



MEMORANDUM

To: Mayor and Members of the City Council

From: Reginald Goodson, City Manager
Dwan Bell, Public Utilities Director
Jon Hawley, Grants Administrator

Date: February 21, 2025

Re: Consideration - Grace Drive Pump Station Replacement Project, Award of Construction Contract

BACKGROUND:

In late 2022, the City of Elizabeth City began engineering and design of the Grace Drive Pump Station Replacement Project. This project is funded by a special state appropriation of \$3.6 million intended to address the City's wastewater infrastructure needs, especially those that support the growth of Elizabeth City State University and southern Elizabeth City. With the Council's approval, City staff hired the Timmons Group as the project's engineer, and they have worked diligently to prepare the new pump station for construction. The project will entail replacement of dry-well pumps, suction-lift pumps, extensive building improvements to house the new pumps, and a new diesel backup pump.

City staff advertised for construction bids on December 6, 2024, and scheduled a bid opening on January 21, 2025; however, only two bidders submitted proposals and three was the required minimum. As such, we re-advertised and held a second bid opening on February 6, 2025. We received one bid, which statute allowed us to consider on re-advertisement. McPherson Enterprises, Inc., of Elizabeth City, bid \$3,246,924.15 for the project.

Timmons and City staff recommend award of bid.

ANALYSIS:

The Timmons Group reviewed the bid and found it to be sound and responsive. Their letter of recommendation is included with this memo.

At approximately \$3.25 million, McPherson's bid falls within our grant budget; however, City staff note that we initially estimated the pump station would only cost \$3 million.

Based on this, we had also proposed to include upstream pipe replacements as part of the project.

Our recommendation now is to postpone this work, and leave the anticipated remainder of the \$3.6 million award available for contingency. If/when the pump station is completed, we will explore appropriate uses for remaining funds.

STAFF RECOMMENDATION:

By motion: Award the construction contract to McPherson Enterprizes, Inc., for the Grace Drive Pump Station Replacement Project in the amount of \$3,246,924.15.