**TOWN OF PITTSBORO**
**Status of Capital Projects**
**January 28, 2013**

This report provides information on the status of capital projects on which Town staff are now working or that are recently completed. Projects are classified as "Completed," "Under Construction" and "In Planning."

## Completed

**None.**

## Under Construction

### Hillsboro Street Transmission Line Replacement Project

Project: This project was originally part of the Downtown Water System Improvement Project. We are separating this portion into a discrete project to better track expenses with respect to the CDBG funding acquired for this portion of the work. The work includes about 6,340 linear feet of water lines from Chatham Mills to the Courthouse traffic circle.

Budget: The project will be funded by a $750,000 CDBG supplemented with $37,500 in matching funds from the Enterprise Fund Balance and $115,080 for engineering design and construction administration from the Enterprise Fund Balance:

Status: We are finalizing the request for proposals for CDBG grant administration and hope to have this request for proposals advertised before the end of February. We will present a project budget ordinance for this project to the Board of Commissioners on February 14, 2011.

February 28, 2011: We have issued the RFP for grant administration services. Proposals are due March 3rd at 3:00 p.m.

March 14, 2011: Our solicitation for grant administration services resulted in only one proposal. The Department of Commerce Project Manager has asked that we readvertise the request for proposals and attempt to reach a broader population of potential contractors. We will readvertise as soon as possible with a view toward receiving proposals not later than March 31, 2011.

March 28, 2011: Due to the delays surrounding the solicitation of an engineering consulting firm to do the grant administration work on this project, we have requested an extension of the April 10, 2011 deadline for the release of all conditions of the grant. We will need the assistance of the grant administration consultant to achieve the release of all conditions. A copy of the extension request appears as an FYI item on the March 28th agenda.

April 11, 2011: Our readvertisement of the request for proposals for CDBG grant administration services resulted in one additional submission. We will review both submissions and consult with the CDBG Grant Administrator regarding the selection of a consultant for this work.

June 13, 2011: We completed the interview process for selection of an engineering consulting firm to do the grant administration work on this project on May 25th. A recommendation for contract award will appear on the agenda for June 13, 2011.

June 27, 2011: We are now under contract with The Wooten Company for the grant administration portion of this work. Due to delays in the selection of a grant administration contractor, it was necessary to request a second extension of the deadline for release of all condition of the grant. The NC Department of Commerce granted us an extension and our new deadline is August 10, 2011. The Wooten Company is confident that they can meet this deadline. NCDOT has completed their review of the project plans and specifications and we are expecting to review formal notification of their approval very soon. Unfortunately, they are asking that we undertake to pave about 3,000 feet of NC 15/501 as part of this project. We do not have a detailed cost estimate on the proposed paving work; however, if the Town agrees to these terms, we estimate that there will be additional engineering costs and additional construction costs of as much as $250,000. The CDBG grant does not include funding for this work and the current project budget does not include any funding for this work. It have suggested that we consider asking NCDOT to reallocate the $360,000 previously budgeted for a traffic signal at NC 15/501 and Park Drive to this paving project otherwise, the Town would have to consider funding the paving work form the General Fund balance.

July 25, 2011: The Wooten Company has completed their work on the Project Program Manual and that manual will be submitted to the Board of Commissioners for approval on July 25, 2011. Once approved, we will request that the Commerce Department confirm that we have completed all of the requirements for release of the CDBG grant funds. NCDOT has reversed their position on the paving of 3,000 feet of 15/501. The Finance Officer is continuing to work on the reallocation of the REDLG loan, formerly approved for the 3M Reuse Project, so that it may be used to fund a portion of this project.

August 8, 2011: The Wooten Company has finalized their work on the requirements for release of the CDBG grant funds. The Town Manager's letter of August 2, 2001 forwarded the required material to the Commerce Department Project Officer. We expect to be notified that we have met all of the requirements for release of the grant funds within a week or two.

August 22, 2011: We are awaiting notification from the Department of Commerce that we have met all requirements for release of the CDBG funds. A resolution accepting the offer of a no-interest loan in the amount of $240,000 from the Central Electric Membership Corporation will be on the agenda on August 22, 2011.

September 12, 2011: We are still awaiting notification from the Department of Commerce that we have met all requirements for release of the CDBG funds. It was necessary to submit another request for an extension on achieving final release of all conditions due to the omission of one item from our submission to the Department of Commerce. FYI items 4 and 5 provide additional details. Finance Officer Mandy Cartrette is working on finalizing the loan agreement with the Central Electric Membership Corporation for a $240,000 loan for this project.

September 26, 2011: We received a set of loan documents from the attorney for the Central Electric Membership Corporation and those documents are now under staff review by the Town Attorney and Finance Officer. We are still awaiting notification from the Department of Commerce that we have met all requirements for release of the CDBG funds. October 10, 2011: We are schedule to close on the Rural Economic Development Loan & Grant (REDLG) loan and complete the loan documents on October 10th. The Central Electric Membership Corporation will present a check to the Town at the October 10th Board meeting.

October 24, 2011: We accepted a check in the amount of $240,000 from the Central Electric Membership Corporation on October 10, 2011. The agenda for October 24th will include a budget amendment recognizing the revenues from the REDLG loan and adding $26,285 to the project budget for engineering fees associated with requirements mandated by NCDOT. Concurrently, we have sent a letter to NCDOT seeking relief from some of their mandated requirements on the project including the filling of the abandoned pipe with grout and the use of flowable fill to backfill trenches. As instructed by the Board of Commissioners on October 10th, we will advertise the project for bids as soon as we have satisfied the mandated NCDOT requirements.

November 14, 2011: Becky Smith and John Poteat met with Reuben Blakely of NCDOT on November 1, 2011 to seek relief from some of the NCDOT mandated requirements on the project including the filling of the abandoned pipe with grout and the use of flowable fill to backfill trenches. Initial reports are that the meeting went well and that NCDOT may be willing to compromise on a few points; however, they were not prepared to commit at the meeting. They have agreed to communicate their decision to the Town in a forthcoming letter.

November 28, 2011: We are in the process of preparing a design contract amendment that will authorize Hydrostructures, P.A. to complete work on the elements of work required by NCDOT including the traffic control plan and grouting the concrete-asbestos portion of the abandoned water line.

December 12, 2011: Work is in progress on satisfying the NCDOT requirements to be added to the project bid documents. We are on schedule for an advertisement for bids in late January or early February.

January 9, 2012: (No Change).

January 23, 2012: Project Engineer Becky Smith recently met with NCDOT engineers to work out the final details of the plans and specifications. We are on schedule for a bid advertisement in mid-February.

February 13, 2012: We have received an authorization to construct this project from NCDENR and Hydrostructures has received the final review comments from NCDOT. Project Engineer Becky Smith (Hydrostructures) and Grant Administration Consultant Warren Wooten (Wooten Company) will be meeting with Dennis Branch of the Commerce Department on February 17th to go over the progress on the project to date. We expect to have this project out to bid shortly after that meeting.

February 27, 2012: Becky Smith of Hydrostructures is in the final stages of reviewing draft bid documents. We expect to have this project out to bid before March 9th.

March 12, 2012: The advertisement for bids was published in the Chatham Record on March 8th. A pre-bid conference is scheduled for Tuesday, March 20, 2012 and bid opening is scheduled for Thursday, April 5, 2012.

March 26, 2012: The pre-bid conference for this project was held on March 20, 2012 and was attended by seven general contractors interested in bidding on the project. Bid opening is scheduled for Thursday, April 5, 2012.

April 9, 2012: Bids were opened on April 5, 2012 with the following results:

| Bid Tabulation Table | |
|---|---|
| Contractor | Bid Amount |
| SKC, Inc. | $1,458,125.0 |
| Sanford Contractors | $1,798,893.8 |
| Sullivan Eastern | $2,090,175.0 |

| Adequacy of Budget Analysis | |
|---|---|
| Construction Budget | $877,500.0 |
| Contingency Budget | $75,000.0 |
| Total Available Funds | $952,500.0 |
| Low Bid | $1,458,125.0 |
| Shortfall with no Contingency | -$505,625.0 |
| 10% of Low Bid | $145,812.5 |
| Shortfall with 10% Contingency | -$651,437.5 |

We had hoped for a more favorable bid; one that would have made it reasonable to recommend funding the shortfall from the Enterprise Fund balance. While we have not had sufficient time to develop a complete staff recommendation on how best to proceed, we do not recommend using over $500,000 of the Enterprise Fund balance to augment this project budget. The Enterprise Fund balance at the end of FY 2010-2011 was about $1,863,000; however, we used $402,245 to balance the FY 2011-2012 budget and we will need about $142,500 to balance the FY 2012-2013 budget, assuming that the Board approves a water/sewer rate increase. The remaining available fund balance is only about $1,318,255.

April 23, 2012: Nothing new to report pending the results of Board member negotiations with the Chatham County Board of Commissioners.

May 14, 2012: The Town Manager presented an information briefing to the Chatham County Board of Commissioners on Monday May 7, 2012, wherein we requested supplemental funding from Chatham County in the amount of $223,433 in support of this project in addition to payment of $203,005 in access fees and capital recovery fees for the new County Jail Project. The County Board of Commissioners seemed receptive to providing some level of supplemental funding; however, they were not ready to commit to a specific number at the May 7th meeting. They have received our request and indicated that they will work toward a decision on the matter at their regular meeting on May 21, 2012. If we get favorable consideration from Chatham County, we would expect to bring a recommendation for award of the bid for this project at the Tuesday, May 29, 2012 meeting of the Pittsboro Board of Commissioners. Concurrently with the above, we have solicited proposals from local banks for an installment loan in the amount of $239,000 to supplement the budget for this project. The deadline for submission of loan proposals is Friday, May 18th with an anticipated loan closing date of Friday, June 1, 2012.

May 29, 2012: On May 21, 2012, the Chatham County Board of Commissioners approved a $78,000 contribution to this project. Another $145,432 was tentatively offered contingent upon the Town agreeing to either annex Northwood High School or agreeing to charge Northwood High School in-town sewer rates. Based in part on the decision of the County, the Town Manager is recommending that all bids for this project be rejected and that the Town pursue loan funds from the USDA and/or the State Revolving Loan fund to cover the shortfall in the project budget. Concurrently, we would seek a one-year extension on the $750,000 CDBG grant for this project. A detailed agenda item will appear on the May 29, 2012 agenda.

June 11, 2012: The notice of award was executed on May 31st and the contract documents were executed on June 4, 2012. The contractor is now arranging for performance and payment bonds and preparing the project schedule and traffic control plans. The project engineer is preparing a letter to affected property owners to inform them regarding the project schedule. We expect a mobilization time of 30 to 45 days with construction beginning sometime in mid-August. The Finance Officer has contacted BB&T to notify them that they are the low bidder on the installment financing and to make arrangements for closing on the $249,000 installment loan.

June 25, 2012: Work continues on preparation for the beginning of this project. We have tentatively scheduled a pre-construction meeting for Wednesday, August 1, 2012.

July 23, 2012: A final coordination meeting was held on July 18, 2012 in preparation for the formal pre-construction meeting on August 1, 2012. The purpose of this meeting was to bring together all agencies that may be affected by the conduct of this project including the project engineer, the contractor, Pittsboro Fire Department, Pittsboro Police Department, Chatham County Public Works, Pittsboro Finance Department, Pittsboro Planning Department, Pittsboro Utility Department. The formal pre-construction meeting cannot be convened until NCDOT approves the contractor's traffic control plan. We are optimistic that this will take place before August 1, 2012.

August 13, 2012: The pre-construction meeting has been delayed pending NCDOT approval of the general contractor's traffic control plan. A new date has not yet been set.

August 27, 2012: A pre-construction meeting was held on Wednesday, August 15th and the Contractor was issued a "Notice to Proceed." This starts the clock on the 120 days allowed for construction under the contract. The contractual project completion date is now set at December, 13, 2012. The contractor has begun to stage equipment at the million gallon tank and will start laying pipe very soon. They will begin work at the million gallon tank and move southward toward the traffic circle.

September 10, 2012: Work is proceeding down Tank Road and should reach 15/501 by about Monday, September 10th. Our first construction progress meeting will be on Tuesday, September 11th. Hydrostructures did send out a public information letter to the addresses along the construction route and that letter is also posted on our website. A copy will appear as an FYI item on the September 10th agenda. We plan to send out similar project update letters on a bi-weekly basis throughout the duration of the project.

September 24, 2012: The contractor has turned the corner at Tank Road and US 15/501. The project has experienced some delay due to rain days and is slightly behind schedule. Our second public information letter went out last week; a copy will appear as an FYI item on the September 24th agenda.

October 22, 2012: The cut across Springdale Drive was completed on October12 and the contractor should be close to Park Drive by October 19. Pressure testing and chlorination of the first 2,000 feet of line as well as transferring of services to this new section are schedule the week of October 15. Once past Park Drive, installation of the pipe will be in the north bound lane of Hillsboro Street and not the road shoulder. Work will be done at night between 7:00 pm and 6:00 am. Traffic will be detoured during these hours. See engineers report for more details.

November 13, 2012: Becky Smith is providing daily updates to the Board on this project. I am currently waiting for the discussion on the option to reverse the direction of the project from Becky Smith. I should have this by November 13th to discuss with the Board.

November 26, 2012: Becky Smith provides daily updates to the Board via email. The North Carolina Department of Transportation (NCDOT) will be ceasing construction on all State highways on Wednesday evening (11/21/12) through Sunday evening (11/25/12) to accommodate holiday traffic.

January 14, 2013: The project went on hiatus over the Xmas and New Year holidays in order to accommodate holiday traffic. Work continues into the downtown. Crews and travelers experienced some congestion in the traffic circle, but construction proceeded in relative safety. Street sweepers have been providing some dust control every Friday morning. A temporary asphalt overlay was rolled on Hillsboro St to reduce the bumpiness.

January 28, 2013: Work continued in the traffic circle, with some traffic congestion during early commutes. Construction experienced some delay during the week of 1/21/13 due to cold weather.

February 11, 2013: The contractor completed connections in the traffic circle, following leaks to the old water main on the north and east sides of the traffic circle. Installation of the cross line began on Hanks Street.

## In Planning

### 3.22 MGD Wastewater Treatment Plant Construction

Project: This project will build a new 3.22 million gallon per day wastewater treatment plant.

Budget: To be determined. Preliminary estimates suggest that the total project cost could be on the order of $44,000,000. Funding will most likely be in the form of a revenue bond backed by letters of credit from participating developers. Debt service payments would be covered by access fees and capital recovery fees paid by developers over time.

Status: The environmental impact statement for the project is completed and will be submitted in late July or early August. The Town Manager has scheduled a meeting with the staff of the local Government Commission for Wednesday, July 30th to brief the LGC on the scope of the project and to seek guidance on next steps in securing funding for the project.
Aug. 11, 2008: The Town Manager met with the Local Government Commission staff to give them an initial briefing on the scope of the proposed project and to seek guidance on next steps from the LGC's point of view. They advised that once we have a financing plan in place it will be necessary to contract for a feasibility study before bringing a loan (or revenue bond) proposal before the LGC. They were generally supportive of the project but counseled us to beware of taking on a project that was too big. They suggested that dividing the project into smaller increments would enhance the probability of approval by the LGC. They also advised that the LGC would not be open to exposing the Town of Pittsboro to a high level of financial risk to support the business goals of the development community. The EIS for this project has been completed by Hobbs and Upchurch. It will be submitted to the State of North Carolina for review on about August 13, 2008.

August 25, 2008: The Town staff met with the WWTP Developers Group on Monday, August 18, 2008. The most significant outcome of this meeting was that Tim Smith of the Preston Group has scheduled a meeting with the key personnel from interested developers to begin work on preparation of a funding proposal to move this project forward in a fashion that minimizes the financial risk to the Town and will be satisfactory to the Local Government Commission. This follow-up meeting is scheduled for September 8, 2008.

September 22, 2008: On September 12th, Ms. Hannah Stallings of Division of Water Quality, NCDENR returned the EIS for the new WWTP to Hobbs, Upchuch and Associates (HUA) with a list of 63 corrections to be made to the EIS document before it will pass her "completeness review." Her cover letter was somewhat strident in its criticism of HUA for submitting a document with so many apparent errors and omissions. Upon receiving a copy of this correspondence, I contacted Fred Hobbs and asked him to formulate a plan to resolve the issue with the EIS and get it resubmitted to Ms. Stallings in a timely manner. Key staff members of HUA have visited Ms. Stallings to discuss her concerns with the EIS and Fred Hobbs has committed to have the corrections made and the document ready for resubmission within three weeks. Considering the magnitude of the required revisions, I considered this to be a reasonable schedule and have agreed to allow HUA three weeks to produce the corrected document. The revised EIS should be in my hands for review and ready for resubmission on or before Wednesday, October 8, 2008.

Concurrently with the activity above, I have received both verbal and written communications from Tim Smith of the Preston Group expressing his dissatisfaction with the work of HUA on the EIS and suggesting that he would be willing to take over this work and employ an engineer of his choosing to complete the EIS and begin the NPDES permitting process. He has articulated some of his concerns and the general terms of his offer of assistance to me in a letter dated September 18, 2008 which I have provided to the Board of Commissioners for information.

October 13, 2008: HUA is continuing work on the revisions to the EIS. They report being on schedule to complete the revisions by Friday, October 17, 2008. Members of the Town staff met with the WWTP Developer's Working Group on Monday, October 6th at the suggestion of the Preston Group. The intent of the meeting was to provide one last opportunity to review EIS issues before resubmission of the corrected document. The Preston Group continues to lobby for changes in the plan that would better suit their business goals; however, I am not convinced that delaying the project to incorporate significant scope changes is in the best interests of the Town of Pittsboro. I agreed to have HUA pursue answers to a few questions that did not entail significant delays; however, I declined to revisit major issues such as the location of the new plant, location of the main discharge point on the Haw River and the route of the force main to the discharge point. It is my opinion that reopening the discussion on such major scope changes at this juncture would be counterproductive and unreasonably delay the resubmission of the EIS. Furthermore, there will be ample opportunity to discuss such issues after the EIS passes completeness review and moves to agency review at the State level.

October 27, 2008: The revised EIS was delivered to Town Hall on Monday, October 20th. The staff review of this document will take about two weeks. Once we are satisfied that all of the comments from Hannah Stallings of Division of Water Quality have been addressed, we will resubmit the document for completeness review.

November 24, 2008: We have completed our internal staff review of the revised EIS and the final document has been resubmitted to the State for a "completeness review." We expect that this review will take about 45 days and be completed some time in January 2009.

January 12, 2009: Members of the Town staff (Bill Terry and Mark Tirone) met with Hanna Stallings of DWQ, and our Hobbs, Upchuch consultants on this project. The purpose of the meeting was to resolve a few outstanding issues for the completeness review on the EIS for this project. I believe that, with a few more corrections, Ms. Stallings will be ready to move the EIS to the next phase of the review process. The next step will entail review of the EIS by multiple State agencies that have an interest in the project. We expect this review process to take 45 to 60 days and we expect that it will generate several questions that will require a response from the Town and/or Hobbs, Upchurch and Associates.

February 9, 2009: Town staff member and the project engineers met with the Waste Water Plant Developers Working Group on Monday, February 2, 2009. Hobbs and Upchurch reported that the EIS revisions are nearly completed and that the final document should on its way back to the State of North Carolina by Friday, February 6, 2009. There was agreement in principle that we should begin work on a presentation to the Local Government Commission (LGC) that would lay out a proposed funding plan for this project and seek LGC support for the plan. I envision that the working group and the eventual briefing team would include the Town Manager, Town Attorney, Finance Officer, Utility Director, Project Engineer and two to three developer representatives. It is envisioned that we would work on this funding plan briefing over the next 90 to 120 days and bring it to the LGC sometime this spring or early summer.

March 23, 2009: Fred Hobbs called to report that the completeness review of the EIS is done and that 18 copies of the final version of the EIS are now being prepared for distribution to the various agencies that must review the document.

July 13, 2009: We have received our first review comments on the EIS from the Winston-Salem Regional Office of the NC Division of Natural Resources Planning and Conservation and Wildlife Resource Commission. These were some minor requests for additional information. Hobbs and Upchurch is responding to the request.

July 27, 2009: Member of the Town staff met with the WWTP Working Group on July 20th. Work continues on responding to comments from the EIS review process. We expect that this process will be completed by about October 30th. Next steps will be NPDES permitting, developing a financing plan for the project and authorizing the beginning of design work.

August 24, 2009: Chatham County Manager Charlie Horne provided the requested response to questions from the EIS review that related to County/Town cooperation with respect to wastewater infrastructure projects in Chatham County. A copy of the letter is included in the FYI section of the agenda.

September 14, 2009: We are approaching the end of the EIS review process. The remaining requirements include a 45-day public comment process and a public hearing. The public hearing will probably be scheduled at one of our Board meetings in October or November. Concurrently with this process, I am recommending that we amend the contract with Hobbs and Upchurch to begin the NPDES permitting project.

September 28, 2009: We have executed the contract for preparation of the NPDES Permit with Hobbs, Upchurch and Associates.

October 12, 2009: (No Change).

October 26, 2009: Hobbs and Upchurch has delivered two copies of the final EIS document to the Town and fourteen (14) copies to the State of North Carolina. We believe that the 45-day review period began on October 12, 2009. This means that we should expect final comments on the EIS not later than Monday, November 30, 2009. At the October 26th Board meeting, we will ask the Board to schedule a public hearing on the EIS for the regular Board meeting on Monday, November 23rd.

November 9, 2009: We have arranged for the notice of the public hearing on the EIS to be published in the Chatham Record on November 5th, 12th, and 19th. A copy of the notice for the public hearing has been forwarded to the appropriate offices at the State of North Carolina. The EIS has been posted to the Town's website.
November 23, 2009: The public hearing on the EIS will be held on November 23, 2009.

December 14, 2009: We have submitted a copy of the minutes of the public hearing and all written comments received after the public hearing to Hobbs, Upchuch for consolidation and final submission to the State of North Carolina.

January 11, 2010: Hobbs Upchurch and Associates has submitted responses to the State of North Carolina regarding the comments received during the EIS review period. We are now awaiting the final action (Record of Decision) from the State of North Carolina.

January 25, 2010: We are still awaiting a Record of Decision on the EIS. Work on the NPDES permit is about 75% completed. We expect to have a draft permit application for review within the next two to three weeks.

February 8, 2010. The draft NPDES Permit application is under staff review. Adam Kiker and Eric Wagner will provide a more detailed update at the February 8th Board meeting.

March 8, 2010: Work continues on the NPDES Permit application and we anticipate a record of decision on the EIS on about March 26, 2010.

April 12, 2010: The Record of Decision has been posted for a 30-day information only posting in the Environmental Bulletin. A copy of the document is attached in the FYI section of the agenda for today.

April 26, 2010: The NPDES Permit application has been completed and forwarded to NCDENR.

July 26, 2010: NCDENR has completed their initial review of our NPDES permit. In their letter of July 7, 2010 (attached as and FYI item on the July 26th BOC agenda) they have forwarded several follow-up questions regarding the permit application. We are working with Hobbs Upchurch & Associates to respond to this letter.

August 23, 2010. Hobbs Upchurch letter of August 12, 2010 responded to NCDENR regarding their questions on the NPDES Permit application. A copy of the letter appears on the agenda as an FYI item.

September 27, 2010: No change. We expect final permit approval before the end of September. October 11, 2010: NCDENR letter of December 29, 2010 provided a copy or our Draft NPDES permit. This permit is now undergoing a final 30-day review period. If no comments or requests for changes are received during the review process, the approved permit will become final on about November 1, 2010.

November 22, 2010: The State of North Carolina has received comments from the Haw River Assembly and the Chatham County Environmental Review Board on our NPDES Permit application; however, we believe that the comments were fully addressed during the EIS approval process and are not likely to delay the NPDES permit for an extended period. We remain optimistic that final permit approval will take place in a matter of a few weeks.

December 13, 2010: (No Change)

January 10, 2011: NCDENR has notified the Town that they will be conducting a public hearing on our NPDES Permit application; however, they have not yet announced the date for the hearing.

February 14, 2011: NCDENR has notified the Town that they will be conducting a public hearing on our NPDES Permit application on Tuesday, March 29, 2011 at 7:00 P.M. at the Central Carolina Community College, Pittsboro Campus, Building #2 Multipurpose Room, 764 West Street, Pittsboro, North Carolina 27312.

March 28, 2011: NCDENR will conduct a public hearing on our NPDES Permit application on Tuesday, March 29, 2011 at 7:00 P.M. at the Central Carolina Community College, Pittsboro Campus, Building #2 Multipurpose Room, 764 West Street, Pittsboro, North Carolina 27312. Since this meeting is intended to be a forum for public comment, we are not expected to make any kind of presentation, nor will we be expected to respond to questions from the public. The Town Manager will attend the meeting with Adam Kiker and Barry King of Hobbs Upchurch and Associates; however, as noted above, we do not expect to make public comments or respond to any questions.

April 11, 2011: NCDENR conducted a public hearing on our NPDES Permit application on Tuesday, March 29, 2011. Procedurally, the NCDENR Hearing Officer has 90 days to review the comments from the public hearing and make a recommendation to the Director of the Division of Water Quality. We should expect to see our permit approved not later than July or August of 2011.

April 25, 2011: (No Change).

June 13, 2011: Our NPDES permit modification and renewal was approved on June 2, 2011.

June 27, 2011: (No Change). A logical next step would be for the Board of Commissioners to dedicate some time at their next targeted work session to discuss a plan of action and milestones for the design and construction of the new WWTP. Some possible dates for such a meeting would

be: Saturday, July 23, 2011; Saturday, July 30, 2011; Saturday, August 6, 2011; Saturday, August 13, 2011 or Saturday, August 20, 2011.

July 25, 2011: (No Change). We are still working on establishing a date and time for a Board of Commissioners work session to discuss a plan of action and milestones for the design and construction of the new WWTP.

August 8, 2011: (No Change). Responses from Board members and staff suggest that Saturday, August 20, 2011 from 9:00 a.m. to 11:00 a.m. would be a good time for a Board Work Session on the subject of plan of action and milestones for construction of the new 3.2 MGD WWTP.

August 22, 2011: (No Change).

September 12, 2011: This project is on hold pending resolution of the offer from the City of Sanford to accept raw wastewater from Pittsboro and pending resolution of the proposed location of the new plant.

September 26, 2011: We are working with Chatham County and the City of Sanford to schedule an initial coordination meeting for the joint engineering study on a Pittsboro to Sanford waste water transmission line sometime in early October.

October 10, 2011: The Town Manager will meet with representatives of the City of Sanford and Chatham County on Thursday, October 6th to discuss the details of a cooperative effort to study the feasibility of a sewer force main between the Pittsboro WWTP and the Sanford WWTP.

October 24, 2011: Chatham County has agreed to seek a fee proposal from one of three engineering firms that they have retained on indefinite delivery engineering services contracts. We are working a refined scope of work for the purpose of requesting that fee proposal.

November 14, 2011: A draft task order for the Engineering Study on the Pittsboro to Sanford Wastewater Transmission Line appears as an information item on the agenda for November 14, 2011.

November 28, 2011: McGill and Associates, P.A. has submitted a fee proposal in the amount of $24, 500 for the completion of the Engineering Study on the Pittsboro to Sanford Wastewater Transmission Line. The agenda for November 28, 2011 will include a resolution authorizing Town Manager to enter into an agreement with Chatham County to conduct this study and for the Town to pay for 25% of the cost ($6,125). The agenda will also include a budget amendment to fund the Town's share of the cost of the study.

December 12, 2011: The City of Sanford City Council took up the matter of approving the engineering task order for the Pittsboro to Sanford wastewater transmission line on Tuesday, December 6th; however, the matter was tabled. City Manager Hal Hegwer reports that they will consider the matter again at their next meeting after the two new members of the City Council have more time to study the background material on the proposal.

January 23, 2012: We received notification that the City of Sanford Board of Commissioners has approved proceeding with the engineering study for the Pittsboro to Sanford wastewater transmission line. County Public Works Director, David Hughes, is taking steps to initiate the task

order to McGill and Associates to complete this work. We expect to have a completed engineering report by about May 1, 2012.

February 13, 2012: McGill and Associates has begun work on their engineering study. A kick-off meeting was held on Friday, February 10th at Town Hall with representatives of the City of Sanford, the Town of Pittsboro and Chatham County.

March 12, 2012: We spoke with the project engineer on this study and he is on schedule for completion of a draft report for staff reviews by the end of March.

April 9, 2012: We spoke with the project engineer on this study and he has moved his schedule for completion of a draft report for staff reviews from the end of March to the end of April. Final reports may come as late as the end of June.

April 23, 2012: (No Change).

May 14, 2012: In speaking with the consulting engineer, he has noted that the concept of a Sanford to Pittsboro pipeline will be limited to 2MGD without getting an Inter-basin Transfer Certificate from NCDENR. Based on the experience of other jurisdictions, the IBT Certificate can take 7 to 10 years and cost as much as $1,000,000 to obtain. So, if we decide to work with Sanford, we are limiting ourselves to a 2MGD line in place of a 3.22 MGD WWTP for the next 10 to 15 years. Final report still expected by the end of June.

May 29, 2012: (No Change).

June 11, 2012: The Town staff has completed their review of the "Draft Town of Pittsboro Wastewater Alternatives Evaluation." When Sanford and Chatham County have completed their reviews, the consultant will hold a final coordination meeting to go over all comments prior to finalizing the report. We expect that report to be completed in late June and will tentatively schedule the consultant to brief the report to the Board of Commissioners at their July 23, 2012 Board meeting.

June 25, 2012: (No Change).

July 23, 2012: McGill and Associates, P.A., met with staff members from the Town of Pittsboro, the City of Sanford and Chatham County on July 12th to discuss comments from the review of the draft report. In order to allow the consultant adequate time to incorporate all of the comments, we agreed to push back the presentation to the Board of Commissioners to the August 13, 2012 Board meeting. Copies of the final report will be made available to the Board as soon as they are received from McGill and Associates.

August 13, 2012: McGill and Associates, P.A., will brief the Board of Commissioners on August 13th regarding their study of the proposed Pittsboro to Sanford Sewer Line. Fred Royal of Brown and Caldwell will also comment on the McGill and Associates study results.

September 24, 2012: (No change).

October 22, 2012: (No change)

November 13, 2012: (No change)

November 26, 2012: (No change).

January 22, 2013: A meeting has been scheduled with NCDENR to discuss increasing the allowable discharge to Robeson Creek.

January 28, 2013: Meeting held with NCDENR Division of Water Quality to discuss allowing increased discharge to Robeson Creek. Staff expects feedback from NCDENR about possible changes to load limits to Phosphorus.

February 11: (No change).

**Improvements on 15/501 at Springdale Drive**

Project: This project extends the southbound lane on 15/501 to 100 feet of full storage and adds a 50 foot long northbound turn lane. This work is required by NC DOT prior to establishing connectivity between Springdale Drive and Fox Chapel Lane.

Budget: Unbudgeted. The estimated cost of this work is approximately $70,000; however, the cost is expected to be borne by the developer of Chatham Forest.

Status: The developer's engineer submitted plans and specification for this work to NC DOT on February 11, 2009. The Town Manager and Town Attorney are meeting with the developer on Friday, March 6th to discuss revision to the contract between the Town and the developer with respect to the work necessary to connect Springdale and Fox Chapel.

March 23, 2009: The developer's attorney is working on a new proposal that would link the completion of the work on Springdale at 15/501 with the start of work on Phase X of the Chatham Forest Subdivision. The new agreement may also contain a provision for the Town to proceed to complete this work in the summer of 2009 with reimbursement by the developer from the proceeds of Phase X of the development.

April 13, 2009: We received a draft contract from the developer's attorney on April 8th; however, we were not able to come to agreement on a final version in time for the April 13, 2009 Board meeting. We will continue to work on refining the contract until we believe that it is satisfactory to both parties.

May 11, 2009: The Town Attorney proposed a revised contract for presentation at the May 11th Board meeting; however, the developer has requested additional changes to incorporate the design documents approved by NC DOT as an exhibit to the contract. We hope to bring a signed contract to the May 26th Board meeting.

May 26, 2009: Negotiations are ongoing; however, we have no significant progress to report.

June 14, 2010: We have received a draft contract agreement from the Voller Realty and Construction. Samir Bahho has provided the Town Manager with updated construction drawings for the work required by NCDOT at 15/501 and Springdale.

July 26, 2010: Jay Johnston of Hydrostructures is updating his engineering estimate for this work. We hope to have his revised figures in time for the July 26th Board of Commissioners meeting.

March 26, 2012: We have initiated a discussion with NCDOT regarding the possibility of completing the improvements necessary to open Springdale Dive as part of the upcoming NCDOT project to resurface that portion of 15/501 after completion of the Hillsboro Street Transmission Line Project.

June 11, 2012: (No change).

June 25, 2012: In response to a request from Mr. Oakley Bennett, President of the Chatham Forrest Home Owner's Association, the Board of Commissioners asked to be provided with a summary of the history of this issue at the June 25th Board meeting.

July 23, 2012: (No change).

August 13, 2012: Hydrostructures, PA is preparing a revised cost estimate based on the reduced scope of work proposed by Commissioner Fiocco and approved by NCDOT. The estimate will be on the agenda as an information item.

September 10, 2012: At the request of Commissioner Fiocco, we got a cost estimate for "speed tables" as a less expensive alternative to more elaborate traffic calming devices on Springdale and Fox Chapel. The estimates range between $4,000 and $5,000 per speed table. The September 10th agenda will include a capital project budget in the amount of $54,000 for the completion of the work necessary to achieve connectivity between Springdale Drive and Fox Chapel Lane.

September 24, 2012: This item was tabled on September 10th pending completion of negotiations regarding a cost sharing agreement between the Town, Voller Realty & Construction and the Chatham Forrest HOA.

October 22, 2012: Proposed contracts have been prepared by the Town Attorney for parties to review. A proposal for design work has been received from Samir W. Bahho, PE.

November 13, 2012: Council will review contracts with VRC, LTD and the Chatham Forest Homeowners Association on November 13, 2012. If approved the Town Manager can sign the contract with Samir W. Bahho, PE for completion of design and construction monitoring and inspection.

November 26, 2012: (No change).

January 14, 2013: Encroachment Easement and Street and Driveway Access Permit Applications forwarded to NCDOT for review and approval.

January 28, 2013: Staff preparing bid and contract documents.

February 11, 2013: (No change).

**Downtown Area Water System Improvement Project**

Project: This project addresses several deficiencies in the downtown area water system. It is designed to improve flow and pressure in the central area of town and to the west of the town center. It would also replace an old asbestos cement water main along route 15/501 and install a new booster pump station at the one million gallon tank.

Budget: Unbudgeted. The estimated cost of this work is approximately $1,387,300. A project budget has been proposed that will allow design work to begin concurrently with the process of applying for grants and/or loans under the American Reinvestment and Recovery Act. The breakdown of design costs is as follows:

| Work Element | Design Cost | Const. Admin. | Total |
|---|---|---|---|
| Improve System Connections | $20,60 | $14,20 | $34,80 |
| West Salisbury St. Water Main Extension | $38,00 | $25,30 | $63,30 |
| West Chatham St. Water Main Extension | $18,20 | $12,10 | $30,30 |
| Replace 10" AC Water Main | $43,00 | $28,70 | $71,70 |
| Booster Pump at One Million Gallon Tank | $23,90 | $16,10 | $40,00 |
| Total | $143,70 | $96,40 | $240,10 |

Status: With the assistance of Hydrostructures, the Town has completed an application for funding assistance under the American Reinvestment and Recovery Act. The application was delivered to NC DENR, Public Water Supply March 31, 2009. A budget amendment will go before the Board of Commissioners on April 13, 2009 to appropriate $143,700 to defray the cost of the design work for the project. On April 13, 2009, the Board will also consider a reimbursement resolution stating the Board's intent to reimburse the Town from the proceeds of grants and/or loans for any costs incurred before the grants and/or loans are approved.

May 26, 2009: Public Water Supply has announced the ARRA grants for Round 1 and this project is not on the list.

June 8, 2009: Despite the unfavorable outcome of our ARRA grant applications, Hydrostructures is continuing work on the design of this project. We will leave the project in competition for ARRA grant funding in round # 2. If ARRA funding is not forthcoming, we will pursue other funding arrangements including other possible grant funds or a borrowing.

August 24, 2009: NCDENR, Public Water Supply has issued an Authorization to Construct for the water main portion of the project. We have not yet submitted the pump station design for review; however design work continues on the overall project. Since we were not successful in our efforts to acquire grant funding for this project, the project remains unfunded to date. It may be necessary to delay borrowing money for this work until the various other grant funded projects now underway are near completion. We will be in a better financial position to proceed after we have received all of the grant reimbursements associated with the 3M Project and the Disinfection Byproducts Reduction Project. In terms of construction priorities, it will also be necessary to confirm that the Disinfection Byproducts Reduction Project has achieved the desired TTHM reduction goals. If those goals are not attained, our next most pressing priority will be to revisit TTHM reduction and come up with an action plan to get into compliance with the TTHM regulations.

October 12, 2009: Based on recommendations from Jay Johnston of Hydrostructures, I have asked NCDOT to install about four large pipe sleeves under various sections of the new road improvements and traffic circle associated with the ongoing Community College Library Project. Having these sleeves in place will eventually facilitate the completion of the Downtown Water

System Improvement Project and will reduce our future project costs by avoiding boring and/or ditching across newly installed NCDOT roads. The preliminary cost estimate for this work is about $24,000. NCDOT is preparing a contract agreement that I will bring to the Board for final approval.

November 9, 2009: During my meeting with the USDA representative about the 3M project, I was informed that the USDA has a large sum of loan/grant money available for small town utility system projects. I have asked Hydrostructures for a fee proposal to prepare a grant application for a USDA Rural Development loan/grant to fund this project.

November 23, 2009: (No Change)

December 14, 2009: Becky Smith of Hydrostructures has met with representative of USDA and they are interested in this project. We are now setting up a follow-up meeting with USDA to discuss the grant application process.

January 11, 2010: Our meeting with representative of the USDA is scheduled for Friday, January 8th.

January 25, 2010: Hydrostructures is preparing a fee proposal for preparation of the USDA Grant application for this project.

February 8, 2010: I have received a fee proposal from Hydrostructures to manage the USDSA grant application process for this $1,400,000 construction project for a fee of $21,370. This fee seems reasonable to me for an application that requires two preliminary engineer reports on separate aspects of the project and an application that is about 30 pages long. I will bring a recommended project budget amendment to the Board of Commissioners on February 22nd to fund this grant application process.

March 22, 2010. Work is in progress on the USDA grant application.

April 12, 2010: The USDA grant application is about 95% completed. We hope to finalize the application and submit it before the end of April.

April 26, 2010: The USDA grant application is completed and under staff review at Hydrostructures. We remain on schedule for submission in late April or early May.

June 14, 2010: Work continues on refining the USDA application documents. We are adjusting our expected application submission date to mid-June 2010.
June 28, 2010: Hydrostructures has completed their work on the application and has requested a meeting with Town staff to review the document. We are scheduled to meet on July 1st or 2nd.

July 26, 2010: The preliminary engineering report (PER) portion of the application has been forwarded to the USDA for their review. Work continues on a number of attachments required to complete the application package.

September 13, 2010: The preliminary engineering report and environmental impact statements have completed the review process with the USDA. The required notice of intent to apply for a USDA loan will appear in the September 16th edition of the Chatham Record. Kay Hamrick is

working on getting the loan on the agenda of the Local Government Commission in October or November.

October 11, 2010: We have completed about 33 of the 36 attachments to the USDA grant application. We are hopeful that the remaining three items can be completed soon.

October 25, 2010: The agenda for October 25th will include an item authorizing the Manger to proceed with two legal services agreements required to complete the requirements of the USDA Loan/Grant application. Concurrently, we are working with the Wooten Company to complete the necessary documents to apply for a $750,000 CDBG grant to be applied to this project.
November 8, 2010: The application for a $750,000 CDBG was completed and submitted on Friday, October 29, 2010. USDA letter of October 227, 2010 lists five remaining submittals required to complete our application. Of that list of five, only one (item #5) remains uncompleted as of Thursday, November 4th. We are optimistic that we will have a 100% completed application by Friday, November 12th.

November 22, 2010: We have completed the five items discussed above under November 8th; however, a few other outstanding issues have emerged. We are working on those including a statement of the Town's Minority Business Outreach Plan.
December 13, 2010: We have responded to all of the requirements for the USDA grant/loan application and we are now awaiting USDA's consideration of our application.

January 10, 2011: NC Department of Commerce letter of December 15, 2010 notified the Town that our CDBG grant application for $750,000 was approved. We are still awaiting USDA's consideration of our application for funding for this project.

January 24, 2011: We have received the grant contract documents from NC Department of Commerce and are scheduled to meet with the grant administrator on January 20th. We are currently awaiting a fee proposal from Hydrostructures, PA for finalization of the design for this work, particularly that section of pipe that was not originally included in the project. Based on our initial discussions with NC Department of Commerce, we expect to be required to advertise a request for proposals for a firm to accomplish the grant administration work on this project. In view of the uncertainties surrounding the USDA loan/grant application process for the Downtown Water System Improvement project, subsequent reports will separate the CDBG funded portion of the work into a discrete project with a new title, "Hillsboro Street Water Main Replacement."

March 14, 2011: (No Change on the USDA loan portion of this project.)

March 28, 2011: The Town Manager, Finance Office and Project Engineer met with USDA officials on March 22, 2011. USDA delivered a letter confirming the eligibility of this project for USDA funding; however, they noted in the letter that funding would not be available until fiscal year 2012. The earliest we could expect to get approval would be October 2012. We were also advised that the removal of the scope of work associated with the Hillsboro Street Transmission line would require an amendment to the preliminary engineering report (PER) to incorporate any changes in the scope of the project. We will incur additional engineering expenses for the revision of this grant application to fit the new scope of work.
I have asked Hydrostructures to put this project on hold pending significant progress on the Hillsboro Street Transmission Line Project and the Credle Street Sewer Rehabilitation Project Phase 3 & 4.

April 9, 2012: Town staff and Becky Smith will meet with Allan Hart of the USDA to review where we are in the loan application process. The USDA has recently revised their territorial assignments and Mr. Hart has taken over this loan application from Julia Johnson.

April 23, 2012: In our meeting on April 10, 2012, Mr. Hart was optimistic that we could achieve completion of the loan documentation for this project in time for a bid in the spring of 2013. He also agreed to look into the possibility of using USDA loan funds to supplement the Hillsboro Street Transmission Line Project; however, he said that it was unlikely that this could be arranged within the 60-day period during which the bids must be honored. It was agreed that he would take no action on this project until the Town's negotiations with Chatham County for supplemental funding were completed.

September 24, 2012 (No Change).

October 22, 2012: (No Change)

November 13, 2012 (No Change)

November 26, 2012 (No change).

January 14, 2013: (No Change).

**Haw River Water Intake Improvements**

Project: This project would fund an engineering analysis and the design of an improvement project to control the chronic silt fouling of the Haw River Water Intake. The information from this work will inform future CIP budget decision regarding an improvement project to correct this problem.

Budget: The FY 2009-2014 Capital Improvement Plan includes $50,000 for this work.

Status: The Board of Commissioners will consider a budget amendment to create a capital project budget in the amount of $50,000 for this work on September 14, 2009.

October 12, 2009: We have completed a draft request for qualifications for this work; however, we are withholding advertisement pending the hiring of an Interim Water Plant Superintendent.

April 11, 2011: I have discussed this project with Scott Jewell, Water Plant Superintendent. He is looking forward to undertaking this work; however, we are in agreement that he has other pressing priorities as this time. We expect to move this project forward early in fiscal year 2011-2012.

May 14, 2012: Water Plant Superintendent, Scott Jewell has taken up the task of writing a Request for Qualifications for an engineering firm to do this work.

September 24, 2012: (No Change).

October 22, 2012: Intake has been cleaned but no engineering analysis has been done.

November 13, 2012: (No Change).

November 26, 2012: (No Change).

January 14, 2013: (No Change).

February 11, 2013: (No Change).

**Waste Water Treatment Plant Generator Replacement Project**

Project: This project would fund the replacement of the 34-year old back-up generator at the WWTP.

Budget: This work would be funded by the $89,500 surplus funds from the Credle Street III & IV Project.

Status: Town Manager letter of May 21, 2012 (FYI # 3) requests and extension on the Rural Center grant for the Credle Street III & IV Project for the purpose of completing this work.

June 11, 2012. We are awaiting a response to our request for an amendment to the Rural Center Contract that will allow us to spend the remaining funds on the WWTP generator replacement project.

June 25, 2012: The Rural Center has approved our request for an extension of this grant until November 30, 2012. We met with the Rural Center Project Manager on June 21st to discuss the scope of work to be accomplished with the remaining grant funds.

July 23, 2012: We are waiting for Amendment # 4 to the grant contract. This amendment, if approved, will add replacement of the old generator at the WWTP to the scope of work of the grant.

September 24, 2012: The Rural Center has asked us to prepare a revised budget and request an amendment to the grant agreement to incorporate the scope of work related to the generator replacement. Becky Smith is working on refining the cost estimate for this scope of work so that we may submit a requested budget revision and contract amendment request.

October 22, 2012: (No Change)

November 13, 2012: (No Change)

November 26, 2012: Becky Smith of Hydrostructures has completed cost estimates and project budget and will be verifying those with the Rural Center during the week of 11/26/12 in order to complete the budget revision and contract amendment request.

January 14, 2013: (No Change)