

**CITY OF DURHAM**

GENERAL SERVICES DEPARTMENT  
Project Management Division  
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**Memorandum**

**Date:** April 30, 2012

**To:** Thomas J. Bonfield, City Manager

**Through:** Theodore L. Voorhees, Deputy City Manager

**From:** Joel V. Reitzer, Director, Department of General Services  
Donald Long, Director, Department of Solid Waste Management *JVR*

**Subject:** Request for exemption from qualifications-based selection procedures for Design and Consulting Services for the Household Hazardous Waste Facility Relocation

The City of Durham Household Hazardous Waste (HHW) Customer Drop-off Facility is currently located in an old building on the south parcel of the North Durham Water Reclamation Facility (NDWRF) on East Club Boulevard. Relocation of the HHW Drop-off is necessary because of a planned expansion of the NDWRF and also to achieve the goal of combining all Solid Waste Management (SWM) Customer Convenience Operations at the SWM Disposal Facility at 2115 East Club Boulevard.

CHA Consulting, Inc. (Clough, Harbor, and Associates, LLP) (CHA) was chosen by SWM through a qualifications-based selection process for the development of a comprehensive disposal plan. CHA subsequently completed the design and construction administration of concrete and sewer renovations to the SWM Transfer Station. CHA has completed the review and evaluation of the elements of the current SWM disposal system as Phase I of the comprehensive disposal plan. The relocation of the HHW Drop-off Facility to the Customer Convenience Center is one of the recommendations put forth in the Phase I report.

It is recommended that the City contract with CHA Consulting, Inc. to perform the design, permitting investigation, and construction administration of the relocation of the HHW Facility. This is based on their knowledge of the City of Durham SWM operations and their current contract with the City for our Solid Waste Disposal Plan. The cost of the design is \$69,382.00 funded with a portion of remaining CM001 funds used for several SWM Construction projects. The construction, which will be competitively bid, is budgeted at \$200,000.00.

The forgoing project is hereby made exempt from the provisions of G.S. 143-64.31 for the reasons stated in this memorandum.

*Theodore L. Voorhees*  
Concur  
for TJB 5/3/12

Do Not Concur

*Frankly, I don't think we even need a waiver since they went through a q-based selection process for site design. But here it is.*