

CONTRACT ROUTING FORM

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

Department: Parks and Recreation

Department contract file name (use effective date): Freese and Nichols_Parks and Recreation_20240916

Project Code: Click here to enter text.

Contract type: undefined

Contracted Services/Goods: Engineered Design Services

Contract Component: undefined

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

Vendor Name: Freese and Nichols

Effective Date: 09/16/2024

Approved by: Commissioners

Date approved by the BOC: June 4th, 2024

Ending Date: 6/30/2025

Total Amount: \$81,434

Please Return Contract to:

Name:

J. Stamey _____

Email:

jina.stamey@chathamcountync.gov

Special Instructions for Clerks

Office: Parks and Recreation

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

By:  (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

NORTH CAROLINA

CHATHAM COUNTY

SECOND AMENDMENT TO AGREEMENT

This Second Amendment to the Agreement (this "Second Amendment") is made and entered into this 4th day of June, 2024, by and between Chatham County (the "County") and Freese and Nichols, Inc. (the "Contractor").

RECITALS

- A. The County and the Contractor entered into a series of Agreements, the last of which became effective June 8, 2023.
- B. The County has requested that the Term of Agreement be amended to extend the Agreement to June 30, 2025.
- C. The Contractor has agreed to amend the Agreement as requested by the County.

NOW, THEREFORE, in consideration of the mutual covenants and the conditions contained herein, the County and Contractor agree as follows:

- 1. The Term of Agreement is extended to June 30, 2025.

AGREEMENT TO REMAIN IN FULL FORCE AND EFFECT. Except for the amendments set forth, the original Agreement dated July 1, 2022, shall remain in full force and effect.

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

Roy Lynch
Roy Lynch, Finance Director

Chatham County

By: [Signature]
Dan LaMontagne, County Manager

Contractor

By: [Signature]
Charles Archer
Freese and Nichols, Inc.
1017 Main Campus Drive, Suite 1200
Raleigh, North Carolina 27606
919-637-3438
charles.archer@freese.com



Innovative approaches
Practical results
Outstanding service

1017 Main Campus Drive, Suite 1200 □ Raleigh, North Carolina 27606 □ 919-582-5850

www.freese.com

May 30, 2024

Ms. Jina Stamey, CPRP
Chatham County Parks and Recreation
964 East Street, Suite 100
Pittsboro, NC 27312

Re: Parker's Ridge Park Phase I Dam

Dear Ms. Stamey,

Freese and Nichols, Inc. (FNI) is pleased to submit this proposal for providing professional services to Chatham County Parks and Recreation (CLIENT) for the Parker's Ridge Park Phase I Dam.

PROJECT UNDERSTANDING

Chatham County Parks and Recreation Department (Client) is currently working with Stewart Engineering, Inc. to prepare design documents for Phase I of the Parker's Ridge Park Improvements. FNI was contacted by Chatham County Parks and Recreation Department to evaluate an existing pond and dam located within the Phase I project extents. The location of the pond and dam are shown in the attached Figure 1. The existing dam is exempt from state dam safety requirements. However, it is in a state of disrepair and does not meet the standard of care expected for water retaining earthen embankments. The objective of this project is to work with Chatham County Parks and Recreation and Stewart Engineering, Inc. to prepare plans and technical specifications for improvements to the dam that will bring it into compliance with current dam safety standards and fit in with the proposed park improvements. These improvements may include modifications to the earthen embankment, tree removal, and updates to existing outlet works.

SCOPE OF SERVICES: Freese and Nichols (FNI) will provide the following professional services:

Task 1 – Project Management

FNI will conduct and attend a virtual project kick-off meeting to discuss the scope of work, schedule, and coordination. As part of this subtask, FNI will prepare and distribute meeting agendas and minutes.

Additionally, FNI will prepare and distribute monthly status reports via email. The status report shall summarize work completed, percent completed to date for the schedule and budget, upcoming work, and any outstanding issues or decisions that must be resolved by County staff or the project team.

Task 2 – Background Data Collection and Site Assessments

FNI will collect and review readily available data and references related to the project. Data may include design documents and files from other consultants, previous hydraulic and hydrologic (H&H) reports, GIS data, site surveys, geotechnical data, utility records, easement records, and/or other mapping.

FNI will perform a site assessment of the project area to confirm existing conditions, which will be used

to inform the proposed design solutions.

Task 3 – Design Phase Services

A. **Preliminary Design:** FNI will prepare and submit a preliminary design submittal (30% design level) to the Client which shall include:

- Construction plans with cover sheet, general notes, existing conditions, site plan, spillway layout plan, and representative section view.
- Table of contents of technical specifications that identify major components of the work.
- Hydrologic & Hydraulic (H&H) calculations as required to support the proposed design.

After the Client has reviewed the preliminary design submittal, FNI will coordinate a virtual status meeting with the Client to review Client comments and discuss the status of the project.

B. **Draft Final Design:** FNI will prepare and submit a draft final design (90% design level) submittal to the Client which shall include:

- Revised construction plans based on Client comments from the preliminary design submittal. The set will include updated drawings and additional details depicting the required construction items.
- Further develop construction plans to include erosion and sediment control plan and details, proposed grading plan, embankment cross sections, and spillway plan and profile.
- Finalize H&H calculations and prepare a technical memorandum summarizing results.
- Finalize opinion of probable cost (OPCC) based on quantity takeoffs and line items.
- Finalize technical specifications.

After the Client has reviewed the submittal, FNI will coordinate a virtual status meeting with the Client to review Client comments and to discuss the status of the project.

C. **Final Design:** FNI will finalize the plans and project manual based on Client comments and will prepare final documents (100% design level). Deliverables will include sealed copies of the Construction Plans and Technical Specifications.

Task 4 – Permitting Phase Services

- Land Disturbance Permit (LDP) – FNI assumes that an LDP will be required from Chatham County. FNI will prepare applications and a submittal package to Chatham County for LDP review. FNI will address one round of review comments under this task.
- Erosion and Sediment Control Permits – FNI will prepare and submit an erosion and sediment control application for review to the NC DEQ Division of Energy, Mineral, and Land Resources, and will coordinate with the agency to address questions and comments until approval of the application is received.

ASSUMPTIONS

- Client will provide a field-run topographic survey in DWG format.
- Client will pay all fees required to obtain applicable permits.
- Client will develop front-end documents and bid package.
- Client will retain services of qualified contractor to perform the work.
- Environmental studies and geotechnical investigations will be performed by others, as necessary.

PROJECT SCHEDULE

FNI will provide a schedule within two weeks of written notice-to-proceed (NTP).

COMPENSATION


FNI proposes to provide services as described herein for the lump sum fee of (\$81,434).

We appreciate this opportunity to submit this proposal. If additional information or clarification is desired, please do not hesitate to contact us. If you agree with the services described above and wish for us to proceed with this assignment, please initiate contract proceedings.

Sincerely,
FRESE AND NICHOLS, INC.



Maxwell E. Bloom, PE
Project Manager



Victor M. Vasquez, PE
Principal/Vice President

Digitally signed by Victor
M. Vasquez V.
Location: Austin, TX
Victor M. Vasquez V. Contact Info:
vmv@freesse.com
Date: 2024.05.30
11:24:07-05'00'



Figure 1 – Project Location



MASTER PROFESSIONAL SERVICES AGREEMENT
TASK AUTHORIZATION

Chatham County North Carolina
PO Box 1809
Pittsboro, North Carolina 27312


FNI Project: TBD
Client Contract: N/A
Date: 9/5/2024


Project Name: Parker's Ridge Park Phase I Dam
Description of Services: See attached proposal.
Deliverables: The deliverables will be as specified in the attached proposal.
Schedule: The schedule will be as specified in the attached proposal.
Compensation Type: Lump Sum Fee
Amount Authorized: \$81,434

The services described above shall proceed upon execution of this Task Authorization. All other provisions, terms, and outlined in the Agreement for Goods and/or Services executed on July 1, 2022 and amended on June 8, 2023.

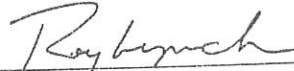
CHATHAM COUNTY, NORTH CAROLINA

FREESE AND NICHOLS, INC.

By: 
Name: Dan J. Montagne, PE
Title: County Manager
Date: 9/11/2024

By: 
Name: Charles B. Archer
Title: Vice President
Date: September 6, 2024

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


Roy Lynch, Finance Officer