



# **Gaston County**

## **Board of Commissioners**

COURTHOUSE  
325 Dr. Martin Luther King Jr. Way  
Gastonia, NC

*Chairman - Chad Brown*  
*Vice-Chairman - Tom Keigher*  
*Allen R. Fraley*  
*Don Grant*  
*Bob Hovis*  
*Tracy L. Philbeck*  
*Ronnie Worley*

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Friday, February 16, 2018

Meeting Agenda

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**Special Voting Meeting**  
**- To Immediately Precede the Annual Planning Session (12:00 PM) -**

**To Be Held at**  
**The Gaston County Administration Building**  
**3rd Floor - Conference Room 3A**  
**128 W. Main Avenue, Gastonia, NC**

CALL TO ORDER  
INVOCATION  
PLEDGE OF ALLEGIANCE

**I. VOTING MATTERS**

- A.** Commissioner Brown - Finance - To Award Bid and Approve Financing for up to \$3,921,862 for Rolling Stock and Equipment to U.S. Bancorp Government Leasing and Finance, Inc. and to Approve the Attached Budget Change Request for Appropriation of Funds.....2-4
- B.** Commissioner Brown - Economic Development - To Accept Proposal for Due Diligence for Apple Creek Corporate Center to Include Environmental Testing, Subdivision Platting, Surveying, and Rezoning Plan.....5-10

**II. ADJOURNMENT**

***The Annual Planning Session to Follow Immediately***



# Gaston County

Gaston County  
Board of Commissioners  
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## Finance Board Action

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**File #: 18-062**

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Commissioner Brown - Finance - To Award Bid and Approve Financing for up to \$3,921,862 for Rolling Stock and Equipment to U.S. Bancorp Government Leasing and Finance, Inc. and to Approve the Attached Budget Change Request for Appropriation of Funds

### **STAFF CONTACT**

Tonya Frye - Finance Director - 704-866-3032

### **BUDGET IMPACT**

The County is obligated to make payments on this debt through October 2020.

### **BUDGET ORDINANCE IMPACT**

Loan proceeds will be received from U.S. Bancorp Government Leasing and Finance, Inc. and appropriated in the various departmental accounts as attached on the budget change request.

### **BACKGROUND**

By approval of this action, the Gaston County Board of Commissioners finds that the financing of the acquisition of the vehicles and other items costing up to \$3,921,862 pursuant to the terms of an installment purchase contract with U.S. Bancorp Government Leasing and Finance, Inc. is in the best interests of Gaston County and hereby authorizes the execution of such contract. The Board designates the obligations of the County to make payment under the proposed installment purchase contract as "non-bank qualified obligations" in accordance with the provisions of Section 265 (b)(3) (ii) of the Tax Reform Act of 1986, as amended. If any of the equipment or other items on the list are received before the financing documents are fully executed, the County staff is authorized, if necessary, to make payment directly to the appropriate vendor and to obtain subsequent reimbursement from the financial institution providing the financing.

### **POLICY IMPACT**

### **ATTACHMENTS**

Budget Change Request

## GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 4130 Finance

Dept. # Department Name

Tonya Frye 2/13/18

Department Director's Name Date

### TYPE OF REQUEST:

☐ Line Item Transfer Within Department & Fund

☐ Line Item Transfer Between Funds \*

☐ Project Transfer Within Department & Fund

☒ Additional Appropriation of Funds \*

☐ Line Item Transfer Between Departments\*

\* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER	AMOUNT
	Fund - Function - Dept - Division - Object - Project	Whole Dollars Only
	xxx - xx - xxxx - xxxx - xxxxx - xxxxxx	(See Note Below)
Installment Purchase Agreement	010-01-8300-0000-416002-	(3,921,862)
County Police Motor Vehicles	010-02-4310-4310-540003-	534,787
Sheriff Department Motor Vehicles	010-02-4315-4315-540003-	71,763
Building Inspections Motor Vehicles	012-02-4350-0000-540003-	78,151
Facilities Management Motor Vehicles	010-01-4265-4260-540003-	114,503
Fire Marshal Motor Vehicles	010-02-4340-0000-540003-	42,556
Grounds Maintenance Motor Vehicles	010-01-4261-0000-540003-	28,742
DSS Administration Motor Vehicles	020-05-4790-0000-540003-	73,199
GEMS Motor Vehicles	010-01-4370-0000-540003-	1,374,982
Rescue Squads Motor Vehicles	010-01-4372-0000-540003-	1,140,481
Landfill Motor Vehicles	060-08-4720-0000-540003-	462,698

### JUSTIFICATION FOR REQUEST:

This budget change request appropriates funds in the amount of \$3,921,862 from the lease purchase agreement with U.S. Bancorp Government Leasing and Finance, Inc. for rolling stock and equipment. The County staff received one bid and two no bids for the financing and recommends U.S. Bancorp Government Leasing and Finance as the lowest responsible bidder at a rate of 2.346% for the thirty-six month term.

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.





# Gaston County

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## Economic Development Commission Board Action

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**File #:** 18-063

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Commissioner Brown - Economic Development - To Accept Proposal for Due Diligence for Apple Creek Corporate Center to Include Environmental Testing, Subdivision Platting, Surveying, and Rezoning Plan

### **STAFF CONTACT**

Donny Hicks - EDC - 704-825-4046

### **BUDGET IMPACT**

Budgeted funds. Total Fee (Not to Exceed without prior written authorization) \$546,000.

### **BUDGET ORDINANCE IMPACT**

N/A

### **BACKGROUND**

Gaston County proposes to engage the firm of Alfred Benesch & Company to perform due diligence testing, surveying and rezoning plan for Apple Creek Corporate Center. Total Fee (Not to Exceed without prior written authorization) \$546,000.

### **POLICY IMPACT**

N/A

### **ATTACHMENTS**

Proposal for Due Diligence and Rezoning - Apple Creek Corporate Center; Announcement

February 7, 2018

Mr. Donny Hicks, Executive Director  
Gaston County Economic Development Commission  
620 North Main Street  
Belmont NC 28012

Reference: Proposal for Diligence and Entitlement Process (Rezoning) - Apple Creek Corporate Center

Dear Donny:

Thank you for placing your continued trust in Alfred Benesch & Company. Please find the proposed amendment to our contract in the body of this letter for additional consulting services. Since this is an amendment to our existing contract, terms we have used in the past will still apply. If you find this proposal acceptable, please execute this proposal and return to me.

The scope included in this proposal is designed to be a continuation of planning and due diligence of the aforementioned site. We will modify and use elements and recommendations expressed in the summary report for the study we did in January of 2015. I have attached exhibit 1 for your use.

This amendment proposal represents the following deliverables as described herein:

- Updated Project Master Plan
- A preliminary subdivision plat recombining the various tracts of land into one
- Rezoning plan prepared for petition to Gaston County
- ALTA grade survey for horizontal and vertical features including LiDar grade methodology
- Environmental permitting study and wetland/floodway/jurisdictional waters delineation
- Phase 1 Environmental survey
- Soil Borings and boring report for the entire park as planned in updated master plan
- T I A – via Technical Memorandum of Understanding with NCDOT
- Updated Total Project Cost Estimate
- To begin processes to secure acceptance letters for things like Utilities, NCDOT, and NCDENR while not necessarily perfecting the permits – the conversations will be had to a level of understanding that the project may or may not proceed as planned.
- To produce a report complete with executive summary compiling the facts and recommendations for future action

The primary objective of this exercise is to aid decision makers in determining whether or not they should proceed with development of the subject property as an economic revenue generating mechanism for the county or whether there may or may not be factors that emerge from this process that point the best use the property for other purposes from an economic standpoint for the county.

### Deliverables, Fee and Schedule for our Project

Benesch will work with Gaston Economic Development Commission very closely on a fee basis as follows listed below.

We will act as Project Managers for technical related portions of work that we do not perform ourselves. We have agreed on allowances for the subconsulting contracts as listed below. We will invoice an additional 10% to the invoices they provide for services rendered as an administration and management fee. We will solicit at least two proposals for each subconsultant subject to your review and selection of which firms you want to use and compliant with the Mini-Brooks act (professional qualifications and best “fit” basis for selection).

Surveying	\$150,000
Subdivision Plat recombination	\$ 15,000
Environmental Assessments, Delineation and pre permitting discussion	\$ 40,000
Phase I ASTM	\$ 10,000
Soil Borings- Recommendation Report from Soil Scientists (we will produce the boring plan after we have re established the master plan and preliminary road alignment)(initially may take as many as 150 borings and more to follow)	\$100,000
10% administrative and management fee	\$ 31,500

We intend to self-perform research and the work required to produce a **Technical Memorandum of Understanding with NCDOT** relating to the intersections between our proposed parkway alignment and Bessemer City/Cherryville Highway (hwy 279) and Dallas Bessemer City Hwy (274), respectively. We will invoice you for this work as we complete the work and/or milestones.

\$

20,000

We intend to Provide **updated Master Plan and Entitlement (Rezoning) Plan**  
 And updated cost estimate including **Total Project Cost Model** as we have done before

We will provide you with a **summary report** and **presentation to the governing body or assembled body of your choosing** which will include electronic media (power point, etc), a written executive summary , and relevant hard copies of supporting graphs etc.

\$130,000

**Contingency** (in the event of extended needs or additional scope resulting from our investigations)  
 These funds will not be expended without express direction from GEDC

\$ 49,500

**Total Fee** (Not to Exceed without prior written authorization)

**\$546,000**

## **Schedule**

Our goal is to have investigations complete or nearing completion to a point that we may recommend either proceeding with the next step (Construction Documents and Design/Planning for implementation of a Commercial Corporate Park) or some modification thereof by June 15, 2018.

There is obviously urgency in getting these sub consultants underway as several of these tasks will take several weeks to complete. Part of our management process will be to write RFP's that stipulate schedules for deliverables. The RFP process will begin immediately upon notice to proceed with this proposal (amendment).

### Rate Schedule

When we determine additional tasks you desire us to include – we will estimate hours associated with the task and calculate our fee using the rate schedule below. We can amend our contract any time you see fit.

## **2018 Benesch Rate Schedule**

<u><b>Classification</b></u>	<u><b>Billable</b></u>
Project Manager I	\$122.00
Project Manager II	\$144.00
Senior Project Manager	\$154.00
Landscape Architect I	\$ 92.00
Landscape Architect II	\$ 99.00
Landscape Designer I	\$ 72.00
Landscape Designer II	\$ 84.00
Senior Landscape Designer	\$108.00
Project Engineer I	\$105.00
Project Engineer II	\$111.00
Designer I	\$ 78.00
Designer II	\$ 87.00
Administrative Assistant	\$ 64.00

### **Future Work Tasks**

The following list provides examples of work that you may elect to engage us in, or to have us assist you:

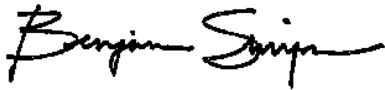
- Apply to local and state officials to obtain consent/approval letters, utility capacity acceptance letters and clearances for things such as water and sewer, planning and zoning, NCDOT, Duke Energy, Rutherford Power Cooperative, Colonial Pipeline, etc.
- Actual wetlands permitting petition –
- Deed research, Tax map research, or appraisals beyond ALTA conducted by Surveyor in accordance with ALTA.



- Public or private presentations/meetings other than those specifically called out in the scope of work descriptions
- Planning and design services for adjacent properties
- Advanced investigations into multiple plan concepts
- Detailed Engineering such as erosion control, detailed grading plans, storm water plans, utility plans, roadway plans

We are more than happy to go over any portion of this proposal in detail or answer any questions you may have regarding this exciting project. Thank you again for the business. We are ready to go to work!

Sincerely,  
Alfred Benesch & Company



Benjamin Simpson, PLA, ASLA  
Senior Project Manager

Phillip Hobbs, PLA, LEED AP,  
NC Division Manager

This amendment is approved:

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Printed Name/Signature

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Date

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Position /Authority

## Announcement

Gaston County in accordance with North Carolina G.S. 143-64.31 is seeking proposals for an engineering firm to act as project manager for the diligence and entitlement process for a proposed corporate center.

Deliverables for this must include:

- Updated Project Master Plan
- A preliminary subdivision plat recombining the various tracts of land into one
- Rezoning plan prepared for petition to Gaston County
- ALTA grade survey for horizontal and vertical features including LiDar grade methodology
- Environmental permitting study and wetland/floodway/jurisdictional waters delineation
- Phase 1 Environmental survey
- Soil Borings and boring report for the entire park as planned in updated master plan
- T I A – via Technical Memorandum of Understanding with NCDOT
- Updated Total Project Cost Estimate
- To begin processes to secure acceptance letters for things like Utilities, NCDOT, and NCDENR while not necessarily perfecting the permits – the conversations will be had to a level of understanding that the project may or may not proceed as planned.
- To produce a report complete with executive summary compiling the facts and recommendations for future action

Please submit your proposal no later than 5:00 p.m. February 14, 2018 to:

Donny Hicks, Executive Director  
Gaston County Economic Development Commission  
620 North Main Street  
Belmont NC 28012