendy Paschal* (Department Head signature required)

3. County Attorney has reviewed and approved the contract

County Attorney has reviewed and rejects the contract Reason: _____

This is an automatic renewal and does not require approval from the County Attorney: Yes No

If this box is checked the County Attorney's Office has reviewed the contract but has not made needed changes to protect the County because the contract is a sole source contract and the services required by the County are not available from another vendor.

4. Technical/MIS Advisor has reviewed the contract if applicable. Yes No

5. Vendor has signed the contract. Yes No

6. A budget amendment is necessary before approval. Yes No

If budget amendment is necessary, please attach to this form.

7. Approval

Requires approval by the BOC - contracts over \$100,000.00. Follow Board submission guidelines.

Requires approval by the Manager – contracts \$100,000 or less.

8. Submit to Clerk.

Clerk's Office Only

Finance Officer has signed the contract
 The Finance Officer is not required to sign the contract

**LETTER OF AGREEMENT #1, AMENDMENT 2 FOR
THE WESTERN INTAKE PARTNERSHIP
PROGRAM MANAGER PROJECT**

WHEREAS, Chatham County, the City of Durham, Town of Pittsboro, and Orange Water and Sewer Authority entered into the Memorandum of Agreement (“Agreement”) for the Western Intake Partnership (“WIP”) on or about June 2019; and into Amendment #1 to the Agreement (“Agreement Amendment #1”) on or about September 2020; and into Amendment #2 to the Agreement on or about June 2023 (“Agreement Amendment #2”); and collectively the Agreement and all executed Amendments constitute the current “Agreement”; and

WHEREAS, the City of Durham as the Lead Agency entered into a contract on August 18, 2020, with HDR for the WIP Program Manager Project (attached) in accordance with Sections 2 and 5 of the Agreement; and

WHEREAS, Chatham County, the City of Durham, Town of Pittsboro, and OWASA decided to amend the contract with HDR on December 9, 2021 (“Contract Amendment 1”), to have HDR subcontract with a company to provide laboratory services to analyze the raw water quality of Jordan Lake without any change in the original contract’s total cost; and

WHEREAS Chatham County, the City of Durham, Town of Pittsboro, and OWASA decided to amend the contract with HDR on January 11, 2023 (“Contract Amendment 2”), to add Public Engagement/Communication and Envision Framework Implementation to HDR’s scope of services, as well as a slight increase in duration through August 18, 2023, making use of original contingency funds; and

WHEREAS, Chatham County, the City of Durham, Town of Pittsboro, and Orange Water and Sewer Authority (“OWASA”) are all Participating Partners, having signed Letter of Agreement #1, Amendment 1 on or about August 2022; and

WHEREAS, Chatham County, the City of Durham, Town of Pittsboro, and OWASA have decided to amend the contract with HDR to extend their scope of work to complete the preliminary WIP projects which necessitates this Amendment 2 to Letter of Agreement #1.

NOW, THEREFORE, for and in consideration of the recitals in this Letter of Agreement #1, Amendment 2, and the Agreement, the Parties agree as follows:

- 1) Program Manager Project Cost.
 - a) The maximum total cost of the contract with HDR for the WIP Program Manager project, Amendment 3 is \$3,004,600.00.

Western Intake Partnership Letter #1, Amendment 2

- b) A budget of \$160,000 has been established for any contingencies for this project.
 - c) The total maximum project cost, including contingencies, is, therefore, \$3,164,600.00.
- 2) Program Manager Project Participation. Participation in the WIP Program Manager Project is as follows.
- a) Participating Partners: City of Durham, Chatham County, Town of Pittsboro, Orange Water and Sewer Authority (“OWASA”).
 - b) Declining Partner: none.
- 3) Cost Shares. Cost shares are based on Jordan Lake water supply storage allocation.
- a) Cost shares for full participation, i.e., without any declining partners, are as follows.

	Jordan Lake Allocation	Cost Share	Total Contract Maximum & Contingency
City of Durham	16.5	40.74%	\$1,289,258.04
Chatham County	13	32.10%	\$1,015,836.60
Town of Pittsboro	6	14.81%	\$468,677.26
Orange Water & Sewer Authority	5	12.35%	\$390,828.10
Total	40.5	100.00%	\$3,164,600.00


- b) Cost shares in consideration of a Declining Partner are not applicable.
- 4) Invoicing. In accordance with Section 5 of the Agreement, the City of Durham will invoice each Participating Partner for its share of the costs as the City of Durham is invoiced by HDR under the WIP Project Manager contract, and each Participating Partner will pay the invoice within 30 days.

Western Intake Partnership Letter #1, Amendment 2



Dan LaMontagne, County Manager
Chatham County

ATTEST: 

This instrument has been pre-audited
in the manner required by the Local
Government Budget and Fiscal
Control Act.


Roy Lynch, Finance Director