

Town of Boonville
November 22, 2016 Special Meeting Minutes
Harvey E. Smith Municipal Building

The following were in attendance: Mayor Rusty Hunter, Commissioners Devin Carter, Bonnie Lasky, William Paul Baity, and Tony Reece. Also in attendance were Interim Town Administrator Sarah Harris, Finance Officer/Town Clerk Kim Wells, and Public Works Director Jeff Jones.

Mayor Hunter opened the meeting at 7:02 p.m.

Public Works Director Jones reviewed a letter presented to him from Mike McAllister, Municipal Engineering. The letter explained the awarded loan funding will cover the overage of the construction bid and no further LGC approval was needed.

Mr. Jones reviewed the spec issue and the bids received for the project.

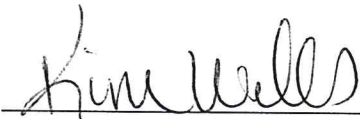
Commissioner Lasky motioned to adopt the Resolution of Intent to Award Construction Contract for Town of Boonville Water System Improvements to Carolina Grading & Utilities, Inc. of Jefferson NC, in the amount of \$350,790, contingent upon the approval of from the North Carolina Department of Environmental Quality, Division of Water Infrastructure, consistent with the funding requirements of the DWSRF Loan No. WIF-1880, and availability of funds. Commissioner Reece seconded, and the motion passed unanimously.

Commissioner Baity motioned to adjourn. Commissioner Carter seconded, and the motion passed unanimously.

The meeting ending at 7:17 p.m.



Russell (Rusty) Hunter, IV, Mayor



Kim Wells, Finance Officer/Town Clerk

PROJECT BID INFORMATION

Applicant Town of Boonville, NC **Project Number** WIF-1880

Address Town of Boonville
100 Carolina Ave., North
Boonville, NC 27011

Bid Information to be forwarded with the cost summary

- (a) Tabulations of all bids received (sealed by engineer).
- (b) Copies of the bid(s) and bid bond the applicant wishes to accept.
- (c) Resolution of tentative award from the governing board.
- (d) Engineer's recommendation of award letter.
- (e) Proof of advertisement.
- (f) MBE/WBE documents: (see MBE/WBE instructions)
- (g) American Iron and Steel Certification (not applicable to all projects)
- (h) If negotiations took place to get the project within budget, all information associated with the negotiations must be submitted.

These items, and this form must be submitted to your assigned DWI, Grant Management Unit project manager. Contact Mark Hubbard if you do not know who your project manager is.

Addenda

All addenda must be submitted to your DWI project engineer for approval prior to opening bids. Changes to the scope of the project may result in funding being rescinded.

Please Note that the following items must be submitted before any reimbursements will be made. All items in the below list are submitted to Pam Whitley of DWI.

- Capital Project Ordinance
- Site Certificate
- Closing costs
- Executed Construction Contracts (DWI will approve by letter)
- A/E contracts (DWI will approve by letter)
- A/E Brooks Act Compliance Certification (applicable to certain Federal projects)
- Federal ID and DUNS numbers (form was provided with the Loan Offer package)
- LGC must receive the executed promissory note (see guidance document for details on when the promissory note is generated)

Mailing Address: Division of Water Infrastructure
1633 Mail Service Center
Raleigh, NC 27699-1633

PROJECT COST SUMMARY (as-bid)		
List contractor names below:	TOTAL	ELIGIBLE*
1. Carolina Grading & Utilities, Inc	\$350,790.00	\$350,790.00
2.		
3.		
4.		
5.		
EQUIPMENT AND MATERIALS		
SUBTOTAL	\$350,790.00	\$350,790.00
PLANNING AND DESIGN (attach contract)	\$ 48,500.00	\$ 48,500.00
CONSTRUCTION PHASE ENGINEERING	\$ 42,500.00	\$ 42,500.00
CONTINGENCY (5% of construction)	\$ 17,539.50	\$ 17,539.50
LEGAL, TESTING, ETC.		
OTHER (specify) ⇨		
REAL PROPERTY ACQUISITION COSTS**	\$ 32,000.00	\$ 32,000.00
CLOSING COSTS (Not eligible in CWSRF)	\$ 9,975.75	
TOTAL	\$501,305.25	\$491,329.50

*Please see eligibility guidance for a full accounting of eligible costs. ** Please use the form provided on the website in addition to land cost invoices.

REVENUE SOURCES FOR PROJECT CONSTRUCTION	
List funds that are available for this project	AMOUNT
DENR FUNDING (specify) ⇨	\$491,329.50
CASH	\$ 9,975.75
GENERAL OBLIGATION or REVENUE BONDS	
OTHER AGENCY (specify) ⇨	
OTHER AGENCY (specify) ⇨	
OTHER (specify) ⇨	
OTHER (specify) ⇨	
TOTAL	\$501,305.25

The undersigned representative of the Recipient certifies that the information contained above and in any attached statements and material in support thereof is true and correct to the best of his or her knowledge.


 Signature of Authorized Representative

Rusty Hunter IV, Mayor December 6, 2016
 Name and Title (type or print) Date