



Town of Pilot Mountain
Town Hall 124 West Main Street Pilot Mountain, NC 27041
Monday, June 14, 2021, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Presentations

1. Streambank Restoration Project Report

Public Hearings

2. FY 2022 Budget Public Hearing
3. UDO Zoning Map Amendment Public Hearing

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes. Comments can also be emailed to publiccomment@pilotmountainnc.org.

Consent Agenda

4. Approval of Minutes

Board & Committee Reports

5. ABC Board Report

Unfinished Business

6. UDO Amendment-2021-REZ-01
7. Main Street Parklet Discussion

New Business

8. FY 2022 Budget Ordinance
9. FY 2022 Fee Schedule
10. ARPA Funds Discussion
11. FY 2021 Budget Amendment 4
12. On Call Engineering Services

Administrative Reports

13. Town Manager and Staff Reports

Mayor and Commissioners Comments

Closed Session

14. Personnel

Other Business

Adjourn

Town of Pilot Mountain

June 14, 2021 Board of Commissioners Meeting

Staff Report



June 1, 2021

To: Mayor Cockerham & Board of Commissioners
From: Andy Goodall Jr. - Town Planner
Subject: 2021-REZ-02 (RA to LI)

A. ACTIONS REQUESTED BY THE BOARD OF COMMISSIONERS

1. Motion to adopt a statement approving the proposed zoning amendment and describing its consistency with the plan; or
2. **Motion to adopt a statement approving the proposed zoning amendment and declaring that it also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment;** or
3. Motion to adopt a statement rejecting the proposed zoning amendment and describing its consistency or inconsistency with the plan.

With each of these alternatives, the statement is also to include an explanation of why the governing board deems the action reasonable and in the public interest.

B. REQUIRED VOTES TO PASS REQUESTED ACTIONS

A majority vote is required to pass the requested actions.

C. BACKGROUND

Property Owner(s): Jimmy Lynch Heirs
560 Carson Road
Pilot Mountain, NC 27041

Applicant: Jason Doss
3809 N. Patterson Avenue
Winston-Salem, NC 27105

Property Address: Intersection of Grassy Knob Road / E. US 52 Bypass (ETJ)

Property Parcel Number: 5976-18-30-0296

Rezoning Area:	1.35 acres
Current Use:	Vacant
Current Zoning District:	<i>RA (Residential - Agricultural)</i>
Proposed Zoning District:	<i>LI (Light Industrial)</i>

D. ZONING CRITERIA

Light Industrial District Definition

The *LI* district is established to provide for industries that, in their normal operations, have minimal adverse effect upon adjoining properties.

Town of Pilot Mountain Land Use Plan (2005-2015)

Commercial Development

Provide a healthy environment for commercial development that is convenient and attractive.

Objectives:

1. Continue to recognize that urban sprawl and traditional strip development takes away from the unique and highly valued small-town character of Pilot Mountain.
2. Encourage high quality development by improving the appearance of commercial areas.
3. Reduce factors that cause traffic congestion.
4. Encourage commercial development that is pedestrian friendly.
5. Encourage commercial development that is accessible to residential areas.
6. Reduce negative impacts that commercial development may present to residential areas.
7. **Continue to encourage small business development in Town.**
8. **Identify areas that are appropriate for mixed-use development.**

Strategies:

1. Encourage deepening of commercial development rather than allowing strip development patterns along major thoroughfares.
2. When possible, limit access to major commercial development by reducing allowed curb cuts, requiring common access points and/or requiring shared driveways.
3. Work with NCDOT to plan for development of divided medians on major thoroughfares as a means to discourage strip development and increase traffic safety.
4. Revise *Zoning Ordinance* to include straightforward signage guidelines that are attractive, benefit businesses and reflect Pilot Mountain's small-town character.

5. Revise *Zoning Ordinance* to include development standards to ensure higher quality development.
6. Prohibit erection of new billboards within the Town’s planning jurisdiction.
7. Revise the *Zoning Ordinance* to require landscaping and buffering in new commercial developments.

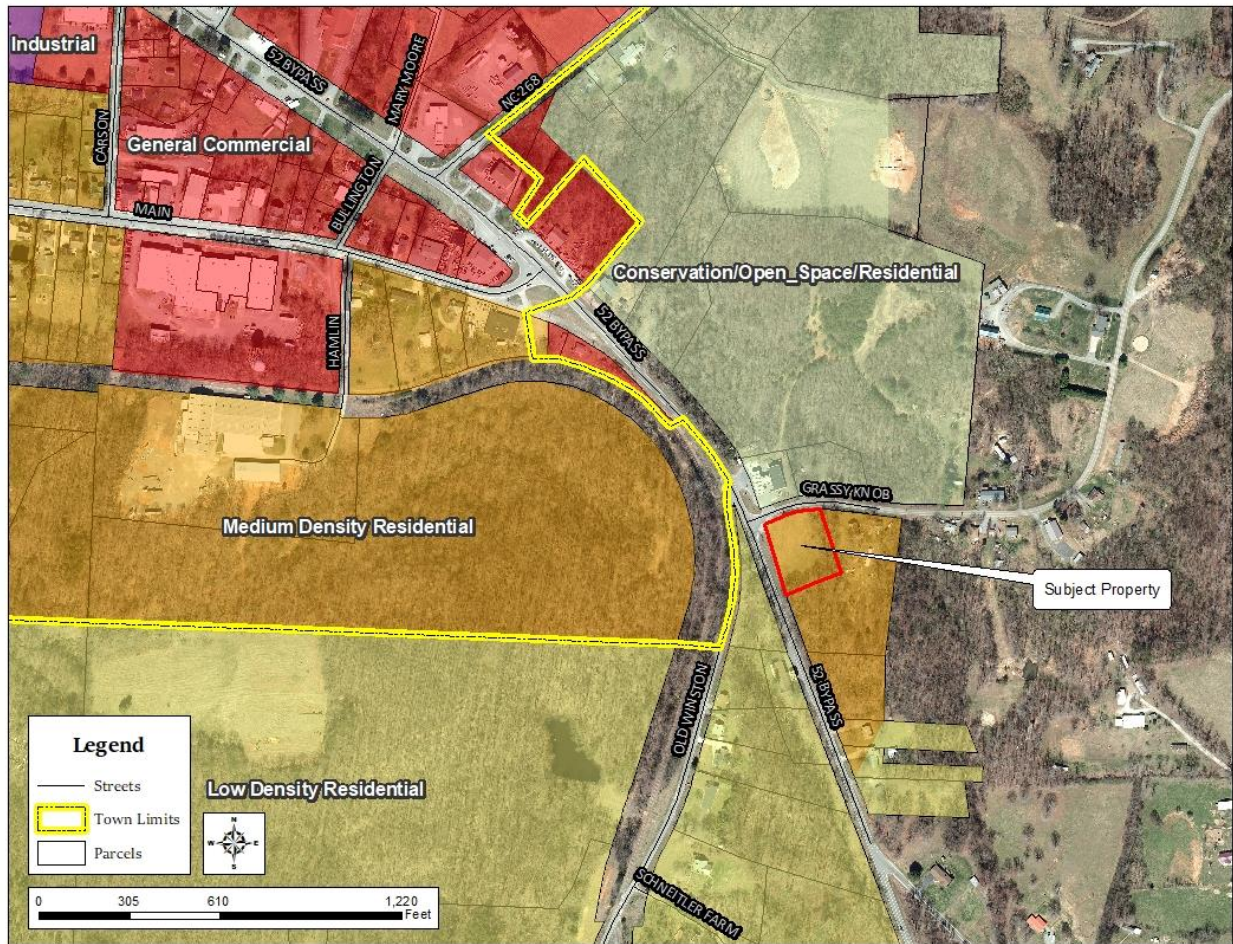


Figure 1 - Future Land Use Map

Medium Density Residential (Future Land Use Recommendation)

These areas are primarily located within the town’s corporate limits and public utilities are provided. Generally, land classified as medium density has already been developed and contains the majority of the older neighborhoods in Pilot Mountain. Development considerations include environmental impacts, impacts on and compatibility with adjoining properties and surrounding neighborhoods and the availability of adequate infrastructure.

Area Zoning

(See *Attachment 2* for zoning map of the surrounding area)

E. STAFF COMMENTS

While the rezoning request is not consistent with the *Town of Pilot Mountain Land Use Plan's* "Medium Density Residential" future land use classification, it is consistent with the definition of the *LI* zoning district and the adjacent non-residential zoning districts (*GM & HB*).

This request is a general rezoning, therefore all allowable uses in the *LI* district should be evaluated when making a decision. Please refer to the Table of Uses in the *Town of Pilot Mountain Unified Development Ordinance* to compare allowable uses by zoning district.

F. PLANNING & ZONING BOARD REVIEW

The Planning & Zoning Board reviewed the request on May 18, 2021. The Board found that the rezoning request is not consistent with the *Town of Pilot Mountain Land Use Plan's* "Medium Density Residential" future land use classification, but that acreage and watershed constraints of make the parcel more conducive for a small-scale non-residential development than it does medium-density residential. The Board voted (4-0) to recommend approval of the request.

G. NCGS 160D-605

Consistency Statement

When adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan that is applicable, and briefly explain why the board considers the action to be taken to be reasonable and in the public interest. The statement shall be one of the following:

1. A statement approving the proposed zoning amendment and describing its consistency with the plan; or
2. A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment; or
3. A statement rejecting the proposed zoning amendment and describing its consistency or inconsistency with the plan.

H. ATTACHMENTS

1. Rezoning Application
2. Area Zoning Map



TOWN OF PILOT MOUNTAIN

124 W. Main Street · Pilot Mountain, NC 27041
(336) 368-2247 · Fax (336) 368-9532

Rezoning Application

Case # **2021-REZ-02** | Receipt #

Project Information

Date of Application 3/30/2021
Name of Project Doss Towing
Tax Parcel Number(s) 5976-18-30-0296
Address E. 52 Bypass Property Size 1.35 acres
Current Zoning District RA Proposed Zoning District L1
Overlay District(s) n/a

Contact Information

Applicant <u>Jason Doss</u>	Property Owner <u>Jimmy Lynch Heirs</u>
Address <u>3809 N. Patterson Ave.</u>	Address <u>560 Carsan Rd.</u>
City, State, Zip Code <u>Winston-Salem, NC 27105</u>	City, State, Zip Code <u>Pilot Mountain, NC 27041</u>
Telephone <u>336-817-0505</u>	Telephone <u>336-345-2816</u>
Email address <u>doss.towing@yahoo.com</u>	Email address <u>RLynch@JRLynchandsons.com</u>
Signature <u>[Handwritten Signature]</u>	Signature (required) <u>[Handwritten Signature]</u>

Description of Request

A) Briefly explain the nature of this request.
Applicant proposes to purchase the property and use it as a lot for towed vehicles. Applicant plans to erect a building on the lot at a later date.

B) Provide a statement regarding the consistency of this request with town plans and the surrounding land uses.

The property is across the road (Grassy Knob) from a convenience store. The convenience store property is zoned H.B. The former Kiser grocery is nearby on Old US 52 Bypass.

C) Provide a statement regarding the reasonableness of the rezoning request.

The property does not abut any existing residence and the neighboring properties are commercial property. Most property on Old US 52 Bypass is zoned HB, so this use does not conflict with other nearby property.

Notice and Hearing Requirements

All applications for rezoning must be reviewed by the Town of Pilot Mountain Planning Board before proceeding to the Board of Commissioners for public hearing and decision. The Planning Board will review applications for rezoning at its next meeting following submission of the application and filing fee if the application is submitted at least thirty days in advance of the regular meeting date. Following review and recommendation by the Planning Board, the matter will be forwarded to the Board of Commissioners. Following the receipt of notification of a pending rezoning, the Board of Commissioners will schedule a public hearing for the next available meeting that allows for sufficient time for the Town to mail and publish the statutorily required notices. All applications for rezoning must be published in the newspaper once a week for two consecutive weeks and all adjoining property owners must receive a mailed notice at least ten days prior to the hearing.

Meeting Dates

Planning Board Meeting Date: May 18, 2021

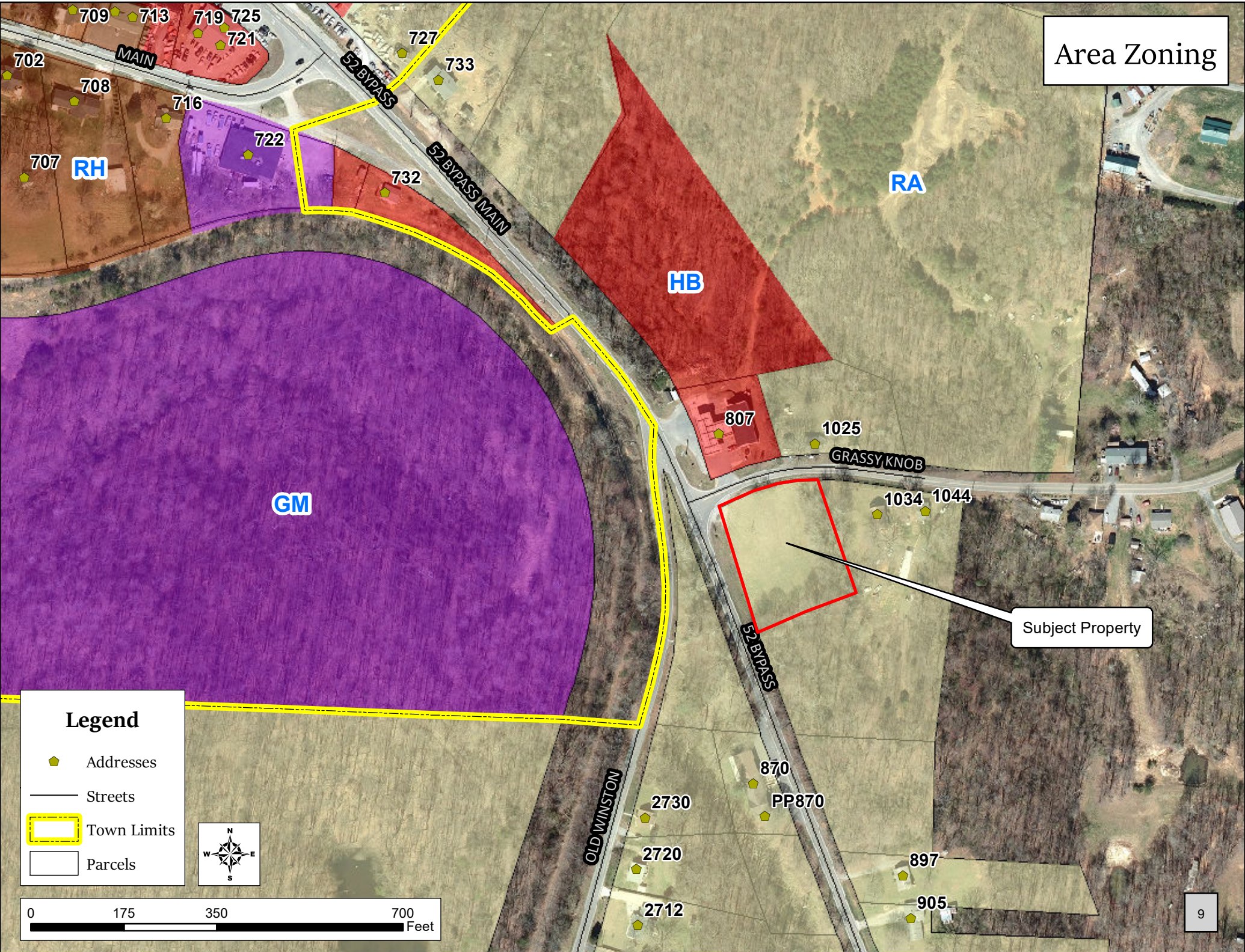
Planning Board Decision: 4-0 Approve

Board of Commissioners Meeting Date: June 14, 2021

Board of Commissioners Decision: _____

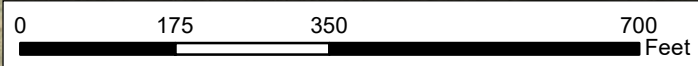
Rezoning Application Fee: \$500.00 + \$50.00 advertising fees

Area Zoning



Legend

- Addresses
- Streets
- Town Limits
- Parcels



**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, May 10, 2021
7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Rachel Collins, Commissioner Donna Kiger, Commissioner Scott Needham via Zoom and Commissioner Dwight Atkins

Staff Present: Town Manager, Michael Boaz, Town Clerk, Holly Utt, Police Chief Robbie Jackson and Town Attorney, Ed Woltz

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After a moment of silence, Commissioner Kiger led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Atkins made a motion to adopt the agenda as presented and it was unanimous.

Public Hearing – Re-zoning 2021-REZ-01

Mr. Boaz reminded the Board that they could not have a vote on this issue until 24 hours after the hearing.

Daniel Lynch with Jimmy R. Lynch & Sons, Inc. was present to address the Board. He stated that they own property on Nelson Street that is currently zoned RL and they would like to have it re-zoned to GM. The intended use is to store company equipment and materials related to the business.

Mayor Cockerham opened the public hearing for 2021-REZ-01

Frank Nichols, 110 Nelson Street, was present to address the Board. He stated that the property on Pine Street owned by the Lynch company was washing into the residential property beside it and they would not repair it. He then called the EPA before anything was done to prevent the washing out. Mr. Nichols noted the material already stored on the property creates a problem with rodents. He asked that the Board request the EPA records with violations from Jimmy R. Lynch & Sons, Inc. present their EPA record with violations before consideration of this re-zoning.

Denny Tucker, 863 Golf Course Rd, was present to address the Board. Mr. Tucker stated that his property runs along the proposed property. He is concerned that the property values will drop, unsightly views, excessive noise and dust and an increase in commercial traffic. He stated that there should be an extensive buffer between the two properties. He asked that the Board to be a good neighbor and do the right thing.

Daniel Lynch stated that he had met with the property owners and they plan to plant a row of leland cypress or green giant trees as a buffer.

Ruby Cox, 803 Golf Course Rd, was present to address the Board. She asked if the road was maintained by the town or the state. Mr. Boaz stated that it was maintained by the NC DOT. She asked if the town could influence the DOT to have the road repaired as to maintain the flow of traffic.

Mayor Cockerham asked what the long term plans were for the property. Mr. Lynch stated that it will be for storage use only.

Mayor Cockerham closed the public hearing.

Andy Goodall explained the re-zoning would be consistent with the current land use map. In looking at the land use maps it shows more residential. He stated that the Planning Board had reviewed the proposed re-zoning and it was their recommendation to approve it with conditions and amend the future land use plan.

Commissioner Needham stated that he would like to recuse from voting because he is an adjoining property owner.

Public Comment

No comments

Consent Agenda

- March 18, 2021 Work Session
- April 12, 2021 Regular Meeting
- April 22, 2021 Work Session

Commissioner Kiger made a motion to approve the consent agenda and it was unanimous.

Board & Committee Reports

March 2021 sales were \$178,069, an increase of 16.43% over March 2020 sales of \$151,708. On behalf of Billy Pell, Mr. Boaz commended the employees of the ABC Store for their hard work and especially store manager, Paula Jones.

New Business

Surry Communications Presentation

Richie Parker, CEO for Surry Communications, presented Broadband options available to residents.

FY 2020-2021 Budget Amendment 3

Mr. Boaz explained that this amendment would reflect the transfer from the Capital Reserve Fund to the Interconnect Project to pay the loan/grant closing fee. Commissioner Collins made a motion to approve FY 2020-2021 Budget Amendment 3 and it was unanimous.

Administrative Reports

Town Manager's Report

- Mr. Bob Jones has been hired as the new Public Works Director and will start on May, 17th.
- Budget workshop for Enterprise fund will be held on May 20th at 6:00 PM
- The vote for Rezoning 2021-REZ-01 will be held at the regular meeting on June 14 at 7:00 PM

Commissioner Kiger asked if there had been a date set for the streambank restorations. Mr. Boaz stated that he would try to get Mr. Charles Anderson to attend the June meeting to answer questions from the Board.

Commissioner Kiger asked about the street paving project. Mr. Boaz stated that he is waiting to hear back from the LGC on the interim financing to schedule a meeting with them to discuss options available.

Mayor and Commissioners Comments

Commissioner Atkins: He mentioned that two citizens have expressed concern over the parking situation on School Street near the soccer field. There are cars parking on both sides and it could be a dangerous situation. Mr. Boaz stated that he would get with Chief Jackson and they will look at that.

Commissioner Kiger: Thanked the Police Department for doing a stellar job on the recent drug arrests. She also said that she was sorry about the investigation that they had to do last week and everyone that was involved. She is looking forward to events that might happen this summer. Mr. Boaz stated that a food truck rodeo and concert has been planned for June 26th and they still waiting on the Governor's order for mass gatherings. If the restrictions are lifted, there could possibly be a Cruise-In held on July 3rd.

Commissioner Needham: No comment

Commissioner Collins: Thanked the Police Department for the recent arrests and their due diligence. She also congratulate the ESHS Football team for their representation this year and the fantastic job that they did.

Mayor Cockerham: Mayor Cockerham reiterated comments about the Police Department. That was a tough investigation and they are in his thoughts and prayers. He recognized Commissioner Kiger and Jenny Kindy for their work on the Hometown Heroes project. This is a great way to honor and recognize the service members and veterans locally. A recognition ceremony will be held on May 22nd at 10:00 am at Town Hall.

Closed Session - § 143-318.11(a)(6)

Commissioner Atkins made a motion to go into closed session and it was unanimous.

Commissioner Kiger made a motion to come out of closed session and it was unanimous.

Other Business

No other business to discuss.

Adjourn or Recess

Commissioner Collins made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**Town of Pilot Mountain
Board of Commissioners Work Session
Thursday, May 20, 2021 at 6:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Donna Kiger, Commissioner Rachel Collins, Commissioner Dwight Atkins and Commissioner Scott Needham via Zoom

Staff Present: Town Manager, Michael Boaz and Town Clerk, Holly Utt

The following items were discussed: Fiscal Year 2021-2022 Budget – Enterprise Fund

Revenues:

Mr. Boaz stated that with the Asset Management Plan (AMP), the engineers had made a recommendation for revenues over the next 10 years. This would allow the town to operate and maintain the current system, pay off existing debt, issue new debt to cover capital improvements and grow the financial position of the water and sewer system over the 10 year period. In order to do that, they are recommending a 12% revenue increase in FY 2021-2022, 12% in FY 2022-2023 and 5% revenue increases going forward. The increase in revenue can be done via rate increase or increase in customers. Mr. Boaz recommended a 12% increase to rates since that is all the Board has control over. There are some potential increases for customers but that probably will not happen in 2022. New customers are anticipated as part of the inter-connect but that project will probably be completed in early 2022 and won't have a huge impact on the FY 2021-2022 budget. Other potential customers could be the apartment complex that is proposed to be built on Golf Course Road but that isn't expected until 2023 or 2024. Mr. Boaz explained that there were several ways to meet the 12% increase. They can add some to the base and the rest to the volumetric rates. Commissioner Needham asked if the original increase was 17%. Mr. Boaz stated that it was originally 17% but he planned to use some of the ARC money to pay down debt. If the debt is paid down that will reduce the amount of money needed to meet the AMP. Mr. Boaz presented options and discussion ensued about different ways to apply the 12% increase that would be fair to all customers. It was the consensus of the Board to raise the base rate by 12% for all customers.

Expenditures:

60-7000- Non-departmental

- Pay off 2 loans

60-7700 – Water Administration

- Total of 6% increase compared to current FY. This covers salaries and professional services

60-7810 - Production

- No changes – assuming water plant will operate until the end of 2022

60-7815 – Waste Water Treatment

- No major changes

60-7820 – Line Maintenance

- Most significant change is salaries for the new Public Works Director

95-7000 – Capital Reserve

- Money to spend on water line replacement and equipment

Resolution 2021-06 Mini Brooks Act Exemption

Mr. Boaz explained that the AMP has a small water line replacement project that is expected to cost no more than \$30K. This resolution would exempt the project from the qualifications based selection process. Commissioner Atkins made a motion to approve Resolution 2021-06 and it was unanimous.

Closed Session - § 143-318.11(a)(6)

Commissioner Collins made a motion to go into closed session and it was unanimous.

Commissioner Atkins made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

ABC Board Report	
<u>Background Information:</u>	
ABC Board Chairman Billy Pell provided the monthly report on the ABC Store. April 2020: 151,583 April 2021: 181,091 Increase of 18.86%	
<u>Staff Recommendation:</u>	Information only
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Take no action	
<u>Attachments</u>	
<ul style="list-style-type: none">• None	



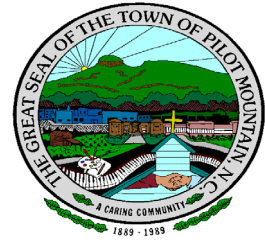
TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

UDO Amendment-2021-REZ-01	
<u>Background Information:</u>	
This is a request to rezone a 23.9 acre tract of land owned by Jimmy R. Lynch & Sons, Inc from RL to GM. I have attached Andy's staff report for more information.	
<u>Staff Recommendation:</u>	Staff recommends the approval of this rezoning.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve the rezoning• Disapprove the rezoning• Return to the Planning & Zoning Board for further discussion	
<u>Attachments</u>	
<ul style="list-style-type: none">• Planning Staff Report	

Town of Pilot Mountain

May 10, 2021 Board of Commissioners Meeting

Staff Report



May 3, 2021

To: Mayor Cockerham & Board of Commissioners

From: Andy Goodall Jr. - Town Planner

Subject: 2021-REZ-01 (RL to GM)

A. ACTIONS REQUESTED BY THE BOARD OF COMMISSIONERS

1. Motion to adopt a statement approving the proposed zoning amendment and describing its consistency with the plan; or
2. **Motion to adopt a statement approving the proposed zoning amendment and declaring that it also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment;** or
3. Motion to adopt a statement rejecting the proposed zoning amendment and describing its consistency or inconsistency with the plan.

With each of these alternatives, the statement is also to include an explanation of why the governing board deems the action reasonable and in the public interest.

B. REQUIRED VOTES TO PASS REQUESTED ACTIONS

A majority vote is required to pass the requested actions.

C. BACKGROUND

Property Owner(s): Jimmy R. Lynch & Sons, Inc.
314 S. Academy Street
Pilot Mountain, NC 27041

Applicant: Jimmy R. Lynch & Sons, Inc.
314 S. Academy Street
Pilot Mountain, NC 27041

Property Address: 400 block of Nelson Street (ETJ)

Property Parcel Number: 5975-01-09-4288-602

Rezoning Area:	23.9 acres
Current Use:	Vacant
Current Zoning District:	<i>RL (Residential - Low Density)</i>
Proposed Zoning District:	<i>GM (General Manufacturing)</i>

D. ZONING CRITERIA

General Manufacturing District Definition

The *GM* district is established for those areas of the community where the principal use of land is for manufacturing, industrial and warehousing uses. These uses, by their nature, may create some nuisances, which are not properly associated with residential, institutional, commercial and/or service establishments. These uses normally seek outlying locations on large tracts of land where the operations involved do not detract from the developmental potential of nearby undeveloped properties.

Town of Pilot Mountain Land Use Plan (2005-2015)

Business and Industrial Development

Continue to provide a good environment for a broad range of industrial and business uses that build on the area economy and strengthens the community’s overall quality of life.

Objectives:

1. **Encourage a diverse mix on industries and businesses.**
2. **Encourage location of industrial development in designated areas.**
3. Protect designated industrial areas and existing industrial sites from incompatible land uses.
4. Seek a balance between the benefits of economic development and the possible negative impacts that certain types of industry might have on the environment and overall quality of life of the residents.
5. Encourage adaptive re-use of former manufacturing and /or warehousing buildings and sites.

Strategies:

1. Continue to promote Pilot Mountain’s exceptional quality of life and natural resources to recruit new business and industry.
2. **Identify areas most suitable for industrial development.**
3. Explore “best practices” to successfully recruit high tech industry.
4. Revise *Zoning Ordinance* to develop heavy and light industrial districts.

- Utilize site planning that encourages well-planned, quality industrial development.

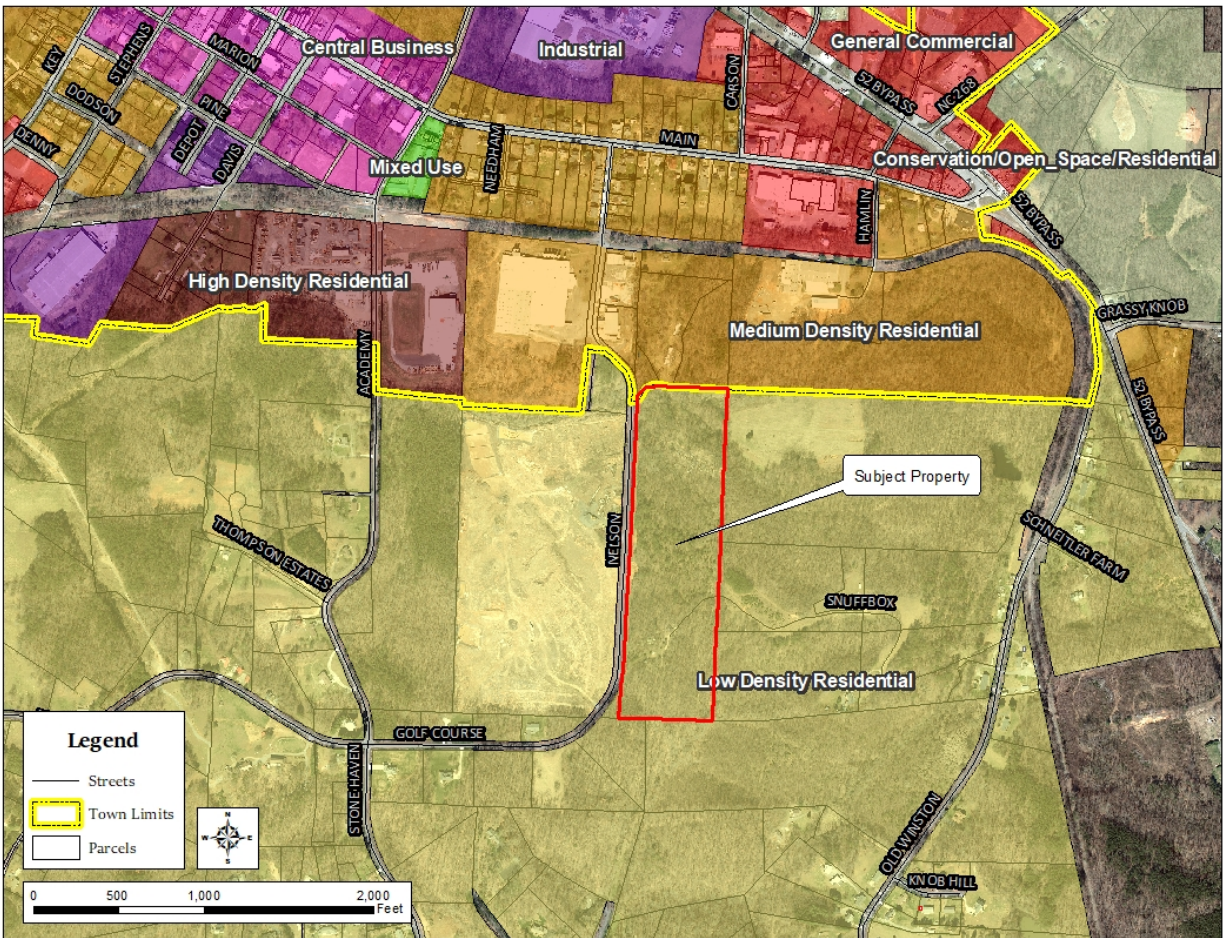


Figure 1 - Future Land Use Map

Low Density Residential (Future Land Use Recommendation)

These areas are primarily located outside of the town’s corporate limits and public utilities may or may not be provided. Intense subdivision development is not recommended in these areas due to water supply concerns and lack of infrastructure to support growth. The overall maximum density ranges from one (1) to two (2) dwelling units per acre depending on the amount of open space provided. Compact residential neighborhoods that set aside significant natural vistas, parkland and landscape features and other rural heritage features for permanent conversation are encouraged. Development considerations include environmental impacts, urban sprawl, provision of open space and natural features and vistas and the availability of adequate infrastructure.

Area Zoning

(See Attachment 2 for zoning map of the surrounding area)

E. STAFF COMMENTS

This request is a general rezoning, therefore all allowable uses in the *GM* district should be evaluated when making a decision. Please refer to the Table of Uses in the *Town of Pilot Mountain Unified Development Ordinance* to compare allowable uses by zoning district.

F. PLANNING & ZONING BOARD REVIEW

The Planning & Zoning Board reviewed the request on April 20, 2021. Two (2) adjacent property owners attended the meeting to ask questions about the proposed use of the property, but did not indicate that they were opposed to the zone change. The Planning & Zoning Board voted (3-2) to recommend approval of the request and to amend the Future Land Use map. The Board found that while the rezoning request is not consistent with the *Town of Pilot Mountain Land Use Plan's* "Low Density Residential" future land use classification, it is consistent with the definition of the *GM* zoning district, the adjacent 163-acre *GM* zoning district and several of the Plan's *Business and Industrial Development* objectives and strategies. The two (2) dissenting members were not opposed to the change, but preferred the use of conditional district zoning to limit the number of uses that could occur on the property in the future.

G. NCGS 160D-605

Consistency Statement

When adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan that is applicable, and briefly explain why the board considers the action to be taken to be reasonable and in the public interest. The statement shall be one of the following:

1. A statement approving the proposed zoning amendment and describing its consistency with the plan; or
2. A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment; or
3. A statement rejecting the proposed zoning amendment and describing its consistency or inconsistency with the plan.

H. ATTACHMENTS

1. Rezoning Application
2. Area Zoning Map



TOWN OF PILOT MOUNTAIN

124 W. Main Street · Pilot Mountain, NC 27041
(336) 368-2247 · Fax (336) 368-9532

Rezoning Application

Case # 2021-REZ-01	Receipt #
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Project Information

Date of Application 3/5/2021
Name of Project Jimmy R. Lynch & Sons Inc. Storage Yard
Tax Parcel Number(s) 5975-01-09-4288-602
Address Nelson St. Property Size 23.9 AC
Current Zoning District RL Proposed Zoning District GM
Overlay District(s) _____

Contact Information

<u>Jimmy R. Lynch & Sons Inc.</u> Applicant	<u>Jimmy R. Lynch & Sons Inc.</u> Property Owner
<u>314 S. Academy St.</u> Address	<u>314 S. Academy St.</u> Address
<u>Pilot Mountain, NC 27041</u> City, State, Zip Code	<u>Pilot Mountain, NC 27041</u> City, State, Zip Code
<u>336-368-4047</u> Telephone	<u>336-368-4047</u> Telephone
<u>dlynch@jrlynchandsons.com</u> Email address	<u>dlynch@jrlynchandsons.com</u> Email address
_____ Signature	<u>[Signature]</u> Signature (required)

Description of Request

A) Briefly explain the nature of this request.

Property is currently zoned RL. We would like to have zoning changed to GM. The company wishes to use this property for equipment & material storage.

B) Provide a statement regarding the consistency of this request with town plans and the surrounding land uses.

The properties that about the northern end are already zoned Gm. (PID's 597501094288601, 597617003422, 59761700212)

This request just moves the zoning further down the street. The property across the street is also zoned Gm (PID 6916 00996011)

C) Provide a statement regarding the reasonableness of the rezoning request.

The zoning request moves the Gm zoning further down the street. See items A & B above.

Notice and Hearing Requirements

All applications for rezoning must be reviewed by the Town of Pilot Mountain Planning Board before proceeding to the Board of Commissioners for public hearing and decision. The Planning Board will review applications for rezoning at its next meeting following submission of the application and filing fee if the application is submitted at least thirty days in advance of the regular meeting date. Following review and recommendation by the Planning Board, the matter will be forwarded to the Board of Commissioners. Following the receipt of notification of a pending rezoning, the Board of Commissioners will schedule a public hearing for the next available meeting that allows for sufficient time for the Town to mail and publish the statutorily required notices. All applications for rezoning must be published in the newspaper once a week for two consecutive weeks and all adjoining property owners must receive a mailed notice at least ten days prior to the hearing.

Meeting Dates

Planning Board Meeting Date: April 20, 2021

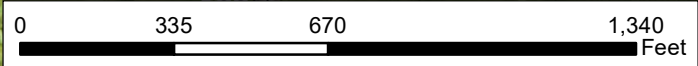
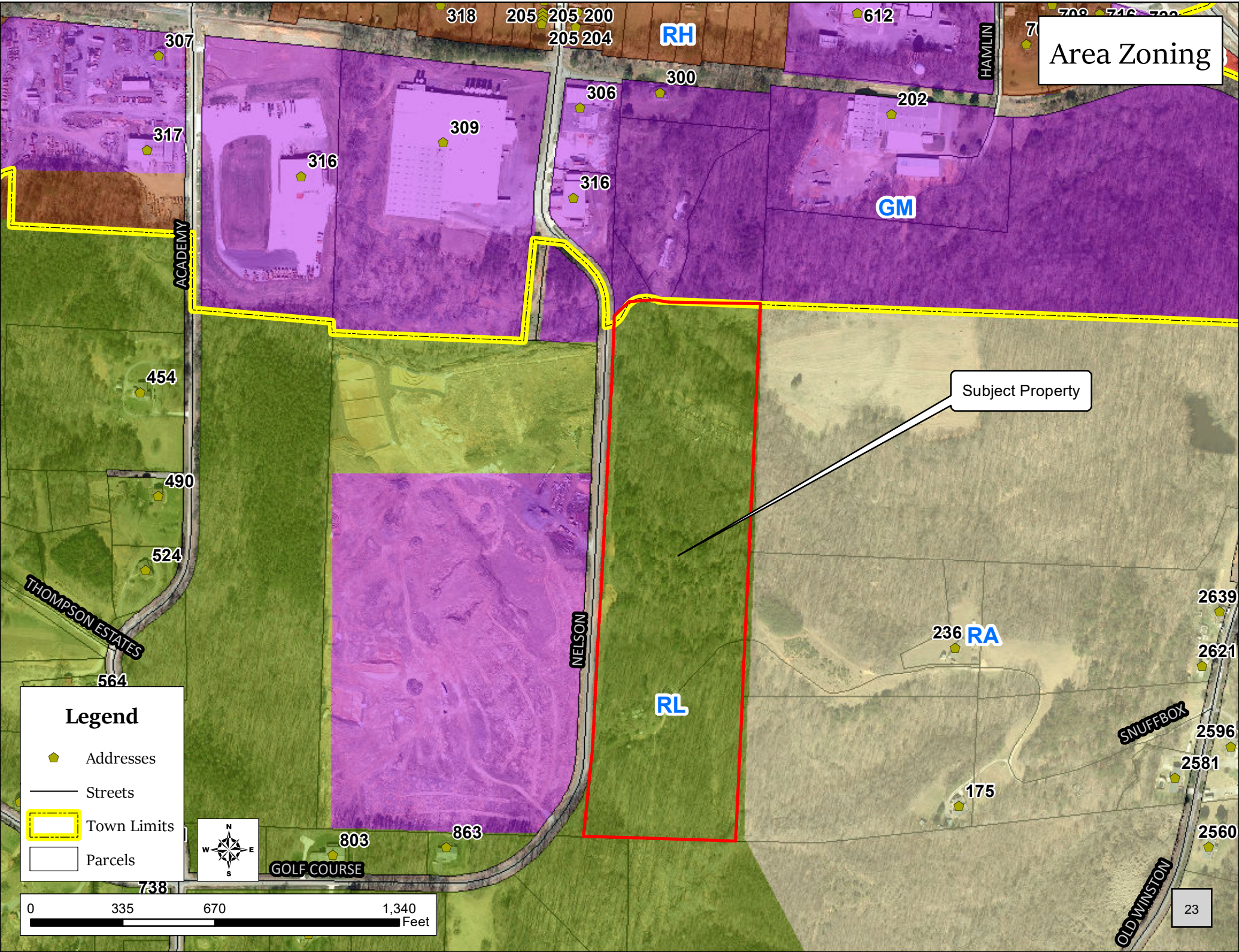
Planning Board Decision: (3-2) Approve

Board of Commissioners Meeting Date: May 10, 2021

Board of Commissioners Decision: _____

Rezoning Application Fee: \$500.00 + \$50.00 advertising fees

Area Zoning





TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Main Street Parklet Discussion

Background Information:

A couple of months back, the Board discussed the possibility of creating what are called parklets or pedlets in our downtown. The purpose of these would be to expand the sidewalk into parking spaces that would provide for additional seating or display areas. Jenny has been working with some of our downtown owners and has a proposal for the Board to consider.

Staff Recommendation: Staff recommends the approval of the creation of the parklets.

Possible Board of Commissioner Actions

- Approve the parklet concept as presented.
- Make changes to the parklet concept and approve.
- Disapprove of the parklet concept.
- Take no action.
- Table until a later date.

Attachments

- Staff Report



MEMORANDUM

TO: Michael Boaz
FROM: Jenny Kindy
DATE: June 2021
RE: Parklets

Background

The essence of a parklet-> transforming curbside parking into vibrant community spaces. Most parklets have a distinctive design that incorporates seating, greenery, and/or bike racks and accommodate unmet demand for public space on thriving retail streets or commercial areas.

Staff Notes

- Staff researched designs, installation costs, and safety information about adding parklets/ street dining to Main Street. Costs vary based on design. Staff developed a basic design in order to provide cost estimates.
- Staff proposes one public parklet near Liv for Sweets, 134 W Main, and one Street Dining area near The Tilted Ladder, 105 W Main for 2021 as soon as possible through November 15th. At the end of the season, we will evaluate the impact and provide a recommendation for the following season.
 - Public Parklet- Town would assume full cost, but seating would be open to the public
 - On Street Dining- Town would share cost with Business, seating would be restricted to patrons of that business
- Combined total estimated expenses would be around \$4000 without adding a platform/deck type floor



- **Base Cost for Both Parklets**

Description	Qty	Unit Cost	Cost
8.5 ft gate panels	14	\$80.00	\$1,120.00
Window Boxes & Coco Liners (2pc) 3 needed per parklet	3	\$50.00	\$150.00
Industrial Zip Ties (30pc)	2	\$17.00	\$34.00
Parking Stops 2 per parklet	4	\$70.00	\$280.00
Plants			\$200.00
Paint & Supplies OR Astroturf type carpet			\$600.00
Base Cost for Both Parklets			\$2,384.00

- **Public Parklet at Liv's**

Description	Qty	Unit Cost	Cost
Anarondak Chairs	12	\$20.00	\$240.00
Cement	2	\$12.00	\$24.00
Umbrellas	3	\$100.00	\$300.00
Pots	3	\$50.00	\$150.00
Polycrylic	2	\$10.00	\$20.00
Cost for Public Parklet at Liv's			\$734.00

- **Street Dining at The Tilted Ladder**

Description	Qty	Unit Cost	Cost
Picnic Tables	4	\$150.00	\$600.00
Umbrellas	4	\$100.00	\$400.00
Cost for Public Parklet at Liv's			\$1000.00

- **Total Project Cost**

Description	Cost
Base cost for both parklets	\$2384.00
Public parklet at Liv's	\$734.00
Street Dining for Tilted Ladder	\$1000.00
Total Cost	\$4118.00



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

FY 2022 Budget Ordinance	
<u>Background Information:</u>	
The Board has held two work sessions to review the recommended budget for FY 2022 and has held a public hearing to receive public comment. Staff is recommending that the Board adopt the budget ordinance as presented. The Budget does not call for a change in the tax rate, but due to the revaluation of property most property owners will see an increase in the tax that they pay. The budget also recommends a 12% increase in water and sewer rates.	
<u>Staff Recommendation:</u>	Staff recommends the approval of the budget ordinance.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve the FY 2022 budget ordinance as presented.• Make changes to budget ordinance and approve.• Deny approval of resolutions.• Take no action.• Table until a later date.	
<u>Attachments</u>	
<ul style="list-style-type: none">• FY 2022 Budget Ordinance	

Town of Pilot Mountain, North Carolina
Annual Budget for FY 2021 – 2022

Budget Ordinance

BE IT ORDAINED by the Board of Commissioners of the Town of Pilot Mountain, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Summary

	Estimated Revenues	Fund Balance Appropriations	Appropriation
General Fund	\$2,019,560	\$0	\$2,019,560
Enterprise Fund	\$1,006,590	\$0	\$1,006,590
Capital Reserve Fund	\$61,590	\$0	\$61,590
Total:	\$3,087,740	\$0	\$3,087,740

Section 1: General Fund

The following list of approved revenues and authorized expenditures listed in this ordinance are hereby appropriated for the operation and activity of the General Fund for the fiscal year 2021-2022 in accordance with the chart of accounts for the Town of Pilot Mountain.

General Fund Revenues

Ad Valorem Taxes	\$873,260
Tax Penalties & Interest	\$2,500
Motor Vehicle Taxes	\$80,000
Interest On Investment	\$100
Miscellaneous	\$1,500
Sale Of Fixed Assets	\$0
Utility Franchise Tax	\$110,000
Solid Waste Disposal Tax	\$1,050
Powell Bill Allocation	\$42,000
Local Option Sales Tax	\$558,630
Beer & Wine Tax Distribution	\$6,900
Planning/Zoning Fees	\$1,500
Court Costs Fees & Charges	\$200
Solid Waste Collection Fee	\$72,470
Cemetery - Sale of Lot	\$5,000
ABC Store Profit Sharing	\$150,000
Renal/Lease Income	\$4,200
Reimbursement for Services	\$10,000
Grants	\$0
Other Revenues	\$100,250
Encumbered Fund Balance	\$0
Encumbered Powell Bill Fund Balance	\$0

Total General Fund Revenues**\$2,019,560****General Fund Expenditures**

General Government	\$491,250
Planning & Economic Development	\$182,240
Public Safety	\$816,670
Environmental Protection	\$296,560
Transportation	\$135,960
Culture & Recreation	\$58,680
Debt Service	\$38,200
Total Expenditures	\$2,019,560

Section 2: Enterprise Fund

The following list of approved revenues and authorized expenditures listed in this ordinance are hereby appropriated for the operation and activity of the Enterprise Fund for the fiscal year 2021-2022 in accordance with the chart of accounts for the Town of Pilot Mountain.

Enterprise Fund Revenues

Interest On Investment	\$0
Charges Utilities Water	\$571,490
Charges Utilities Sewer	\$405,440
Delinquent Fees	\$10,000
Late Fee	\$15,000
Returned Check Fee	\$560
Service Initiation Fee	\$1,800
Tap Fees - Water	\$0
Miscellaneous Revenue	\$300
Bulk Sale of Water	\$2,000
Bad Debts	\$0
Sale of Fixed Assets	\$0
Appropriated Retained Earnings	\$0
Total Water/Sewer Fund Revenues	\$1,006,590

Enterprise Fund Expenditures

Water & Sewer Operations	\$1,006,590
Total Expenditures	\$1,006,590

Section 3: Capital Reserve Fund

The following list of approved revenues and authorized expenditures listed in this ordinance are hereby appropriated for the operation and activity of the Capital Reserve Fund for the fiscal year 2019-2020 in accordance with the chart of accounts for the Town of Pilot Mountain.

Capital Reserve Fund Revenues

Infrastructure Investment Fee	\$61,590
Transfer from W/S Fund	\$0
Fund Balance Appropriated	\$0
	\$61,590

Capital Reserve Fund Expenditures

Transfer to Capital Project	\$61,590
Total Expenditures	\$61,590

Section 4: Levy of Taxes

There is hereby levied a tax at the rate of fifty-seven cents (\$0.57) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2021, for the purpose of raising the revenue listed Ad Valorem Taxes 2021-2022 in the General Fund Section 1 of this ordinance. This rate is based on a valuation of property for purposes of taxation of \$151,255,649 and an estimated rate of collection of 99.11%.

Section 5: Special Authorization of the Budget Officer

a) The Budget Officer shall be authorized to reallocate amounts between the functional areas listed above without limitation and without a report required.

b) The Budget Officer shall be authorized to execute transfers for contingency appropriations, not to exceed \$5,000. Notification of all such transfers shall be made to the Town Board at its next meeting following the transfer.

Section 6: Utilization of the Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of Pilot Mountain municipal government during the 2021-2022 fiscal year. The Budget Officer shall administer the Annual Operating Budget and ensure the staff and elected officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

Section 7. Copies of this Budget Ordinance

Copies of this Budget Ordinance shall be furnished to the Clerk, Board of Commissioners, Budget Officer and Department Heads to be kept on file by them for their direction in the disbursement of funds.

Adopted this 14th day of June, 2021.

Evan J Cockerham, Mayor

Attest:

Holly Utt, Town Clerk



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

FY 2022 Fee Schedule	
<u>Background Information:</u>	
I have prepared the attached fee schedule for fiscal year 2022. This schedule reflects the changes in the water/sewer rate that are included in the budget. It does not change any other fees at this point. However, Bob and I are working to evaluate the current costs of providing taps and we may ask the Board to update this schedule again in the coming months if necessary. This schedule can be changed by the Commissioners at any time.	
<u>Staff Recommendation:</u>	Staff recommends the approval of this fee schedule.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve the fee schedule as presented.• Make changes to and approve the fee schedule.• Deny approval of fee schedule.• Take no action.• Table until a later date.	
<u>Attachments</u>	
<ul style="list-style-type: none">• FY 2022 Fee Schedule	

Town of Pilot Mountain, North Carolina
FY 2018 - 2019 Fee Schedule

Administration	
Copies (Black & White)	\$0.10 per page
Copies (Color)	\$0.30 per page
Thumb Drive	At cost
Returned Check/Bank Draft	\$30.00 per occurrence
Notary Fee	\$5.00
Police	
Police Reports	\$5.00
Finger Printing	\$15.00 Resident \$25.00 Non Resident
Code Enforcement	
Administrative Fee	\$250.00
Lot Clearing and Mowing*	\$95.00 per hour
Bushhog & Tractor Required*	\$175.00 per hour
Other Nuisance Abatement*	\$75.00 per hour
<i>* Charges in addition to administrative fee</i>	
Solid Waste Fees	
Monthly Garbage/Recycling Service	\$10.69 cart/month
8 yard Commercial Dumpster (services once weekly)	\$99.80 month
8 yard Commercial Dumpster (services every other week)	\$49.91 month
Bulk Item Pickup	\$45.00 + landfill fees
Cemetery	
Per Plot (in town resident)	\$950.00
Per Plot (out of town resident)	\$1,500.00
Marking Fee (Business Hours)	\$100.00
Marking Fee (After Business Hours)	\$150.00
Planning & Zoning Fees	
<i>NOTE: All plan review fees include two reviews of plan submittals. If additional reviews are necessary, an additional plan review fee will be assessed per review.</i>	
Maps	
8.5" x 11" & 8.5 x 14"	\$0.50
11" x 17"	\$1.00
Custom Work	Cost determined based on request
Applications for Board Review	
Amendment to Conditional District	\$275.00
Appeal	\$550.00
Conditional Use Permit	\$550.00
Conditional District Rezoning	\$550.00
General Rezoning	\$550.00
Street, Alley or Right of Way closing	\$550.00
Ordinance Text Amendment	\$550.00
Variance	\$650.00
Voluntary Annexation	\$400.00
Permits	
Single Family Residential	\$40.00
Two-Family Residential	\$40.00
Manufactured Home	\$40.00
Multi-Family Residential (Five units or less)	\$100.00
Multi-Family Residential (More than five units)	\$200 plus \$10 per unit
Commercial	\$200 plus \$10 per acre
Industrial	\$200 plus \$10 per acre
Additions/Accessory Structures/Uplifts Zoning Permits	
Residential	\$30.00
Commercial	\$50.00
Industrial	\$50.00
Sign Permits	
Change of Panel	No Charge
Temporary Sign/Banner	\$15.00
On-Premise Attached	\$30.00
On-Premise Freestanding	\$30.00
Miscellaneous	
Change of Use Permit	\$30.00
Co-Location Permit (Telecommunications Tower)	\$75.00
Demolition Permit	\$30.00
Home Occupation Permit	\$30.00
Re-advertising fee (due to action by applicant)	Cost of advertisement
Temporary Use Permit	\$75.00
Zoning Verification Letter	20
Site Plan and Plat Review	
Site Plan Review Fee	\$ 300.00
Exemption/Recombination Plat	\$ 10.00
Minor Subdivision Plat Review Fee	\$75.00 plus \$5 per lot
Preliminary Major Subdivision Plat Review Fee (1-24 lots)	\$ 450.00
Preliminary Major Subdivision Plat Review Fee (25-100 lots)	\$1,300.00
Final Major Subdivision Plat Review Fee	\$ 175.00
Engineering Plan Review and Construction Administration Fees	
<i>Plan Review</i>	
Roadway (public and/or private)	\$0.95 per LF of Street Centerline
Parking/Loading areas (including access)	\$0.04 per square foot
Storm Drainage	\$1.00 per LF of Street Centerline
Water Lines	\$0.75 per LF of pipe
Sewer Lines	\$0.75 per LF of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$1,700.00 each
<i>Construction Administration</i>	
Roadway (public and/or private)	\$1.05 per LF of Street Centerline
Storm Drainage	\$1.00 per LF of Street Centerline
Water Lines	\$0.75 per LF of pipe
Sewer Lines	\$0.75 per LF of pipe
Stormwater Quality and/or Stormwater Detention Facilities	\$2,000.00 each
<i>Construction Plans Review Fee (for Consultant Review Only) - \$50 processing fee plus hourly rate for consultant review services times the number of review hours</i>	
Street Naming Signs (Collected at preliminary plat)	
2 bladed street naming signs	\$100.00 includes posts and hardware
4 bladed street naming signs	\$150.00 includes posts and hardware
Facility Rental	
Administration Building Basement	
Resident	\$50.00 + \$25.00 Refundable Deposit
Non-Resident	\$75.00 + \$25.00 Refundable Deposit
Non-Profit, Civic, or Community Organization Meeting(4 hour maximum)	\$15.00
Pilot Center	
Resident	\$225.00 + \$150.00 Refundable Deposit
Non-Resident	\$375.00 + \$150.00 Refundable Deposit

Available for use by non-profit organizations, community groups, and civic organizations for the purpose of holding meetings. Any fundraising activity or activity resulting in fees or admission charged does not qualify for this purpose. Qualifying groups are determined on a case by case basis.

Public Utilities

	Water Rates		Sewer Rates	
	Base Rate (includes 1,000 gallons)	Per 1,000 gallons	Base Rate (includes 1,000 gallons)	Per 1,000 up to 10,000 gallons
Inside Town Limits	\$19.04	\$7.00	\$19.04	\$7.00
Outside Town Limits	\$38.08	\$14.00	\$38.08	\$14.00
Infrastructure Investment Fee		\$2.80		\$2.80

Tap Fees	Water		Inside Town Limits	Out of Town Limits
	Meter Size		Amount	Amount
	3/4" tap		\$1,200.00	\$1,320.00
	1" tap		\$1,500.00	\$1,650.00
	1.5" tap		\$1,750.00	\$1,925.00
	Over 1.5"		Cost + 15%	Cost + 15%
	Sewer		Inside Town Limits	Out of Town Limits
	Meter Size		Amount	Amount
	4" tap		\$975.00	\$1,075.00
	6" tap		\$1,400.00	\$1,540.00
	Over 4" tap		Cost + 15%	Cost + 15%

Other Utility Fees

Utility Deposit - Residential	\$125.00
Utility Deposit - Commercial	\$250.00
Exclusion of S.S. Deposit	\$250.00
Service Initiation	\$25.00
After Hours Reconnect	\$50.00
After Business Hours Appointment	\$50.00
Meter Replacement Fees	At cost
Temporary Service Fee	\$10.00 + usage
Road Boring/Cut Fee	\$250.00
Any Contracted Boring/Installation	Cost

Penalty Fees

Late Fee	\$10.00
Delinquency Fee	\$40.00

Tampering Fees

1st Offense	\$200.00 + Costs
2nd Offense	\$400.00 + Costs
3rd offense	\$800.00 + Costs

Solid Waste



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

ARPA Funds Discussion	
<u>Background Information:</u>	
I have prepared the attached memo that outlines the recommendations of Staff for the use of American Rescue Plan Act funds.	
<u>Staff Recommendation:</u>	Staff recommends discussion and approval of the plan.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve the plan as presented.• Make changes to and approve the plan.• Deny approval of the plan.• Take no action.• Table until a later date.	
<u>Attachments</u>	
<ul style="list-style-type: none">• ARPA Funds Memo	

**Pilot Mountain Town Hall
124 West Main St.
Pilot Mountain, NC 27041**



**(Phone) – 336.368.2247
(Fax) – 336.368.9532
www.pilotmountainnc.org**

MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager
DATE: June 9, 2021
RE: American Rescue Plan Act

The Town is scheduled to receive \$410,000 over the next two fiscal years from the American Rescue Plan. The Act puts fairly strict limits on how these funds can be used. The funds can be used in the following areas: assistance to households, assistance to businesses or non-profits, revenue replacement, employee compensation, and water/sewer/broadband infrastructure. In addition to these broad spending limits, the rules published by the Federal government has provided some additional restrictions. Essentially, whenever we make these expenditures (with the exception of infrastructure) we have to make sure that there was some “harm” caused by the pandemic. In addition, when making grants to businesses or non-profits, the Town is responsible to make sure that these funds are accounted for and used for allowable purposes. The allowable purposes includes responding to closures, paying utilities, rent, etc. Given these requirements, the staff is recommending the following uses for the ARPA funds.

- 1) Assistance to non-profits: The staff is proposing that we use part of the funds, approximately \$40,000 to provide grants to non-profits. As of right now, we are recommending that we allocate \$20,000 to the Armfield Civic Center, \$15,000 to Civic Club, and \$5,000 to Surry Medical Ministries Free Clinic. The ACC had an extended closure due to COVID and therefore a good deal of lost revenue. They did not charge membership dues during their shutdown, but still paid salaries, mortgage, utilities, etc. during the shutdown. This is clearly allowed by the ARPA. The Civic Club has had to cancel their largest fundraiser the last two years and therefore they have had to limit their charitable giving. We will have to work with the Club to set limits on how it uses the funds to insure that we meet the requirements of the Act, but this should be doable. Finally, I am recommending that we give \$5,000 to the Surry Medical Ministries Free Clinic. This group helps address health issues for low income individuals and this is specifically authorized by the Act.
- 2) Assistance to Small Businesses: I propose that we setup a fund of \$35,000 for grants to small businesses. The rules issued by the Federal government state that we can use the money to “make grants/loans to small businesses to mitigate financial hardship such as declines in revenues or impacts of periods of business closure, for example by supporting payroll and benefits costs, costs to retain employees, mortgage, rent, or utilities costs.” In order to follow these rules, I would recommend that we setup a program where businesses prove to the Town that it had some sort of hardship either by loss in gross revenue year over year, layoffs, closure, etc. The Town would then make a grant to the business up to some predetermined cap, say \$2500. The business would then be able to use this to offset their revenue loss, hire back employees, catch up on back rent, etc.
- 3) Water/Sewer Infrastructure: The staff is recommending that the balance of the money, \$335,000 be used for water/sewer infrastructure projects. First, we would recommend that we complete the rehab/replacement of several pumps in our pump stations that are not currently functioning properly. Second, we would address some electrical issues at our pump stations that we have discovered. Third, I would recommend that replace as much of our older, galvanized line as possible. We consistently have issues with this type of line breaking, particularly as it ages. Finally, I recommend that we start the engineering process on the first round of projects that is in the initial debt issuance in our AMP. If we do this, we will be in a good place to take advantage of any funding from the State that

is available with its ARPA money. I am not sure how much there will be for this at this point because we do not have a firm numbers on what these other projects will cost. As we get these numbers in, Bob and I will share with them with the Board and make recommendations about when to start the engineering work.

As you know, I had originally recommended that we use some of the money to pay off customer water/sewer debt. However, when I looked more closely into the amount owed by our customers, it is not a significant amount, less than \$2,000. Technically there is about \$60,000 owed to the Town, but \$20,000 is less than 30 days old and so it is not yet due. From there, if we exclude the amount due on inactive and closed accounts, then the amount owed drops to less than \$2,000. The Act requires that assistance to households be directly related to the pandemic. As we have no real debt that is on an active account that is more than 30 days old, I can't really justify use of the money to pay that expense off.

Staff had originally proposed that we pay off some of our own water/sewer debt with ARPA funds. This is specifically not allowed by the Act.

If the Board approves the broad outline of this plan, it would be helpful if it could vote to approve the broad outlines. As we are proposing that the assistance to non-profits and businesses come from the 2nd round of funding, I would recommend that we not implement those programs until later in the fiscal year. We would focus on water/sewer issues with this first round of funding.



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

FY 2021 Budget Amendment 4	
<u>Background Information:</u>	
This amendment is needed to insure that the budget is fully balanced at the end of the FY.	
<u>Staff Recommendation:</u>	Staff recommends the approval of this budget amendment.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve the budget amendment.• Make changes to and approve the budget amendment.• Deny approval of budget amendment.• Take no action.• Table until a later date.	
<u>Attachments</u>	
<ul style="list-style-type: none">• FY 2021 Budget Amendment 4	

Town of Pilot Mountain, North Carolina
FY 2020 – 2021 Budget Ordinance

Amendment No. 2021-04

BE IT ORDAINED by the Pilot Mountain Board of Commissioners that the 2020-2021 Budget Ordinance be amended as follows:

REVENUES	-
Increase 10-3010-2004 – Prior Year Tax Revenue	\$10,000.00
Increase 10-3010-2005 – Ad Valorem Tax Revenue	\$9,000.00
Increase 10-3450-0000 – Local Option Sales Tax	\$6,000.00
EXPENDITURES	-
Decrease Public Safety	\$30,000.00
Decrease Environmental Protection	\$30,000.00
Increase General Government	\$70,000.00
Increase Transportation	\$15,000.00

Adopted this 14th day of June, 2021

Evan Cockerham, *Mayor*

Holly Utt, *Town Clerk*

Explanation of Amendment:

1. To transfer funds between functional areas and appropriate additional revenue to insure a balanced budget. .



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

On Call Engineering Services

Background Information:

As a part of the American Rescue Plan, the State of NC is scheduled to receive over \$5 billion. I believe that at least some part of this amount will be used for water and sewer infrastructure projects. It will be important for us to be as close to “shovel ready” on projects as we possibly can in order to take advantage of this funding. The funding has to be committed by 2024 and fully expended by 2026.

In addition, we often times have projects or issues that we need an engineer to assist with. Under the law, we are technically supposed to request statements of qualifications from firms and go through a selection process each time we use an engineer, unless the Board has selected an on call firm or exempted a project from the Mini-Brooks Act.

Therefore I have asked firms to submit their qualifications to provide on-call engineering services for the Town. This agreement would cover the types of small projects or issues that arise on a regular basis as well as allow us to start design work on larger projects without going through the selection process repeatedly. This will give us a time advantage when it comes to securing funding under the American Rescue Plan.

After reviewing the submissions that we received, I am recommending that the Board authorize me to enter into an agreement with WithersRavenel to provide these services. They are familiar with our system as they have done several projects for us in the past. In addition, there team has been very successful in helping us and other clients in getting funding for projects.

Staff Recommendation:

Staff recommends the approval of naming WithersRavenel as our on call engineer.

Possible Board of Commissioner Actions

- Authorize the Town Manager to enter into an agreement with WithersRavenel.
- Authorize the Town Manager to enter into an agreement with another firm.
- Take no action.
- Table until a later date.

Attachments

- WithersRavenel Statement of Qualifications
- MacConnell & Associates SOQ
- Pilot Surveying & Engineering SOQ
- McGill SOQ

Town of Pilot Mountain

ON-CALL ENGINEERING SERVICES



 **WithersRavenel**
Our People. Your Success.

424 Gallimore Dairy Road, Suite C
Greensboro, NC 27409

336.605.3009

PREPARED FOR

Michael Boaz, Town Manager
Town of Pilot Mountain
124 West Main Street
Pilot Mountain, NC 27041

table of CONTENTS

INTRODUCTORY LETTER

Cover Letter 1

FIRM BACKGROUND AND EXPERIENCE

Firm Overview 2

Project Experience 3-11

PROJECT TEAM

Organizational Chart 12

Resumes 13-20

CURRENT PROJECT WORKLOAD

Workload, QA/QC 21

Availability, Budget, Scheduling 22

CERTIFICATION FORM

Respondent's Form 23

HUB PARTICIPATION

HUB Statement 23

June 10, 2021

Michael Boaz, Town Manager
Town of Pilot Mountain
124 West Main Street
Pilot Mountain, NC 27041

LOCAL WITHERSRAVENEL OFFICE

424 Gallimore Dairy Road, Suite C,
Greensboro, NC 27409

Subject: RFQ for On-Call Engineering Services

Dear Mr. Boaz:

Pilot Mountain is a true gem of North Carolina, attracting tourists for its outdoor beauty while also attentively managing its infrastructure to improve the livelihood of its residents and businesses. WithersRavenel salutes the Town for releasing an RFQ for on-call engineering services, which will allow the Town to have quick professional services access to satisfy a variety of needs.

We believe we are equipped to offer a smooth project execution from kickoff to completion for all of the Town's needs. In addition, WithersRavenel brings the following strengths to this on-call contract:

- ▶ **Project and on-call experience, staffing depth, and availability.** WithersRavenel has teamed with numerous municipalities to provide on-call services, including the cities of Greensboro, Sanford, and Kinston, and the Towns of Kernersville, Leland, and Clinton. We are based in North Carolina and fully focused on the state and its communities: our Cary headquarters and six branch offices across the state, including one in Greensboro, have more than 300 employees. We have the experience, depth of staff, and the availability to start working on on-call projects for Pilot Mountain immediately,
- ▶ **Cost-effective solutions provided by a multidisciplinary firm.** WithersRavenel can provide turn-key services on most of the on-call projects the Town of Pilot Mountain would pursue. Our core service areas of Utilities (Water and Wastewater Engineering), Land Development & Planning, Stormwater, Environmental, Funding & Asset Management, Geomatics (including Survey, Remote Sensing, and GIS), and Transportation will provide the Town with a resource that promotes efficiency, cost savings, and adherence to schedule. For geotechnical engineering needs, we will team with S&ME on an as-needed basis.
- ▶ **Funding assistance and administration.** Since 1988, WithersRavenel has helped communities and agencies across North Carolina obtain more than \$700 million in grant and loan funding, including the Town of Pilot Mountain. Also, our grant and loan administration experience means that after funding is secured, we will focus on satisfying the necessary requirements to assure compliance, allowing our engineers, staff, and the Town to focus on what's most important: your projects.
- ▶ **An opportunity to expand our relationship.** WithersRavenel appreciates the opportunity to work with Pilot Mountain on projects to benefit the community, including the Sunset Sewer Rehabilitation project, a Waterline Replacement project, the Town Streetscape project, and other water and wastewater initiatives that will begin soon. We believe our experience with the Town and understanding of your needs and procedures will allow us to hit the ground running with future projects.

We look forward to continuing to work with the Town. Should you have any questions, please do not hesitate to contact us at (919) 238-0386 or hmoen@withersravenel.com or (919) 238-0465 or cdolan@withersravenel.com.

Sincerely,
WithersRavenel



Hayley Moen, PE
Project Manager



Casey Dolan, EI
Client Officer



WithersRavenel
Our People. Your Success.

424 Gallimore Dairy Road, Suite C
Greensboro, NC 27409

336.605.3009
www.withersravenel.com

CONTACT

Hayley Moen, PE
Project Manager
hmoen@withersravenel.com

Casey Dolan, EI
Client Officer
cdolan@withersravenel.com

EMPLOYMENT PROFILE

WithersRavenel, Inc. headquartered in Cary, is an Employee Stock Ownership Plan (ESOP) company. Our more than 300 employee-owners excel at providing consulting services for our clients.

HISTORY OF THE FIRM

Founded in October 1983 as Withers & Ravenel, Inc., WithersRavenel is now an employee-owned company, equipped with 37 years of serving a wide array of clients and projects through innovative and cost-effective engineering solutions in North Carolina.

LOCATION OF OFFICES

In addition to our Cary headquarters, WithersRavenel has six branch offices.

- ▶ Greensboro
- ▶ Asheville
- ▶ Pittsboro
- ▶ Raleigh
- ▶ Southern Pines
- ▶ Wilmington

This project will be performed from our Greensboro office and Cary headquarters with assistance from other offices.

Firm Overview



OUR PEOPLE, YOUR ON-CALL SUCCESS

WithersRavenel is a multidisciplinary engineering firm, with capabilities to provide a range of professional engineering services. We are ready to provide the Town of Pilot Mountain with staffing expertise to satisfy the services requested in this RFQ:

- ▶ Condition Assessments (estimate of remaining service life and code compliance reviews, investigation, analysis and recommendation(s), for repair/replacement of existing Town infrastructure components).
- ▶ Engineered design and related engineering services for public works infrastructure improvement projects.
- ▶ Preparation of estimates, schedules, plans and specifications for public works projects, infrastructure improvement projects and as otherwise requested.
- ▶ Provide support services in other disciplines as required to accomplish primarily engineering task orders, including but not limited to: Civil works; Environmental; Cost Estimating; Water Resources; Geotechnical; Other support service tasks as needed.
- ▶ Bidding Support Services.
- ▶ Construction Administration and Management Services.
- ▶ Record drawing production.
- ▶ Cost estimation and schedules during various stages of project development.
- ▶ Field Investigations and observations.
- ▶ Feasibility studies, development planning, evaluations and assessments.
- ▶ Additional miscellaneous services and tasks generally associated with Engineering Services.

Relevant Project Experience

Working in Pilot Mountain

SUNSET SUB-BASIN & PUMP STATION REHABILITATION

PILOT MOUNTAIN, NC

Key Services

- ▶ **Project Design**
- ▶ **SRF Funding Assistance**
- ▶ **Multiple Pump Stations**

The Town of Pilot Mountain has experienced repeated equipment failures and sanitary system overflows in the Sunset Sewer sub-basin. The Sunset Pump Station, which is over 40 years old, routinely fails causing SSOs and

the sewage spills are reaching the adjacent creek. WithersRavenel assisted the Town in applying for Clean Water State Revolving Funds for the Sunset Sewer sub-basin project. The successful application netted the Town \$2.5 million (50% grant, 50% loan).

WithersRavenel will provide rehabilitation or replacement of the Sunset Sub-Basin pump station, replacement of 1,810 LF of 4-inch force main and 6,000 LF of 6-inch and 8-inch gravity sewer lines; and installation of new SCADA system on all of the Town's 19 sewer pump stations.

ADDITIONAL TOWN PROJECTS

WithersRavenel has other Pilot Mountain projects, either completed, in progress, or soon to begin:

- ▶ Sunset and Simmons Streets Waterline Replacement
- ▶ AIA Water/Sewer (includes smoke testing services, water and sewer asset management services, and a hydraulic model)
- ▶ Pilot Center Tank Waterline
- ▶ Water Audit
- ▶ USDA funding for Pavement Project
- ▶ Cemetery Investigation

DOWNTOWN STREETSCAPE

PILOT MOUNTAIN, NC

Key Services

- ▶ **Project Design**
- ▶ **Innovative Stormwater**
- ▶ **Funding Assistance**

Stretching from Key Street to Academy Street, the Downtown Main Street project area comprises more than 2,100 LF of roadway and sidewalk fronted by local businesses, Town facilities, and private residences. The designs are

intended to advance the concepts developed during the Master Plan completed in 2018: they seek to create a more pedestrian-friendly environment, improve the aesthetics of Downtown, and attract new businesses to Main Street.

The design approach focused on providing an inviting Main Street experience that speaks to the history and context that makes Pilot Mountain unique. Key elements of the streetscape design included the following:

- ▶ Narrowing of travel lanes to increase sidewalk space while retaining parking
- ▶ Adding street trees and planting areas
- ▶ Providing additional benches, trash receptacles, and bike racks
- ▶ Upgrading pedestrian and vehicular lighting
- ▶ Relocating of outdoor speakers and Wi-Fi routers.

The design also incorporates innovative stormwater infiltration beds and improved infrastructure at existing drainage inlets to mitigate flooding issues on Main Street. The design team worked with Town staff to select paving schemes and plant materials that reflect the unique character of Pilot Mountain, as well as limit maintenance and upkeep.

In an effort to relocate existing utilities in order to accommodate the design, the project included significant coordination with NCDOT, Duke Energy, Spectrum, and Surry County Communications.

WithersRavenel will also assist the Town in the pursuit of additional funding opportunities for construction of the streetscape.

Relevant Project Experience

SMOKE TESTING SERVICES & REPAIRS

SELMA, NC

Key Services

- ▶ Project Design
- ▶ System Evaluation
- ▶ Rehabilitation
- ▶ Prioritizing Repairs
- ▶ Funding Assistance

The Town of Selma retained WithersRavenel in April 2019 to investigate the severe inflow and infiltration being experienced in the sanitary sewer collection system. As the Town of Selma contracts with Johnston County

to treat the town’s wastewater, excess I&I in the sanitary sewer system places a heavy financial burden on the Town.

The Town contracted with WithersRavenel to provide professional services to include mapping approximately 35 miles of sanitary sewer system, performing manhole condition assessments, smoke testing of the entire system, performing flow monitoring and lift station analysis and conducting limited closed-circuit television (CCTV) inspection of the sewer system.

Information obtained helped quantify the effect of inflow and infiltration on the Town’s system and prioritized sub-basins for

additional rehabilitation efforts aimed at removing I&I from the system. Based on information obtained from the I&I Study performed on the Selma system, WithersRavenel helped the Town win an \$832,000 grant from the Golden LEAF Foundation to begin the process of sanitary sewer rehabilitation.

The project will include the rehabilitation of approximately 1,400 LF of 6” sewers, 1,100 LF of 8” sewers, 960 LF of 12” sewers as well as 325 LF of 15” sewer, along with the manholes included in the work. Rehabilitation techniques will include pipe bursting, CIPP lining and manhole restoration work.

Client Reference

Rhonda Sommer, Acting Town Manager & Finance Director, Town of Selma, (919) 965-9841, rsommer@selma-nc.com



JIM JOHNSON ROAD WATERLINE

KANNAPOLIS, NC

Key Services

- ▶ Project Design
- ▶ Survey
- ▶ Environmental
- ▶ Permitting
- ▶ Bidding

In March 2019 the City of Kannapolis hired WithersRavenel to design approximately 3,700 linear feet of 12-inch waterline and associated appurtenances along Jim Johnson Road. The purpose of the project is to connect two isolated sections of the City’s water system thereby improving both fire flow availability and water quality.

water system thereby improving both fire flow availability and water quality.

Services provided by WithersRavenel included field survey and the use of the Company’s drone fleet to capture topographic, planimetric, and SUE data remotely. WithersRavenel was also tasked with the design of the waterline, production of construction drawings and specifications, permitting the project, and assisting the City with the advertising and bidding of the project.

Project construction began on December 20, 2019 and was completed in 2020.

WithersRavenel and the City are currently working on an additional phase of this project.

Client Reference

Alex Anderson, Director of Water Resources, City of Kannapolis, (704) 920-4252, aanderson@kannapolisnc.gov

Relevant Project Experience

GRAVITY WASTEWATER SERVICE STUDY

CATAWBA COUNTY, NC

WithersRavenel is providing Catawba County with a PER and route study for two separate areas of southeastern Catawba County. The goal of the report is to identify the best route to serve future development areas with sewer service as part of the County’s long-term Capital Improvement Plan.

The primary drivers in developing these plans are constructability, cost of construction, and cost/benefit analysis that shows the acres opened to development per dollar expended.

Key Services

- ▶ **Project Design**
- ▶ **Surveying**
- ▶ **Hydraulic Modeling**
- ▶ **Funding Guidance**
- ▶ **Cost-Benefit Analysis**

The goal of the study is to identify the best way to serve the area with gravity sewer by creating the main trunk line(s) in the basins; and provide potential development(s) a reasonable distance to construct service lines that connect to the trunk line(s).

In addition to project management, design, and planning, WithersRavenel is providing an evaluation of land use and growth projections, GIS and data gap analysis, survey services, a hydraulic modeling update, and funding guidance.

Client Reference

Lee Worsley, Assistant County Manager, Catawba County, (828) 465-8262, lworsley@catawbacountync.gov

BILHEN PUMP STATION

TROY, NC

Due to age, condition, and capacity, the Bilhen Lift Station was deemed inadequate and required replacement. WithersRavenel performed a topographic survey and oversaw a geotechnical surface exploration to support the demolition of the existing lift

station and the development of replacement lift station design at the same location.

The final design consisted of a 500 GPM lift station, associated gravity sewer, and force main modifications.

WithersRavenel also provided limited Construction Administration and Observation.

Client Reference

Greg Zephir, Town Manager, Town of Troy, (910) 572-3661, manager@troy.nc.us

LIFT STATION AND FORCE MAIN

TRINITY, NC

WithersRavenel is providing an upgrade to the City of Trinity’s Steeplegate Lift Station including but not limited to installing submersible pumps, wet well piping, electrical and an emergency generator for increased capacity, and we are installing a force main so the lift station can discharge into the

Key Services

- ▶ **Design**
- ▶ **Surveying**
- ▶ **Environmental**
- ▶ **Construction Administration & Observation**

High Point Westside Wastewater Treatment Plant.

Engineering services to be provided to the City of Trinity include project management, environmental, surveying, design, bidding, construction administration and observation.

Client Reference

Debbie Hinson, City of Trinity, City Manager/Finance Director, (336) 431-2841, citymanager@trinity-nc.gov

Relevant Project Experience

WATER ASSET MANAGEMENT

DUNN, NC

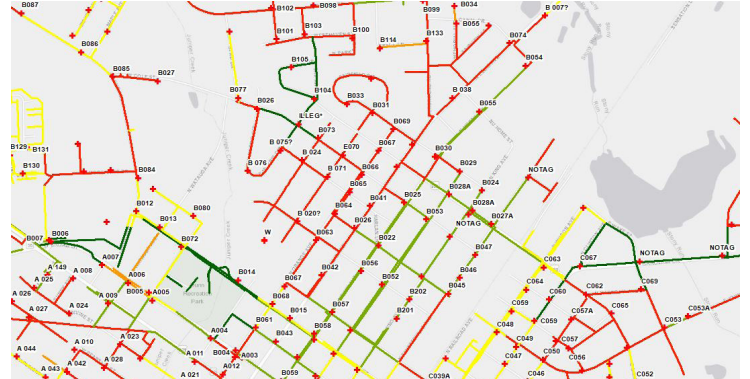
Key Services

- ▶ Modeling
- ▶ Surveying
- ▶ GIS Services
- ▶ Asset Management
- ▶ Grant Funding

WithersRavenel performed a water system GIS inventory and related database work to facilitate the City's management of the water system as part of its \$150,000 AIA grant. Specific tasks included indexing, georeferencing, and linking as-built drawings;

mapping water system infrastructure; and providing connectivity of the system with existing data.

Field crews collected survey-grade locations of all above-ground water features, including valves, hydrants, blowoffs, and meters. Resulting deliverables were topologically correct and connected GIS geodatabases of the water system that the City could use for maintenance and planning purposes.



The WithersRavenel team also took the developed GIS database and pulled it into WaterGEMS to update the water model, including construction and calibration of the model.

Finally, with feedback from the City, an asset management plan was created that includes the age, type, and size of the water system assets, condition of the infrastructure, updated CIP, and an operation and maintenance plan for the water system.

Client Reference

Heather Adams, Public Works Director, City of Dunn, (910) 892-2948, hadams@dunn-nc.org

STRATEGIC SEWER INVESTMENT PLAN

KERNERSVILLE, NC

Key Services

- ▶ Sewer Basin Study / SSES
- ▶ GIS Data
- ▶ Hydrologic Evaluation
- ▶ Development Planning

Under an on-call contract with the Town, WithersRavenel completed a four-phase project design to inventory and assess the existing sewer system and recommend future improvements.

During Phase 1, WithersRavenel performed a sewer basin study

that involved mining all existing sewer GIS data, including sewer collection, zoning designation, parcels, land use, hydrology, topography, and land values. Sewer sub-basins and potential sewer alignments were defined to serve un-sewered areas in the jurisdictional area. All the information, along with current cost

estimates, was stored in a GIS format for ease of review and to best provide critical data during capital improvement plan creation.

During Phases 2-4, WithersRavenel met with the Winston-Salem/Forsyth Utility Commission to discuss future revenue collection and distribution, parameters for future sewer extensions in the Kernersville jurisdictional area that would support economic growth, and larger-scale decisions pertaining to regional pump station locations and long-term development plans.

The final deliverable was a comprehensive document describing each recommended basin sewer expansion and the costs associated with expansion. In addition, each basin was scored based on return on investment (ROI) and ranked compared to other projects. Future revenue growth and economic impact were also evaluated.

Client Reference

Jeff Hatling, Community Development Director, Town of Kernersville, (336) 992-0704, jhatling@toknc.com

Relevant Project Experience

HYDRAULIC MODEL BEAUFORT COUNTY, NC

WithersRavenel is developing a computer-based, calibrated hydraulic model for the Beaufort County Water Department.

Tasks include data collection and assessment, model development and calibration, and final report preparation.

Key Services

- ▶ Hydraulic Modeling
- ▶ GIS Services
- ▶ Training
- ▶ Water System Services

WithersRavenel is also providing training to County staff on how to use the hydraulic model, which is compatible with the County's existing GIS software.

Client Reference

Christina Smith, PE, Public Works Director, christina.smith@co.beaufort.nc.us, (252) 975-0720

TOWN-WIDE COMPREHENSIVE PLAN ELKIN, NC

Key Services

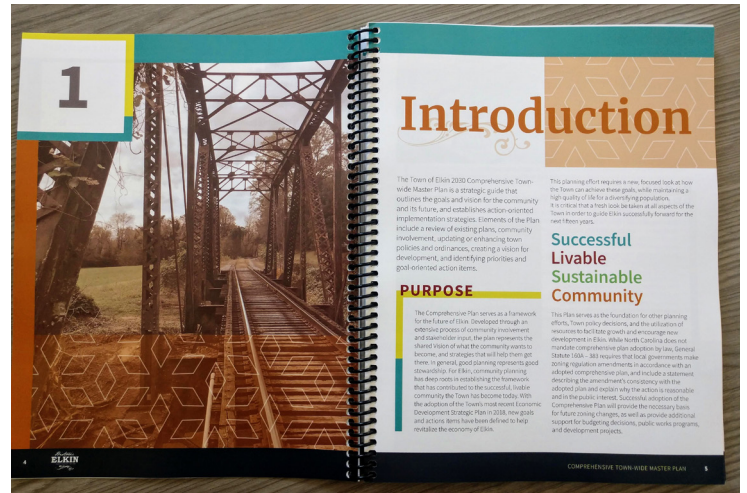
- ▶ Planning
- ▶ Development
- ▶ Ordinances
- ▶ Infrastructure
- ▶ Community Involvement

The Town of Elkin 2030 Comprehensive Town-wide Plan is a strategic guide that serves as a framework for the future of Elkin. Developed through an extensive process of community involvement and stakeholder input, the plan represents the shared Vision of

what the community wants to become, and action-oriented implementation strategies that will help them get there.

The Plan includes a review of existing plans, analysis of existing conditions, community and stakeholder involvement, the creation of a vision for development, planning recommendations, implementation strategies, and priority action items.

As a comprehensive resource, this plan is intended to influence multiple facets of Elkin, including but not limited to updated

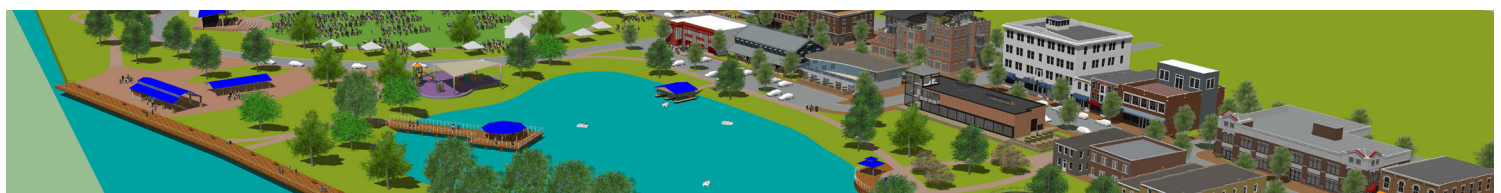


policies and ordinances, development plans, infrastructure and utilities, transportation, parks and greenways, brownfield and infield development policies, streetscape redevelopment, and recommended revisions to land use and zoning maps.

The Plan was completed over a nine-month period from July 2018 to March 2019.

Client Reference

Leslie Schlender, Economic Development Director, Town of Elkin, 336-258-8907, lschlender@elkinnc.org



Relevant Project Experience

ON-CALL ENGINEERING FUQUAY-VARINA, NC

Key Services

- ▶ Design
- ▶ Surveying
- ▶ Permitting
- ▶ Hydraulic Modeling
- ▶ Construction Administration

Under a multi-year on-call contract, WithersRavenel provided planning, surveying, engineering, design, permitting, and construction administration services for a variety of water, sewer, stormwater, and other projects. Some of the more recent projects include:

Associates Park II Pump Station: During Hurricane Matthew, the pump station at the Associates Park II business park experienced flooding. The Town was able to secure a FEMA grant to provide flood mitigation, but needed an engineering firm with the expertise

to provide the design and bid package to meet a challenging four-month construction deadline. The Town chose WithersRavenel to meet this need. The project included a design for raising the control panel and an innovative design to relocate the back up generator over a stormwater swale (because of site constraints) to address the preliminary FEMA flood elevations. The project was designed, bid, and constructed within the FEMA deadline.

Details & Specifications Update: An update to the Town's standard drawing details and specifications.

Capital Improvement Plan Study: System-wide mapping and hydraulic modeling of water and sewer systems, needs assessment and recommendations, and evaluation of 20-year needs for water supply sources from Harnett County, Johnston County and the City of Raleigh as well as emergency interconnection with the Town of Holly Springs.

Client Reference

Jay Meyers, PE, Public Utilities Director, Town of Fuquay-Varina, jmeyers@fuquay-varina.org, (919) 567-3911

DEVELOPMENT PLAN REVIEWS

With our expertise in both private and public development, WithersRavenel can offer comprehensive, practical plans and specification reviews. Some of our staff members have reviewed and submitted development documents as public personnel and as expert representatives for other towns in the same public capacity. With our expertise in designing and constructing projects, we provide that well-rounded and diversified experience to be able to analyze plans quickly, ensure they are compliant with local, state, and federal requirements and guidelines, and provide constructive feedback to obtain the project outcomes that the Town is looking for.

We also understand the importance of constructability in designs and include other Town personnel in the review where maintenance issues could become an issue. Our review services would include the following:

- ▶ Completeness of Application including documents.
- ▶ Planning review-review of initial design code compliance with the UDO including zoning/land use, setbacks, other

dimensional standards, parking requirements, access requirements, and general subdivision standards.

- ▶ Site Plan review-review engineering concepts, designs, and details with current Town, State, and federal requirements and guidelines (HUD, ADA, AASHTO, MUTCD, AWWA, etc.). This would include reviewing drainage, landscaping, lighting, utilities, dimensional standards, and other criteria.
- ▶ Track compliance with other permitting requirements for reference if requested such as 401/404 permitting, project closeout requirements, etc.

We would provide a comprehensive report that would describe any deficiencies and provide that in the format as required. We could also track the submittals for you and provide status reports if desired. We would offer to review/observe your current procedures and checklists to determine adequacy, provide recommendations for improvements, provide any technical supporting information, and have discussions concerning the impact of any recommendations. We could also assist with the implementation and notification of any recommendations as requested.

Relevant Project Experience

STORMWATER MASTER PLAN

N A G S H E A D , N C

Key Services

- ▶ Stormwater
- ▶ Asset Mapping
- ▶ Modeling Scenarios/Studies
- ▶ Surveying/Geotechnical

In 2017, the Town of Nags Head desired an update to its 2006 Stormwater Master Plan and reevaluation of that plan’s recommended stormwater capital improvement projects. Through our collaboration with the Town, we hope to form a clear picture of their existing stormwater infrastructure

and empower them to navigate toward readiness and resiliency.

In the first phase, WithersRavenel provided field data collection and inventory mapping for a portion of the Town’s existing stormwater infrastructure, including database review, field data acquisition, office connectivity and quality control, and data

delivery and training.

The next phase consisted of preliminary work, including a review of the Town’s previous master plan, area research, and site visits to observe drainage conditions. The next phase, completed in 2018, covered preliminary design development for five prioritized drainage projects identified during the first phase. Work included preliminary assessment, conceptual design, a report summarizing proposed solutions/recommendations, and site visits.

The most recent phase of work began in August 2018 and advances three of the five project areas from preliminary assessments to final design and construction drawings: Gallery Row Outfall (Project Area #1), Nags Head Acres/Vista Colony (Project Area #2), and The Village at Nags Head (Project Area #3). This agreement includes final design for the three drainage projects, including survey, design, construction documents, and bid assistance. A bid alternate is included for Project Area #2.

Client Reference

David Ryan, Town Engineer, Town of Nags Head, david.ryan@nagsheadnc.gov, (252) 441-6221

PAVEMENT CONDITION SURVEY

H I G H P O I N T , N C

Key Services

- ▶ Transportation
- ▶ Asset Management
- ▶ GIS Data

This project included a comprehensive pavement evaluation of approximately 447 centerline miles of streets, resulting in a final product that City staff can use to plan and

forecast future projects and budget requests. The PAVER Pavement Management Software was used to calculate the Pavement Condition Index (PCI) for each roadway segment, determine maintenance needs, and estimate costs. Additional attributes were identified during field data collection, including the location and percentage of sidewalk and curb-and-gutter along each segment and the number of lanes.

The final report summarized the data and findings and included alphabetical and PCI-based inventory listings by street segment as well as maps showing the PCI results. Recommended maintenance needs were presented based on multiple capital improvement scenarios using real budget numbers. The ultimate goal is to use available funding to prolong the life cycle of the City-maintained streets.

In January 2021, WithersRavenel was selected again to conduct another LTPP pavement condition survey for the roadway network. A report, street listing, and GIS geodatabase will be the project deliverables. In the future, the City will consider the use of an asset management system (Capital Predictor™ by Dude Solutions) to manage their pavement and other assets such as water, wastewater, and stormwater.

Client Reference

Robby Stone, Public Services Assistant Director, City of High Point, (336) 883-3217, robby.stone@highpointnc.gov

Relevant Grant & Loan Experience

FUNDING RECORD

FUNDING PROGRAM	# OF PROJECTS	TOTAL FUNDED
Economic Development (CDBG-ED, ARC, USDA, IDF, GLF, etc.)	37	\$34,455,640
Community Development Block Grant (Infrastructure, Catalyst, etc.)	34	\$48,507,519
USDA	17	\$42,502,235
SRF Grants & Loans-Water	47	\$141,312,488
SRF Grants & Loans-Sewer	60	\$238,584,708
Asset Inventory & Assessment Grants	41	\$5,532,000
Park & Recreation Trust Fund	22	\$8,976,303
Merger & Regionalization Study Grants	16	\$800,000
Clean Water Mgt. Trust Fund (CWMTF) Stormwater	8	\$671,744
Rural Center Bond Projects	75	\$29,389,570
Economic Infrastructure (Rural Center)	6	\$2,284,255
Economic Innovation (Rural Center)	2	\$500,000
Clean Water Partners (Rural Center)	48	\$15,926,001
Building Reuse & Renovation (Rural Center)	2	\$876,000
Rural Center Misc. (Planning)	6	\$273,500
High Unit Cost (Original Program)	28	\$52,239,697
High Unit Cost New 2014	1	\$800,000
TAG	9	\$415,000
Clean Water Mgt. Trust Fund (CWMTF)	31	\$40,301,917
ARRA-Water, Sewer, Stormwater, Fire Station Constr.	34	\$17,109,686
Flood Mitigation	9	\$13,178,356
Other (STAG, DOT, GL)	15	\$3,636,931
TOTAL	533	\$701,446,484

WithersRavenel's Funding & Asset Management team includes staff who have managed projects with complex funding requirements, including navigating the various compliance requirements for each program.

They are focused on assisting clients with funding identification; application and administration services; and general oversight and management. Their expertise ensures your project complies with the specific funding agency requirements.

We are familiar with many state and federal initiatives, including SRF grants and loans for both water and sewer projects. Since 1988, we have helped communities and agencies acquire more than 530 grants and loans totaling more than \$700 million.

We also have a bounty of experience with SRF, USDA, Golden LEAF, CWMTF, PARTF, CDBG, and AIA funding, and we have also worked closely with NCDEQ.

Simply, we have the expertise, the staffing and the availability to carry out all aspects of grant- and loan-related activities for the Town.

Focus on On-Call & Municipal Service

A LEADER IN NORTH CAROLINA

WithersRavenel is 1 of 7 North Carolina firms in the Engineering News-Record Top 500 Design firms and the only North Carolina-based engineering firm focused solely on North Carolina.



consultant for many local governments and agencies throughout North Carolina.

LONG-TERM CLIENT RELATIONSHIPS

Many of our contracts span more than 10 years and encompass a variety of services, from utilities engineering to surveying and GIS services, stormwater, transportation and more.

PROVEN ON-CALL EXPERIENCE

WithersRavenel has served and continues to serve as an on-call

Below are some on-call contracts and additional services that WithersRavenel currently provides for North Carolina cities and towns:

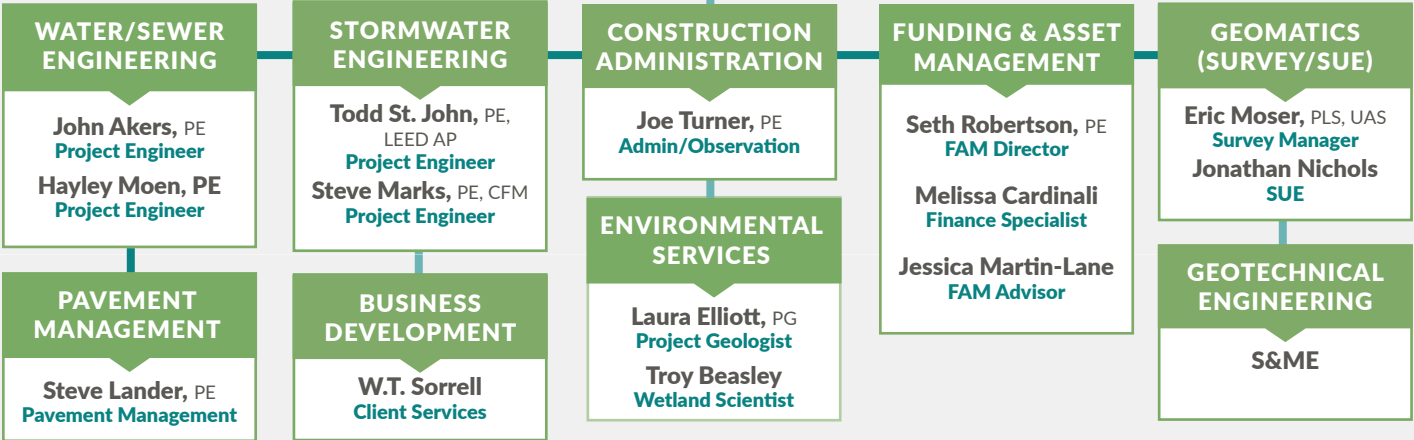
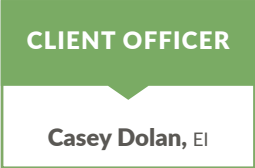
OUR CLIENTS	On-Call Services	Environmental Services	Surveying/ Geomatics	Landscape Architecture	Parks & Recreation	Roadway, Sidewalk & Greenway Services	Stormwater Engineering/ Modeling	Water/ Wastewater Design	Construction Administration	Funding & Asset Management
	Up to 10,000 Residents									
City of Clinton	•	•	•		•	•	•	•	•	•
City of Dunn	•	•	•			•	•	•		•
City of Oxford	•	•	•			•	•	•		•
Town of Clarkton	•	•	•		•		•	•	•	•
Town of Elkin				•	•	•			•	
Town of Goldston		•		•					•	•
Town of Yadkinville				•			•			
10,001–50,000 Residents										
City of Asheboro							•			
City of Henderson										•
City of Hendersonville	•	•	•				•	•		•
City of Kinston	•	•	•			•	•	•		•
City of Newton										•
City of Sanford	•	•	•			•	•	•	•	•
Town of Clayton	•	•	•			•	•	•		•
Town of Fuquay-Varina	•	•	•	•	•	•	•	•	•	•
Town of Garner			•				•			
Town of Holly Springs		•	•	•	•	•	•			
Town of Hope Mills					•		•			
Town of Kernersville	•	•	•	•	•	•	•	•		•
Town of Knightdale	•	•	•			•	•	•		
Town of Leland	•	•	•	•	•	•	•	•	•	
Town of Morrisville		•	•				•			
Town of Southern Pines	•		•			•	•	•		•
Above 50,000 Residents										
Buncombe County	•									
Catawba County							•			
Chatham County			•					•	•	•
City of Asheville	•	•				•	•			•
City of Fayetteville	•	•	•				•			
City of Greensboro	•	•	•	•	•	•	•	•	•	•
City of High Point					•	•				
City of Raleigh	•	•	•				•	•	•	•
City of Wilmington				•		•	•			
Town of Apex	•		•			•	•			
Town of Cary	•	•	•	•	•	•	•	•	•	

Team Overview

WithersRavenel has built a strong work ethic with all of the selected team members for this project. Our diverse skill set and collaborative project approach will allow us to handle any obstacle that is placed in front of us, allowing us to effectively meet project objectives and deadlines. We are excited about the potential of working with the Town of Pilot Mountain on this on-call contract, and are ready to assist you by helping increase the reliability and design life of your projects.

ORGANIZATIONAL CHART

Our team members were carefully selected to provide the management and technical resources necessary to effectively complete your projects.



IN-HOUSE SUPPORT STAFF

Professional Land Surveyors 12	Subsurface Utility Engineers 6	Professional Engineers 59	CAD Technicians 13
Conventional Survey Crews 17	UAS Pilots 7	Professional Geologists 4	Environmental Staff 21

Team Qualifications



Hayley Moen, PE

WithersRavenel Role: Project Manager and Water/Sewer Engineer

Ms. Moen has a varied background as an environmental engineer, with water, wastewater, and stormwater project experience. In addition to project design, she has experience managing and assisting with projects, creating scopes and budgets, managing schedules, bidding jobs, reviewing civil design drawings, and coordinating with contractors. She also has private sector experience dealing with compliance demands, air quality, and erosion and sediment control.

Education

B.S., Environmental Engineering, Oregon State University

Licensure

Professional Engineer: NC, #049504

Project Experience

- ▶ Pilot Center Tank Waterline, Pilot Mountain, NC. Project Manager
- ▶ AWIA Risk & Resilience, Southern Pines, NC. Project Engineer
- ▶ Brack Pump Station Relocation and Sewer Improvements, Selma, NC. Project Engineer
- ▶ Water SOW SPPP Updates, CORPUD, Raleigh, NC. Project Engineer
- ▶ Lift Station and Force Main, Trinity, NC. Project Engineer
- ▶ Material Storage Site Evaluation, Dunn, NC. Project Engineer
- ▶ ARO Lift Station, Southern Pines, NC. Project Engineer



Casey Dolan, EI

WithersRavenel Role: Client Officer

Ms. Dolan is an engineering designer with experience in water and wastewater engineering. She has a background in chemical, biological, and physical principles of environmental engineering; biological and chemical wastewater treatment; biomass to renewable energy; and water and wastewater resources engineering. Her master's thesis explored water quality parameters in natural and constructed wetlands for wastewater treatment. **As Client Officer, she will act as a liaison between the Town and your Project Manager, Hayley Moen, ensuring that as a team we are continually maintaining the highest standards of service and quality. She will have check-ins with the Town to ensure all project milestones are met and to address any concerns or questions the Town may have.**

Education

M.E., Environmental Engineering, North Carolina State University; B.S., Chemistry, West Virginia University

Licensure

Engineer Intern

Project Experience

- ▶ AIA Water/Sewer Projects, Pilot Mountain, NC. Staff Professional
- ▶ Sunset Sub-Basin Sewer Line Replacement, Pump Station Work, and SCADA System Implementation, Pilot Mountain, NC. Staff Professional
- ▶ Sunset and Simmons Streets Waterline Replacement, Pilot Mountain, NC. Staff Professional
- ▶ US 601 Sewer Extension, Yadkinville, NC. Staff Professional
- ▶ Reedy Fork Creek Water Line Extension, Greensboro, NC. Staff Professional
- ▶ Booster Pump Station and Water System Improvements, Sparta, NC. Staff Professional
- ▶ AIA Sewer Project, Reidsville, NC. Staff Professional

Team Qualifications



John Akers, PE WithersRavenel Role: Project Engineer

Mr. Akers specializes in water distribution sewer collection, water treatment plant upgrades, wastewater treatment, grading and erosion control plans, stormwater and watershed protection plans and site and roadway plans, studies, preliminary engineering reports, and software modeling. He has over 36 years of engineering experience.

Education

M.S., Engineering Management, Air Force Institute of Technology; B.S. Civil Engineering, West Virginia University, Institute of Technology

Licensure

Professional Engineer: NC, #024645

Project Experience

- ▶ Sunset Sub-Basin Sewer Line Replacement, Pump Station Work, and SCADA System Implementation, Pilot Mountain, NC. Project Manager
- ▶ Sunset and Simmons Streets Waterline Replacement, Pilot Mountain, NC. Project Manager
- ▶ Booster Pump Station and Water System Improvements, Sparta, NC. Project Manager
- ▶ Water System Expansion, Iredell Water Corporation, Ostwalt Amity Area Expansion, Statesville, NC. Project Manager
- ▶ Reedy Fork Creek Water Line Extension, Greensboro, NC. Project Manager
- ▶ AIA Sewer Project, Reidsville, NC. Project Manager
- ▶ Sandy Ridge Road Outfall, Greensboro, NC. Project Manager and Lead Engineer
- ▶ Rural Ready Sites Application, Preliminary Engineering Report, Reidsville, NC. Project Manager



W.T. Sorrell WithersRavenel Role: Business Development

Mr. Sorrell retired after 42 years working for the USDA-Rural Development in North Carolina in several roles, including Assistant County Supervisor, County Supervisor, Assistant District Director, Area Loan Specialist, and the Area Director for Area 2. He was involved in all areas of the USDA Rural Development (formerly Farmers Home Administration) loan and grant program, and he spent most of his years financing water and sewer projects for municipalities and non-profit corporations. He also managed agency programs, maintained relationships with Congressional and administrative staff, administered budget control, implementing management plans for the state, determined applicant eligibility for federal loans and grant programs, as well as other tasks.

Education

B.S., Education with Horticulture Minor, North Carolina State University

Project Experience

- ▶ USDA-Rural Development, Jefferson, NC.
- ▶ USDA-Rural Development, Morganton, NC.
- ▶ USDA-Rural Development, Shelby and Albemarle, NC.
- ▶ Area Director for USDA-Rural Development serving 12 Western Counties, NC.
- ▶ Loan Specialist for USDA-Rural Development serving 14 Western Counties, NC.
- ▶ Loan Specialist for USDA-Rural Development serving 18 Piedmont Counties, NC.

Team Qualifications



Todd St. John, PE, LEED AP

WithersRavenel Role: Stormwater Engineer

Mr. St. John has served his clients as a professional consultant by providing site assessment, permitting, public involvement, design, construction documents, and construction phase services for large and small public- and private-sector projects. He leverages 25 years of consulting and regulatory experience in stormwater planning and design, natural resource assessment and restoration, and permitting.

Education

M.S., Civil Engineering, North Carolina State University; B.A., Environmental Science, University of Virginia

Licensure

Professional Engineer: NC, #024915

LEED Accredited Professional

Project Experience

- ▶ On-Call Engineering & Stormwater Program Development, Clayton, NC. Stormwater Engineer
- ▶ Stream and Lake Protection, Greensboro, NC. Project Engineer
- ▶ Hurricane Matthew Stormwater Repairs, Clarkton, NC. Permitting Lead
- ▶ SCM Feasibility Study & Final Design, Morrisville, NC. Project Engineer
- ▶ Nags Head Stormwater Phase III, Nags Head, NC. Project Engineer
- ▶ On-Call Engineering Services, Fuquay-Varina, NC. Project Engineer
- ▶ On-Call Water and Sewer Engineering Services, Sanford, NC. On-Call Manager
- ▶ On-Call Water and Sewer Engineering Services, Cary, NC. On-Call Manager



Steve Marks, PE

WithersRavenel Role: Stormwater Engineer

Mr. Marks is WithersRavenel's Director of Stormwater. He is a veteran stormwater and environmental engineer, with more than 12 years of project experience. Areas of expertise include coastal resiliency and surge modeling, stormwater design, watershed master planning, stream and wetland restoration, hydrologic and hydraulic modeling, FEMA floodplain permitting, residential storm drainage design, GIS analysis and mapping, enterprise software development, dam break analysis and EAP and project management. He is committed to client communication and customer service, and is proficient in a variety of modeling programs and also experienced in community engagement.

Education

B.S., Civil Engineering, North Carolina State University

Licensure

Professional Engineer: NC, #039751

Project Experience

- ▶ Cedar Street Stormwater Improvements, Cary, NC. Project Manager
- ▶ Stormwater Master Plan, Morrisville, NC. Project Engineer
- ▶ U-4437 Drainage System Improvements, Elizabeth City, NC. Stormwater Project Engineer (*Previous Employer*)
- ▶ Wisteria-Clearbrook Drainage Improvements, Wilmington, NC. Stormwater Project Engineer (*Previous Employer*)

Team Qualifications



Seth Robertson, PE

WithersRavenel Role: Funding & Asset Management

Mr. Robertson has more than 20 years of progressive engineering and management experience, which includes more than 10 years with the N.C. Division of Water Infrastructure, the last four years leading the SRF section. He was responsible for managing more than \$2 billion in water and wastewater funding, including all aspects of project review to meet requirements. He also has experience in project and program management, environmental permitting, state and federal funding program administration, asset management, and client services.

Education

B.S., Civil Engineering with MDS Science Minor, North Carolina State University

Licensure

Professional Engineer: NC, #028420

Project Experience

- ▶ Sunset Sub-Basin Sewer Line Replacement, Pump Station Work, and SCADA System Implementation, Pilot Mountain, NC. Funding Manager
- ▶ DWSRF Application Simon and Sunset Street, Pilot Mountain, NC. Senior Director
- ▶ On-Call Engineering & Consulting Services, Kinston, NC. Funding Manager
- ▶ Sewer AIA Modeling, Lillington, NC. Funding Manager
- ▶ Water & Sewer AIA, Bessemer City, NC. Funding Manager
- ▶ CDBG-ED Administration for Project Forge, Sanford, NC. Funding Director
- ▶ DWI Stream Restoration Funding Application, Biltmore Forest, NC. Senior Director



Melissa Cardinali

WithersRavenel Role: Finance Specialist

Ms. Cardinali brings more than 30 years of experience in local government leadership, as well as finance and budget management roles for both counties and municipalities in North Carolina. Most recently, she spent six years serving as the Assistant County Manager for Cumberland County, where she was responsible for the annual budget process as well as, finance, tax administration, information technology, internal audit, wellness programs, risk management, human resources, and solid waste.

Education

B.S., Business Administration with Finance Concentration, East Carolina University

Certifications

International City/County Management Association – Credentialed Manager

North Carolina Certified Local Government Finance Officer

Project Experience

- ▶ Water and Sewer System Financial Analysis and CIP Update, Shelby, NC. Project Manager
- ▶ CIP and Financial Model, Town of Spruce Pine, NC. Project Manager
- ▶ Solid Waste CIP Update and Financial Analysis, Iredell County, NC. Project Manager
- ▶ Water & Sewer Capital Improvement Plan & Financial Analysis Update, Town of Lowell, NC. Finance Specialist
- ▶ Merger and Regionalization Study for Water and Collection System, Goldston Gulf Sanitary District, NC. Finance Manager
- ▶ Merger and Regionalization Feasibility Study, Yadkin County, NC. Finance Specialist
- ▶ Stormwater Utility Study, Town of Knightdale, NC. Project Manager

Team Qualifications



Jessica Martin-Lane

WithersRavenel Role: Funding & Asset Management

Ms. Martin-Lane is a highly motivated, influential leader with more than 20 years of project management and management consulting experience. Throughout her career, she has served as a strategic advisor and a key member of leadership teams for some of the most highly successful and innovative individuals and organizations. Ms. Martin-Lane is a strategic thinker who focuses on developing and delivering solutions for her clients that produce results. She has a reputation for possessing the ability to organize, lead, and execute, especially in challenging or deadline-contingent situations.

Education

M.B.A., Strategy and Logistics & Transportation; M.S., Industrial Engineering – Lean Manufacturing and Operations; B.S., Industrial Engineering, University of Tennessee

Licensure

Real Estate Broker: NC, #225990

Project Experience

- ▶ CDBG Application & Administration, Troy, NC. Project Director
- ▶ Billing Software Selection & Operational Efficiency Study, Harnett County, NC. Project Director
- ▶ Public Works Consolidation and Feasibility Assessment, Waynesville and Lake Junaluska Assembly, NC. Project Director
- ▶ Economic Development Efficiency and Restructuring, Hickory, NC. Project Director
- ▶ Stormwater Fee Assessment, Hendersonville, NC. Project Director



Joe Turner, PE

WithersRavenel Role: Construction Administration/Observation

Mr. Turner brings transportation design and construction administration experience rooted in his work for the North Carolina Department of Transportation and Town of Knightdale. Specifically, he provides construction administration and observation, driveway and encroachment permitting, erosion and sediment control plans, right-of-way and utility coordination, plan review, and capital improvement project cost estimating.

Education

B.S., Civil Engineering, North Carolina State University

Licensure

Professional Engineer: NC, #037512

Project Experience

- ▶ On-Call Engineering & Consulting Services for Multiple Projects, Kinston, NC. Construction Administrator
- ▶ Sunset Sub-Basin Sewer Line Replacement, Pump Station Work, and SCADA System Implementation, Pilot Mountain, NC. Construction Administrator
- ▶ Lee County Industrial Park Water & Gravity Sewer, Sanford, NC. Construction Administrator
- ▶ Sewer Rehabilitation Construction Administration & Construction Observation (2019), Sanford, NC. Construction Administrator
- ▶ Hawkins Avenue/US 501 Water Main Extension, Sanford, NC. Construction Administrator
- ▶ DIP Sewer Replacement (2018), Cary, NC. Construction Administrator

Team Qualifications



Eric Moser, PLS

WithersRavenel Role: Surveying/UAS Services

Based in our Greensboro office, Mr. Moser has more than 20 years of experience in the land surveying, engineering, contracting, and construction field. His professional progression has been supplemented with education throughout, licensure, project management, and time spent as an owner/operator of his own surveying business lend to seamless project completion. He is intimately familiar with a wide range of technologies, design and function, surveying methods, calculations and best practice procedures, including UAS (Unmanned Aircraft Systems).

Education

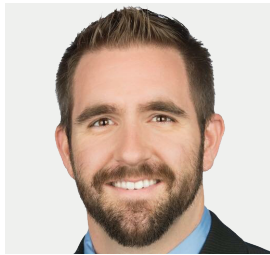
A.A.S., Surveying Technologies, Guilford Technical Community College; Soil Sciences, North Carolina State University

Licensure

Professional Surveyor: NC, #L-4697; FAA Part 107 Remote Pilot

Project Experience

- ▶ On-Call Professional Services, Kernersville, NC. Surveyor
- ▶ Sunset Sub-Basin Sewer Line Replacement, Pump Station Work, and SCADA System Implementation, Pilot Mountain, NC. Surveyor
- ▶ Church and King Street Rehabilitation, City of Hendersonville, NC. Surveyor
- ▶ Reedy Fork Sewer, Greensboro, NC. Surveyor
- ▶ Jim Johnson Road Water Line Extensions, Kannapolis, NC. Surveyor
- ▶ Little Buffalo Creek Outfall, Sanford, NC. Surveyor



Jonathan Nichols

WithersRavenel Role: Subsurface Utility Engineering (SUE)

Mr. Nichols serves as the SUE Manager and is responsible for operations and manpower allocation. With nearly 10 years of experience, he has used a wide range of geophysical equipment to solve complex geophysical and utility mapping problems. He has performed and managed numerous SUE and geophysical investigations for a wide range of clients, including the Department of Defense, state departments of transportation, municipalities, industries, airports, power utilities (nuclear and fossil), environmental and geotechnical firms, and railroads.

Education

B.S., Business Administration, Barton College

Project Experience

- ▶ Water Main Replacement (2018, 2019), Cary, NC. SUE Project Manager and Field Project Manager
- ▶ Highway 17 Sewer Expansion, Town of Leland, NC. SUE Project Manager.
- ▶ Hawkins Avenue/US 15-501 Water Main Extension, Sanford, NC. SUE Project Manager
- ▶ CFPUA Castle Hayne Water & Sewer, Wilmington, NC. SUE Project Manager
- ▶ Little Buffalo Creek Outfall, City of Sanford, NC. SUE Project Manager
- ▶ Mims Park Stormwater SCM Design, Holly Springs, NC. SUE Field Project Manager
- ▶ NC State Ports Authority On-Call Geomatics & Environmental Services, Wilmington, NC. SUE Manager

Team Qualifications



Laura Elliott, PG

WithersRavenel Role: Project Geologist

Ms. Elliott is a Licensed Geologist with more than ten years of investigative experience in the Southeast, including groundwater, surface water, soil, sediment, vapor intrusion, and air investigations. She has overseen UST closures, supervision of installation of Type I, II, and III monitoring wells, UIC wells, and soil gas and vapor probes. She has experience with a wide range of contaminants in various geologic settings, a variety of permitting and compliance experience, as well as remediation system oversight. Report preparations commonly include Phase I and Phase II Environmental Site Assessments, Comprehensive Site Assessments, Corrective Action Plans, and Remedial Action Plans.

Education

M.S., Earth & Environmental Sciences, Vanderbilt University; B.S., Environmental Geology, The College of William & Mary

Licensure

Professional Geologist: NC, #2271

Project Experience

- ▶ Sidewalk and Greenway NEPA Documentation, Greensboro, NC. Project Geologist
- ▶ Downtown Sewer Outfall, Kannapolis, NC. Project Geologist
- ▶ North Carolina State Lead Projects (2009–Present). Project Manager
- ▶ Little Buffalo Creek Sewer Outfall, Sanford, NC. Project Geologist
- ▶ Landfill Services (2019–Present), Kernersville, NC. Project Geologist
- ▶ Landfill Monitoring (2019–Present), Cleveland County, NC. Project Geologist



Troy Beasley

WithersRavenel Role: Wetland Scientist

Mr. Beasley specializes in coordination with local, state, and federal regulatory agencies for environmental permitting and consistency with current regulations. His experience includes environmental assessments of property for due diligence, wetland delineations, riparian buffer determinations, endangered species surveys, CAMA permitting, riparian buffer coordination and permitting, and Section 401/404 environmental permitting. His background includes training by the U.S. Army Corps of Engineers in wetland delineations, Section 7 Consultation for Endangered Species Permitting by the US Fish and Wildlife Service and has received certification for Surface Water Identification from the NC Division of Water Resources.

Education

B.A., Parks and Recreation Management, University of North Carolina Wilmington

Project Experience

- ▶ On-Call Engineering & Stormwater Program Development, Knightdale, NC. Wetland Scientist
- ▶ On-Call Engineering, Design, and Construction Management Services for Storm Drainage Improvement Projects, Cary, NC. Wetland Scientist
- ▶ Hawkins Avenue/US 15-501 Water Main Extension, Sanford, NC. Wetland Scientist
- ▶ Crabtree Creek Sewer Line, Cary, NC. Wetland Scientist
- ▶ Forest Drive Storm Drainage, Knightdale, NC. Wetland Scientist

our people • your success

Team Qualifications



Steve Lander, PE

WithersRavenel Role: Pavement Management

Mr. Lander is our Director of Pavement Management and has 27 years of experience. His background includes roadway design, drainage design, pavement management, signing plans, maintenance and protection of traffic, pavement markings, site design, erosion control, and construction inspection and administration. Mr. Lander has successfully implemented over 90 pavement management studies on the East Coast. From his prior project management background, both pavement construction and pavement engineering, Mr. Lander knows what is required to implement an effective pavement management system.

Education

B.S., Civil Engineering, Clarkson University;
A.S., Civil Engineering, Westchester Community College

Licensure

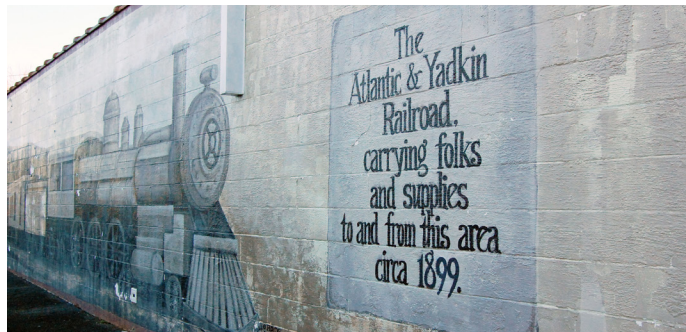
Professional Engineer: NC, #027143

Project Experience

- ▶ Street Improvements, Cary, NC. Asset Management Software/Analyst
- ▶ Transportation Asset Management Plan Update, Shelby, NC. Project Manager
- ▶ Pavement Condition Survey, City of High Point, NC. Project Manager
- ▶ Pavement Condition Survey, City of Lexington, NC. Project Manager
- ▶ Lifeguard Beach Parking Lot, Ocracoke, NC. Project Manager
- ▶ InterAct Drainage Improvements, Raleigh, NC. Pavement Specialist

Subconsultant

S&ME is a diversified engineering firm that consults on a wide range of infrastructure, development, and resource management projects. Founded in 1973 in Raleigh, North Carolina, S&ME has grown to a 900-person, employee-owned corporation operating from 25 offices in nine states with its headquarters in Raleigh. **S&ME's goal is to provide practical solutions to their clients' challenges when providing geotechnical engineering and construction materials testing services.** The Greensboro office of S&ME was started 37 years ago, and provides the full range of services offered by S&ME. They will assist with geotechnical engineering.



Our Workload

At WithersRavenel, we have many projects that are ongoing with construction completions and subsequent certifications that are 3–4 years out. We also have many short-term projects (3–12 months in duration) that are consistently being completed. We are very adaptive and manage our workload and backlog efficiently. Our project management software and consistent internal and external communication methods allow for project delivery and accurate internal scheduling for concurrent projects. We currently have similar contracts for other N.C. municipalities. **Our expertise with on-call contracts, along with the depth of resources provided by the WithersRavenel team, ensures that we will consistently meet all of your professional service needs.**

A SELECTION OF ACTIVE WITHERSRAVENEL UTILITIES PROJECTS

PROJECT NAME	CLIENT
Wastewater Treatment Plant Project	Town of Clayton
Upgrade 1.5 MGD Water Plant	Town of Red Springs
Brack Pump Station Relocation and Sewer Improvements	Town of Selma
Water MRF Engineering	City of Dunn
CDBG-Infrastructure	Town of Kenly
Pump Station Improvements	Harnett Regional Jetport
Little Buffalo Creek Outfall	City of Sanford
On-Call: Briery Run FEMA Mitigation	City of Kinston
CDBG-Infrastructure	City of Sanford
Lift Station & Force Main	City of Trinity
Water System Improvements	Towns of Saluda, Tryon, Columbus
AWIA Risk & Resilience	Town of Southern Pines
On-Call: ARO Lift Station	Town of Southern Pines
Water Treatment Plant Expansion	Town of Weaverville
Downtown Sewer Outfall Phase II	City of Kannapolis

Quality Assurance/Quality Control Program

The QA/QC program at WithersRavenel outlines procedures and protocols encompassing the design and document preparation phase through the construction phase of our projects. Program components include:

- ▶ Design phase protocols and calculation review
- ▶ A project document review process
- ▶ Establishment and adherence to standardized plan sheets, design details, and construction specifications
- ▶ Computer-Aided Design and Drafting (CADD) Standards
- ▶ Development and adherence to construction phase protocols
- ▶ QA/QC review process tracking and documentation system
- ▶ Independent review

Team Availability

WithersRavenel sees our team as an extension of your staff. Each of the staff members proposed for this contract will be responsive to your project needs and are committed to fulfilling their duties until the projects are completed, especially those with tight deadlines. Should you require additional personnel to complete emergency or specialized tasks not anticipated, we have ample staff to meet those needs, including resources in other offices that can be mobilized on short notice. **We are fully capable of providing the services you need, when you need them, in a timely and efficient manner.**

TEAM MEMBER	ROLE	FIRM	LOCATION	AVAILABILITY
Hayley Moen	Project Manager	WithersRavenel	Cary	45%
Casey Dolan	Client Officer	WithersRavenel	Greensboro	40%
John Akers	Utilities Project Engineer	WithersRavenel	Greensboro	35%
Todd St. John	Stormwater Project Engineer	WithersRavenel	Cary	30%
Steve Marks	Stormwater Project Engineer	WithersRavenel	Cary	35%
Joe Turner	Construction Administration	WithersRavenel	Cary	50%
Seth Robertson	Funding & Asset Management	WithersRavenel	Raleigh	25%
Jessica Martin-Lane	Funding & Asset Management	WithersRavenel	Asheville	20%
Melissa Cardinali	Finance Specialist	WithersRavenel	Remote	25%
Eric Moser	Surveyor, Remote Sensing	WithersRavenel	Greensboro	50%
Laura Elliott	Project Geologist	WithersRavenel	Greensboro	35%
Troy Beasley	Wetland Scientist	WithersRavenel	Wilmington/Cary	30%
Steve Lander	Pavement Manager	WithersRavenel	Greensboro	30%
Jonathan Nichols	Subsurface Utility Engineering	WithersRavenel	Cary	25%
W.T. Sorrell	Business Development	WithersRavenel	Greensboro	20%

Cost Control

WithersRavenel approaches all of our projects with constructibility in mind. We know that every design will be measured by a contractor's ability to transform it into a finished project and, for that reason, we involve our full-time construction administration personnel during the design of our projects. By anticipating the challenges which may be faced during construction and the means and methods that the contractor may utilize on-site, we can address complicated situations in the design, minimizing change orders and construction delays. Our construction administration staff also assists with cost estimates, and tracks industry pricing trends to anticipate project costs at the time of construction.

Budget

WithersRavenel uses the Deltek Vision accounting software system that is specifically designed for professional services firms. Each employee records their chargeable time through the Vision timesheet entry process; accounting then captures that time and posts it to the billable project. The Project Manager tracks billable

time on a weekly basis as the project progresses, which can be used to recognize trends early in the project that could lead to schedule or budget overruns. Our accounting system ensures that invoices accurately reflect every billable dollar for every project, and that project chargeable costs are properly billed to the client. All invoices for outside services must be reviewed and approved by the Project Manager before being charged to the project.

Ability to Meet Schedules

WithersRavenel produces customized work plans for each project. Projects are broken into phases, tasks are identified for each phase, and appropriate milestones are incorporated. Task durations are estimated, and the relationships between tasks are established within the schedule. Our teams meet weekly to follow-up on individual assignments and project progress. All staff are aware of project workloads and prioritization based on project needs and upcoming deadlines. Tracking progress in this manner means we are continuously updating our department schedules, keeping efficient to achieve key milestones throughout the project.

Certification Form

RESPONDENT’S CERTIFICATION FORM

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the “Respondent”), that the information provided in this proposal submittal to Town is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFQ in its entirety and accepts its terms and conditions. I certify that all information contained in this proposal is truthful to the best of my knowledge and belief.

I further certify that I did not either directly or indirectly enter into any combination or arrangement with any person, firm or corporation, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free competition in violation of the Sherman Anti-Trust Act, 15 USCS Sections 1 et seq.; the North Carolina General Statutes Sections 133-24 through 133-31.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer employee or agent of the Town of Pilot Mountain or any other respondent is interested in said proposal; and that the undersigned executed this Respondent’s Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so. It is distinctly understood that the Town of Pilot Mountain reserves the right to reject any or all proposals.

withersRavenel, Inc.

(Name of Respondent)

DocuSigned by:
Chan Bryant
90CBAC51EF27AAS...

(Signature of Authorized Representative)

Chan Bryant

(Typed Name of Authorized Representative)

Senior Vice President

(Title)

6/4/2021

(Date)

HUB Statement

WithersRavenel is not a Historically Underutilized Business.



WithersRavenel
Our People. Your Success.

www.withersravenel.com

P.O. Box 129
Morrisville, NC 27560

(919) 467-1239



MacCONNELL & Associates, P.C.

"Engineering Today For Tomorrow's Future"

501 Cascade Pointe Lane
Suite 103
Cary, NC 27513

www.macconnellandassoc.com

June 10, 2021

Mr. Michael Boaz, Town Manager
Town of Pilot Mountain
124 W Main Street
Pilot Mountain NC 27041

Dear Mr. Boaz:

MacConnell and Associates, PC is excited to submit a proposal with the Town of Pilot Mountain for all its engineering needs. We are familiar with the Town of Pilot Mountain Code of Ordinances as well as state and federal regulations. We feel our experience and familiarity with the engineering tasks desired by the town, sets us apart from others in the industry. Our philosophy will allow us to provide the town with the engineering services needed at a quality unmatched by others. We greatly look forward to building a partnership with the town. Please call me at (919) 467-1239 if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Gary S. MacConnell".

Gary S. MacConnell, PE
President
MacConnell and Associates, PC

Introduction

To Whom It May Concern,

MacConnell and Associates, PC is excited to submit a proposal with the Town of Pilot Mountain for all its engineering needs. We are familiar with the Town of Pilot Mountain Code of Ordinances as well as state and federal regulations. We feel our experience and familiarity with the engineering tasks desired by the town sets us apart from others in the industry. Our philosophy will allow us to provide the town with the engineering services needed at a quality unmatched by others.

In the early stages of any project, we will form a team with key client representatives. This working relationship has proved to be beneficial in understanding the goals and approaches needed to produce the highest quality results for every project. Once the goals and project approach have been established, we will provide all necessary engineering services to meet those goals via the approach established in the most efficient and cost-effective manner. Additionally, we can prepare the permit applications required for the completion of each project.

Periodic meetings will be scheduled with town representatives and us during any project. The purpose of these meetings is to gather information on the latest requirements and general concerns of the project. It also provides an opportunity to provide an update on project progress and discuss design concepts before they are finalized. Periodic progress reports will be submitted to update progress in a more formal manner. We have found this philosophy not only to result in successful and amicable project completion, but also to be very popular among our established clients.

We can manage projects from start to finish. We are competent in performing inspections, providing project designs and calculations, preparing project cost estimates, pursuing required permits, preparing bidding documents, conducting bid meetings, overseeing construction contracts, closing out projects, etc.

The services we can provide the Town of Pilot Mountain include but are not limited to:

- Conditional Assessments.
- Engineering design and related engineering services.
 - Preparation of estimates, schedules, plans, and specifications for public works and infrastructure improvements.
 - Support services for the following disciplines:
 - Civil works;
 - Environmental;
 - Cost estimating;
 - Water resources;
 - Geotechnical;
 - Other support service tasks as needed to complete the scope of work.
 - Bidding support services.
 - Construction administration and management services.

- Record drawing production.
- Cost estimation and schedules during various stages of project development.
- Field investigations and observations.
- Feasibility studies, development planning, evaluations, and assessments.
- Additional miscellaneous services and tasks generally associated with Engineering Services.

This Statement of Qualifications expands upon our capabilities and our experiences related to the services needed by the town. The MacConnell and Associates team is described in detail with resumes for all employees. We believe this Statement of Qualifications meets the requirements established in the Request for Qualifications.

We are looking forward to working for the Town of Pilot Mountain. We believe this partnership can help the town and its residents achieve the highest quality of living.

Gary S. MacConnell, PE
President
MacConnell and Associates, PC

Company Background

MacConnell & Associates, PC is an engineering and consulting firm with corporate headquarters in Cary, North Carolina. We are a full-service consulting company that offers specific expertise in the areas of environmental, civil, structural, mechanical, electrical, and instrumentation engineering. Through our relationships with other professionals such as landscape architects, surveyors, soil scientists, and geotechnical consultants, we can offer our clients a single-source contact for a variety of multi-disciplinary projects.

MacConnell & Associates, PC has continued to grow steadily since our founding in 1993. Our success is attributed to the exceptional professionals we offer to our clients, a service which has resulted in overall project satisfaction. MacConnell & Associates, PC project teams are known for approaching projects from creative, innovative, proactive, and holistic points of view. We always look for the most cost-effective solution to any project while maintaining the highest quality.

MacConnell & Associates, PC has an outstanding record for maintaining schedules and meeting project budgetary constraints. By providing conscientious construction administration services during construction, we facilitate in the delivery of a quality project. We are head quartered in Cary, North Carolina which works to our advantage when permitting and other state requirements are a part of any given project. We have \$2,000,000 of liability insurance. Our twenty-seven plus years of experience has proven that we are able to complete jobs in a timely manner.

Our clientele includes municipalities, state agencies, universities, industries, commercial businesses, developers, and institutions. Because MacConnell & Associates, PC is committed to meeting and exceeding our clients' needs and goals, we have developed long-lasting relationships through repeat business and word-of-mouth recommendations from satisfied clients.

Summarized below are some key points that we believe make us uniquely qualified to serve your needs:

- MacConnell & Associates, PC has been consulting various clients for more than twenty-seven years in a variety of engineering disciplines. Clients such as the Fayetteville PWC, Aqua North Carolina, Town of Spring Lake, Town of Pembroke, the Town of Bath, the Town of Hope Mills, the Town of Green Level, and the City of Winston-Salem/Forsyth County are examples of clients that we have worked on projects pertaining to sanitary sewer extensions, site planning, water, stormwater, wastewater collection, and wastewater treatment systems. Thus, we have **ample experience** working with Counties and Towns alike. We have established healthy business relationships with our client's staff and can effectively communicate with all personnel.
- Having worked with various Counties, Towns and Cities in the past, we are **familiar with municipal expectations.**

- ✧ MacConnell & Associates, PC can utilize its experience and resources to provide a **quality project** within an **abbreviated schedule**.
- ✧ Our company has extensive knowledge in **design, permitting, and construction management of sewer, water, stormwater, and wastewater projects**.
- ✧ We have worked with the **various funding agencies at the State and Federal levels, including USDA-Rural Development**.
- ✧ MacConnell & Associates, PC has **significant experience working with permitting agencies** within the North Carolina Department of Environmental Quality and North Carolina Department of Transportation.
- ✧ The MacConnell & Associates, PC project team is **highly qualified** for any project, of any size and budget. The educational background and work experiences of our team members are exemplary. Our professionals are well-recognized in their respective fields.
- ✧ An important aspect of our project approach is to **form a partnership** with the project representatives which will receive the deserved attention from our staff.

Our Services

MacConnell & Associates, P.C. offers a wide range of services. For your convenience, we have listed some of these services below by general category.

Wastewater Treatment & Collection

Wastewater Treatment Plants
Biosolids, Residuals, & Sludge Management
Effluent Reuse & Irrigation
Gravity Sewer System Design
Pump Station & Forcemain Design
On-Site Wastewater Disposal Design

Civil Engineering

Roadway & Parking Lot Design
Erosion & Sedimentation Control
Athletic Fields & Golf Courses
Sub-Divisions
Site Plans & Grading

Construction Management

Bid Services
Shop Drawings Review
Pay Request Review
Change Order Preparation
Project Scheduling & Tracking
Inspections

Water Treatment & Distribution

Water Treatment Plant Design
Water Storage Facilities
Water Tower Inspections & Evaluations
Water Distribution Lines & Pump Stations
Hydraulic Modeling of Distribution Systems
Water Quality Studies

Electrical/Instrumentation Engineering

Power Supply & Distribution Design
Interior & Exterior Lighting
Recreational Lighting
Unit Sub-Station Design
Instrumentation & Controls
Telecommunications Systems
SCADA Systems

Industrial Wastes

Waste Pretreatment
Facility Design
Effluent Reuse
Waste Minimization

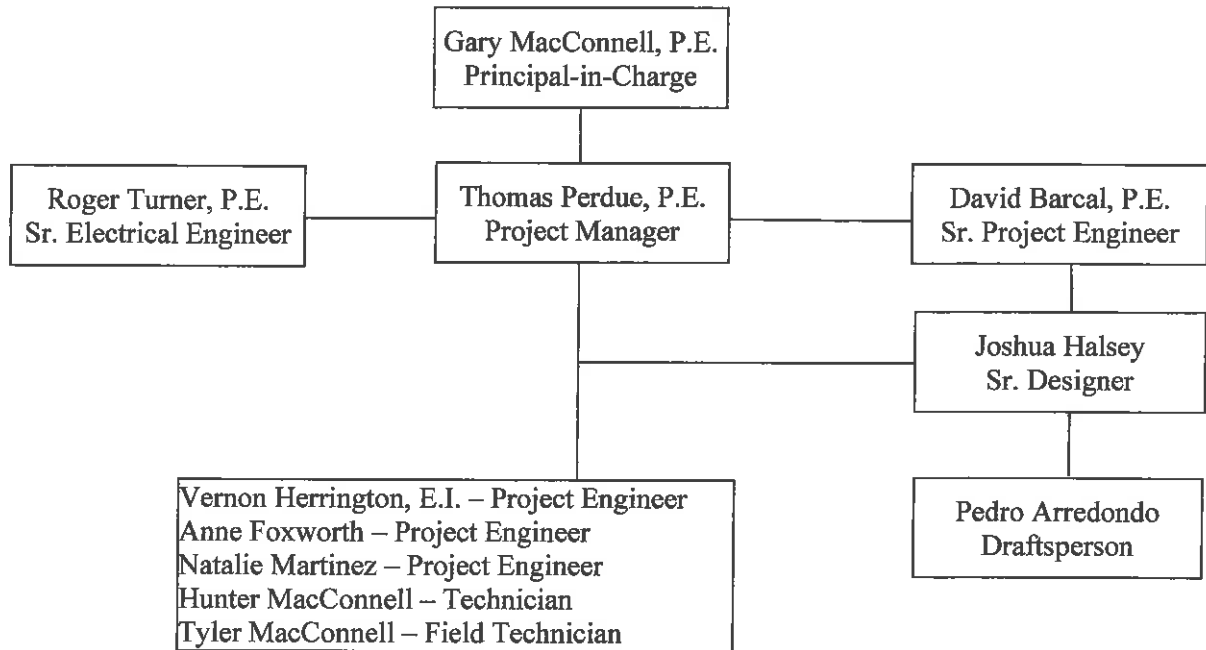
Stormwater/Storm Management

Stormwater Management Plans
Spill Prevention & Control
FEMA Remapping
Hazard Mitigation

Project Financing

State/Federal Loans
State/Federal Grants
Block Grants
Innovative Financing

MacConnell & Associates Team Members



Resumes of our Team Members

Gary S. MacConnell, P.E., M.B.A., President/Principal-in-Charge

Mr. MacConnell is a Professional Engineer who has over 30 years of experience in the fields of environmental and civil engineering. Mr. MacConnell is the founder and president of MacConnell & Associates, P.C. He has a diverse educational background with degrees in environmental engineering, business, environmental management, and biology. Mr. MacConnell has presented and/or published over 53 technical papers before international, national, and regional audiences. He has consulted on numerous projects across the United States, many of which have been well distinguished and/or have used state-of-the-art technology. Since starting MacConnell & Associates, P.C., Mr. MacConnell’s technical expertise and innovative designs have helped the company win projects in nine states as well as Brazil. Mr. MacConnell has served as an engineering consultant for many clients thus far. He has been a project manager for many of the projects that MacConnell & Associates, P.C. has been contracted to prepare.

Mr. MacConnell has designed projects at one of the largest wastewater treatment plants in the United States at the City of Los Angeles, California. He has also completed work at numerous plants ranging in size from less than 1.0 to 400 million gallons per day. He is registered as a

Professional Engineer in Florida, North Carolina, South Carolina, Texas, and Virginia. He is known for both his innovative ideas and cost-effective designs.

Thomas A. Perdue, P.E., Project Manager

Mr. Perdue is Professional Engineer and has more than ten years of project engineering and management experience. Mr. Perdue has a B.S. in biological engineering from North Carolina State University and has a background in civil and environmental engineering. Mr. Perdue has been working with the MacConnell & Associates team since 2016 and offers engineering experience in projects related to stormwater engineering, hydrologic and hydraulic modeling, site design, project drawing production, private and municipal construction administration, pump station design and construction, utility installation inspections, earthen berm inspections, floodplain development permitting and compliance, project budgeting, schedule adherence, and project close out. He is registered as a Professional Engineer in North Carolina, Virginia, Arkansas, Arizona, Vermont, Colorado, Iowa, Wisconsin, Minnesota, and Illinois.

Mr. Perdue will also be a primary contact between the client, contractor and MacConnell & Associates, P.C. Along with Mr. MacConnell, Mr. Perdue will have the authority to carry out all project responsibilities necessary for timely execution of the project work, as well as being the principal monitor of the project schedule and the quality of any project deliverables. His managing skills will be utilized to coordinate the efforts of the project team.

Roger Turner, P.E., Sr. Electrical Project Engineer

Mr. Turner offers MacConnell & Associates, P.C. many years of experience and a diverse background in electrical engineering since he joined the company in 2002. His educational and employment background offer MacConnell & Associates, P.C. expert knowledge in electrical engineering. His B.S. degree in electrical engineering from North Carolina State University as well as his many other degrees, prepared him for the many tasks encountered in engineering. Mr. Turner is a Professional Engineer in the State of North Carolina, Virginia, South Carolina, Georgia, Montana, North Dakota, and Minnesota. He is a Licensed Electrical Contractor in North Carolina.

Mr. Turner is a practical, hands-on electrical engineer, skilled in the design and management of large power distribution projects, with expertise in underground power distribution design and operations. While working on projects with MacConnell & Associates, P.C., Mr. Turner has been involved with a variety of engineering design projects, including major wastewater treatment plants, water supply systems, and a host of other projects. He is also experienced in budgeting, planning, cost analysis, leading meetings, arbitration, government, and industry interface. Mr. Turner will be responsible for any engineering involving electrical issues. In all aspects of his experience, Mr. Turner has worked as a part of a group giving him an understanding of what it means to work as a team.

David Barcal, P.E., Sr. Project Engineer

Mr. Barcal recently joined the MacConnell & Associates Team in August 2020. He is a professional Engineer licensed in Oregon, who has over five years of experience in the field of civil engineering. His degree from Boise State University has prepared him to use his knowledge and skills in projects related to wastewater, water, stormwater design, and site development. His working experience in both commercial and residential land development projects has enabled him to work through all phases of the life of a project from concept to construction.

Prior to joining MacConnell & Associates, Mr. Barcal worked in Australia where he worked on projects that included designing on-site stormwater treatment facilities, offsite storage ponds, sewer systems, water conveyance systems, site grading, frontage improvements, roadway improvements and sidewalk enhancements. He has consulted on numerous projects in California and Sydney, Australia. He is experienced in several different design and modeling software tools including AutoCAD Civil3D, WaterCAD, CivilStorm, DRAINS, and Microstation. Mr. Barcal will serve as Sr. Project Engineer and help oversee projects from concept to construction.

Vernon J. Herrington, E.I., Project Engineer

Mr. Herrington joined the team at MacConnell & Associates, PC in 2019 after graduating from the Georgia Southern University Honors Program with a B.S. in civil engineering. Since joining the team, he has completed various projects involving water distribution systems, site inspections, site development, wastewater treatment plants, gravity sewer systems, force mains, pump stations, hydraulic modeling, and environmental assessments. Some examples of projects completed include the design of a wastewater pump stations, sequencing batch reactor with infiltration basins for disposal, expansion of municipal water distribution lines (utilizing both trenching and horizontal directional drilling methods), as well as the preliminary design for a municipal wastewater treatment plant.

Mr. Herrington is involved with projects from start to finish and is capable of handling calculations, design, permitting, inspections, and preparing reports. Mr. Herrington's commitment to his projects can be seen in the quality of his work and ability to meet client's expectations. He takes pride in his duties as a Project Engineer and is working towards earning his Professional Engineering License as he gains experience with every new project.

Annie V. Foxworth, Project Engineer

Ms. Foxworth has a background in environmental engineering with a focus on water and wastewater. She joined the team at MacConnell & Associates, P.C. in 2019, after earning a B.S. in environmental engineering from North Carolina State University. Her experience with aiding in the design of a sewer collection system and on-site wastewater treatment system makes her a valuable team member to MacConnell & Associates, P.C. Wanting to preserve and protect our

natural coastline and waterways, Ms. Foxworth strongly believes in responsible land development and use of water resources.

Her background in the service industry has given her a team-oriented and customer-driven approach to her work. Her work includes calculations, data collection, site visits, grading plans, stormwater management projects, sedimentation and erosion control plans, and any other necessary tasks to be performed for any given project. Ms. Foxworth brings a high level of enthusiasm and technical attention-to-detail to each new project. She takes pride in her work ethic and strives to exceed the expectations of both the clients and her coworkers.

Natalie Martinez, Project Engineer

Ms. Martinez is a recent addition to the team at MacConnell & Associates, P.C., after earning a B.S. in Environmental Engineering from East Carolina University. Ms. Martinez has experience with various projects that include phosphorous remediation in wastewater through phosphate sorption filters, nitrogen remediation in wastewater through hybrid constructed wetland and bioreactor systems, canal design, and groundwater analysis.

Ms. Martinez grew up in Holly Springs, North Carolina. Growing up, she was a part of team sports and worked in retail. Her experience from both contributed to her social and customer service skills. Ms. Martinez's research experience during college sparked her interest in hydrology and water quality.

Ms. Martinez is eager to learn and excited to take on new projects. She is passionate about her work and strives to go above and beyond for both the clients and the team.

Joshua D. Halsey, Sr. Designer

Mr. Halsey has a broad background of education in design and production with a B.A. in psychology from University of North Carolina and master's degree of Landscape Architecture from North Carolina State University. Mr. Halsey has been working with the MacConnell & Associates team since 2015. He is proficient in AutoCAD, Adobe Photoshop, MS Word, Excel and PowerPoint, GIS Software and Sketchup.

His duties at MacConnell & Associates, P.C. include drawing production, site layout and design using the newest AutoCAD technology and standards and assisting with field inspections. He maintains excellent communication with clients to assure that the project is progressing to their liking, and all approvals are received in a timely manner. He has worked on a vast variety of projects such as commercial sites, single-family home subdivisions and water and wastewater treatment plants. He has worked on projects for industrial and private clients. He is responsible for ensuring all drawings and details are of the most current and professional standards.

Pedro Arredondo, Sr. Draftsperson/Technician

Mr. Arredondo has over 15 years of professional drafting experience ranging from architectural to mechanical design to industrial air filtration. His diverse background of work experience gives him a multifaceted engineering perspective for MacConnell & Associates.

Mr. Arredondo has designed many systems and layouts of numerous engineering projects ducting system layouts for oil mist, welding smoke and dust collection/filtration, drawings for custom fabricated fume collection hoods and hardware used to mount fume arms/duct support systems. His duties at MacConnell & Associates, P.C., include drawing plans to the engineer's design specifications using the newest AutoCAD technology and standards, working with engineers and draftsmen to complete projects in a timely manner, as well as performing customer/engineering revisions of multiple projects. He has worked on projects for industrial and private clients.

Hunter G. MacConnell, Technician

Mr. MacConnell joined MacConnell & Associates, P.C. in 2018 with a degree in political science from Hofstra University and is an officer in the National Guard. He has gained a profound knowledge in GIS Software and Sketchup, information technology and permitting process of the project. He is trained and up-to-date with the latest version of AutoCAD Civil 3D giving him everything needed to ensure that a project is designed with cost effectiveness in mind and completed in a timely manner.

His duties include drawing production, site visits, field inspections, and any other necessary tasks to be performed for any given project. He has worked on several septic system design projects, ensuring drawings and installations are of professional standards and timeliness of project schedules are met. He also has assisted with field inspections and site visits. He keeps excellent communication with clients to assure that the project is progressing to their liking, and all approvals are received in a timely manner. Mr. MacConnell's willingness to learn, his dedication to each project from start to finish, his professional attitude, and his broad background in different design fields makes him a valuable member to the team at MacConnell & Associates, P.C.

Tyler S. MacConnell, Field Technician

Mr. MacConnell has been working with the MacConnell & Associates team since 2018 and performs field work when necessary, site visits, field inspections, and any other necessary tasks to be performed for any given project. He has had a vast array of experience from flagging layouts for septic systems to inspecting and construction observation for municipalities and private entities alike.

Current Project Workload

MacConnell & Associates, PC is an engineering firm with several on-going projects but does have the capacity to take on any projects of any size within the next two months. A list below demonstrates our current capacity:

Design Phase Projects

<u>Client</u>	<u>Project</u>	<u>Percent Complete</u>
Carolina Murugan Temple	Site Plan and Construction Drawings	95%
Dogwood Family Campground	Site Plan and Construction Drawings	90%
Cross Development Inc	Caliber Collision Wastewater Design	90%
The Whaler Inn Beach Club	WWTP Design and Permit	95%
Town of Spring Lake	Water and Sewer Rate Study	80%
Town of Cary	On-Call Engineering	On-going
Town of Nags Head	Town Standards	60%
AVM Investments	Wetrock Subdivision Redesign	75%
Various	Various On-site Wastewater Designs	Various

Construction Phase Projects

<u>Client</u>	<u>Project</u>	<u>Percent Complete</u>
A1 Consulting	MOSTU Water System Improvements	95%
Holden Barnett Properties LLC	Groundwater Lowering Station	5%
Seneca Foods	Force Main Conversion	90%
TH Clayton Development Co	The Walk at Village East Septic Repair	10%
TH Clayton Development Co	The Walk at Village East Septic Repair	10%

Attachment 1

RESPONDENT'S CERTIFICATION FORM

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this proposal submittal to Town is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFQ in its entirety and accepts its terms and conditions. I certify that all information contained in this proposal is truthful to the best of my knowledge and belief.

I further certify that I did not either directly or indirectly enter into any combination or arrangement with any person, firm or corporation, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free competition in violation of the Sherman Anti-Trust Act, 15 USCS Sections 1 et seq.; the North Carolina General Statutes Sections 133-24 through 133-31.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer employee or agent of the Town of Pilot Mountain or any other respondent is interested in said proposal; and that the undersigned executed this Respondent's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so. It is distinctly understood that the Town of Pilot Mountain reserves the right to reject any or all proposals.

MacConnell & Associates, P.C.

(Name of Respondent)

Gary S. MacConnell

(Signature of Authorized Representative)

Gary S. MacConnell

(Typed Name of Authorized Representative)

President

(Title)

6/10/2021

(Date)

HUB Participation Program

While MacConnell and Associates is not a HUB, MacConnell and Associates will look for every opportunity to promote economic opportunities for HUB's. We at MacConnell and Associates feel that it is beneficial for the town as well as our business to involve HUB's in any project that we are completing.

Statement of Qualifications



PILOT

SURVEYING AND ENGINEERING

106-D S. Depot Street
Pilot Mountain, NC 27041



Pilot Surveying & Engineering, P.C.
106-D S. Depot Street
Pilot Mountain, NC 27041
336-565-7023
www.pilotse.com

Michael Boaz, Town Manager
Town of Pilot Mountain
124 W. Main Street
Pilot Mountain, NC 27041

RE: Request for Qualifications for On Call Engineering Services

Dear Mr. Boaz,

Pilot Surveying and Engineering proudly presents to you this Statement of Qualifications (SOQ) for On-Call Engineering design services as outlined in your Request for Qualifications (RFQ). We are certainly willing and excited to be submitting for the chance to be selected for this On-Call contract and acknowledge that we will meet all of the requirements as listed in the RFQ document.

If selected, I will serve as the single point of contact for any required services. Conveniently located in downtown Pilot Mountain we are able to mobilize at a moments notice. Several of our staff, I included, were raised in the area and graduated from East Surry High School; giving us intimate knowledge and understanding that only locals would be able to provide.

Pilot Surveying and Engineering (Pilot S&E) has teamed with Froehling and Robertson, a North Carolina Historically Underutilized Business (HUB) certified firm to provide support services such as Condition Assessments, Environmental tasks, Geotechnical Engineering, and other services as needed.

Though Pilot Surveying and Engineering was born during the COVID pandemic, our team brings together exceptional, multi-disciplined, and geographically diverse experience. We are confident in our ability to serve the Town of Pilot Mountain with excellent professional Engineering services and we thank you for consideration.

Thank you,

Cory George, PE, PLS
Owner, Pilot Surveying and Engineering, PC



Pilot Surveying & Engineering, P.C.
106-D S. Depot Street
Pilot Mountain, NC 27041
336-565-7023
www.pilotse.com

Table of Contents

A. Background and Experience.....	3
B. Staff.....	3
C. Project Workload.....	5
D. HUB Statement.....	5
E. Steps of Work.....	6
1.0 Project Kickoff and Scoping.....	6
2.0 Schematic Design Design Development	6
3.0 Construction Documents	6
4.0 Construction Administration.....	6
5.0 Close-out.....	6
F. Certification Form	7
G. Standard Form 330 Resumes and Firm Profile.....	8



Pilot Surveying & Engineering, P.C.
106-D S. Depot Street
Pilot Mountain, NC 27041
336-565-7023
www.pilotse.com

A. Background and Experience

Pilot Surveying and Engineering is a North Carolina Professional S-Corporation founded in 2020. We currently offer professional Civil Engineering and Land Surveying services in the State of North Carolina. We also hold personal licenses in multiple surrounding states. The company was founded with the mission to bring professional services to Pilot Mountain and the surrounding area; and to provide quality employment to its residents. Currently, we proudly employ three full time Pilot Mountain area residents and support local businesses as our office is in the heart of downtown Pilot Mountain.

Members of the team have significant experience in utilities and with public entities from work experience in the Raleigh-Durham and Charlotte metropolitan areas. At a previous employer, both Mr. George and Mr. Hamlett were project managers in the Institutional Group, a team of designers dedicated to University, Energy and Institutional Clients. Similar to governmental agencies, these institutions required cost effective design strategies that included the preparation of specification manuals, formal and in-formal bid procedures, and construction administration management. Listed in the resumes, you will find multiple example projects detailing our experience with similar types of projects. Froehling and Richardson (F&R) joins the team with over seventy years of Geotechnical Engineering, Construction Materials Testing, Inspections, and Environmental Services experience, serving both public and private clients.

Recent relevant experience includes domestic water and fire service backflow preventor upfit design for Iredell Memorial Hospital in Statesville, NC. Pilot S&E was contracted to provide site specific topographic survey and construction drawings for four locations that were being converted from underground backflow / RPZ to new above ground units that had to remain operational during construction. Pilot S&E provided these services quickly and cost effectively, as our low overhead and local dynamic allows for quick pivoting for efficient completion.

Leaning on past experience, published bid tabulations, and knowledge of contracting, Pilot S&E has the expertise and capability to produce budgetary cost-estimates and project scheduling.

B. Staff

Cory George, PE, PLS | President, Pilot Surveying and Engineering, P.C.

Mr. George will serve as the single point of contact between the Town of Pilot Mountain and the design team. Based in downtown Pilot Mountain, Mr. George brings over eleven years of Civil Engineering and Land Surveying experience across a broad range of both public and private projects.



Pilot Surveying & Engineering, P.C.
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Mr. George is a licensed Professional Land Surveyor in North Carolina, South Carolina, Tennessee, Florida and Washington DC; a licensed Professional Engineer in North Carolina and South Carolina; and a Licensed Commercial Building General Contractor in North Carolina. He has a Bachelor's degree in Engineering from North Carolina State University and a Bachelor's degree in Geomatics from North Carolina A&T University.

Mr. George began his career in Wilkesboro working for a firm doing small engineering and land surveying projects in support of land development. Here he was responsible for assisting design erosion control plans, grading and drainage plans, and executing topographic and boundary surveys. In 2014 Mr. George joined a fast-growing firm in Raleigh-Durham where he was employed in the Water Resources group. Here he was responsible for small- and large-scale stormwater infrastructure design, Best Management Practices (BMPs) for stormwater management, and high hazard dam design. Mr. George then transitioned to a Project Manager position in the Institutional Group where he managed and executed University and Energy related development projects that included the survey, design and construction management of building projects, recreation field projects, infrastructure, and master permitting.

Mark Hamlett, PE | Project Engineer, Pilot Surveying and Engineering, PC

Mr. Hamlett joins the Pilot Surveying and Engineering team bringing seventeen years of direct public and infrastructure design experience. He has a Bachelor's degree in Civil Engineering and a Master's degree in Civil Engineering, both from North Carolina State University and is currently a licensed Professional Engineer in the State of North Carolina.

Mr. Hamlett worked in the same Institutional Group as Mr. George at a previous firm together and had served eight years as the Engineering Section Chief of the NC Wildlife Resource Commission prior to that time. He spent several years of his career designing, permitting, and overseeing domestic water and sanitary sewer infrastructure projects. He brings detailed and thorough experience to the team.

Michael Sabodish, Jr., Ph.D, PE | Senior Geotechnical Engineer, F&R

Dr. Sabodish has over twenty years of experience in a broad range of geotechnical engineering, construction materials testing and environmental consulting projects. He is the Geotechnical services manager for F&R and has served as the lead project manager on numerous geotechnical and environmental assessments on a variety of private, public, commercial and industrial and educational facilities.



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Patrick Alton, PE | Senior Geotechnical Engineer, F&R

Patrick Alton has 18 years of experience in a diverse selection of geotechnical engineering projects. His duties include: management of administrative, field, and engineering staff; planning subsurface investigations and laboratory testing programs; evaluation and design of geotechnical field and laboratory studies; geotechnical engineering analyses for shallow and deep foundations included axial and lateral deep foundation analysis, embankment design and stability analysis, pavement design, and foundation settlement evaluation; preparation of geotechnical reports; and overall project management. Mr. Alton has performed these services at a variety of private, commercial, and municipal projects including schools, universities, roadways and bridges.

Elias Ruhl | Regional Environmental Manager, F&R

Eli Ruhl has nearly two decades of experience providing a broad range of environmental consulting services throughout the Mid-Atlantic region, including Environmental Risk Management, performing wetland delineations, Section 401/404 wetland permitting, rare plant & animal surveys, Environmental Assessments for NEPA/SEPA compliance, Phase I & Phase II Environmental Site Assessments, GIS/GPS services, landfill evaluations, and various other environmental & ecological services.

C. Project Workload

Pilot Surveying and Engineering has immediate capacity to take on engineering design work. Our typical survey backlog ranges between two and three weeks, typically consisting of boundary and topographic surveys; though with recently purchased state-of-the-art GPS surveying technology, we will be able to get projects from field to finish even faster. Also, being a small, local firm allows our engineers and survey crew to manipulate schedules and react quickly often completing projects cheaper and faster than larger competitors.

D. HUB Statement

Pilot Surveying and Engineering has teamed with Froehling and Robertson, a North Carolina Historically Underutilized Business (HUB) certified firm to provide support services such as Condition Assessments, Environmental tasks, Geotechnical Engineering, and other services as needed. Percent participation will depend on the types and duration of projects assigned if awarded.



Pilot Surveying & Engineering, P.C.
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E. Steps of Work

Pilot Surveying and Engineering takes an integrated design approach from project scoping to delivery. This approach consists of combining members of key disciplines that are involved from the concept phase to construction close out. Those steps include:

1.0 Project Kickoff and Scoping

At the project kick off meeting the project team members will review the proposed project scope and brainstorm additional ideas for consideration. Lines of communication between key contributors will be implemented and project goals will be cross-referenced against a proposed schedule. Here the team will also attempt to identify all regulatory constraints and identify critical path items.

2.0 Schematic Design | Design Development

Here a preliminary plan will be developed using previously identified regulatory constraints and provide iterations addressing existing infrastructure, environmental aspects, and aesthetics. The schedule will be updated to reflect more detailed milestones and preliminary budget numbers analyzed to determine potential budget pitfalls.

3.0 Construction Documents

Using the information approved from Design Development, construction drawings will be prepared taking into account all regulatory restraints and Owner specifications to meet the project requirements. Here the project specifications will be prepared for bid and regulatory permits obtained. A final cost estimate will be completed to ensure the ensuing bid will meet anticipated budget requirements.

4.0 Construction Administration

Upon receipt of all required approvals, Pilot S&E will aid the Town of Pilot Mountain in administering bids. Our staff is experienced in both Formal and In-Formal bid events and is able to prepare documents from advertisements to technical specifications. Our staff will manage construction throughout the duration and lead scheduled meetings and troubleshoot any required interferences.

5.0 Close-out

Upon completion of construction, our staff will execute punch list and final inspections; then prepare any necessary record drawings and submit any required designer certifications.



Pilot Surveying & Engineering, P.C.
106-D S. Depot Street
Pilot Mountain, NC 27041
336-565-7023
www.pilotse.com

F. Certification Form

Attachment
1

RESPONDENT'S CERTIFICATION FORM

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

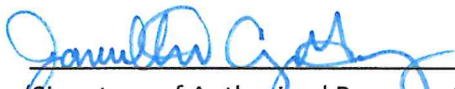
The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this proposal submittal to Town is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFQ in its entirety and accepts its terms and conditions. I certify that all information contained in this proposal is truthful to the best of my knowledge and belief.

I further certify that I did not either directly or indirectly enter into any combination or arrangement with any person, firm or corporation, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free competition in violation of the Sherman Anti-Trust Act, 15 USCS Sections 1 et seq.; the North Carolina General Statutes Sections 133-24 through 133-31.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer employee or agent of the Town of Pilot Mountain or any other respondent is interested in said proposal; and that the undersigned executed this Respondent's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so. It is distinctly understood that the Town of Pilot Mountain reserves the right to reject any or all proposals.

Pilot Surveying and Engineering, PC

(Name of Respondent)



(Signature of Authorized Representative)

Jonathan Cory George

(Typed Name of Authorized Representative)

President

(Title)

06/09/2021

(Date)



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Froehling & Robertson, Inc.

(Name of Respondent)

 Daniel K. Schaefer
2021-06-09 09:14:04:00

(Signature of Authorized Representative)

Daniel K. Shaefer, PE

(Typed Name of Authorized Representative)

Regional Vice President

(Title)

June 9, 2021

(Date)



Pilot Surveying & Engineering, P.C.
106-D S. Depot Street
Pilot Mountain, NC 27041
336-565-7023
www.pilotse.com

G. Standard Form 330 Resumes and Firm Profile

ARCHITECT-ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION *(City and State)*

Pilot Mountain - Request for Qualifications for On Call Engineering Services

2. PUBLIC NOTICE DATE

3. SOLICITATION OR PROJECT NUMBER

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE

Cory George, PE, PLS | President

5. NAME OF FIRM

Pilot Surveying and Engineering, PC

6. TELEPHONE NUMBER

336-565-7023

7. FAX NUMBER

8. E-MAIL ADDRESS

cory@pilotse.com

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

(Check)	PRIME JV PARTNER SUBCONTRACTOR TRACTOR			9. FIRM NAME	10. ADDRESS	11. ROLE IN THIS CONTRACT
	a.	<input checked="" type="checkbox"/>			Pilot Surveying and Engineering, PC <input type="checkbox"/> CHECK IF BRANCH OFFICE	106 S. Depot Street Suite D Pilot Mountain, NC 27041
b.		<input checked="" type="checkbox"/>		Froehling & Robertson (F&R) <input type="checkbox"/> CHECK IF BRANCH OFFICE	310 Hubert Street Raleigh, NC 27603	Environmental Geotechnical Engineering Construction Support
c.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
d.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
e.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		
f.				<input type="checkbox"/> CHECK IF BRANCH OFFICE		

D. ORGANIZATIONAL CHART OF PROPOSED TEAM

(Attached)

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)

12. NAME Cory George, PE, PLS	13. ROLE IN THIS CONTRACT Principal, Point of Contact	14. YEARS EXPERIENCE	
		a. TOTAL 11	b. WITH CURRENT FIRM 1

15. FIRM NAME AND LOCATION *(City and State)*

Pilot Surveying and Engineering, Pilot Mountain, North Carolina

16. EDUCATION *(Degree and Specialization)*

Bachelor of Science - Biological Engineering
Bachelor of Science - Geomatics

17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)*

Professional Engineer (NC, SC)
Professional Land Surveyor (NC, SC, TN, FL, DC)
General Contractor - Commercial Building (NC)

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

NC Society of Surveys (Member); Pilot Mount Civic Club (Member); Surry County Planning Board (Vice-Chair), ACEC Future Leader (2015)

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES	CONSTRUCTION <i>(If applicable)</i>
a. Iredell Memorial Domestic Upfits (Statesville, NC)	2020	Est. 2021
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input checked="" type="checkbox"/> Check if project performed with current firm		
Design of multiple new above ground backflow preventors for Iredell Memorial Hospital in Statesville, NC. The hospital had failing infrastructure that needed to be replaced while keeping all domestic and fire protection active. Pilot S&E completed site specific topographic surveys and construction documents quickly and cost effectively.		
b. Gas Insulated Substation (Asheville, NC)	2018-2019	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
At a previous firm, Mr. George was the lead design engineer for site and utility improvements for a new gas insulated substation. This project consisted of the demolition of an existing car dealership and homes, mass grading, site design and underground utility design to serve the new substation and future outparcels. Size: 4.4 acres, Cost: Confidential.		
c. Customer Call Center, Charlotte NC	2017	2019
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
At a previous firm, Mr. George was the lead project manager for an Energy Clients customer call center construction which consisted of the design and permitting of a new 20,000SF office including new parking lots, underground stormwater treatment, access drives, and up-to-code ADA access. Size: 5 acres, Cost: Confidential.		
d. NCSU Dan Allen Stormwater Trunkline Design	2014	N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
At a previous firm, Mr. George aided in the design of a large stormwater conveyance through the heart of NC States main campus. This project had significant design challenges that included multiple utility interferences and a rail road crossing. This relief culvert was designed to reduce storm flooding that inundated Dan Allen Drive during large rainfall events.		
e. UNC Chapel Hill Hooker Fields	2015	2017
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm		
At as previous firm, Mr. George was the lead engineer in designing the new artificial turf fields at UNC. His role included underground utility design, grading and drainage, managing multiple sub-consultants, and aiding the in bidding and construction management. Size: 4.5 acres, Cost: Unknown.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)


12. NAME Mark Hamlett	13. ROLE IN THIS CONTRACT Design/Permitting	14. YEARS EXPERIENCE	
		a. TOTAL 17	b. WITH CURRENT FIRM 0.5
15. FIRM NAME AND LOCATION <i>(City and State)</i> Pilot Surveying and Engineering, Pilot Mountain, North Carolina			
16. EDUCATION <i>(Degree and Specialization)</i> Bachelor of Science - Civil Engineering Master of Civil Engineering - Water Resources and Environmental Engineering		17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> Professional Engineer (NC PE 33728) Civil Engineer	
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i>			

19. RELEVANT PROJECTS

(1) TITLE AND LOCATION <i>(City and State)</i> City of Oxford Waterline Improvements (Oxford, NC)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> 2021
a. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Design, permitting and construction administration of the installation of approximately 40,000 linear feet of new water main to replace existing aging infrastructure. Included permitting through NCDOT, NCDEQ and CSX Railroad. Scope of work also included grant application submission to NCDEQ and funding approval.		
(1) TITLE AND LOCATION <i>(City and State)</i> Emerald Isle Boating Access Area (Emerald Isle, NC)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2011	CONSTRUCTION <i>(If applicable)</i> 2012
b. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Design, permitting and construction administration for a public water access/boat launch for the N.C. Wildlife Resources Commission. Construction included four launch ramps, parking for 112 vehicles with trailers and restroom facilities, and road improvements/turn lanes. Project was permitted through NCDOT, NCDEQ, NCDCM and the Town of Emerald Isle.		
(1) TITLE AND LOCATION <i>(City and State)</i> Town of Sunset Beach Main St. Sidewalk (Sunset Beach, NC)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If applicable)</i> 2019
c. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Design, permitting and construction administration for approximately 1.6 miles of sidewalk (constructed of pervious concrete) along Main Street for the Town of Sunset Beach. Included permitting through stormwater and erosion control permitting through NCDEQ.		
(1) TITLE AND LOCATION <i>(City and State)</i> Duke Energy Aberdeen Fleet Garage (Aberdeen, NC)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If applicable)</i> 2020
d. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Design, permitting and construction administration for a new office and fleet maintenance facility for Duke Energy Distribution. Project included significant site grading, retaining wall, stormwater management, paving, utilities and building construction. Included permitting through the Town of Aberdeen and NCDEQ.		
(1) TITLE AND LOCATION <i>(City and State)</i> Town of Hope Mills Adcox Cemetery St. Parking and Road Improvements (Town of Hope Mills, NC)	(2) YEAR COMPLETED	
	PROFESSIONAL SERVICES 2017	CONSTRUCTION <i>(If applicable)</i> 2018
e. (3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <input type="checkbox"/> Check if project performed with current firm Design, permitting and construction administration for upgrades to an existing road and two new parking lots serving a public park. One parking area provided 67 parking spaces and the other 26 parking spaces. Project included site grading, paving, ADA access/sidewalks, and storm drainage. Permitted through Town of Hope Mills and NCDEQ.		

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person.)


12. NAME W. Patrick Alton, P.E.		13. ROLE IN THIS CONTRACT Senior Geotechnical Engineer		14. YEARS EXPERIENCE	
				a. TOTAL 18	b. WITH CURRENT FIRM 15
15. FIRM NAME AND LOCATION <i>(City and State)</i> Froehling & Robertson, Inc. Raleigh, North Carolina					
 FROEHLING & ROBERTSON <i>Engineering Stability Since 1881</i>					
16. EDUCATION <i>(Degree and Specialization)</i> B.S. / Civil Engineering			17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> North Carolina Professional Engineer #33758		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Patrick Alton has 18 years of experience in a diverse selection of geotechnical engineering projects. His duties include: management of administrative, field, and engineering staff; planning subsurface investigations and laboratory testing programs; evaluation and design of geotechnical field and laboratory studies; geotechnical engineering analyses for shallow and deep foundations included axial and lateral deep foundation analysis, embankment design and stability analysis, pavement design, and foundation settlement evaluation; preparation of geotechnical reports; and overall project management. Mr. Alton has performed these services at a variety of private, commercial, and municipal projects including schools, universities, roadways and bridges.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION <i>(City and State)</i> Division 6 - Emergency Culvert Replacement <i>Fayetteville, North Carolina</i>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2020	CONSTRUCTION <i>(If Applicable)</i> N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Mr. Alton was F&R's Project Manager and Lead Geotechnical Engineer for the Emergency Culvert Replacement project which involved replacing an existing culvert damaged by Hurricane Matthew by a two-span, 95-foot long, cored slab bridge. Mr. Alton provided foundation design recommendations based on preliminary borings provided by NCDOT.					
b.	(1) TITLE AND LOCATION <i>(City and State)</i> Fayetteville PWC - Raeford Road Water and Sewer Line Replacement <i>Fayetteville, North Carolina</i>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2017	CONSTRUCTION <i>(If Applicable)</i> N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Mr. Alton was F&R's lead Geotechnical Engineer for this project that included the installation of approximately 8 miles of water and sewer lines using open-cut and trenchless techniques. The new alignments are located on both sides of Raeford Road between Festival Drive and Fairfield Road. Up to 9 trenchless crossings were proposed. Mr. Alton's responsibilities included management of the subsurface investigation and laboratory testing phases (including soil corrosivity analyses) as well as preparation of geotechnical design and construction recommendations and preparation of soil design parameters for design of temporary shoring systems by others.					
c.	(1) TITLE AND LOCATION <i>(City and State)</i> Proposed 29-Span Bridge over the Intracoastal Waterway <i>Topsail Beach, North Carolina</i>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2017	CONSTRUCTION <i>(If Applicable)</i> N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Mr. Alton was F&R's Project Manager and Lead Geotechnical Engineer on this NCDOT project. The work required included subsurface investigation, laboratory testing, and foundation design for this 3,800 foot long bridge. Mr. Alton managed four drill crews and their crews, and was responsible for the developing foundation design recommendations.					
d.	(1) TITLE AND LOCATION <i>(City and State)</i> Town of Cary - NW Cary Parkway Improvements <i>Cary, North Carolina</i>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2017	CONSTRUCTION <i>(If Applicable)</i> N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Mr. Alton was F&R's Project Manager and Lead Geotechnical Engineer on this Town of Cary project that included investigation and rehabilitation of a 1.7-mile section of the existing roadway. Mr. Alton's responsibilities included management of the subsurface investigation and laboratory testing phases, preparation of pavement designs, and procuring a structural engineer to evaluate the condition of the existing bridge.					
e.	(1) TITLE AND LOCATION <i>(City and State)</i> City of Fayetteville - Clifton Drive Sanitary Sewer Main Relocation <i>Hope Mills, North Carolina</i>			(2) YEAR COMPLETED	
				PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If Applicable)</i> N/A
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Mr. Alton was F&R's Project Manager and Lead Geotechnical Engineer on this project that included subsurface geotechnical engineering evaluation for the sewer realignment, and installation. A total of 6 soil test borings were advanced to depths ranging from 15 to 40 feet along various points across the projected construction site. Recommendations were made for site preparation during the construction phases of the waterline.					

STANDARD FORM 330



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person)

12. NAME		13. ROLE IN THIS CONTRACT		14. YEARS EXPERIENCE	
Michael S. Sabodish, Jr., Ph.D., P.E.		Senior Geotechnical Engineer		a. TOTAL 21	b. WITH CURRENT FIRM 13
15. FIRM NAME AND LOCATION <i>(City and State)</i> Froehling & Robertson, Inc. Raleigh, North Carolina					
			 FROEHLING & ROBERTSON <i>Engineering Stability Since 1881</i>		
16. EDUCATION <i>(Degree and Specialization)</i> Ph.D. / Civil Engineering M.S. / Civil Engineering B.S. / Civil Engineering			17. CURRENT PROFESSIONAL REGISTRATION <i>(State and Discipline)</i> North Carolina Professional Engineer #29927		
18. OTHER PROFESSIONAL QUALIFICATIONS <i>(Publications, Organizations, Training, Awards, etc.)</i> Michael Sabodish has over 20 years of experience in a broad range of geotechnical engineering, construction materials testing and environmental consulting projects. Dr. Sabodish is the Geotechnical Services Manager for F&R and has served as the lead project manager on numerous geotechnical engineering, construction materials testing, and special inspections projects. In addition, he has also performed numerous geotechnical and environmental assessments on a variety of private, public, commercial and industrial and educational facilities.					
19. RELEVANT PROJECTS					
a.	(1) TITLE AND LOCATION <i>(City and State)</i> Big Rockfish Creek Outfall <i>Hope Mills, North Carolina</i>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2019	CONSTRUCTION <i>(If Applicable)</i> N/A	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Dr. Sabodish served as senior geotechnical project manager for the subsurface exploration, geotechnical evaluation, and subsequent recommendations for the alignment and installation of approximately 48,072 linear feet sewer line. This large project was subdivided into seven sections, with a total of seventy-five soil test borings performed. Dr. Sabodish provided overall management of the subsurface investigation and laboratory testing phases as well as preparation of geotechnical construction and design recommendations.					
b.	(1) TITLE AND LOCATION <i>(City and State)</i> Fayetteville Public Works Commission - Annexation Area 22 Sewer Line <i>Fayetteville, North Carolina</i>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If Applicable)</i> N/A	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Dr. Sabodish served as senior geotechnical project manager during the subsurface exploration for the new installation of approximately 5,184 linear feet sewer line. The line was subdivided into ten sections, with a total of sixteen soil test borings performed. Dr. Sabodish provided overall management of the subsurface investigation and laboratory testing phases as well as preparation of geotechnical construction and design recommendations.					
c.	(1) TITLE AND LOCATION <i>(City and State)</i> Horton Park Middle Creek Interceptor <i>Apex, North Carolina</i>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2018	CONSTRUCTION <i>(If Applicable)</i> N/A	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Dr. Sabodish served as senior geotechnical project manager for the subsurface exploration, geotechnical evaluation, and subsequent recommendations for the installation of approximately 8,362 feet long sanitary sewer line. As part of the subsurface exploration program, a total of fifteen soil test borings were performed. Recommendations were made for site preparation during the construction phases of the sewer line.					
d.	(1) TITLE AND LOCATION <i>(City and State)</i> City of Winston-Salem, Reynolds Creek Outfall <i>Winston-Salem, North Carolina</i>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If Applicable)</i> N/A	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Dr. Sabodish served as project manager during design phase geotechnical services, supervising the subsurface exploration and laboratory testing program and providing subsequent engineering recommendations for a proposed 14,400 linear foot sewer line replacement.					
e.	(1) TITLE AND LOCATION <i>(City and State)</i> City of Winston-Salem, Little Creek Outfall <i>Winston-Salem, North Carolina</i>		(2) YEAR COMPLETED		
			PROFESSIONAL SERVICES 2015	CONSTRUCTION <i>(If Applicable)</i> N/A	
(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE <i>Check if project performed with current firm</i> Dr. Sabodish served as project manager during design phase geotechnical services, supervising the subsurface exploration and laboratory testing program and providing subsequent engineering recommendations for a proposed 12,790 linear foot sewer line replacement.					



E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT

(Complete one Section E for each key person)

12. NAME Elias N. Ruhl	13. ROLE IN THIS CONTRACT Regional Environmental Manager	14. YEARS EXPERIENCE	
		a. TOTAL 17	b. WITH CURRENT FIRM 17

15. FIRM NAME AND LOCATION *(City and State)*

Froehling & Robertson, Inc.
Raleigh, North Carolina



FROEHLING & ROBERTSON
Assess. Manage. Consult.

16. EDUCATION *(Degree and Specialization)*

B.S. / Biology

17. CURRENT PROFESSIONAL REGISTRATION *(State and Discipline)*

NCDEQ – Intermittent and Perennial Stream Identification for Riparian Buffer Rules Certification
NCSU Wetland Identification & Delineation Certification
NC SAM & NC WAM Certified
USFWS & NC DENR Rare Plant Identification Workshops
OSHA Health & Safety Training (per 29 CFR 1910.120)

18. OTHER PROFESSIONAL QUALIFICATIONS *(Publications, Organizations, Training, Awards, etc.)*

Eli Ruhl has nearly two decades of experience providing a broad range of environmental consulting services throughout the Mid-Atlantic region, including Environmental Risk Management, performing wetland delineations, Section 401/404 wetland permitting, rare plant & animal surveys, Environmental Assessments for NEPA/SEPA compliance, Phase I & Phase II Environmental Site Assessments, GIS/GPS services, landfill evaluations, and various other environmental & ecological services.

19. RELEVANT PROJECTS

	(1) TITLE AND LOCATION <i>(City and State)</i>	(2) YEAR COMPLETED	
		PROFESSIONAL SERVICES	CONSTRUCTION <i>(If Applicable)</i>
a.	City of Raleigh - Union Station Multi-Modal Transportation Center <i>Raleigh, North Carolina</i>	2018	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE ✓ <i>Check if project performed with current firm</i> Mr. Ruhl was on the team providing UST removal inspections and observations, hydraulic lift removal inspections and observations and asbestos surveys on interior elements. During the environmental phases of work, highly contaminated soil was found and as a result, worker protection became an issue. F&R provided real time monitoring of the atmospheric conditions to ensure workers were not adversely exposed to such contaminants. Raleigh Union Station was a renovation and expansion of a mid-century steel warehouse to create a mixed-use City-owned facility including a train station, civic gathering spaces and a range of leasable tenant spaces. From a construction perspective, the project included site work, existing building renovation and construction of a new enclosed concourse that descends to a pedestrian tunnel below grade among other improvements.		
b.	Various Lending Institutions <i>Statewide, North Carolina</i>	Ongoing	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE ✓ <i>Check if project performed with current firm</i> Mr. Ruhl has provided client relationship management and project management for environmental due diligence services (Phase I and II ESAs) to various lending institutions for many years. The Phase I ESAs include a reconnaissance of the site and adjoining properties, interviews, and review of historical records and regulatory databases in an effort to identify evidence of recognized environmental conditions in connection with the sites. Subsurface investigations were also performed, where warranted, and included soil and groundwater sampling and preparation of site characterization reports. In addition to ESAs, Mr. Ruhl has performed asbestos inspections and property condition assessments.		
c.	McGee's Crossroads NC 210 Water Main Improvements <i>Angier, North Carolina</i>	2020	N/A
	(3) BRIEF DESCRIPTION <i>(Brief scope, size, cost, etc.)</i> AND SPECIFIC ROLE ✓ <i>Check if project performed with current firm</i> Mr. Ruhl served as the senior project manager and primary wetland scientist for the proposed replacement of an approximately 6.4 mile portion of an existing water line along NC Highway 210. Mr. Ruhl provided overall management of F&R's services on this project, including wetland delineations, Jurisdictional Determinations, and Section 401/404 wetland permitting services for the entirety of the proposed corridor. Mr. Ruhl also facilitated threatened & endangered species surveys and an archaeological survey required for permit approval.		

STANDARD FORM 330



Town of Pilot Mountain

On-Call Engineering





Table of Contents

- 01 Introductory Letter 1–2
- 02 Firm Background 3–6
- 03 Similar Experience 7–16
- 04 Key Personnel..... 17–23
- 05 Project Management and Firm Workload 24–25
- 06 Certifications and Forms 26–27

PREPARED FOR
Michael Boaz, Town Manager
Town of Pilot Mountain
124 West Main Street
Pilot Mountain, NC 27041

PREPARED BY
McGill Associates, PA
1240 19th Street Lane NW
Hickory, NC 28601
828.328.2024
mcgillassociates.com

June 10, 2021

Michael Boaz, Town Manager
Town of Pilot Mountain
124 West Main Street
Pilot Mountain, NC 27041

RE: Statement of Qualifications
On-Call Engineering
Town of Pilot Mountain

Dear Michael Boaz:

As a professional engineering industry leader, McGill understands the importance of having a regional firm with local experience to service the needs of the Town of Pilot Mountain. We are excited to offer our expertise—outlined in the following pages of our Statement of Qualifications (SOQ)—for engineering services related to your public works infrastructure needs. Beyond design and permitting, we provide planning and estimating, condition assessments, funding assistance, environmental services, water resources, surveying, bidding, and construction phase services. McGill would be pleased to provide the Town of Pilot Mountain with quality-driven professional services in a timely and cost-effective manner to assist with your upcoming projects. Please consider the following relevant points within our SOQ:



Proximity and Familiarity: With our proximity to the Town of Pilot Mountain, familiarity with the surrounding area, and our local knowledge, McGill will bring quality service and response time to all projects. We are eager to continue our partnership with the Town of Pilot Mountain.



Knowledge and Expertise: McGill provides on-call assistance to numerous municipalities, statewide. We have a proven track record with communities of similar size and scope, and seek to act as an extension of Town staff.



Dedication to Clients: Our firm has over 37 years of providing successful engineering services, where we have always put our clients first. Over the decades, we have accumulated a skillful, attentive, and dedicated team with the capability to take your projects above and beyond. The McGill team will ensure the design and engineering services for all projects will successfully meet the needs and standards of the Town.

Most importantly, we desire to build upon our relationship with the Town of Pilot Mountain by providing on-call engineering services for projects both large and small. McGill's foundation is built upon shaping communities, like yours, by creating effective, project-specific solutions and providing solid technical assistance. If you have any questions about our firm or our qualifications, please do not hesitate to contact me at 828.328.2024 or doug.chapman@mcgillassociates.com. Thank you for your consideration.

Sincerely,
MCGILL ASSOCIATES, PA

A handwritten signature in blue ink, appearing to read "D. Chapman".

DOUG CHAPMAN, PE
Principal / Hickory Office Manager

02 | Firm Background

Contact



Doug Chapman, PE
Principal / Regional Office Manager
doug.chapman@mcgillassociates.com

How We're Different

McGill serves public and private clients throughout the Southeast. The range and depth of McGill's expertise includes a wide spectrum of engineering services, land planning and recreation, as well as consulting services.

Our foundation is built on creating comprehensive solutions in a personal way. Collaboration is the key to our success and clients are an integral part of every project at McGill. By building lasting relationships with communities, we understand our clients' visions and project goals. Our dedicated project team focuses on delivering a customized solution for each unique community.

We help our clients identify challenges, formulate responsive solutions, and manage successful project completion. Through partnership, we shape the best results for each client and community.

At a Glance

Legal Name: McGill Associates, PA
Incorporated / Year: 1984
Business Type: Corporation
Number of Offices: 8
Number of Employees: 140

Office Locations



Local Office:

1240 19th Street Lane NW, Hickory, NC 28601
828.328.2024

What We Do

- Water and Wastewater
- Civil Engineering
- Water Resources
- Solid Waste
- Electrical Engineering
- Mechanical, Electrical, and Plumbing
- Surveying and Construction
- Land Planning and Recreation
- Environmental
- Consulting



Our On-Call Service Areas

Below, you will find a summary of the services that McGill provides for the projects anticipated in this on-call Request for Qualifications (RFQ):



Town Engineering

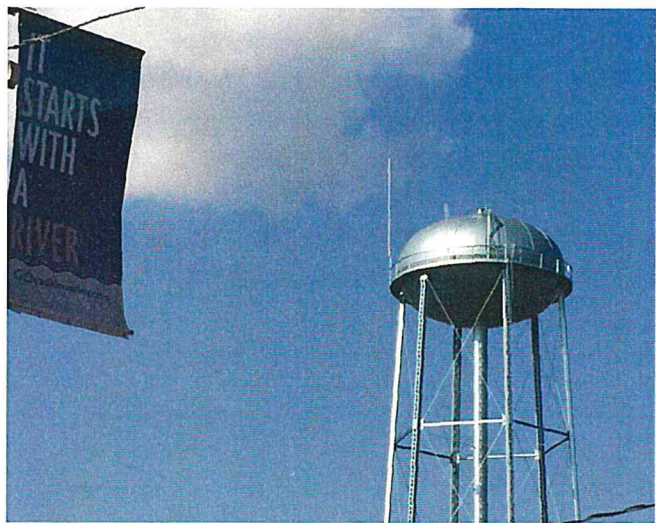
Town engineering services can be difficult to define. Our team provides as-needed services to match the specific needs of the communities that we serve. Our services can include wastewater plant operational reviews, water distribution issues, water modeling, Powell Bill mapping, sewer collection operations (pump stations, infiltration and inflow, capacity management, etc.), stormwater problems, and general technical issues. We will work to integrate our team into knowing the Town's systems, needs, and issues. Our approach includes understanding the Town's culture, community, and staff.



Water Supply, Storage, and Distribution

Our water team works together, daily, on a variety of projects that involve water line extensions and replacements, as well as booster pump stations and storage tanks. We understand the intricacies of projects and the pitfalls to avoid when dealing with maintaining existing service, citizen and customer concerns, and meeting needs within time and budget. This broad base of experience includes hundreds of miles of water lines up to 36 inches, water treatment plants with design flows up to 15 MGD, ground water wells, and water tanks up to 2 million gallons.

Our team thrives at problem solving. Our extensive process experience—including electrical, SCADA, and operations—uniquely positions our team to provide troubleshooting and optimization. Further, our team, armed with advanced water modeling capabilities, has solved many pressure and flow hydraulics challenges.



Pilot Mountain Water Tank



Pilot Mountain influent pump station



Wastewater Collection, Treatment, and Disposal

The McGill wastewater team works together routinely on a variety of projects that include large-diameter gravity sewers, sewer pump stations, and force mains, as well as major wastewater treatment facilities. We understand the intricacies of balancing client budget and operational needs with regulatory compliance requirements. Our experience includes hundreds of miles of sewer lines up to 48 inches, wastewater treatment plants with design flows up to 50 MGD, a variety of sewer pump station styles with up to 300 horsepower pumps, and on-site wastewater disposal. In addition, our team has completed a number of infiltration and inflow studies and sewer replacement and rehabilitation projects.

In many instances, we have developed strategies and designs for treatment facilities similar to those in Pilot Mountain. Our team does not pitch a one-size-fits-all approach to process design and optimization. We utilize Biowin modeling software to determine the technology that best fits the circumstance and suits the plant operators. We develop such solutions in concert with Town staff—not in a vacuum—to emerge with a unique plan in conjunction with staff.



Water Resources and Stormwater Management

McGill's water resources team provides communities with solutions to their water resource challenges and assists them in adapting to and complying with regulatory drivers. With over three decades of experience across the southeastern United States, we provide programmatic and project support that includes all aspects of project delivery. Supported by our expert modelers and GIS capabilities, our engineers can address a broad range of projects, from stormwater system design and BMP retrofits, to watershed-wide flood management and water quality improvement master plans. We integrate a depth of knowledge in environmental planning, hydraulic system modeling, infrastructure design, and construction management to provide holistic water resources solutions to our clients.



Pilot Mountain water treatment plant intake

McGill has staff with extensive experience developing stormwater master plans and capital improvement plans for municipal clients across the state. Our firm possesses the technical expertise to assist communities with planning and prioritizing projects that address their immediate maintenance and long-term infrastructure improvement needs.

Our team has a wealth of experience in the design of water resources related infrastructure, including road and site drainage, stormwater management, green infrastructure, stream restoration, dams, and other hydraulic control structures. McGill works with our clients to find cost-effective solutions to drainage system maintenance or upgrades and water quality improvements to achieve pollutant load reduction and ecosystem enhancement. Our staff has performed all aspects of project delivery, including planning, environmental permitting, floodplain development submittals, plan preparation, CADD and GIS production, cost estimating, technical specifications and contract documents preparation, value engineering, stakeholder facilitation, and construction administration.



Street, Sidewalk, and Roadway Design

A safe, accessible, and efficient place to walk, bike, drive, and park is a hallmark of any successful community. Our transportation planning and design services improve public safety, build regional character, offer a variety of transportation choices, reduce environmental impact, and increase the lifespan of infrastructure. McGill recognizes the importance of promoting healthier communities and considers existing community and regional assets when developing connections and linkages.



Surveying and Field Services

McGill maintains in-house, licensed surveyors who provide topographical surveys, easement plats, and other support to our engineering staff. We have multiple capabilities for data capture beyond traditional methods, including robotic instruments, drone aerial surveys, area scans, and traditional aerial photogrammetry.



Consulting and Management Services

McGill provides a variety of management services for our clients, including planning, financial, funding, facilitation, and programming assistance. Our team has many years of local government experience leading communities through successful capital projects, financial analyses, and rate studies, in addition to establishing interlocal agreements and authorities. Our team includes financial experts who assist our clients with a comprehensive review of existing water and sewer rates, as well as water and sewer expenditures, and who provide recommendations regarding rate adjustments.

McGill also helps a number of clients with management of their utility assets. Those asset management services can vary and are generally tailored to meet the client’s specific situation. Many services center around mapping and modeling of water and sewer systems but can also vary from equipment logs and maintenance procedures, to full implementation of an asset management software system. Proper maintenance, tracking, and care for aging infrastructure can help in planning and ensuring its extended life, hence enhancing the system’s overall viability.

Funding Assistance

McGill not only assists our clients with the planning and design of infrastructure projects but also with applying for grants and low-interest loans. In today’s economy, this is a critical part of many utilities’ ability to maintain a reliable system and provide reasonable rates to customers. Additionally, our experienced staff is well versed in managing multiple funding sources and navigating the complexities of project reporting and funding administration. We maintain excellent working relationships with the various funding agencies that provide grant and loan funds for infrastructure projects, including Drinking Water State Revolving Fund, Clean Water State Revolving Fund, USDA, CDBG, PARTF, Asset Inventory and Assessments, Golden Leaf, Appalachian Regional Commission, Parks and Recreation Trust Fund, and EDA.

Cost Estimating and Cost Control

McGill maintains a strong cost-estimating capability, which provides each client with a realistic concept of the cost of the project and its major components. Our cost-estimating protocols begin at the earliest stages of a project. We provide realistic concepts of project cost, including all major components, documenting the prices of all projects on which we bid. Our design staff references this information when preparing both preliminary and final cost estimates for new projects. We understand that expertly gathered and local information ensures that the most current and applicable pricing is applied to cost estimates. Our design and construction services team members add considerable experience to the details of the design associated with each project—including the current construction environment—to arrive at the most accurate cost estimate possible.

McGill includes the client in the process of evaluating alternative components for cost savings and long-term operational cost considerations. We often utilize deductive alternates for materials, equipment, and other facilities, outlining clearly for clients how their choices impact the bottom line of a project. We can, therefore, ensure that clients can take full advantage of potential cost-saving opportunities, while examining the technologies most applicable to their needs.



Funding Capabilities

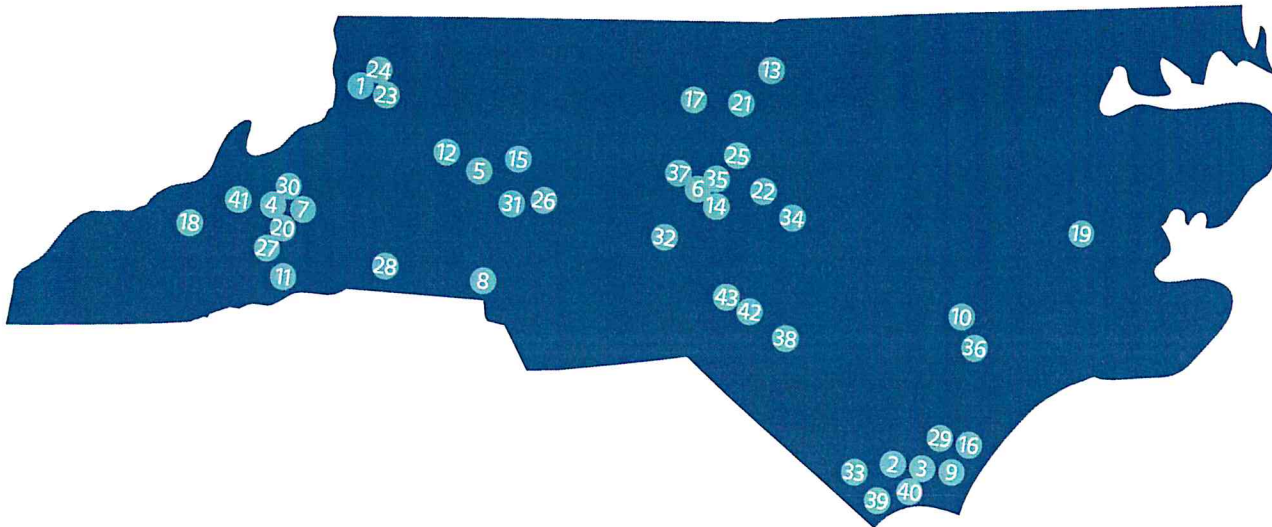
McGill’s financial consultants regularly assist local governments in securing funding and identifying cost-saving mechanisms for successful projects.

McGill has secured more than **\$83 million** in public funding for our clients in the past **3 years**.

03 | Similar Experience

On-Call Engineering Services Experience

McGill provides on-call and general services for a number of organizations in North Carolina. Below is an example listing of some of the clients we currently serve.



- | | | |
|---------------------------------|-------------------------------------------------------|---------------------------------|
| 1. Appalachian State University | 17. Guilford County | 31. Town of Mooresville |
| 2. Brunswick County | 18. Haywood County | 32. Town of Mount Gilead |
| 3. Brunswick County Schools | 19. Lenoir Community College | 33. Town of Ocean Isle Beach |
| 4. Buncombe County | 20. Metropolitan Sewerage District of Buncombe County | 34. Town of Pine Level |
| 5. Catawba County | 21. South Granville Water and Sewer Authority | 35. Town of Pittsboro |
| 6. Chatham County | 22. Town of Apex | 36. Town of Rose Hill |
| 7. City of Asheville | 23. Town of Blowing Rock | 37. Town of Siler City |
| 8. City of Bessemer City | 24. Town of Boone | 38. Town of St. Pauls |
| 9. City of Boiling Spring Lakes | 25. Town of Carrboro | 39. Town of Sunset Beach |
| 10. City of Clinton | 26. Town of China Grove | 40. Town of Varnamtown |
| 11. City of Hendersonville | 27. Town of Fletcher | 41. Town of Waynesville |
| 12. City of Lenoir | 28. Town of Forest City | 42. Village of Pinehurst |
| 13. City of Oxford | 29. Town of Leland | 43. Village of Whispering Pines |
| 14. City of Sanford | 30. Town of Mars Hill | |
| 15. City of Statesville | | |
| 16. City of Wilmington | | |



Experience with the Town of Pilot Mountain

McGill is familiar with Pilot Mountain's public works infrastructure, having worked closely with Town staff to prepare an asset management plan for the Town's water and sewer infrastructure and preparing an analysis of a number of Town streets for repaving. Our team has worked closely with the Town Manager, completed projects within several areas of the Town, prepared funding applications, and presented before the Town Council. These collaborative efforts have resulted in millions of dollars in grant and loan funding for the Town.

Previous and Ongoing Projects with the Town of Pilot Mountain:

- Wastewater Treatment Plant and Lift Station Improvements
- 2018 Street Paving Improvements
- Water Supply Interconnect with Mount Airy
- Asset Management Plan
- Wastewater System Regionalization Study, Capital Improvement Plan, and Financial Analysis
- Water System Regionalization Study, Capital Improvement Plan, and Financial Analysis

Water / Wastewater Experience



Water Interconnect Project

Town of Pilot Mountain

McGill prepared a study to regionalize the Pilot Mountain water system and evaluate water supply and treatment needs to extend the water system viability. In addition, we also assessed the water supply provided by Mount Airy and King for possible alternatives. Our team evaluated the effectiveness of each alternative to meet the Town's current and planned water supply needs, along with cost implications. Further, McGill developed a capital improvement plan of the needed supply project and a utility fund financial analysis for each alternative.

This study resulted in obtaining NC Connect bond funding through the NCDEQ Division of Water Infrastructure to provide a grant to fund 50% of project costs. Ultimately, the project proceeded to connect Pilot Mountain's water system with Mount Airy. Following funding approval, the Town negotiated and entered into an inter-local agreement to construct the water interconnect and purchase treated water supply with Mount Airy through a further partnership with Surry County.

McGill recently completed the water interconnect design phase, which will include construction of 37,000 LF of 12-inch water main, hydrants, valves, a meter vault, a pressure reducing vault, and major crossings under Interstate 74 and US Highway 52.

Client Reference

Michael Boaz
Town Manager
124 West Main Street
Pilot Mountain, NC 27041
336.444.3000

Project Highlights

- Grant funding
- Water line design
- Controlled access crossings
- Open stream crossings
- Easement mapping
- Capital improvement plan





Chestnut Ridge Lift Station

Town of Blowing Rock

This project included the extension of water and sewer service to the Chestnut Ridge Post Acute Care Healthcare Facility, as well as funding from the North Carolina Rural Center, the Golden LEAF Foundation, and US Economic Development Administration. The project also included approximately 400 LF of 12-inch water line, approximately 700 LF of 8-inch gravity sewers, approximately 2,000 LF of 8-inch sewer force main, a submersible sewer pump station, and the replacement of approximately 275 LF of 18-inch aerial gravity sewers. The sewer pump station includes duplex submersible sewage pumps, a precast concrete wetwell, a valve vault, and a backup generator with enclosure.



Gunpowder Creek Wastewater Treatment Plant Improvements

City of Lenoir

McGill assisted the City of Lenoir with the design and construction administration of an upgrade to the 2.0 MGD Gunpowder Creek Wastewater Treatment Plant. The project generally included the addition of a new sequencing batch reactor (SBR) basin to provide a third treatment train for the facility for increased reliability. The SBR tank includes a mixer, diffused air for aeration, and a decanter to remove settled water. We installed a new blower bank to serve all SBR tanks within the facility. The project also included new air piping for the old basins, valves, site piping, electrical, controls, and new SCADA system. McGill also helped the City obtain \$4.0 million in zero-interest CWSRF loan funding for the project.

Client Reference

Kevin Rothrock, AICP, CZO
Planning Director
1036 Main Street
Blowing Rock, NC 28605
828.295.5240

Project Highlights

- Water lines
- Gravity sewer systems
- Construction administration
- Funding assistance from multiple sources

Client Reference

Radford Thomas
Public Utilities Director
801 West Avenue NW
Lenoir, NC 28645
828.757.2200

Project Highlights

- Engineering design
- Permitting
- Construction phase services
- Tank upgrades
- Piping improvements
- Blower bank installation
- Sequencing batch reactor addition
- CWSRF funding assistance

Shuford Mills Area Water and Sewer

Town of Long View

The Town of Long View had an area of its utility system that was built in the early 1900s by a local mill, which ultimately became part of its system. With aged and poor-quality lines, there were repeated water leaks (contributing to water loss issues) and sewer line blockages (resulting in backups into homes). These issues were exacerbated by lines being located behind homes, even making water meter reading a challenge. To address these issues, McGill and Western Piedmont Council of Governments (WPCOG) helped the Town develop a CDBG project to benefit residents, as well as the entire system. McGill completed an engineering report, as well as design, bidding, and construction services for replacement of approximately 7,000 LF of water and sewer lines in the Shuford area (south of the mill) of Long View.



Streetscape and Water Line Replacement

Town of Sparta

McGill assisted the Town of Sparta with planning, design, permitting, bidding, and construction phase services for streetscape improvements along Main Street from Cheek Street to Doughton Street and a water line replacement along Main Street from Grandview Drive to Trojan Avenue. The design and construction included drainage improvements, traffic signal coordination, lighting and electrical, additional parking, and overall streetscape updates. Water line replacement focused on approximately 3,400 LF of aged piping along Main Street (that had experienced repeated failures) and included replacing valves, hydrants, and service connections.

Working alongside the Town staff, we were able to not only improve the facade of the downtown area, but create a more manageable water system solution in this section of the Town. In addition, this project was funded by grant and loan monies from USDA funds.

Client Reference

David Draughn
Town Administrator
2404 1st Street Avenue SW
Long View, NC 28602
828.322.3291

Project Highlights

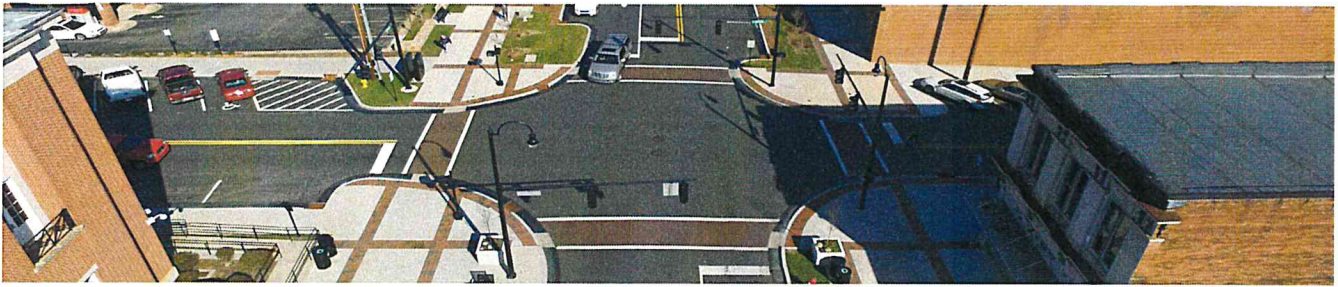
- CDBG funding assistance
- Design
- Bidding and award
- Construction administration

Client Reference

Ryan Wilmoth
Town Manager
Post Office Box 99
Sparta, NC 28675
336.372.4257

Project Highlights

- Utility coordination
- Drainage improvements
- Water line replacement
- Planning
- Engineering design
- Permitting
- Bidding and award
- Construction administration
- USDA funding assistance



Streetscape Improvements, Phase 2

City of Statesville

McGill assisted the City of Statesville with the implementation of its master plan for Phase 2 of the downtown streetscape improvements. The goals of the project included developing inviting public spaces; improving pedestrian access, connectivity, and infrastructure; and creating an overall sense of place. Various streetscape improvements were implemented in order to attract and encourage visitors and residents to utilize the adjacent street areas, including numerous pocket parks, planting areas, decorative pavers, and street lights. Paved bumpouts were installed at crosswalks to provide safer crossing points for pedestrians. We also created numerous pocket parks to provide spaces for people to gather and interact in an urban setting and revitalize the City's streets.

Client Reference

Scott Harrell, PE
Executive Public Works
Director / City Engineer
Post Office Box 1111
Statesville, NC 28687-1111
704.878.3551

Project Highlights

- Lane reduction
- Public art
- Decorative paving and landscaping
- Underground utilities
- Pocket parks

West Avenue Culvert Replacement

City of Lenoir

This project consisted of replacing the City of Lenoir's aging storm drainage infrastructure conveying flow from a 160-acre watershed and a continuously flowing stream in 2 locations adjoining the downtown business district. One location near West Avenue NW involved a street crossing and was replaced with 200 feet of 95-inch by 67-inch arch CMP. The second replacement, near Harper Avenue, was performed in a commercial access drive using 85 feet of 72-inch CMP. Other aspects of this project included a poured-in-place concrete junction box designed as a retrofit to the end of an existing reinforced concrete box culvert, replacement of adjoining and connecting storm drains, re-routing of nearby water and sewer mains, and temporary traffic control. The project also included the removal and replacement of storm drainage structures and piping, modification of existing sanitary sewer, replacement of water main, and asphalt and concrete pavement replacement and repairs. USACE permitting was required for approximately 365 feet of an unnamed tributary to Lower Creek to replace and repair an existing culvert.

Client Reference

Jared Wright
Public Works Director
Post Office Box 958
Lenoir, NC 28645
828.757.2183

Project Highlights

- Storm drainage replacement
- Water line replacement
- Sewer line replacement
- Poured-in-place concrete junction box
- Concrete box culvert
- Traffic control

Water Resources and Environmental Experience



Rhodes Pond Dam

NC Wildlife Resources Commission, Dunn

McGill is responsible for the hydraulic modeling and preparation of design drawings, technical specifications, cost estimate, and permitting for the installation of a (185' x 80') six-cycle labyrinth weir with an 8° wall angle and half-round weir crest to replace the existing spillway and accommodate the 500-year event. Design began in May 2019 and NC Dam Safety permit application with design report, plans, technical specifications, emergency action plan, and operations and maintenance plan were submitted in August 2019.

During Tropical Storm Andrea (June 2013), Rhodes Pond Dam, which retains over 280 acres impoundment, suffered damage from overtopping. The dam was reclassified from intermediate hazard to high hazard by NC Dam Safety. McGill designed and permitted repairs and overtopping protection for the dam to withstand a 100-year flow event, as required by NC Dam Safety for high-hazard dams. During Hurricane Matthew in October 2016, while construction of the repairs was ongoing and scheduled to be completed in December 2016, the dam was overtopped, resulting in breaches on both sides of the spillway and soil loss and void space development under the foundation of the small spillway and around its endwalls. NC Dam Safety officials directed McGill and WRC that the spillway must be redesigned to accommodate flows from a more extreme rainfall event. An incremental hazard evaluation (IHE) of the dam—completed by McGill in February 2019 and approved by NC Dam Safety in March 2019—concluded that the appropriate design storm for the spillway is the 500-year event.

Client Reference

Brad Kleinmaier, PE
Capital Projects
Coordinator
1751 Varsity Drive
Raleigh, NC 27606
919.707.0155

Project Highlights

- Hydraulic modeling
- Cost estimating
- Design
- Permitting
- Coordination with NC Dam Safety





Margaret Pierce Stream Stabilization

Margaret Pierce Property, Yancey County

McGill designed a replacement for a boulder wall on the South Toe River in Yancey County. Our staff worked with a private property owner to design a replacement five-foot-high boulder wall to stabilize a failing streambank adjacent to a residential property on the South Toe River. The wall was designed to strictly adhere to the prior channel slope profile and alignment to avoid lengthy permitting. McGill submitted and received approval of a floodplain development permit and no-rise certification from Yancey County. McGill also coordinated with NCDEQ to obtain a trout buffer waiver, 401 and 404, and E&SC permit approval for this project.

Client Reference

Margaret Pierce
Owner
Post Office Box 176
Micaville, NC 28755
704.562.2370

Project Highlights

- Design
- Permitting
- Floodplain modeling
- Environmental services

Stream Bank Repair for Bee Tree Creek

Buncombe County

McGill assisted Buncombe County with stream bank repair for Bee Tree Creek at Charles D. Owen Park. This park has a playground, 3 baseball fields, 2 basketball courts, over 3,000 feet of walking paths, and two ponds. The park entry drive was situated between an existing manufacturing facility and Bee Tree Creek. Significant erosion occurred on the bank of the creek, adjacent to the entry drive. The roadway and the underground utilities in the roadway were nearing failure.

The project reconstructed the stream banks and relocated the stream centerline to redirect the stream's energy away from the eroded bank. A j-hook rock vane was used to reduce the velocity of the water and to divert the flow back toward the center of the stream. A boulder retaining wall was constructed to protect the adjacent roadway and utilities. McGill performed a flood study for this project and prepared a no-rise certification, which was approved by the County and NCFMP.

Client Reference

Dane Pedersen
Solid Waste Director
81 Panther Branch Road
Alexander, NC 28701
828.250.5460

Project Highlights

- Hydraulic modeling
- Flood study
- Design
- Permitting

Civil and Land Planning and Recreation Experience



Centennial Park

City of Bessemer City

McGill provided planning and design services for the expansion of Bessemer City's Downtown Centennial Park. The park was established after the demolition of two dilapidated buildings along West Virginia Avenue. Our services included an elevated open-air stage, dance and seating areas, artificial turf lawn area, and lighting. The completed project has developed into a destination within Bessemer City that enhances City activities and events, as well as adds a venue for new functions. In 2016, this project was awarded the Best Outdoor Space Improvements by NC Main Street.

Client Reference

James Inman
City Manager
132 West Virginia Avenue
Bessemer City, NC 28016
704.629.5542

Project Highlights

- Site assessment and inventory
- Conceptual and final design development

Access Road and Convenience Center

Rowan County

McGill designed the Rowan County Access Road and associated drainage to serve the Rowan County Animal Shelter, James River Site, and the relocated County Convenience Center. The new convenience center, also designed by McGill, will include a stormwater management system to comply with Phase 2 MS4 regulations. This road project was designed in accordance with the NCDOT Division of Highways Municipal / Developer Submittals Guidelines for Plan Reviews and Encroachments, dated January 2000. The project followed standard NCDOT review by stages.

Client Reference

Aaron Church
County Manager
130 West Innes Street
Salisbury, NC 28144
704.216.8180

Project Highlights

- Road design
- Drainage
- Stormwater management system
- NCDOT review



Fletcher Town Hall

Town of Fletcher

The Town Hall site encompasses approximately 4.57 acres and includes a conservation area of approximately 0.67 acres. The project consists of a single Town Hall building that houses the Town’s administrative offices and police department. The site included multilevel drives and parking to accommodate direct building access to first two floors of the building. We completed final site development to minimize impact to adjacent streams and not impact wetlands. Permits from the US Army Corps of Engineers and the NCDEQ Division of Water Quality were required, due to the impact to an existing, poor-quality stream. Our team mitigated stream and wetland impacts through the construction of a new, 172-LF B5-type stream and the enhancement of 294 LF of an existing, C5-type stream. Work items, in addition to stream restoration and enhancement, included:

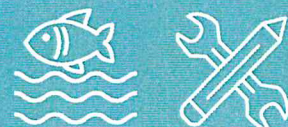
- An erosion control permit for the project from NCDEQ Division of Land Resources
- A water line extension to the City of Hendersonville water system
- A Conceptual and final grading plan
- USDA requirement accordance (final approval was granted)
- Henderson County stormwater administrator’s approval
- Right-of-way agreements with Norfolk Southern Railroad
- Town of Fletcher development ordinance
- A connection to the existing MSW sewer system via the Cane Creek Water and Sewer District

Client Reference

Mark Biberdorf
Town Manager
300 Old Cane Creek Road
Fletcher, NC 28732
828.687.3985

Project Highlights

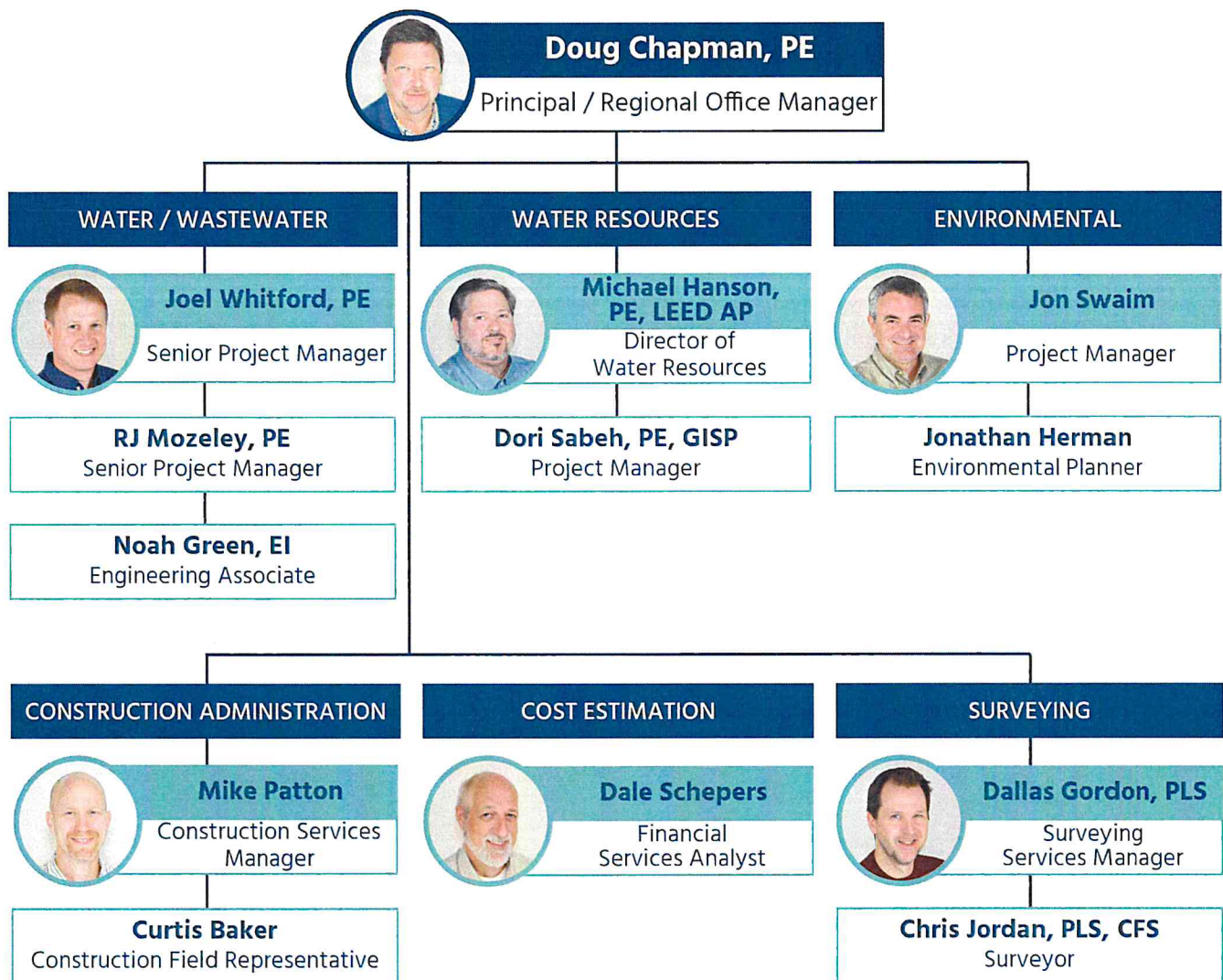
- Site design
- Erosion control
- Utility coordination
- Wetland mitigation
- Stream restoration



04 | Key Personnel

Team Overview

Our goal in assembling the proposed team is matching the individual and team qualifications with the expertise and experience appropriate for this project. Our comprehensive team approach is particularly appropriate for projects where coordination, scheduling, and efficiency are important considerations.





Doug Chapman, PE

Principal / Regional Office Manager

Doug Chapman has practiced engineering in North Carolina for more than 30 years. His experience includes a wide range of public projects, including streets and stormwater systems, water and wastewater systems, parks and recreation, and community facilities and planning. Doug has worked in a variety of professional environments, including both public and private sector positions, which have contributed positively toward developing his capacity to solve complex problems and understand the needs of public clients. He is an innovator and a leader in infrastructure and facility planning and design. Doug has worked on numerous projects, and is well versed in public bidding requirements and project funding opportunities. He also understands the need to actively manage projects from inception throughout construction. As the Regional Office Manager, he is responsible for a staff of 30 engineers and support personnel.

Education

BS, Mechanical Engineering,
North Carolina State University

Professional Registration

PE NC #020622

Professional Associations

- American Water Works Association (AWWA)
- Water Environment Federation (WEF)

Years of Experience

30

Years with McGill

21

Specializations

- Wastewater Management
- Project oversight
- Funding opportunities

Related Experience

- **Water Interconnect Project, Town of Pilot Mountain:** As Principal, Doug assisted with a regionalization study and design of a water interconnect to connect Pilot Mountain’s water system with Mount Airy’s system.
- **Chestnut Ridge Lift Station, Town of Blowing Rock:** As Principal, Doug oversaw the extension of water and sewer service to a healthcare facility.
- **Gunpowder Creek Wastewater Treatment Plant (WWTP) Improvements, City of Lenoir:** As Principal, Doug managed this project that upgraded the 2.0 MGD WWTP with a new sequencing batch reactor.
- **Shuford Mills Area Water and Sewer, Town of Long View:** As Principal, Doug worked with the local council or governments to help the Town update approximately 7,000 LF of water and sewer lines.
- **Streetscape Improvements, Phase 2, City of Statesville:** As Principal, Doug managed Phase 2 of the City’s downtown streetscape improvement project to improve pedestrian access, increase connectivity, and upgrade current infrastructure.
- **West Avenue Culvert Replacement, City of Lenoir:** As Principal, Doug assisted the City of Lenoir with replacing culverts necessary for proper stormwater management.



Joel Whitford, PE

Senior Project Manager

Joel Whitford has over 22 years of experience in water and sewer infrastructure improvement projects for both public and private clients. His experience includes water and wastewater treatment plant improvements, studies, line replacements, and expansions; pumping and storage tank systems; permitting; preliminary engineering reports; budgetary and construction cost opinions; contract documents; and regulatory approvals. Joel's extensive experience and expertise in infrastructure systems have allowed him to successfully manage projects throughout North Carolina and beyond. He is confident in his ability to effectively execute projects from inception to permitting through construction. Joel strives to provide the appropriate solution for each project with respect to budget, schedule, and quality results.

Education

BS, Civil Engineering,
University of Tennessee

Professional Associations

- AWWA
- WEF

Specialization

- Water / wastewater engineering

Professional Licensure

PE: NC #031867, VA #059709

Related Experience

- Water Interconnect Project, Town of Pilot Mountain
- Gunpowder Creek Wastewater Treatment Plant Improvements, City of Lenoir



Michael Hanson, PE, LEED AP

Director of Water Resources

Michael Hanson's planning experience includes watershed assessments, stormwater master planning, and flood mapping with extensive use of hydrologic and hydraulic models. Michael's design experience includes projects related to wetland creation, stream restoration, regional flood control, and water quality improvement basins. Other projects Michael has worked on include LID and green infrastructure, stormwater pumping systems, culvert and pipe system improvements, and roadway drainage. He has performed all aspects of project delivery, including NPDES and environmental permitting, plan preparation, cost estimating, preparation of technical specifications and contract documents, facilitation, and construction administration.

Education

BS, Civil Engineering,
University of Florida

AAS, Pre-Engineering,
Polk Community College

Professional Associations

- SESWA
- SWANC
- APWA
- ASCE

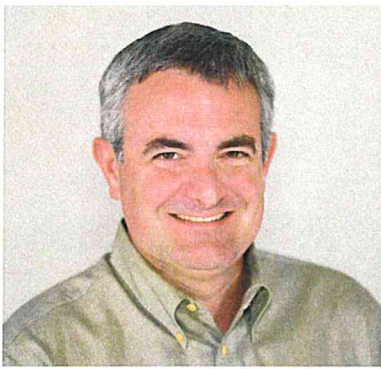
Professional Licensure

PE: NC #030624, VA #051418, SC #24268, MD #4921699, DC #PE9088841, FL #48148, AL #33679, MS #18277, TX #130134; LEED AP: National #10445033

Related Experience

- Rhodes Pond Dam, NC Wildlife Resources Commission, Dunn
- Margaret Pierce Stream Stabilization, Margaret Pierce Property, Yancey County





Jon Swaim

Project Manager

Jon Swaim has more than 13 years of experience performing wetland and waters delineations, stream assessments, and erosion control inspections for numerous land development projects across North Carolina. In addition, he has experience as an environmental health specialist, guiding the public through residential and commercial septic and well permitting processes. Jon specializes in aquatic resources field reconnaissance, data collection, and report writing. He has prepared 404 and 401 permit applications, as well as NEPA and SEPA documents, and has written environmental assessments. Jon is also responsible for performing field reconnaissance for Phase 1 ESA and writing reports submitted to clients following ASTM-1527 guidelines.

Education

MS, Aquaculture, Wildlife, and Fisheries Biology, Clemson, University

BS, Industrial Technology, Appalachian State University

Professional Association

- SESWA

Related Experience

- Rhodes Pond Dam, NC Wildlife Resources Commission, Dunn
- Margaret Pierce Stream Stabilization, Margaret Pierce Property, Yancey County
- Access Road and Convenience Center, Rowan County
- Fletcher Town Hall, Town of Fletcher



Mike Patton

Construction Services Manager

Mike Patton has 17 years of experience with McGill, progressing from an engineering technician and designer to his current role as construction services manager. His experience covers a wide range of infrastructure projects for municipal clients, notably water and wastewater system projects (wastewater collection systems and water distribution systems, as well as water and wastewater treatment plant design and construction), site development, streetscapes, facilities, and parks. Mike has extensive experience with construction phase services, from field observation to construction administration and management. His role includes directing field operations, preparing contract documents, chairing various project meetings, processing applications for payment, reviewing shop drawings, and negotiating change orders.

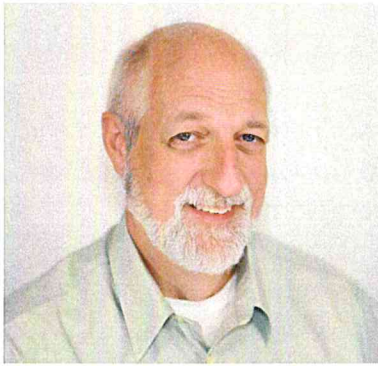
Education

BS, Civil Engineering Technology, University of North Carolina at Charlotte

AAS, Civil Engineering Technology, Western Piedmont Community College

Related Experience

- Water Interconnect Project, Town of Pilot Mountain
- 2018 Street Improvements, Town of Pilot Mountain
- Water and Sewer Asset Management Plan, Town of Pilot Mountain
- Shuford Mills Area Water and Sewer, Town of Long View



Dale Schepers

Financial Services Analyst

Dale Schepers has over 30 years of hands-on municipal experience, serving communities ranging in population from 3,300 to 78,000. Dale gained hands-on experience as a wastewater plant operator and quickly progressed to the position of public works director. Dale's mantra, "what gets measured, gets managed," encapsulates his approach to efficiently managing available resources to deliver the expected and accepted levels of service. He has extensive experience with creating and managing budgets, capital planning, engineering design and construction administration, finance, asset management, cost estimation, rate analysis and rate setting, operation and maintenance, contracted services, inter-governmental agreements, and regulatory compliance.

Education

BS, Engineering and Engineering Technology, Northern Illinois University

Specializations

- Cost estimation
- Capital improvement planning
- Rate analyses

Professional Certifications

Public Water Supply Operator: IL – Class A

Wastewater Treatment Works Operator: IL – Class 1

Related Experience

- Shuford Mills Area Water and Sewer, Town of Long View
- Pavement Management Program, City of Bessemer City



Dallas Gordon

Surveying Services Manager

Dallas Gordon oversees the daily administrative and technical activities associated with the survey division. He has over 29 years of experience with boundary retracement surveys, ALTA and ACSM surveys, FEMA flood studies, route surveys, topographic surveys, construction staking, and geodetic survey control, including custom mapping projections and coordinate systems. Dallas has developed and implemented various workflows for photogrammetric scanning, point cloud and mesh model production, and 3D data extraction from point cloud datasets for his surveying projects. He has detailed experience calculating field placement, establishing high-order survey control, and providing precise layouts for new bridge construction. Dallas is skilled at adapting current survey methodologies and developing new surveying strategies to meet the evolving needs of our clients.

Education

BS, Building Construction, Auburn University

Professional Associations

- NCSS
- NSPS
- TNPS
- ALSPLS

Professional Licensure

PLS: NC #L-4626, TN #1985, AL #24018

Related Experience

- Water Interconnect Project, Town of Pilot Mountain
- Streetscape Improvements Phase 2, City of Statesville



RJ Mozeley, PE
Senior Project Manager

RJ Mozeley is a talented designer who has demonstrated his skills on a wide range of projects, including utility coordination, water and wastewater treatment, system design, and modeling. He has developed valuable knowledge of the intricate details of water and sewer systems.

Education

BS, Civil Engineering, North Carolina State University

Professional Licensure

PE: NC #037937

Professional Associations

AWWA, WEF

Related Experience

- Chestnut Ridge Lift Station, Town of Blowing Rock
- Gunpowder Creek Wastewater Treatment Plant Improvements, City of Lenoir



Noah Green, EI
Engineering Associate

Noah Green has experience with preliminary evaluations, such as studies, preliminary engineering reports, cost estimates, utility routing, and pipe and pump calculations.

Education

BS, Civil and Environmental Engineering, University of North Carolina at Charlotte

Professional Licensure

EI: NC #A-29519

Professional Association

NC AWWA-WEF

Related Experience

- Wastewater Treatment Plant and Sewer Lift Station Improvements, Town of Pilot Mountain
- Water Interconnect Project, Town of Pilot Mountain
- Water Treatment Plant Upgrade, City of Lenoir



Dori Sabeh, PE, GISP
Project Manager

Dori Sabeh has extensive knowledge in various multi-disciplinary civil and water resources projects for the public and private sectors.

Education

MS, Civil and Environmental Engineering, University of South Florida

BS, Civil and Environmental Engineering, Saint Joseph University

Professional Licensure

PE: NC #047183 and licenses in 11 other states;

GISP: National #67848

Professional Associations

APWA, SESWA, SWANC

Related Experience

- Rhodes Pond Dam, NC Wildlife Resources Commission, Dunn



Jonathan Herman
Environmental Planner

Jonathan Herman has 16 years of experience, which includes a wide range of parks and stream restoration projects. He understands the aspects of design planning, stream mitigation, and compensation plans.

Education

BLA, North Carolina State University

Professional Licensure

PLA: VA #01420; ESC: VA #5604; ESCC: VA #5907C

Related Experience

- Rhodes Pond Dam, NC Wildlife Resources Commission, Dunn
- Margaret Pierce Stream Stabilization, Margaret Pierce Property, Yancey County
- Stream Mitigation Monitoring, Town of Fletcher





Curtis Baker
Construction Field
Representative

Curtis Baker is highly experienced in the installation of water, sewer, and storm drainage infrastructure and possesses knowledge on proper erosion control matters. He is widely experienced and respected in the construction industry as a worker, foreman, and inspector.

Education

Diploma, Construction Management,
North Carolina State University

Professional Certifications

NCDOT Certified Concrete Field Technician,
ACI Certified Concrete Field Technician

Professional Associations

AWWA, WEF

Related Experience

- Water Interconnect Project,
Town of Pilot Mountain
- Gunpowder Creek Wastewater Treatment
Plant Improvements, City of Lenoir



Chris Jordan, PLS, CFS
Surveyor

Chris Jordan has 18 years of experience in surveying and geographical mapping systems, which allows him to understand the requirements of collecting field data and converting it into usable geospatial deliverables for water and sewer projects.

Education

AAS, Surveying Technology, Asheville-Buncombe
Technical Community College

AAS, CAD Systems Management, Asheville-
Buncombe Technical Community College

Professional Licensure

PLS: NC #L-4956, SC # 29903; CFS: NC #NC-240
FAA Remote Pilot: National #3930319

Professional Associations

NCSS, NSPS

Related Experience

- Streetscape Improvements Phase 2,
City of Statesville
- West Avenue Culvert Replacement, City of Lenoir



05 | Project Management and Firm Workload

Project Management Approach

A Standardized Approach

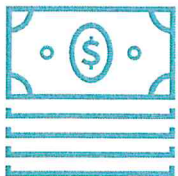
Our experience has led us to develop and embrace a standardized approach to project management. This proven approach helps to ensure that no corners are cut when planning and executing important client initiatives. We recognize the value in completing projects as urgently as possible, but never at the expense of design compromise or customer satisfaction. All project activities are planned and implemented according to an exacting and proven project schedule and supported by a structured approach to project management and reporting.

It is our belief that successful management of projects at all levels can only be achieved by organizations whose individual contributors and leaders are good at managing the key functions as a team. Project management is not a one-person operation, but rather requires a group of individuals dedicated to a common cause and mission to achieve a specific goal.

We begin each week with a project status meeting to review all active assignments, confirm adequate progress toward milestones, and ensure effective communications regarding support needs to stay on target. Daily correspondence among specific project team members is typical, with client dialog at least weekly, since we realize the importance of information flow to avoid rework or misunderstandings. This focus on project quality and deliverables continues from concept through construction.

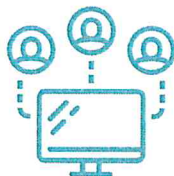
Our Track Record

We, at McGill, take pride in our work and try to be detailed and thorough during our design and analysis of a project. We have an in-house construction review process that examines all plans and specifications before going out to bid or construction. This helps ensure the quality of the end project for the owner. We have a proven track record of delivering high quality projects with minimal change orders.



Financial

Deltak Vision manages our projects financially.



Communication

Microsoft Teams unifies communication and collaboration among our staff.



Technical

McGill staff use cloud storage for all files, as well as the latest software programs for design.



Internal Expertise

Practice areas across the firm keep our projects running smoothly. We have in-house resources to address the majority of issues we may encounter during the life of a project.

Staying on Track

Ability to Meet Schedules

As many engineering services are typically provided on an as-needed basis, we understand that the development of a firm and realistic project schedule is important to the success of every project. McGill knows that communicating early in the preliminary phases of a project is critical to mission success; that is why we create a detailed schedule of execution for the project after the first coordination meeting. Our schedules have clear deliverables and milestones marked out, as well as coordinated team meetings in place. Since McGill provides both design and construction administration services, we have a better understanding of the time required for project construction. As such, we can help our clients develop realistic construction schedules and, when time is of the essence, help estimate the premiums that might be required for expedited construction.

Ability to Stay on Budget

McGill understands that design alone will not ensure the success of a project. Accurate project budgeting, a thorough understanding of public finance, project facilitation, close contract management, and organized record-keeping each contribute to the success of a project. We closely manage each of these important project elements.

Our experience with bidding and construction administration has also allowed us to develop internal records of unit costs for most construction items. We use this information, along with other published data, manufacturers' pricing, and—when needed—outside estimating assistance to ensure we are providing the most reliable project estimates possible.

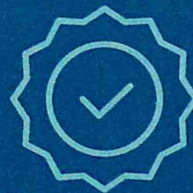
Firm Workload

The McGill team has a healthy backlog of work, which does not relate to more than can be done, but to an appropriate amount in order to keep staff highly utilized.

We carefully manage project workloads with available staff hours, allowing time to work on urgent items that may arise, as well as new projects. Our management team understands the transition process of introducing new work into the production flow, thus maintaining the effectiveness of the team. We also understand the need to respond swiftly and appropriately when urgent general services issues arise.

We understand that working for a unit of government in a general services manner can be different than working from project to project. As such, we work more as an extension of your staff, providing the needed expertise to fit the situations that may arise daily.

This relationship affords the Town of Pilot Mountain the opportunity to address difficult needs that occasionally arise, without adding extensive permanent staff. Our key project managers understand the need to respond appropriately to residents, elected officials, and regulatory agencies, which is critical to understanding the municipal realm of engineering.



**We provide
consistent
and effective
coordination
throughout all steps of
project development.**

06 | Certifications and Forms



HUB Participation Statement

McGill follows D/W/MBE procedures and processes to encourage the involvement of D/W/MBE firms in our projects, as applicable. We publicly advertise the inclusion of D/W/MBE firms for projects where there is an opportunity for firms to perform a portion of the work on the project. We also provide notices to the North Carolina Department of Administration's Office of Historically Underutilized Businesses to ensure that our solicitation of DBE inclusion is spread across the state.

Our processes also comply with all requirements of state and federal agencies that are providing funding for any of our projects. This allows McGill to utilize DBE firms when there is an opportunity. Additionally, for initiatives in which services are better utilized by the resources of outside firms, McGill reviews the list of D/W/MBE firms on the NCIPS system and will reach out to firms that satisfy the following list of criteria:

- Reputation of firm
- Proximity of firm to the project
- W/MBE status

RESPONDENT'S CERTIFICATION FORM

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this proposal submittal to Town is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFQ in its entirety and accepts its terms and conditions. I certify that all information contained in this proposal is truthful to the best of my knowledge and belief.

I further certify that I did not either directly or indirectly enter into any combination or arrangement with any person, firm or corporation, or enter into any agreement, participate in any collusion, or otherwise take any action in the restraint of free competition in violation of the Sherman Anti-Trust Act, 15 USCS Sections 1 et seq.; the North Carolina General Statutes Sections 133-24 through 133-31.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service; no officer employee or agent of the Town of Pilot Mountain or any other respondent is interested in said proposal; and that the undersigned executed this Respondent's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so. It is distinctly understood that the Town of Pilot Mountain reserves the right to reject any or all proposals.

McGill Associates, PA (McGill)

(Name of Respondent)



(Signature of Authorized Representative)

Doug Chapman, PE

(Typed Name of Authorized Representative)

Principal / Regional Office Manager

(Title)

June 10, 2021

(Date)





McGill Associates, PA
1240 19th Street Lane NW, Hickory, NC 28601
828.328.2024 | mcgillassociates.com





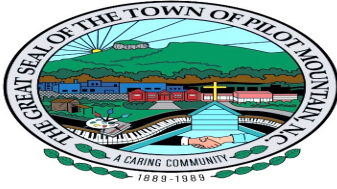
MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: June 9, 2021
RE: June 2021 Manager's Report

- Several months ago, I pitched the idea to the Board that we should stop making water/sewer taps in house but rather allow the individual property owners requesting the taps to find their own contractor, who we would approve, to make the tap. I made this suggestion because at the time that we were having a difficult time making taps in a timely manner and I felt this would be more efficient. Since that time, we have contracted out a number of duties that our PW crew was performing. In addition, Bob has talked with the PW crew and is recommending that we discontinue this practice and resume making water/sewer taps in house. I have agreed to this recommendation and wanted to let the Board and the community know that we will be doing this work in house. If we get back to a point where we are not efficient at getting this work done, then I will come back to the Board.
- We had a meeting with the LGC on June 9 regarding our funding applications. We have answered the questions that the LGC staff has about these applications and expect the applications to be on the agenda for the LGC in July or August.
- We are preparing for our first event of the year. The Pilot Mountain Pig Out and Concert are scheduled for June 26. We are looking forward to this event and hope everyone can come out and enjoy the food trucks. Tickets for the concert will be \$5, but there is no charge for the food truck festival other than the food you buy from each truck.
- Construction has begun on the Mt Airy Interconnect Project. We should have completion sometime in the middle of 2022.
- Construction is nearly complete on the Simmons/Sunset Water line and the Sunset Sewer Project. The last step is the repaving of Simmons and Sunset. We are working with the Contractor and our engineers to make sure this gets funded by the grant/loans from DEQ. The cost to do the work on these two streets is approximately \$175,000.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: All easements have been collected and design/build is underway. We have been granted an additional extension.
2. Main Street National Register District: These applications have been submitted to the State Historic Preservation Office..
3. Street Paving Project: The DOT has agreed to be paid at the end of the project. This project is moving ahead with some paving to happen this summer/fall. As soon as we have a schedule worked out with DOT, I will submit it the Board and the community.
4. Sunset Sewer Sub-Basin Project: The project is nearly complete. We are waiting on final work on the pump station and work from Duke Power to change the electrical service.
5. Water Treatment Upgrade: We have met with the LGC and expect our application for additional funding to be considered in July or August. We have signed loan paperwork on the original loan amount and construction is underway.
6. Streetscape Project: WR continues to work with Duke Energy on Plan B.
7. WWTP & Pump Station Project: Design is underway. Final designs will be submitted at the end of April. We should be able to bid this project in the summer.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2021

Reporting Period: May 1 - May 31 2021

OUR CASH AND INVESTMENTS			
Balances on May 31 2021, in whole dollars			
CASH & INVESTMENTS BY FUND			
GENERAL FUND			
	April 2020	April 2021	
Central Depository	\$ 516,648	\$ (8,426)	
NCCMT	(665)	(3,621)	
NCCMT-Powell Bill	710	711	
NCCMT-Term Account	5,524	(18)	
Police Drug Forfeiture	2,196	2,196	
Centura Bank CD	25,031	25,031	
Fiduciary Funds	67,123	20,864	
TOTAL GENERAL FUND	\$ 616,566	\$ 36,736	
OTHER FUNDS			
	April 2020	April 2021	
Water & Sewer Fund	\$ (5,661)	\$ 35,784	
NCCMT-Water/Sewer	\$ 4,313	\$ 5,557	
Water & Sewer AIA	NA	\$ 3,993	
Interconnection CP	\$ 7,000	\$ -	
WWTP Upgrade	NA	\$ (53,911)	
Sunset/Simmons Water	N/A	(\$31,120)	
Water Treatment Upgrade	(\$290,830)	(\$27,548)	
Streetscape Project	\$5,104	(\$1,474)	
Sunset Sewer Project	(\$271,380)	\$71,128	
Street Resurfacing	\$6,019	\$6,019	
Capital Reserve	\$ 50,229	\$ 3,184	
TOTAL OTHER FUNDS	\$ (495,205)	\$ 11,612	
TOTAL CASH & INVESTMENTS TOWN-WIDE			
	April	April 2021	
ALL FUNDS	\$ 121,361	\$ 48,348	

OUR CASH FLOWS...			
GENERAL FUND REVENUES & EXPENDITURES	Comparison of FYTD %		
	Prior FYTD %	Current FYTD %	
Fiscal Year Budget	\$ 1,892,090	\$ 1,754,560	
Revenues Fiscal Year to Date	79.00%	90.00%	
Expenses Fiscal Year to Date	84.52%	90.40%	
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget	\$ 906,480	\$ 986,135	
Revenues Fiscal Year to Date	80.66%	87.60%	
Expenses Fiscal Year to Date	75.29%	88.15%	
WWTP & PUMP STATION REHAB PROJECT			
Project Budget	\$ 1,374,500	\$ 1,374,500	
Revenues Project to Date	\$ 52,606	0.00%	3.83%
Expenses Project to Date	\$ 119,541	1.21%	8.70%
Water Treatment Upgrade Project			
Project Budget	\$ 3,978,000	\$ 3,978,000	
Revenues Project to Date	\$ 426,530	0.00%	10.72%
Expenses Project to Date	\$ 452,558	7.28%	11.38%
Sunset Sewer Rehabilitation Project			
Project Budget	\$ 2,573,038	\$ 2,573,038	
Revenues Project to Date	\$ 1,433,418	1.72%	55.71%
Expenses Project to Date	\$ 1,417,025	11.67%	55.07%
WATER & SEWER AIA PROJECT			
Project Budget	NA	\$ 305,000	
Revenues Project to Date	\$ 295,962	23%	97%
Expenses Project to Date	\$ 292,028	33%	96%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

	Comparison of FY %			GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Prior FY %	Current FY %			Fiscal Year 2021 Budget	YTD Expenses	
					Prior FY	Current FY	
AD VALOREM PROPERTY TAX				Governing Body	\$ 69,400	\$ 189,929	\$ 102,628
Fiscal Year Budget	\$ 847,090	\$ 867,500		Administration	275,160	253,709	271,481
Revenues this Month	\$ 3,615	2.16%	0.42%	Community & Economic D	41,330	129,698	54,092
Revenues FYTD	\$ 886,359	101.67%	102.17%	Downtown Revitalization	107,550	117,520	78,060
SALES & USE TAX				Police Dept	960,258	653,688	754,894
Fiscal Year Budget	\$ 469,790	\$ 448,844		Street Dept	95,230	95,161	92,685
Revenues this Month	\$ 38,006	8.16%	8.47%	Powell Bill	43,420	4,786	38,958
Revenues FYTD	\$ 479,738	91.77%	106.88%	Sanitation	224,580	185,979	222,358
UTILITY FRANCHISE TAX				Pilot Center	20,340	15,918	26,089
Fiscal Year Budget	\$ 106,020	\$ 118,140		Library	40,340	7,658	38,661
Revenues this Month	\$ -	0.00%	0.00%	Debt Service	65,330	47,137	76,570
Revenues FYTD	\$ 76,433	76.33%	64.70%	Non Departmental	-	5,548	-
REFUSE COLLECTION FEES					\$ 1,942,938	\$ 1,706,729	\$ 1,756,476
Fiscal Year Budget	\$ 69,840	\$ 73,010		Fiscal Year Budget	\$ 1,811,040	\$ 1,942,938	
Revenues this Month	\$ 6,226	8.48%	8.53%	YTD % of Annual Budget Expended		94.24%	90.40%
Revenues FYTD	\$ 69,853	90.70%	95.68%	WATER & SEWER ENTERPRISE FUND			
SALES & SERVICES				General	\$ 167,190	\$ 103,821	\$ 111,705
Fiscal Year Budget	\$ 23,500	\$ 81,700		Water/Sewer Administration	134,790	115,376	121,551
Revenues this Month	\$ 1,287	1.83%	2.18%	Production	165,530	166,756	198,078
Revenues FYTD	\$ 24,456	102.74%	51.86%	WWTP	254,790	175,174	218,396
WATER & SEWER ENTERPRISE FUND REVENUES				Line Maintenance	263,835	170,122	219,533
Fiscal Year Budget	\$ 906,480	\$ 986,135			\$ 986,135	\$ 731,249	\$ 869,263
Revenues this Month	\$ 80,910	6.74%	8.20%	Fiscal Year Budget	\$ 906,480	\$ 986,135	
Revenues FYTD	\$ 863,832	80.66%	87.60%	YTD % of Annual Budget Expended		80.67%	88.15%

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WATER TREATMENT PLANT**

MONTH: May

YEAR: 2021

OPERATIONS:

MILLION GALLONS OF RAW WATER TREATED	8.781	DAILY AVERAGE RAW WATER TREATED (MGD)	.283
MILLION GALLONS WATER FILTERED	8.441	DAILY AVERAGE WATER FILTERED (MGD)	.272
MILLION GALLONS PUMPED TO SYSTEM	8.060	DAILY AVERAGE WATER PUMPED TO SYSTEM (MGD)	.260

CHEMICALS USED:

ALUMINUM SULFATE	586 LBS.
SODA ASH	423 LBS.
CHLORINE	198 LBS.
HEXAMETAPHOSFATE	70 LBS.

OPERATIONS SUMMARY:

All monthly drinking water laboratory tests were in compliance and the monthly report (eMOR) was submitted to NCDEQ on June 8th, 2021.

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WASTEWATER TREATMENT PLANT**

MONTH: May

YEAR: 2021

OPERATIONS:

MILLION GALLONS OF WATER TREATED	4.774	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.154		
TOTAL RAINFALL INCHES	2.25		

CHEMICALS USED:

CHLORINE/BLEACH	60 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	2.4
TSS	30 max. avg. monthly	5.25
D.O.	5 minimum avg. daily eff.	6.85
Fecal Coliform	200 max. avg. monthly	1.0
Ammonia-Nitrogen	28.6 max. avg. monthly	.575

We were in compliance with all permit requirements.

**Pilot Mountain Police Department
Monthly Report for May 2021**

Accidents

5/7/2021 218 Friends St
 5/8/2021 647 S Key St
 806 S Key St
 5/27/2021 Shoals Rd @ 268
 5/28/2021 110 W Main St
 107 E Main St
 5/29/2021 818 S Key St

	TOTAL	AMOUNT	RECOVERED
Police Service	195		
Wrecks Investigated	7	\$ 14,900.00	
Assaults	0		
Larcenies	7	\$ 1,348.00	
Disturbances/Domestic	12		
Burglar Alarms	12		
Breaking & Entering	0		
MIP & Property Damage	2	\$ 15,300.00	
Traffic Citations	33		
Intoxicated Drivers	2		
Intoxicated Pedestrians	0		
Forgery/Fraud	0		
Armed Robbery	0		
Drug Charges	7		
Other Crimes	2		
Total Arrests	6		
Totals:	285	\$ 31,548.00	\$ -

OTHER:

5/2/2021 Served OFA
 Poss of SCH II
 Poss of Drug Paraphernalia
5/18/2021 Served OFA
 Poss of Heroin
5/24/2021 PWIMSD Sch II
 Poss of Methamphetamine
 Maintain Drug Vehicle
 Poss of Drug Paraphernalia

NOTES:

5/18/2021 Chief Jackson Taught BLET
 5/19/2021 Chief Jackson Taught BLET
 5/21/2021 Chief Jackson Taught BLET
 5/23/2021 Officers participated in the GHSP
 5/24/2021 Chief Jackson Taught BLET
 5/24/2021 Officers participated in the GHSP
 5/25/2021 Chief Jackson Taught BLET
 5/28/2021 Officers participated in the GHSP
 5/28/2021 Chief Jackson Taught BLET
 5/28/2021 ESHS Graduation