



# TOWN COUNCIL AGENDA

**REGULAR MEETING**

**July 18, 2017 @ 6:30 p.m.**

**\*Asterisks indicate documentation is included in agenda packet**

Call to Order – Mayor Swearingen

Invocation & Pledge of Allegiance – Rev. Tommy Williams: Williams Gospel Ministries

## APPROVAL OF CONSENT AGENDA ITEMS

1. \*Fire Department Report – June 2017
2. \*Building Inspections Report – June 2017
3. \*YTD Finance Report Meeting
4. Minutes:
  - \*June 20, 2017 Special Meeting
  - \*June 20, 2017 Closed Session (sealed)
  - \*June 26, 2017 Special Meeting

*Consent agenda items are voted on as one item. If a member of Council wishes to discuss an individual item, a motion must be made and approved to move the item to the agenda.*

## ADOPTION OF THE AGENDA

## DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

Sign up at podium (3-minute limit)

## DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Board of Adjustment
2. Community Center Committee
3. Marketing Committee
  - a. Tourist Study? (Swearingen)
4. Planning & Zoning Commission
5. Shoreline Access and Beach Protection Committee
6. Non-town Committee Reports

## DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration and Recreation
2. Finance Department
3. Building Department
4. Fire Department
5. Police Department
6. Public Works Department



# TOWN COUNCIL AGENDA

**REGULAR MEETING**

**July 18, 2017 @ 6:30 p.m.**

## DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. \*Interview of firms submitting Request for Qualifications for Project Manager for the town facility expansion and new construction project (Dugan)
2. \*Paid Parking Update (Bloszinsky/Avery)

## DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. \*Adoption of Resolution R17-14 and amendment to Chapter 3 on Alcoholic Beverages in the Code of Ordinances to allow sale of alcoholic beverages before noon on Sundays at licensed premises (Whitley)

## MAYOR UPDATES (no action required)

1. \*MPO Approved Projects

## COMMISSIONER ITEMS (no action required)

CLOSED SESSION, if needed

ADJOURNMENT

# KURE BEACH FIRE DEPARTMENT

## FIRE CHIEF'S REPORT JUNE, 2017

DATE	PURPOSE
06/01/17	2 EMS
06/03/17	2 EMS
06/03/17	DUMPSTER FIRE
06/03/17	WATER RESCUE
06/04/17	EMS
06/05/17	2 EMS CALLS
06/07/17	FALSE ALARM
06/12/17	DRILL
06/13/17	EMS
06/14/17	2 EMS CALLS
06/16/17	EMS
06/17/17	2 MUTUAL AID Cbfd
06/18/17	DRILL
06/20/17	2 EMS CALLS
06/20/17	MUTUAL AID Cbfd
06/21/17	2 EMS CALLS
06/22/17	2 EMS CALLS
06/23/17	EMS
06/24/17	3 EMS CALLS
06/24/17	MUTUAL AID Cbfd
06/24/17	2 FALSE ALARMS
06/26/17	WATER RESCUE
06/26/17	PROPANE LEAK
06/26/17	ASSIST PUBLIC
06/27/17	AUTO ACCIDENT
06/29/17	2 EMS CALLS
06/29/17	MUTUAL AID Cbfd
06/30/17	ASSIST PUBLIC

All equipment checked and found to be in working order  
Harold Heglar  
Chief

Kure Beach Inspections Dept.-All Permits Issue Date: 6/1/2017 - 6/30/2017

Permit Type / Occupancy - Use Group		Est Cos	Fee
<b>Building</b>			
R-3			
	Total R-3 11	\$456,173	\$10,390.00
	<b>Total Building 11</b>	<b>\$456,173</b>	<b>\$10,390.00</b>
<b>CAMA</b>			
	Total 1	\$0	\$0.00
	<b>Total CAMA 1</b>	<b>\$0</b>	<b>\$0.00</b>
<b>Fence</b>			
R-3			
	Total R-3 2	\$0	\$50.00
	<b>Total Fence 2</b>	<b>\$0</b>	<b>\$50.00</b>
<b>FireProtect</b>			
R-2			
	Total R-2 1	\$0	\$45.00
	<b>Total FireProtect 1</b>	<b>\$0</b>	<b>\$45.00</b>
<b>Landscape</b>			
R-3			
	Total R-3 3	\$0	\$75.00
	<b>Total Landscape 3</b>	<b>\$0</b>	<b>\$75.00</b>
<b>Total Permits: 18</b>		<b>\$456,173</b>	<b>\$10,560.00</b>

Kure Beach Inspections Dept.-All Permits Issue Date: 6/1/2017 - 6/30/2017

PermitNo	Issue Date	Applicant	Owner	Parcel ID	Est Cost	Fee	Descript	Final
<b>Building</b>								
170051	6/5/2017	DOVE, LINDA S ETAL	DOVE, LINDA S ETAL	R09213-007-022-000	\$2,200	\$25.00	New shed	
170052	6/6/2017	VIPPERMAN, THOMAS J JANET R	VIPPERMAN, THOMAS J JANET R	R09205-015-038-000	\$4,000	\$100.00	Deck Additions	
170053	6/6/2017	RYAN VEDA RAE TRUST,	RYAN VEDA RAE TRUST,	R09200-001-122-000	\$20,000	\$200.00	Rot Repair	
170054	6/12/2017	WAGNER, PAUL D MICHELLE M IMLAY	WAGNER, PAUL D MICHELLE M IMLAY	R09213-013-002-000	\$22,000	\$250.00	Roof repair	
170055	6/13/2017	FOSTER, DAVID LEE	FOSTER, DAVID LEE	R09213-008-007-000	\$5,600	\$150.00	Support Improvements	
170056	6/14/2017	MUEHLEMANN, MARCUS KELLY	MUEHLEMANN, MARCUS KELLY	R09209-004-010-000	\$371,823	\$9,215.00	New SFD	
170057	6/14/2017	MASSIE, JOHN ALICE	MASSIE, JOHN ALICE	R09209-011-020-000	\$7,550	\$150.00	Foundation repair	
170058	6/20/2017	ZIELINSKI, ALEXANDER KATHLEEN	ZIELINSKI, ALEXANDER KATHLEEN	R09205-015-089-000	\$1,000	\$25.00	Shower enclosure	
170059	6/22/2017	HAUSAUER, JUSTIN KRISTEN CADMAN	HAUSAUER, JUSTIN KRISTEN CADMAN	R09200-001-003-001	\$20,000	\$200.00	Bathroom remodeling	
170060	6/27/2017	PINCH, JAMES	PINCH, JAMES	R09205-007-029-000	\$500	\$25.00	Bathroom remodeling	
170061	6/27/2017	THOMPSON, A Z FAM EST TRU ETAL	THOMPSON, A Z FAM EST TRU ETAL	R09217-020-005-000	\$1,500	\$50.00	Stair rebuild	
<b>CAMA</b>					<b>Total Building 11</b>	<b>\$456,173</b>	<b>\$10,390.00</b>	
17-06	6/27/2017	THOMPSON, A Z FAM EST TRU ETAL	THOMPSON, A Z FAM EST TRU ETAL	R09217-020-005-000	\$0	\$0	stairway to deck	
<b>Fence</b>					<b>Total CAMA 1</b>	<b>\$0</b>	<b>\$0.00</b>	
170009	6/1/2017	HANSELMANN, JOSEPH MARIA	HANSELMANN, JOSEPH MARIA	R09405-009-005-000	\$0	\$25.00	New 6' fence	
170010	6/8/2017	PINCH, JAMES	PINCH, JAMES	R09205-007-029-000	\$0	\$25.00	New 4' fence	
<b>FireProtect</b>					<b>Total Fence 2</b>	<b>\$0</b>	<b>\$50.00</b>	
170001	6/29/2017	OCEAN DUNES H O A INC,	OCEAN DUNES H O A INC,	R09316-001-025-000	\$0	\$45.00	Local replacement	
<b>Landscape</b>					<b>Total FireProtect 1</b>	<b>\$0</b>	<b>\$45.00</b>	
170011	6/1/2017	CARAWAY, AMY AND ROBERT	CARAWAY, AMY AND ROBERT	R09213-007-003-000	\$0	\$25.00	Tree removal	
170012	6/20/2017	FRYXELL, STEVEN T ETAL	FRYXELL, STEVEN T ETAL	R09217-014-001-000	\$0	\$25.00	Gravel and walkways	
170013	6/22/2017	CHRISTNER, JEFFREY M BRINLEY B	CHRISTNER, JEFFREY M BRINLEY B	R09205-016-001-000	\$0	\$25.00	Tree removal	
<b>Total Landscape 3</b>					<b>\$0</b>	<b>\$75.00</b>		
<b>Total Permits: 18</b>					<b>\$456,173</b>	<b>\$10,560.00</b>		

**TOWN OF KURE BEACH**  
**REVENUE AND EXPENDITURE SUMMARY**  
**JULY 1, 2016 TO JUNE 30, 2017**

**REVENUES**

	2017 Initial Bud.	2017 Amend. Bud.	Actual 6/30/2017	% Collected	2017 Initial Bud.	2017 Amend. Bud.	Actual 6/30/2017	% Spent
<b>GENERAL FUND</b>								
Property Taxes (Cur. & PY)	\$ 2,328,500	\$ 2,330,500	\$ 2,367,389	101.6%	\$ 35,517	\$ 35,517	\$ 33,953	95.6%
Local Option Sales Tax	\$ 800,075	\$ 800,075	\$ 810,332	101.3%	\$ 4,300	\$ 12,280	\$ 11,505	93.7%
Franchise & Utility Tax	\$ 249,000	\$ 249,000	\$ 227,782	91.5%	\$ 151,889	\$ 151,889	\$ 128,849	84.8%
TDA Funds	\$ 204,517	\$ 204,517	\$ 173,088	84.6%	\$ 397,192	\$ 399,192	\$ 369,296	92.5%
Garbage & Recycling	\$ 343,375	\$ 343,375	\$ 370,990	108.0%	\$ 23,300	\$ 44,070	\$ 40,973	93.0%
ABC Revenue	\$ 12,300	\$ 12,300	\$ 15,834	128.7%	\$ 100	\$ 100	\$ 12	12.0%
Bldg. Permit & Fire Inspect. Fees	\$ 56,800	\$ 56,800	\$ 87,915	154.8%	\$ 25,000	\$ 25,000	\$ 20,453	81.8%
Communication Tower Rent	\$ 77,408	\$ 77,408	\$ 78,919	102.0%	\$ 28,900	\$ 28,900	\$ 27,427	94.9%
Motor Vehicle License Tax/Decals	\$ 12,000	\$ 12,000	\$ 16,760	139.7%	\$ 1,265,716	\$ 1,265,716	\$ 1,166,529	92.2%
Com Ctr/Parks & Rec/St Festival	\$ 26,350	\$ 26,350	\$ 25,713	97.6%	\$ 685,845	\$ 685,845	\$ 594,487	86.7%
Town Facility Rentals	\$ 11,000	\$ 11,000	\$ 19,099	173.6%	\$ 192,217	\$ 200,309	\$ 150,675	75.2%
Beer & Wine Tax	\$ 10,000	\$ 10,000	\$ 9,786	97.9%	\$ 146,114	\$ 146,114	\$ 133,852	91.6%
OFF - Bluefish Purchases	\$ 13,200	\$ 13,200	\$ 9,780	74.1%	\$ 124,763	\$ 124,763	\$ 113,801	91.2%
Sales Tax Refund	\$ 47,500	\$ 47,500	\$ 48,902	103.0%	\$ 988,011	\$ 1,016,011	\$ 944,708	93.0%
CAMA & Impact Fees	\$ 3,200	\$ 3,200	\$ 5,790	180.9%	\$ 316,626	\$ 316,626	\$ 316,624	100.0%
All Other Revenues	\$ 3,145	\$ 302,791	\$ 92,888	30.7%	\$ 50,000	\$ 300,000	\$ 300,000	100.0%
Other Financing Sources	\$ 290,000	\$ 290,000	\$ 280,123	96.6%	\$ 52,880	\$ 37,684	\$ -	0.0%
Total Revenues	\$ 4,488,370	\$ 4,790,016	\$ 4,641,090	96.9%	\$ 4,488,370	\$ 4,790,016	\$ 4,353,144	90.9%

**WATER & SEWER FUND**

Water Charges	\$ 791,800	\$ 791,800	\$ 787,394	99.4%	\$ 15,017	\$ 15,017	\$ 13,455	89.6%
Sewer Charges	\$ 1,110,100	\$ 1,123,110	\$ 1,131,220	100.7%	\$ 28,900	\$ 28,900	\$ 27,427	94.9%
Tap, Connect & Reconnect Fees	\$ 27,900	\$ 76,431	\$ 79,560	104.1%	\$ 178,238	\$ 178,238	\$ 169,221	94.9%
All Other Revenues	\$ 187,375	\$ 315,065	\$ 218,436	69.3%	\$ 248,806	\$ 248,806	\$ 235,547	94.7%
Other Financing Sources	\$ 102,500	\$ 102,500	\$ 52,637	51.4%	\$ 1,748,714	\$ 1,937,945	\$ 1,875,484	96.8%
Total Revenues	\$ 2,219,675	\$ 2,408,906	\$ 2,269,247	94.2%	\$ 2,219,675	\$ 2,408,906	\$ 2,321,134	96.4%

**STORM WATER FUND**

Total Revenues	\$ 690,373	\$ 1,117,511	\$ 504,537	45.1%	\$ 690,373	\$ 1,117,511	\$ 1,022,408	91.5%
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**POWELL BILL FUND**

Total Revenues	\$ 65,050	\$ 65,050	\$ 65,159	100.2%	\$ 65,050	\$ 65,050	\$ 30,358	46.7%
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**SEWER EXPANSION RESERVE FUND (SERF)**

Total Revenues	\$ 180,000	\$ 330,000	\$ 55,366	16.8%	\$ 180,000	\$ 330,000	\$ 330,000	100.0%
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**BEACH PROTECTION FUND**

Total Revenues	\$ 50,440	\$ 50,440	\$ 50,702	100.5%	\$ 50,440	\$ 50,440	\$ -	0.0%
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**FEDERAL ASSET FORFEITURE FUND**

Total Revenues	\$ 50,000	\$ 50,000	\$ 1,145	2.3%	\$ 50,000	\$ 50,000	\$ 22,240	44.5%
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**TOWN OF KURE BEACH  
CASH AND INVESTMENTS  
AS OF JUNE 30, 2017**

<u>FUND</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>	<u>TOTAL CASH &amp; INVESTMENTS</u>
General	\$2,586,435	\$343,141	\$2,929,576
Water/Sewer	\$1,311,211	\$587,097	\$1,898,308
Storm Water	\$209,447	\$241,234	\$450,681
SERF	\$55,386	\$91,608	\$146,994
Powell Bill	\$270,054	\$20,002	\$290,056
Beach Protection	\$111,640	\$175,994	\$287,634
Federal Asset Forfeiture	\$73,479	\$0	\$73,479
Capital Project Funds	\$836,170	\$0	\$836,170
<b>TOTAL</b>	<b>\$5,453,822</b>	<b>\$1,459,076</b>	<b>\$6,912,898</b>
	<u>INSTITUTION</u>		
BB&T	\$5,453,822	\$0	
First Bank - Certificates of Deposit	\$0	\$911,039	
NCCMT Term Portfolio	\$0	\$538,665	
NCCMT Cash Portfolio	\$0	\$9,372	
<b>TOTAL</b>	<b>\$5,453,822</b>	<b>\$1,459,076</b>	

**TOWN OF KURE BEACH  
SUMMARY OF CONTINGENCY FUND AND COMMITTEE  
EXPENDITURE ACTIVITY  
07/01/2017 - 07/11/2017**

**CONTINGENCY FUND**

Fiscal Year 2018 Budget	\$48,100.00
Less:	
No activity	<u>\$0.00</u>
Remaining Budget as of 07/11/2017	<u><u>\$48,100.00</u></u>

**COMMITTEE (Shoreline Access and Beach Protection) EXPENDITURES**

Fiscal Year 2018 Budget	\$120,010.00
Less Expenditures:	
No activity	<u>                    </u>
Total Expenditures	\$0.00
Projects Approved By Council But Not Yet Expended:	
No activity	<u>                    </u>
Total Approved, Not Expended	<u>\$0.00</u>
Remaining Budget as of 07/11/2017	<u><u>\$120,010.00</u></u>



**TOWN OF KURE BEACH  
DEBT LISTING  
JULY 18, 2017**

LOAN PURPOSE/DESCRIPTION	FUND	LENDER	DATE OF LOAN	AMOUNT FINANCED	INTEREST RATE	LOAN TERM (YRS)	DATE PAID OFF	BALANCE AT 07/18/17	PAYMENT FREQUENCY	PAYMENT AMOUNT	NEXT PAY DATE	INT. EXPENSE LIFE OF LOAN
Sewer Rehabilitation Project (a)	W/S	Fed Gov	5/1/2010	\$432,660	0.00%	20	5/1/2030	\$137,224.32	Annual	\$10,555.72	5/1/2018	\$0.00
Ocean Front Park (development)	G	BB&T	7/12/2011	\$347,000	4.39%	17	7/12/2028	\$224,529.44	Annual	\$30,268.60	7/12/2018	\$137,099.64
Ocean Front Park (acquisition)	G	BB&T	12/19/2007	\$3,600,000	4.28%	20	12/19/2027	\$713,942.41	Annual	\$95,460.60	12/19/2017	\$690,135.16
Kure Beach Pump Station #1	W/S	1st Bank	6/28/2017	\$475,000	2.11%	10	6/28/2027	\$475,000.00	Semi-annual	\$26,507.64	12/28/2017	\$55,152.80
334 S. 4th, 402 H & 406 H Ave. Water Tower & Well House & Town Hall Expansion (b)	G, W/S	BB&T	3/12/2015	\$409,471	2.49%	10	3/12/2025	\$327,576.91	Annual	\$49,103.79	3/12/2018	\$56,077.07
2016 John Deere Backhoe (c)	W/S, SW	BB&T	4/11/2007	\$1,187,187	3.92%	15	5/7/2022	\$474,524.79	Semi-annual	\$52,716.71	11/7/2017	\$394,314.33
2017 Freightliner Garbage Truck	G	1st Bank	11/9/2016	\$105,273	1.87%	5	11/9/2021	\$105,273.00	Annual	\$22,250.35	11/9/2017	\$5,978.75
(2) 2016 Police Dodge Chargers	G	1st Bank	8/23/2016	\$179,756	1.70%	5	8/23/2021	\$179,756.00	Annual	\$37,805.31	8/23/2017	\$9,270.57
O'Brien 7065 Hydroletter (c)	W/S, SW	1st Bank	11/9/2016	\$63,500	1.60%	4	11/9/2020	\$63,500.00	Annual	\$16,515.04	11/9/2017	\$2,560.16
2016 Chevrolet Silverado	G	1st Bank	8/13/2015	\$81,485	1.70%	5	8/13/2020	\$65,732.71	Annual	\$17,149.28	8/13/2017	\$4,202.44
Cutter Court Drainage Project	SW	B of A	7/26/2016	\$36,867	1.60%	4	7/26/2020	\$36,867.00	Annual	\$9,593.55	7/26/2017	\$1,486.39
FY 2016 Equipment & Vehicles (d)	G, W/S	BB&T	7/23/2005	\$875,000	4.40%	15	6/23/2020	\$218,750.91	Monthly	\$6,677.76	8/23/2017	\$326,995.49
(2) 2015 Police Cars	G	BB&T	9/14/2015	\$186,000	2.01%	4	9/14/2019	\$140,878.73	Annual	\$48,859.87	9/14/2017	\$9,439.48
2015 Ford F-250 Utility Truck	W/S	BB&T	3/27/2015	\$48,359	2.19%	4	3/27/2019	\$24,703.23	Annual	\$12,758.83	3/27/2018	\$2,676.33
Downtown Improvement Project	G	BB&T	10/24/2014	\$32,216	2.19%	4	10/24/2018	\$16,456.90	Annual	\$8,499.73	10/24/2017	\$1,782.92
2013 Ford F-150 Police Truck	G	BB&T	1/17/2014	\$117,000	1.93%	4.5	6/17/2018	\$48,308.45	Annual	\$24,719.00	1/17/2018	\$6,595.00
			1/15/2014	\$32,000	2.18%	4	1/15/2018	\$8,260.62	Annual	\$8,440.70	1/15/2018	\$1,762.80

**FUND CODES**

G - General Fund  
W/S - Water/Sewer Fund  
SW - Storm Water Fund

**TOTAL OUTSTANDING DEBT AT 07/18/2017:**

General Fund \$ 1,810,027.21  
Water/Sewer Fund \$ 1,147,004.45  
Storm Water Fund \$ 304,253.77  
Total \$ 3,261,285.42

**NOTES**

- (a) - Total amount borrowed was \$432,660. As part of ARRA, the unpaid balance was immediately reduced by one-half of the loan amount.  
(b) - 78% of loan is Water/Sewer Fund and 22% is General Fund.  
(c) - 50% of loan is Water/Sewer Fund and 50% is Storm Water Fund.  
(d) - 55.5% of loan is General Fund and 44.5% is Water/Sewer Fund.

**LOAN PAYMENTS DUE (Next 12 Months):**

07/19/2017 - 09/30/2017 \$ 126,763.53  
10/01/2017 - 12/31/2017 \$ 241,983.35  
01/01/2018 - 03/31/2018 \$ 115,055.60  
04/01/2018 - 07/18/2018 \$ 171,478.71  
Total \$ 655,281.19

**TOWN OF KURE BEACH  
KURE BEACH PUMP STATION #1  
CAPITAL PROJECT FUND SUMMARY  
AS OF 07/11/2017**

	<u>APPROVED BUDGET</u>	<u>ACTUAL AS OF 07/11/17</u>
<b><u>EXPENDITURES</u></b>		
<b><u>ENGINEERING SERVICES, PA</u></b>		
Land Surveying Fees	\$4,000	\$4,000.00
Engineering Planning	\$5,000	\$0.00
Engineering Design	\$47,000	\$35,250.00
Bidding Assistance	\$6,500	\$3,250.00
Construction Administration	\$25,000	\$0.00
Construction Inspection	<u>\$28,500</u>	<u>\$0.00</u>
Total Engineering Services, PA	<u>\$116,000</u>	<u>\$42,500.00</u>
<b><u>OTHER PROJECT COSTS</u></b>		
Legal Fees	\$4,750	\$0.00
LGC Loan Application Fee	<u>\$1,250</u>	<u>\$1,250.00</u>
Total Other Costs	<u>\$6,000</u>	<u>\$1,250.00</u>
<b><u>T&amp;H CONSTRUCTION OF HAMPSTEAD, NC</u></b>		
Construction	<u>\$689,731</u>	<u>\$61,048.14</u>
<b><u>GRAND TOTAL EXPENDITURES</u></b>	<b><u><u>\$811,731</u></u></b>	<b><u><u>\$104,798.14</u></u></b>
 <b><u>PROJECT REVENUE SOURCES</u></b>		
Transfer From Water/Sewer Fund to H Avenue Lift Station Capital Project Fund	\$186,731	\$186,731.00
Transfer From Sewer Expansion Reserve Fund (SERF) to H Avenue Lift Station Capital Project Fund	\$150,000	\$150,000.00
Installment Financing	<u>\$475,000</u>	<u>\$475,000.00</u>
<b><u>GRAND TOTAL PROJECT REVENUE SOURCES</u></b>	<b><u><u>\$811,731</u></u></b>	<b><u><u>\$811,731.00</u></u></b>

**TOWN OF KURE BEACH  
TOWN HALL RENOVATION AND NEW FIRE STATION  
CAPITAL PROJECT FUND SUMMARY  
AS OF 07/11/2017**

	<u>APPROVED BUDGET</u>	<u>ACTUAL AS OF 07/11/17</u>
<b><u>EXPENDITURES</u></b>		
<b><u>OAKLEY COLLIER ARCHITECTS</u></b>		
Feasibility Study	\$28,500	\$28,500.00
Schematic Design	\$74,407	\$74,407.40
Design Development	\$55,806	\$44,691.08
Construction Documents	\$148,815	\$0.00
Bidding & Negotiation	\$18,602	\$0.00
Contract Administration	\$74,407	\$0.00
Reimbursable Expenses	\$14,720	\$0.00
Retainer	\$0	\$7,000.00
Total Oakley Collier Architects	<u>\$415,257</u>	<u>\$154,598.48</u>
<b><u>OTHER PROJECT COSTS</u></b>		
Preliminary Survey	\$3,250	\$3,250.00
Legal Fees	\$25,000	\$12,171.80
LGC Loan Application Fee	\$1,250	\$0.00
Other	\$500	\$0.00
Total Other Project Costs	<u>\$30,000</u>	<u>\$15,421.80</u>
<b><u>CONSTRUCTION</u></b>		
Construction	<u>\$4,554,743</u>	<u>\$0.00</u>
<b><u>GRAND TOTAL EXPENDITURES</u></b>	<u><u>\$5,000,000</u></u>	<u><u>\$170,020.28</u></u>
<b><u>PROJECT REVENUE SOURCES</u></b>		
Transfer From General Fund	\$250,000	\$250,000.00
Installment Financing	<u>\$4,750,000</u>	<u>\$0.00</u>
<b><u>GRAND TOTAL PROJECT REVENUE SOURCES</u></b>	<u><u>\$5,000,000</u></u>	<u><u>\$250,000.00</u></u>



# TOWN COUNCIL MINUTES

**SPECIAL MEETING**

**JUNE 20, 2017**

The Kure Beach Town Council held a special meeting on Tuesday, June 20, 2017 at 2:00 pm. The purpose of the meeting was to enter into a closed session on personnel to administer department head evaluations. The town attorney was present and there was a quorum of council members.

**COUNCIL MEMBERS PRESENT**

Mayor Pro Tem Craig Bloszinsky  
Commissioner David Heglar (arrived at 2:29 pm)  
Commissioner Joseph Whitley  
Commissioner Jim Dugan

**COUNCIL MEMBERS ABSENT**

Mayor Emilie Swearingen

**STAFF PRESENT**

Town Clerk – Nancy Avery

**CALL TO ORDER**

Mayor Pro Tem Bloszinsky called the meeting to order at 2 pm stating the purpose was to hold a closed session to administer department head evaluations. Official notice was posted on the town's website and bulletin board, and was advertised in the Island Gazette to meet with public notification requirements per N.C.G.S. 159-12.

**MOTION** – Commissioner Whitley moved to excuse Mayor Swearingen from the meeting due to a family emergency.

**SECOND** – Commissioner Dugan

**VOTE** – Unanimous

**MOTION** – Commissioner Dugan moved to go into closed session for personnel, per N.C.G.S 143-318.11(a)(6)

**SECOND** – Commissioner Whitley

**VOTE** - Unanimous

**MOTION** – Commissioner Dugan moved to return to open session at 4:45 pm.

**SECOND** – Commissioner Whitley

**VOTE** - Unanimous

**ADJOURNMENT**

**MOTION** – Commissioner Heglar moved to adjourn at 4:46 pm..

**SECOND** – Commissioner Whitley

**VOTE** – Unanimous

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Craig Bloszinsky, Mayor Pro Tem

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ATTEST: Nancy Avery, Town Clerk

**NOTE:** These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting.



# TOWN COUNCIL MINUTES

## SPECIAL MEETING

June 26, 2017

The Kure Beach Town Council held a special meeting on Monday, June 26, 2017 at 7:00 p.m. The town attorney was present and there was a quorum of council members.

### COUNCIL MEMBERS PRESENT

Mayor Emilie Swearingen, Mayor Pro Tem (MPT) Craig Bloszinsky, Commissioner David Heglar (via conference call), Commissioner Joseph Whitley and Commissioner Jim Dugan

### STAFF PRESENT

Town Clerk Nancy Avery and Deputy Clerk Nancy Hewitt

### CALL TO ORDER

Mayor Swearingen called the meeting to order at 7:00 p.m., stating its purpose is to approve the June 20, 2017 council meeting minutes and to adopt Resolution R17-13.

### APPROVE MINUTES FROM THE JUNE 20, 2017 COUNCIL MEETING

MOTION – Commissioner Dugan moved to approve the June 20, 2017 council meeting minutes, as presented.

SECOND – MPT Bloszinsky

VOTE – Unanimous

### RESOLUTION R17-13, TO PETITION CRC FOR ADOPTION OF A DEVELOPMENT LINE

MOTION – Commissioner Dugan moved to adopt Resolution 17-13 to petition the Coastal Resources Commission to adopt a Development Line for the Town of Kure Beach.

SECOND – Commissioner Whitley

VOTE – Unanimous

Said resolution is herein incorporated as part of these minutes.

### ADJOURNMENT

MOTION – Commissioner Whitley moved to adjourn.

SECOND – Commissioner Dugan

VOTE – Unanimous

The meeting adjourned at 7:03 p.m.

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Emilie Swearingen, Mayor

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ATTEST: Nancy Hewitt, CMC, NCCMC  
Deputy Clerk

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting.



## MEMO

TO: Town Council, Building Inspector Batson  
FROM: Nancy Avery, Town Clerk *Nancy*  
RE: Item # 2, Old Business, Paid parking update  
DATE: July 12, 2017

Paid parking became effective at 4 pm on Friday, July 7, 2017. Unfortunately, we could not get all the moving pieces together in time to be ready for the July 4 holiday.

Receipts from the three lots totaled \$1,060.75 from 4 p.m. on Friday until 6 p.m.

Enclosed is a sample report we received showing individual transactions for each lot from July 7 – 11.

Also attached is a call log indicating types of calls and emails received in Town Hall.

The Police Chief reported no incidents or issues encountered by the officers with paid parking in these lots since the pay stations became active.

Paul Michael Robertson, son of the owner of the pier, did say he and the arcade manager noticed a decline in business that same Friday and Saturday night. That was also the end of the July 4 holiday week, so that may have been a reason. This may be something to watch and an impact I did not think of.

I posted notice of paid parking being in effect on the website and email distribution list, on all town posting boards. I gave each business owner (except hotels) a flyer with information and I notified all of the HOAs.

LOG OF CALLS AND QUESTIONS REGARDING TRIAL PAID PARKING PROGRAM

DATE	FROM	QUESTION/COMMENT
6/26/17	Star News reporter	<p>Why are you deciding to do paid parking now?</p> <p>Is this believed to alleviate traffic concerns (people waiting for spots to open up, sitting on side of road)?</p> <p>Will this bring in a source of revenue the town is missing?</p> <p>What will the revenue brought in from parking be put towards?</p> <p>MPT Bloszinsky handled the request.</p> <p>MPT Bloszinsky to handle.</p>
6/26/17	WWAY reporter	MPT Bloszinsky did interview & WWAY did nice video interviewing people and showing the lots. The town looks really good.
6/27/17	Spectrum News	Asked whether these lots are additional parking and whether they will be available after September 30 <sup>th</sup> . Avery responded
6/26/17	Wilmington & Beaches Visitors	Will KB property owners with a town sticker displayed on their car be required to pay in the paid lots? Avery responded
6/26/17	Becky Blackmore	Was any consideration for residents to purchase a parking sticker similar to the way Carolina Beach handles the issue for locals? If not, I for one would surely recommend it be open for discussion at the next town hall call. Avery responded
6/26/17	Bill Bernath	Emailled that he respectfully opposes charging for parking at the Community center lot.
6/26/17	David Hall	KB residents should not be charged when attending events at the community center. Some accommodation should be made, certainly during the week days. Avery responded – didn't make it clear in press release that CC lot not part of paid parking
6/28/17	Larry Aultman 505 K Avenue Kure Beach, NC 28449 910.617.4449	Kure Beach is the only beach town in the Wilmington market that does not have parking fees for town, on accesses, streets, etc. For that reason we lose revenue from day trippers that may or may not provide other revenue to the town and businesses yet leave dirty diapers, trash, you name it. Hence, the only town free parking zone in Wilmington Beaches is an attractive nuisance for the kind of visitors that do trash our beaches, restrooms, streets and block residences driveways. Ask the city maintenance about the public restroom cleanup during the season and offseason weekends/holidays. Better yet go check them out first hand at times. Yuck!!! Your parking lot fee paid is admirable; yet, drives vehicle

LOG OF CALLS AND QUESTIONS REGARDING TRIAL PAID PARKING PROGRAM

		parking to street and resident lot front parking. Just look at the stakes/signs on private lots for “no parking”. While we have again lost our chance to “Lead”, we can at least “Follow” other insightful Wilmington market beach towns and install parking meters with an annual parking pass/fee available for permanent residents. Thanks you for reading. Avery responded
		<b>Pay stations turned on Friday 7/7 at 4 pm – notice posted on web, town boards &amp; given to businesses and staff</b>
7/8/17	Donna Brawley 802 S FF Blvd.	It would be really nice if the town offered a paid sticker for employees who work at the bars/ dining places on the block (Jack Macherel's, Diner, Pier). Those folks have low paying jobs and work hard to help tourism here. During peak weeks it is very hard for the servers to find parking and they simply can't afford the paid rates. A pay stub could easily be required to prove employment. This would be really nice. Also, I know at CB the car sticker that proves ownership to get on the island/ or it may be a paid sticker for resident allows them free parking. Is KB following the same protocol in paid parking areas? I just want to be well informed. Thanks so much! Avery responded
7/7/17	<b>Travis Crow   Premier Management Co</b> <b>Association Manager - MBA, CMCA®</b> <b><a href="mailto:travis@premiermanagement.com">P.O. BOX 12051, Wilm, NC 28405</a></b> <b><a href="tel:910-679-3012">910-679-3012 x 708</a></b> <b>Property management Riggings</b>	Thanks for passing along this information Nancy.
7/10/17	Ann Doran	Email to mayor - Miss Emily Ann Doran here. I called 2 weeks ago re this issue. I've not heard back from you. Kure beach citizens pay taxes I vote we don't have to pay for parking. Oh yes Carolina beach follows this line of thinking. Please respond. Thank you Mayor Swearingen responded



112 SFFB by Convenience Store  
 102 NFFB next to Bud + Sai's  
 110 N 3rd by CC Parking lot

From July 7 - July 11

Digital Iris Transaction 07/11/2017 5:42 PM EDT

Date/Time: 07/01/2017 12:00:00 AM to 07/11/2017 5:42:05 PM EDT

Organization: SP Plus NC Beaches

Location: 64343 Kure Beach 102,64344 Kure Beach 112,64345 Kure Beach 110

Stall Number: N/A Plate Number: N/A

Ticket #: All

Coupon Code: N/A

Transaction Type: All

Grouping: None

Ticket #	Pay Station	Stall / Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
000028615	112 S Fort Fisher	DEL4581	07/07/17 3:52 PM	07/07/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003459	102 N Fort Fisher	DRKNHOKE	07/07/17 4:40 PM	07/07/17 6:40 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003460	102 N Fort Fisher	ZTE7536	07/07/17 4:42 PM	07/07/17 6:42 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003461	102 N Fort Fisher	LJR780	07/07/17 5:14 PM	07/07/17 6:14 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003462	102 N Fort Fisher	AJK6451	07/07/17 5:59 PM	07/07/17 7:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003463	102 N Fort Fisher	VZZ5667	07/08/17 8:53 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003464	102 N Fort Fisher	DLZ2507	07/08/17 8:55 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003465	102 N Fort Fisher	YNZ3289	07/08/17 8:56 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003466	102 N Fort Fisher	TK281MXW	07/08/17 9:12 AM	07/08/17 11:12 AM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003467	102 N Fort Fisher	EJZ5112	07/08/17 9:23 AM	07/08/17 11:23 AM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003468	102 N Fort Fisher	EC5661	07/08/17 9:24 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003469	102 N Fort Fisher	PEY4833	07/08/17 9:28 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003470	102 N Fort Fisher	EKH1091	07/08/17 9:30 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003471	102 N Fort Fisher	EEY6982	07/08/17 9:31 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003472	102 N Fort Fisher	XGW4067	07/08/17 9:33 AM	07/08/17 11:33 AM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00

Ticket # Pay Station Stall / Floor Purchased Date Expiry Date Payment Type Trans Type Coupon Code Excess Payment Change Refund Ticket Total Collections Revenue

Ticket #	Pay Station	Stall / Floor	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change	Refund Ticket	Total Collections	Revenue
00003473	102 N Fort Fisher	7BY1129	07/08/17 9:37 AM	07/08/17 12:37 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003474	102 N Fort Fisher	CW7669	07/08/17 9:38 AM	07/08/17 12:38 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003475	102 N Fort Fisher	BQG7905	07/08/17 9:40 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003476	102 N Fort Fisher	RCH6434	07/08/17 9:42 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003477	102 N Fort Fisher	RDG5048	07/08/17 9:44 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003478	102 N Fort Fisher	EAL5995	07/08/17 9:59 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003479	102 N Fort Fisher	305ZEA	07/08/17 10:07 AM	07/08/17 12:07 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028616	112 S Fort Fisher	BMR7807	07/08/17 10:34 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003480	102 N Fort Fisher	PEX3764	07/08/17 10:46 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028617	112 S Fort Fisher	EAX1600	07/08/17 10:47 AM	07/08/17 1:47 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003481	102 N Fort Fisher	EFF9217	07/08/17 10:48 AM	07/08/17 12:48 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028618	112 S Fort Fisher	9CC8368	07/08/17 10:49 AM	07/08/17 4:49 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$9.00	\$9.00
00028619	112 S Fort Fisher	ZRE9340	07/08/17 10:52 AM	07/08/17 12:52 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003482	102 N Fort Fisher	EER2395	07/08/17 10:53 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028620	112 S Fort Fisher	23244236	07/08/17 10:53 AM	07/08/17 1:53 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028621	112 S Fort Fisher	2	07/08/17 10:57 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028622	112 S Fort Fisher	BKX1342	07/08/17 11:07 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003483	102 N Fort Fisher	PAJ9151	07/08/17 11:10 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028623	112 S Fort Fisher	EHM4809	07/08/17 11:12 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00

Ticket #	Pay Station	Staff / Flight	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00011297	110 N 3rd Avenue	HEK1790	07/08/17 11:12 AM	07/08/17 2:12 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003484	102 N Fort Fisher	MUM154	07/08/17 11:12 AM	07/08/17 12:12 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028624	112 S Fort Fisher	CMF7390	07/08/17 11:14 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028625	112 S Fort Fisher	EBL4294	07/08/17 11:15 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003485	102 N Fort Fisher	CDJ2478	07/08/17 11:19 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028626	112 S Fort Fisher	AEB9969	07/08/17 11:23 AM	07/08/17 2:23 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00003486	102 N Fort Fisher	BJR5398	07/08/17 11:26 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028627	112 S Fort Fisher	EBR9344	07/08/17 11:27 AM	07/08/17 1:27 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003487	102 N Fort Fisher	CMY4479	07/08/17 11:29 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028628	112 S Fort Fisher	EHT4918	07/08/17 11:29 AM	07/08/17 2:29 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00028629	112 S Fort Fisher	VDY2695	07/08/17 11:31 AM	07/08/17 2:31 PM	Cash	Regular	N/A	\$5.50	\$0.00	\$0.00	\$10.00	\$10.00
00028630	112 S Fort Fisher	CDW1026	07/08/17 11:33 AM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003488	102 N Fort Fisher	CC9N693	07/08/17 11:39 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003489	102 N Fort Fisher	AFK9338	07/08/17 11:42 AM	07/08/17 1:42 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028631	112 S Fort Fisher	BAH8781	07/08/17 11:43 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028632	112 S Fort Fisher	DJH8979	07/08/17 11:45 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028633	112 S Fort Fisher	7400CF	07/08/17 11:49 AM	07/08/17 2:49 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00011298	110 N 3rd Avenue	ASO9972	07/08/17 11:51 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003490	102 N Fort Fisher	ELH7185	07/08/17 11:53 AM	07/08/17 2:53 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028634	112 S Fort Fisher	ZND3868	07/08/17 11:54 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00

Ticket #	Pay Station	Staff / Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
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00003491	Fisher 102 N Fort	AJN9782	07/08/17 11:57 AM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028635	Fisher 112 S Fort	EDZ3367	07/08/17 11:57 AM	07/08/17 3:57 PM	Cash	Regular	N/A	\$4.00	\$0.00	\$0.00	\$10.00	\$10.00
00028636	Fisher 112 S Fort	ELW1942	07/08/17 12:00 PM	07/08/17 2:00 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00011299	110 N 3rd Avenue	CMF3669	07/08/17 12:00 PM	07/08/17 2:00 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00011300	110 N 3rd Avenue	TNBLKRAM	07/08/17 12:02 PM	07/08/17 2:02 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028637	Fisher 112 S Fort	3862	07/08/17 12:08 PM	07/08/17 4:08 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028638	Fisher 112 S Fort	ECE3515	07/08/17 12:14 PM	07/08/17 1:14 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00028639	Fisher 112 S Fort	DAX8800	07/08/17 12:15 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00011301	110 N 3rd Avenue	LNB31Y	07/08/17 12:16 PM	07/08/17 2:16 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028640	Fisher 112 S Fort	VXA6926	07/08/17 12:17 PM	07/08/17 1:17 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00028641	Fisher 112 S Fort	VTB3249	07/08/17 12:21 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028642	Fisher 112 S Fort	4261	07/08/17 12:22 PM	07/08/17 1:22 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00011302	110 N 3rd Avenue	DDP6668	07/08/17 12:24 PM	07/08/17 3:24 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00028643	Fisher 112 S Fort	3W20	07/08/17 12:24 PM	07/08/17 5:24 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00011303	110 N 3rd Avenue	PDJ6850	07/08/17 12:25 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028644	Fisher 112 S Fort	EJB4294	07/08/17 12:25 PM	07/08/17 4:25 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028645	Fisher 112 S Fort	HJ1414	07/08/17 12:27 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028646	Fisher 112 S Fort	EKX1411	07/08/17 12:29 PM	07/08/17 2:29 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028647	Fisher 112 S Fort	ID020028	07/08/17 12:31 PM	07/08/17 4:31 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00

Ticket #	Pay Station	Slot / Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00028648	112 S Fort Fisher	LXY3908	07/08/17 12:35 PM	07/08/17 2:35 PM	Cash	Regular	N/A	\$2.00	\$0.00	\$0.00	\$5.00	\$5.00
00011304	110 N 3rd Avenue	CKL1630	07/08/17 12:38 PM	07/08/17 4:38 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028649	112 S Fort Fisher	BHR3038	07/08/17 12:38 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028650	112 S Fort Fisher	DLB3933	07/08/17 12:41 PM	07/08/17 3:41 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028651	112 S Fort Fisher	JID778	07/08/17 12:42 PM	07/08/17 4:42 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028652	112 S Fort Fisher	KEG988	07/08/17 12:44 PM	07/08/17 4:44 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028653	112 S Fort Fisher	ZZY5102	07/08/17 12:45 PM	07/08/17 2:45 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028654	112 S Fort Fisher	EHA5999	07/08/17 12:49 PM	07/08/17 4:49 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028655	112 S Fort Fisher	QBM6103	07/08/17 12:50 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003492	102 N Fort Fisher	DES2426	07/08/17 12:51 PM	07/08/17 4:51 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028656	112 S Fort Fisher	RFE0374	07/08/17 12:52 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028657	112 S Fort Fisher	6850ST	07/08/17 1:01 PM	07/08/17 3:01 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028658	112 S Fort Fisher	ABV9038	07/08/17 1:03 PM	07/08/17 3:03 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028659	112 S Fort Fisher	DFW5775	07/08/17 1:06 PM	07/08/17 6:06 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00011305	110 N 3rd Avenue	ZYV8954	07/08/17 1:08 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028660	112 S Fort Fisher	EAX1612	07/08/17 1:09 PM	07/08/17 3:09 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028661	112 S Fort Fisher	FGM678	07/08/17 1:11 PM	07/08/17 4:11 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00028662	112 S Fort Fisher	7CT4708	07/08/17 1:12 PM	07/08/17 3:12 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00011306	110 N 3rd Avenue	KFK7016	07/08/17 1:12 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028663	112 S Fort Fisher	BUE2333	07/08/17 1:15 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00

	Fisher											
00003493	102 N Fort Fisher	ZNY8119	07/08/17 1:16 PM	07/08/17 3:16 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028664	112 S Fort Fisher	DMH5247	07/08/17 1:16 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028665	112 S Fort Fisher	DMT4681	07/08/17 1:18 PM	07/08/17 3:18 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028666	112 S Fort Fisher	CKH2269	07/08/17 1:19 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003494	102 N Fort Fisher	DBR2958	07/08/17 1:21 PM	07/08/17 3:21 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028667	112 S Fort Fisher	DFH3656	07/08/17 1:22 PM	07/08/17 2:22 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003495	102 N Fort Fisher	PBF5318	07/08/17 1:23 PM	07/08/17 2:23 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00011307	110 N 3rd Avenue	PYR1915	07/08/17 1:24 PM	07/08/17 2:24 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028668	112 S Fort Fisher	EKC2931	07/08/17 1:25 PM	07/08/17 4:25 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003496	102 N Fort Fisher	DKA9582	07/08/17 1:26 PM	07/08/17 5:26 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00011308	110 N 3rd Avenue	TVW7551	07/08/17 1:30 PM	07/08/17 4:30 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00028669	112 S Fort Fisher	CB3Z689	07/08/17 1:33 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00011309	110 N 3rd Avenue	EDH1875	07/08/17 1:38 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00011310	110 N 3rd Avenue	2272SR	07/08/17 1:41 PM	07/08/17 3:41 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00011311	110 N 3rd Avenue	ACY6144	07/08/17 1:43 PM	07/08/17 2:43 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003497	102 N Fort Fisher	CAH1789	07/08/17 1:45 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028670	112 S Fort Fisher	PAS6120	07/08/17 1:51 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028671	112 S Fort Fisher	DKC5344	07/08/17 1:53 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00011312	110 N 3rd Avenue	DEB7026	07/08/17 1:54 PM	07/08/17 3:54 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00



Ticket#	Pay Station	Stall/Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00028672	112 S Fort Fisher	DCF3548	07/08/17 1:55 PM	07/08/17 4:55 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028673	112 S Fort Fisher	5579HL	07/08/17 1:57 PM	07/08/17 6:57 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$8.00	\$8.00
00003498	102 N Fort Fisher	215718	07/08/17 2:02 PM	07/08/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003499	102 N Fort Fisher	DAS8648	07/08/17 2:06 PM	07/08/17 4:06 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028674	112 S Fort Fisher		07/08/17 2:07 PM	N/A	Cash	Cancelled	N/A	\$1.25	\$0.00	\$0.00	\$1.25	\$1.25
00028675	112 S Fort Fisher	GNV4344	07/08/17 2:10 PM	07/08/17 6:10 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028676	112 S Fort Fisher	EFS9932	07/08/17 2:12 PM	07/08/17 5:12 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00011313	110 N 3rd Avenue	JXZ6255	07/08/17 2:13 PM	07/08/17 4:13 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003500	102 N Fort Fisher	DLF5482	07/08/17 2:16 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028677	112 S Fort Fisher		07/08/17 2:18 PM	N/A	Cash	Cancelled	N/A	\$5.75	\$0.00	\$0.00	\$5.75	\$5.75
00028678	112 S Fort Fisher	WESFIL	07/08/17 2:22 PM	07/08/17 6:22 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028679	112 S Fort Fisher	DLN3896	07/08/17 2:23 PM	07/08/17 4:23 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003501	102 N Fort Fisher	NPD1181	07/08/17 2:29 PM	07/08/17 4:29 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00011314	110 N 3rd Avenue	WNA9258	07/08/17 2:31 PM	07/08/17 7:31 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00028680	112 S Fort Fisher		07/08/17 2:31 PM	N/A	Cash	Cancelled	N/A	\$2.00	\$0.00	\$0.00	\$2.00	\$2.00
00011315	110 N 3rd Avenue	YE1731	07/08/17 2:37 PM	07/08/17 4:37 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003502	102 N Fort Fisher	SZB6918	07/08/17 2:39 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003503	102 N Fort Fisher	GJM5894	07/08/17 2:41 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028681	112 S Fort Fisher		07/08/17 2:45 PM	N/A	Cash	Cancelled	N/A	\$2.25	\$0.00	\$0.00	\$2.25	\$2.25
00028682	112 S Fort Fisher	PCD1040	07/08/17 2:47 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00

Ticket #	Pay Station	Stall / Plate	Purchased Date	Expiry Date	Payment Type	Trans. Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
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	Fisher											
00028683	112 S Fort Fisher	CFN9201	07/08/17 2:49 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028684	112 S Fort Fisher	EBK3622	07/08/17 2:51 PM	07/08/17 3:51 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00011316	110 N 3rd Avenue	ELM4300	07/08/17 2:53 PM	07/08/17 4:53 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028685	112 S Fort Fisher	BFX9282	07/08/17 2:55 PM	07/08/17 5:55 PM	Cash/CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003504	102 N Fort Fisher	EMJ8954	07/08/17 2:56 PM	07/08/17 5:56 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00028686	112 S Fort Fisher	YVC1093	07/08/17 2:58 PM	07/08/17 5:58 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028687	112 S Fort Fisher	ELW3507	07/08/17 3:00 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028688	112 S Fort Fisher	CNM4190	07/08/17 3:01 PM	07/08/17 6:01 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028689	112 S Fort Fisher	YNH4238	07/08/17 3:03 PM	07/08/17 6:03 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028690	112 S Fort Fisher	EHT4918	07/08/17 3:05 PM	07/08/17 6:05 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028691	112 S Fort Fisher	ELW1627	07/08/17 3:08 PM	07/08/17 5:08 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028692	112 S Fort Fisher	EDW8066	07/08/17 3:10 PM	07/08/17 7:10 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028693	112 S Fort Fisher	PAL2213	07/08/17 3:12 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028694	112 S Fort Fisher	EW6171	07/08/17 3:16 PM	07/08/17 4:16 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028695	112 S Fort Fisher	EW6171	07/08/17 3:18 PM	07/08/17 4:18 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028696	112 S Fort Fisher	CMY8786	07/08/17 3:22 PM	07/08/17 7:22 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028697	112 S Fort Fisher	CBH6564	07/08/17 3:24 PM	07/08/17 7:24 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00003505	102 N Fort Fisher	EHK9210	07/08/17 3:33 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028698	112 S Fort Fisher	3200FJ	07/08/17 3:40 PM	07/08/17 6:40 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50



Ticket #	Pay Station	Stall / Pitch	Purchase Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00003506	102 N Fort Fisher	OHK2982	07/08/17 3:44 PM	07/08/17 7:44 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028699	112 S Fort Fisher	EBK3622	07/08/17 4:01 PM	07/08/17 5:01 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028700	112 S Fort Fisher	8W7737	07/08/17 4:03 PM	07/08/17 6:03 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028701	112 S Fort Fisher	359ZUH	07/08/17 4:11 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028702	112 S Fort Fisher	DBS1508	07/08/17 4:13 PM	07/08/17 6:13 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028703	112 S Fort Fisher	E124874	07/08/17 4:14 PM	07/08/17 5:14 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003507	102 N Fort Fisher	VSV1620	07/08/17 4:31 PM	07/08/17 5:31 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00003508	102 N Fort Fisher	22777817	07/08/17 4:34 PM	07/08/17 7:34 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00011317	110 N 3rd Avenue	DLN5438	07/08/17 4:47 PM	07/08/17 6:47 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028704	112 S Fort Fisher	DEL4581	07/08/17 4:53 PM	07/08/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003509	102 N Fort Fisher	1415	07/08/17 4:55 PM	07/08/17 6:55 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028705	112 S Fort Fisher	EBK3622	07/08/17 5:05 PM	07/08/17 6:05 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003510	102 N Fort Fisher	DFH5685	07/08/17 5:06 PM	07/08/17 6:06 PM	Cash	Regular	N/A	\$8.50	\$0.00	\$0.00	\$10.00	\$10.00
00003511	102 N Fort Fisher	EFP9450	07/08/17 5:08 PM	07/08/17 6:08 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00003512	102 N Fort Fisher	DAH1675	07/08/17 5:10 PM	07/08/17 8:10 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003513	102 N Fort Fisher	ELR2522	07/08/17 5:14 PM	07/08/17 9:14 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028706	112 S Fort Fisher	EDP6630	07/08/17 5:22 PM	07/08/17 6:22 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028707	112 S Fort Fisher	ZH5801	07/08/17 5:25 PM	07/08/17 8:25 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028708	112 S Fort Fisher	ELK6112	07/08/17 5:28 PM	07/08/17 6:28 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028709	112 S Fort Fisher	BBV6353	07/08/17 5:30 PM	07/08/17 6:30 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50

	Fisher											
00028710	112 S Fort Fisher	PDK1799	07/08/17 5:31 PM	07/08/17 8:31 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028711	112 S Fort Fisher	RXE9275	07/08/17 5:33 PM	07/08/17 6:33 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003514	102 N Fort Fisher	YRB9902	07/08/17 5:46 PM	07/08/17 6:46 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00003515	102 N Fort Fisher	2A41E0	07/08/17 5:49 PM	07/08/17 6:49 PM	Cash/CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003516	102 N Fort Fisher	E285723	07/08/17 5:51 PM	07/08/17 6:51 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003517	102 N Fort Fisher	AKL8552	07/08/17 5:53 PM	07/08/17 8:53 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00003518	102 N Fort Fisher	EBP3489	07/09/17 8:49 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003519	102 N Fort Fisher	DLR4836	07/09/17 10:21 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028712	112 S Fort Fisher	PFF2266	07/09/17 10:21 AM	07/09/17 11:21 AM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003520	102 N Fort Fisher		07/09/17 10:27 AM	N/A	Cash	Cancelled	N/A	\$1.00	\$0.00	\$0.00	\$1.00	\$1.00
00003521	102 N Fort Fisher	EFW9524	07/09/17 10:51 AM	07/09/17 2:51 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00003522	102 N Fort Fisher	BHB2250	07/09/17 10:53 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003523	102 N Fort Fisher	PEF7576	07/09/17 11:02 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003524	102 N Fort Fisher	PAL2213	07/09/17 11:04 AM	07/09/17 12:04 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003525	102 N Fort Fisher	TYZ1524	07/09/17 11:05 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003526	102 N Fort Fisher	DV17013	07/09/17 11:14 AM	07/09/17 12:14 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028713	112 S Fort Fisher	DAW4025	07/09/17 11:19 AM	07/09/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003527	102 N Fort Fisher	BML5473	07/09/17 11:26 AM	07/09/17 12:26 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003528	102 N Fort Fisher	AEM6126	07/09/17 11:30 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00

Ticket #	Pay Station	Stall / Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00003529	102 N Fort Fisher	EDP7402	07/09/17 11:33 AM	07/09/17 4:33 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00003530	102 N Fort Fisher	HMP8066	07/09/17 11:38 AM	07/09/17 12:38 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003531	102 N Fort Fisher	GUFFEY	07/09/17 11:41 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003532	102 N Fort Fisher	CCF8554	07/09/17 11:48 AM	07/09/17 4:48 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00003533	102 N Fort Fisher	CKX7927	07/09/17 11:51 AM	07/09/17 12:51 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003534	102 N Fort Fisher	HE9306	07/09/17 11:52 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00011318	110 N 3rd Avenue	GEK3845	07/09/17 11:53 AM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00011319	110 N 3rd Avenue	GXL6203	07/09/17 11:55 AM	07/09/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003535	102 N Fort Fisher	PDD3267	07/09/17 12:12 PM	07/09/17 1:12 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028714	112 S Fort Fisher	EJB7002	07/09/17 12:16 PM	07/09/17 3:16 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003536	102 N Fort Fisher	EHN3248	07/09/17 12:17 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028715	112 S Fort Fisher	D40BXX	07/09/17 12:41 PM	07/09/17 1:41 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003537	102 N Fort Fisher	GVF4343	07/09/17 12:42 PM	07/09/17 3:42 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003538	102 N Fort Fisher	EBC1805	07/09/17 12:44 PM	07/09/17 1:44 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028716	112 S Fort Fisher	CAX8216	07/09/17 12:46 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003539	102 N Fort Fisher	EVQY69	07/09/17 12:47 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028717	112 S Fort Fisher	DNR7068	07/09/17 12:47 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003540	102 N Fort Fisher	4ZM469	07/09/17 12:49 PM	07/09/17 3:49 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003541	102 N Fort Fisher	CFX5664	07/09/17 12:53 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028718	112 S Fort Fisher	POITEVIN	07/09/17 12:56 PM	07/09/17 1:56 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00

	Fisher											
00003542	102 N Fort Fisher	A067	07/09/17 12:57 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028719	112 S Fort Fisher	XZF6138	07/09/17 1:01 PM	07/09/17 3:01 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003543	102 N Fort Fisher	ECY3023	07/09/17 1:02 PM	07/09/17 5:02 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028720	112 S Fort Fisher	EJMT097	07/09/17 1:03 PM	07/09/17 3:03 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003544	102 N Fort Fisher	VTG2412	07/09/17 1:03 PM	07/09/17 6:03 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00028721	112 S Fort Fisher	H3075T	07/09/17 1:04 PM	07/09/17 4:04 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003545	102 N Fort Fisher	CCM5035	07/09/17 1:05 PM	07/09/17 5:05 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00028722	112 S Fort Fisher	5B83K7	07/09/17 1:06 PM	07/09/17 4:06 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028723	112 S Fort Fisher	3HJ446	07/09/17 1:14 PM	07/09/17 2:14 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00028724	112 S Fort Fisher	EDS5267	07/09/17 1:15 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003546	102 N Fort Fisher	DKN7776	07/09/17 1:16 PM	07/09/17 2:16 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028725	112 S Fort Fisher	HJ1414	07/09/17 1:17 PM	07/09/17 6:17 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00028726	112 S Fort Fisher	PEM7222	07/09/17 1:19 PM	07/09/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028727	112 S Fort Fisher	CHY6294	07/09/17 1:25 PM	07/09/17 3:25 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028728	112 S Fort Fisher	YSP6349	07/09/17 1:30 PM	07/09/17 4:30 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028729	112 S Fort Fisher	BBS9118	07/09/17 1:36 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028730	112 S Fort Fisher	FH6314	07/09/17 1:38 PM	07/09/17 4:38 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028731	112 S Fort Fisher	CLC4281	07/09/17 1:46 PM	07/09/17 4:46 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003547	102 N Fort Fisher	BJP959	07/09/17 1:51 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00

Ticket #	Pay Station	Stall / Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00003548	102 N Fort Fisher	DHS1385	07/09/17 2:01 PM	07/09/17 5:01 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003549	102 N Fort Fisher	EEH1263	07/09/17 2:05 PM	07/09/17 6:05 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00003550	102 N Fort Fisher	GUV1086	07/09/17 2:11 PM	07/09/17 4:11 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003551	102 N Fort Fisher	PBD3584	07/09/17 2:51 PM	07/09/17 5:51 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003552	102 N Fort Fisher	GZL1708	07/09/17 2:53 PM	07/09/17 5:53 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00028732	112 S Fort Fisher	FAL3221	07/09/17 3:00 PM	07/09/17 6:00 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00028733	112 S Fort Fisher	EZ7450	07/09/17 3:01 PM	07/09/17 5:01 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028734	112 S Fort Fisher	ELV8110	07/09/17 3:03 PM	07/09/17 6:03 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00
00028735	112 S Fort Fisher	CHY6294	07/09/17 3:13 PM	07/09/17 4:25 PM	CC (Swipe)	AddTime EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003553	102 N Fort Fisher	RRM7	07/09/17 3:20 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003554	102 N Fort Fisher	DDA4250	07/09/17 3:22 PM	07/09/17 5:22 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028736	112 S Fort Fisher	EJR1602	07/09/17 3:24 PM	07/09/17 5:24 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003555	102 N Fort Fisher	EFN9267	07/09/17 3:25 PM	07/09/17 8:25 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$7.50	\$7.50
00003556	102 N Fort Fisher	EFN9267	07/09/17 3:28 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028737	112 S Fort Fisher	BAL3805	07/09/17 3:29 PM	07/09/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028738	112 S Fort Fisher	EFR5862	07/09/17 3:31 PM	07/09/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028739	112 S Fort Fisher	AAV4729	07/09/17 3:33 PM	07/09/17 6:33 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003557	102 N Fort Fisher	EBD1519	07/09/17 3:35 PM	07/09/17 5:35 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028740	112 S Fort Fisher	DEL4561	07/09/17 3:49 PM	07/09/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00028741	112 S Fort Fisher	PEC8333	07/09/17 3:51 PM	07/09/17 5:51 PM	Cash	Regular	N/A	\$0.25	\$0.00	\$0.00	\$3.25	\$3.25

	Fisher											
00003558	102 N Fort Fisher	EDP7402	07/09/17 4:41 PM	07/09/17 6:41 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003559	102 N Fort Fisher	EKD6599	07/09/17 4:43 PM	07/09/17 6:43 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003560	102 N Fort Fisher	ZRE8270	07/09/17 4:44 PM	07/09/17 6:44 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003561	102 N Fort Fisher	DAME76	07/09/17 4:49 PM	07/09/17 5:49 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028742	112 S Fort Fisher	PFK7435	07/09/17 4:50 PM	07/09/17 6:50 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003562	102 N Fort Fisher	EJP5327	07/09/17 4:55 PM	07/09/17 5:55 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003563	102 N Fort Fisher	36381631	07/09/17 5:00 PM	07/09/17 7:00 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003564	102 N Fort Fisher	CCM5035	07/09/17 5:02 PM	07/09/17 6:05 PM	CC (Swipe)	AddTime	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003565	102 N Fort Fisher	F8703R	07/09/17 5:23 PM	07/09/17 7:23 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003566	102 N Fort Fisher	54J3	07/09/17 5:30 PM	07/09/17 7:30 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00028743	112 S Fort Fisher	GBL8560	07/09/17 5:32 PM	07/09/17 7:32 PM	Cash	Regular	N/A	\$2.00	\$0.00	\$0.00	\$5.00	\$5.00
00003567	102 N Fort Fisher	J6214S	07/09/17 5:33 PM	07/09/17 7:33 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003568	102 N Fort Fisher	WP1410	07/09/17 5:37 PM	07/09/17 6:37 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003569	102 N Fort Fisher	E9783S	07/10/17 10:39 AM	07/10/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003570	102 N Fort Fisher	E9783S	07/10/17 10:41 AM	07/10/17 11:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003571	102 N Fort Fisher	CTJR77	07/10/17 1:06 PM	07/10/17 3:06 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003572	102 N Fort Fisher	1JZ697	07/10/17 1:39 PM	07/10/17 2:39 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00028744	112 S Fort Fisher	EKL5089	07/10/17 1:41 PM	07/10/17 2:41 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003573	102 N Fort Fisher	EHH4086	07/10/17 1:46 PM	07/10/17 4:46 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$5.00	\$5.00

Ticket #	Pay Station	Staff / Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00003574	102 N Fort Fisher	4AW8724	07/10/17 2:24 PM	07/10/17 5:24 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003575	102 N Fort Fisher	4BG7809	07/10/17 2:26 PM	07/10/17 5:26 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$4.50	\$4.50
00003576	102 N Fort Fisher	TK647MCI	07/10/17 4:59 PM	07/10/17 6:59 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003577	102 N Fort Fisher		07/10/17 5:00 PM	N/A	Cash	Cancelled	N/A	\$4.00	\$0.00	\$0.00	\$4.00	\$4.00
00003578	102 N Fort Fisher	4BN0312	07/10/17 5:09 PM	07/10/17 6:09 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028745	112 S Fort Fisher	HP4046	07/10/17 5:15 PM	07/10/17 6:15 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003579	102 N Fort Fisher	0317PA	07/10/17 5:15 PM	07/10/17 6:15 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003580	102 N Fort Fisher	EHW8884	07/10/17 5:21 PM	07/10/17 6:21 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003581	102 N Fort Fisher	279LYW	07/10/17 5:23 PM	07/10/17 6:23 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003582	102 N Fort Fisher	HD23689	07/11/17 8:05 AM	07/11/17 12:05 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$6.00	\$6.00
00003583	102 N Fort Fisher	ZFU569	07/11/17 11:04 AM	07/11/17 1:04 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003584	102 N Fort Fisher	DHJ4674	07/11/17 11:09 AM	07/11/17 1:09 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003585	102 N Fort Fisher	EER7754	07/11/17 11:24 AM	07/11/17 1:24 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003586	102 N Fort Fisher	EKF5089	07/11/17 11:26 AM	07/11/17 1:26 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003587	102 N Fort Fisher	IGY604	07/11/17 11:27 AM	07/11/17 1:27 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003588	102 N Fort Fisher	ELK9232	07/11/17 11:33 AM	07/11/17 1:33 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003589	102 N Fort Fisher	CDH2030	07/11/17 11:35 AM	07/11/17 1:35 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003590	102 N Fort Fisher	HD23689	07/11/17 11:50 AM	07/11/17 2:05 PM	Cash	AddTime	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003591	102 N Fort Fisher	5407	07/11/17 12:09 PM	07/11/17 1:09 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003592	102 N Fort Fisher	DEJ367	07/11/17 12:16 PM	07/11/17 2:16 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00

00003593	Fisher 102 N Fort Fisher	AEL052	07/11/17 12:17 PM	07/11/17 2:17 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003594	Fisher 102 N Fort Fisher	TK524MKC	07/11/17 12:19 PM	07/11/17 1:19 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003595	Fisher 102 N Fort Fisher	TK281MWX	07/11/17 12:20 PM	07/11/17 2:20 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003596	Fisher 102 N Fort Fisher	200NJD	07/11/17 12:22 PM	07/11/17 2:22 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003597	Fisher 102 N Fort Fisher	FISHBONE	07/11/17 12:29 PM	07/11/17 2:29 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003598	Fisher 102 N Fort Fisher	EBS5867	07/11/17 12:46 PM	07/11/17 2:46 PM	CC (Swipe)	Regular Ebp	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003599	Fisher 102 N Fort Fisher	864879	07/11/17 12:49 PM	07/11/17 1:49 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00003600	Fisher 102 N Fort Fisher	VXR4892	07/11/17 12:59 PM	07/11/17 1:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003601	Fisher 102 N Fort Fisher	WNA5374	07/11/17 1:02 PM	07/11/17 2:02 PM	CC (Swipe)	Regular Ebp	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003602	Fisher 102 N Fort Fisher	CTHC63	07/11/17 1:27 PM	07/11/17 3:27 PM	CC (Swipe)	Regular Ebp	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003603	Fisher 102 N Fort Fisher	DME5360	07/11/17 1:28 PM	07/11/17 3:28 PM	CC (Swipe)	Regular Ebp	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003604	Fisher 102 N Fort Fisher	23240869	07/11/17 1:30 PM	07/11/17 3:30 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003605	Fisher 102 N Fort Fisher	741WDL	07/11/17 1:37 PM	07/11/17 3:37 PM	Cash	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003606	Fisher 102 N Fort Fisher	ZCL3557	07/11/17 1:47 PM	07/11/17 2:47 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00
00003607	Fisher 102 N Fort Fisher		07/11/17 1:49 PM	N/A	Cash	Cancelled	N/A	\$1.00	\$0.00	\$0.00	\$1.00	\$1.00
00003608	Fisher 102 N Fort Fisher	A4145Z	07/11/17 1:51 PM	07/11/17 2:51 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00028746	Fisher 112 S Fort Fisher	DEL4581	07/11/17 3:46 PM	07/11/17 11:59 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
00003609	Fisher 102 N Fort Fisher	BM07CQ	07/11/17 4:25 PM	07/11/17 6:25 PM	Cash	Regular	N/A	\$2.00	\$0.00	\$0.00	\$5.00	\$5.00
00003610	Fisher 102 N Fort Fisher		07/11/17 4:39 PM	N/A	Cash	Cancelled	N/A	\$1.00	\$0.00	\$0.00	\$1.00	\$1.00



Ticket #	Pay Station	Stall / Plate	Purchased Date	Expiry Date	Payment Type	Trans Type	Coupon Code	Excess Payment	Change Issued	Refund Ticket	Total Collections	Revenue
00003611	102 N Fort Fisher	PAW9797	07/11/17 4:42 PM	07/11/17 5:42 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003612	102 N Fort Fisher	PAW9797	07/11/17 4:44 PM	07/11/17 5:44 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$1.50	\$1.50
00003613	102 N Fort Fisher	CHK6836	07/11/17 4:54 PM	07/11/17 6:54 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003614	102 N Fort Fisher	PDW7381	07/11/17 5:01 PM	07/11/17 7:01 PM	CC (Swipe)	Regular EbP	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003615	102 N Fort Fisher	CLT4838	07/11/17 5:27 PM	07/11/17 7:27 PM	CC (Swipe)	Regular	N/A	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
00003616	102 N Fort Fisher	GHZ9883	07/11/17 5:29 PM	07/11/17 6:29 PM	Cash	Regular	N/A	\$0.50	\$0.00	\$0.00	\$2.00	\$2.00

Overall Summary

CASH		CREDIT CARD		PATROLLER CARD		TOTAL	
Total Collections	101	Total Collections	214	Revenue	0	Total Transactions	313
Revenue	\$551.50	Revenue	\$1126.00	Test Transactions	0	Total Collections	\$1677.50
Change Issued	0					Revenue	\$1677.50
Refund Tickets	0						
Total Refunds	0						
Excess Payment	37						
Attendant Deposit	0						

\*=Extend-by-Phone Transaction



## MEMO

TO: Town Council, Building Inspector Batson  
FROM: Nancy Avery, Town Clerk *Nancy Avery*  
RE: Item # 1, Old Business, Project manager  
project  
DATE: July 12, 2017

Enclosed are:

1. An email from the architect answering our questions about experiences with third party project managers, assurance of quality workmanship from the contractor, and change orders.
2. Comparison of responsibilities listed in the American Institute of Architects contract addendum relating to Construction Management. The architectural firm, Oakley & Collier, provided us with a point by point comparison of what they include in their basic services cost (highlighted in yellow).  
Items highlighted in pink are not included and were incorporated in the Request for Qualifications (RFQ) for a project manager.
3. The RFQ for Project Manager services
4. A list of firms that received the RFQ
5. Responses received from:
  - Keenan Construction & Consulting, Inc
  - Noland Construction Consulting
  - Constructive Building Solutions, LLC
  - Construction Interface Services, Inc
  - MBP

You will interview representatives from the above firms at the July 18 meeting. The Town Attorney's opinion is that you may not conduct these interviews in closed session. Statute requires a selection based on qualifications, not cost, any time expected expense exceeds 50,000. You should not address cost during the interviews. Once you choose a firm and negotiations are not successful, you would then choose another firm and go through the process again.

I suggest, as part of your decision at the meeting that you rank the firms in order of whom you wish to negotiate with first, then second and so on. This will prevent you from having to reconvene to choose another firm. You may also want to consider appointing two members of council and possibly a staff member to conduct the negotiation.

Should you feel you are not ready to decide at the July 18 meeting, you may want to consider continuing the meeting to another date or hold a separate special one.

The architects will be on-site Monday, July 17 to review where we are on plans and specs and finalize details, so they can prepare a pre-qualification package for construction firms. They are ahead of schedule and expect to have bid packages ready by mid-August rather than September.

## Nancy Avery

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**From:** Tim Oakley <toakley@oakleycollier.com>  
**Sent:** Friday, April 7, 2017 11:35 AM  
**To:** Nancy Avery  
**Cc:** Ann Collier  
**Subject:** FW: letter

**From:** Tim Oakley  
**Sent:** Friday, April 7, 2017 11:01 AM  
**To:** Ann Collier <[acollier@oakleycollier.com](mailto:acollier@oakleycollier.com)>  
**Subject:** RE: letter

Hey Nancy,

In regards to the questions in your letter dated March 28,2017, I offer the following responses.

- **Experiences with third-party project managers. We have worked on several projects where the owner has secured the assistance of a project manager.**

The Golden Leaf office project was a 10,000 square foot facility with a costs of \$2,700,000. The project delivery method was a negotiated guaranteed maximum price. The PM served as a liaison between the design team and the owners' board of directors. He would also review Applications for payment after we had signed off on them as well review any potential change orders so he could report back to the board.

We have worked on several projects with UNC Nash General Hospital on which the owner utilized a third party PM. The projects ranged in costs from \$1.5 -\$7 million and were all executed as a GMP contract with a general contractor that was chosen from a pre-determined list. In all of those projects the PM primarily kept up with scheduling. This was critical due to the nature of the areas we were working on in the hospital so as not to disrupt patient care.

A more recent project that we are involved with is the Rocky Mount Downtown Community Center. This project is a \$36,000,000, 160,000 square foot sports facility. The owner has engaged a third party PM to verify project scope, budgets and actual pricing. This project is being executed as a Design-Build, where the design team is engaged by the general contractor. The PM will be providing the same services through the construction process that we will be providing, i.e. job progress meeting, schedule monitoring, quality assurance and reporting.

Our experience with third party PMs has been very similar on each project. There is always an overlapping of duties by the nature of the construction process. On each project that we have been involved with that utilized the PM, they have all relied on the design team for interpretation of documents and verification of construction. We have not encountered any PMs that directed the work of subcontractors or the scheduling of the activities of them. This is mainly due the inherit liability of doing so.

Should Kure Beach enlist the help of a PM on your project, Oakley Collier will provide the same level of expertise and professionalism that we would typically. All efforts by all parties should be in the vein of providing quality services and project delivery to the client.

- **Assurance that minimum construction standards are not accepted as adequate.**

Our project documents, specifications and detail drawings, clearly spell out the quality standards that are expected. Throughout our project specifications we reference the standards of excellence that is required. Once we have a contractor on board, the process begins with the review of shop drawings to verify the quality of the products that the GC will provide. They are reviewed to assure compliance with what is detailed and specified. Once it is in the field it is reviewed for compliance again, and if it is not the general contractor is required to remove and replace it. We also require the contractor provide mock ups of certain building components to demonstrate their level of understanding and skill to construct that component. Those mock ups remain on site until the work is completed. That is required so that we can have a constant point of reference for project conformance.

- **Charge orders covered under Basic Services.**

Historically Oakley Collier has not charged any additional fees for change orders. The only time we charge for them would be if the owner changes the scope of the project, i.e., add square footage to the project or change the plan once the documents are complete that would require addition documentation.

Nancy, after your review should you have any questions please do not hesitate to call.

Best Regards,  
Tim

Timothy D. Oakley, AIA, LEED AP



**Oakley Collier Architects, PA**

T 252.937.2500 x101

M 252.883.5950

**From:** Nancy Avery [<mailto:n.avery@townofkurebeach.org>]  
**Sent:** Tuesday, March 28, 2017 5:49 PM  
**To:** Tim Oakley <[toakley@oakleycollier.com](mailto:toakley@oakleycollier.com)>; Ann Collier <[acollier@oakleycollier.com](mailto:acollier@oakleycollier.com)>  
**Cc:** Emilie Swearingen <[e.swearingen@townofkurebeach.org](mailto:e.swearingen@townofkurebeach.org)>  
**Subject:** letter

Hi Tim and Ann – attached is the letter I referenced on my voice mail earlier today.

Thanks so much!

Nancy Avery  
Town of Kure Beach  
117 Settlers Lane  
Kure Beach, NC 28449  
[www.townofkurebeach.org](http://www.townofkurebeach.org)  
910-458-8216 office  
910-707-2016 direct  
910-443-0410 cell  
[n.avery@tokb.org](mailto:n.avery@tokb.org)

**Basic Architectural Services VS. Construction Manager (B144) Comparison**

ART #	Responsibility	Basic Architectural	Notes/Comments
<b>Article 2 - Preconstruction Phase</b>			
2.1	Preliminary Evaluation of Owner's Program	Already Complete	See attached – Appendix A
2.2	Preliminary Cost Estimates	Already Complete	See attached – Appendix B
2.3	Updated Cost Estimates (increasing detail) during design	Included in Basic Services	Cost Estimates are provided at each phase of design for Owner review and approval – See attached examples – Appendix C
2.4	Updated Cost Estimate (Detailed) for CD phase	Included in Basic Services	
2.5	Recommendations on Feasible Construction Methods, materials, etc	Included in Basic Services	
2.6	Prepare Project Schedule for Design & Construction	Design Schedule & Overall Construction Completion included in basic services (Architect does not PREPARE in-depth construction schedule – this is a part of "means & methods" responsibility of Contractor)	Architect to determine/identify time required for construction & notify all bidders in specs; Contractor is legally responsible for maintaining schedule & completion; Architect/ Owner to specify contractual consequences (Liquidated damages cost) prior to bidding. Architect acts on behalf of Owner to review GC schedule on a regular basis
2.7	Identify Owner-supplied Critical/long-lead items for coordination with overall design schedule	Included in Basic Services / potential additional service (see notes)	Typically, these items are things like furniture, technology/IT, security systems, etc. OCA assists Owner in determining WHEN such items are needed for design coordination, but can also supply full design of such items as an additional service.
2.8	Assist in selection of surveyors, special consultant, Geotech, etc	Included in Basic Services; Already completed	See attached checklist for surveyors & example Geotech-site boring locations – Appendix D
2.9	List of prospective Bidders & Schedule	Included in Basic Services	See attached example – Appendix E
2.10	Bidding interest & documents, including pre-bid conference	Included in Basic Services (Bidding & Negotiation Phase)	See attached examples: Bidder's List – Appendix F Pre-Bid Minutes – Appendix G Addendum – Appendix H
2.11	Bid analysis & recommendations	Included in Basic Services	See attached Bid Tabulation Form – Appendix I
2.12	Pre-award Conference	Included in Basic Services (Specs)	OCA reviews & confirms that Bidder subcontractors/suppliers are satisfactory for project requirements



**Basic Architectural Services VS. Construction Manager (B144) Comparison**

2.13	Temporary Facilities	Included in Basic Services (Specs)	Requirements included in Division 1 Specifications
2.14	Advisement on Delivery Method & Contractor selection	Included in Basic Services	OCA will discuss & recommend appropriate delivery method for complexity of project & Owner's satisfaction; Multiple Prime contracts are no longer used in NC; Typical delivery methods include Single Prime GC (OCA recommends Pre-qualification process); Design-Build; & CM@Risk (all the previous delivery methods are approved for public bidding)
2.15	Project Conditions	Included in Basic Services (Specs)	Division 1 Specifications cover responsibilities and expectations of the Contractor for the project, including execution of the project, quality of materials/installation & procedural requirements. See attached Division 1 Spec table of contents – Appendix J
2.16	Special Permits	Included in Basic Services	Typical permits that may be required during the design process include Storm Water (DWQ/DENR) & Soil Erosion (DWQ/DENR). Design Team is responsible for providing permit review plans to the appropriate governing authority. Other related permits include Building, demolition, etc. and are typically obtained by the Contractor as part of his bid.

**Article 3 - Construction Phase**

3.1	Detailed Construction Schedule (phasing, commencement, order/delivery of materials, etc.)	Not provided, other than an overall completion date and possible phasing of construction, as required by Owner (usually for an occupied facility). A phasing schedule would include separate required occupancy dates for each phase, to assist contractor in planning the overall construction schedule	Specs require Contractor to provide detailed construction schedule that includes all construction activities (inclusive of milestone dates) and which shows completion within the contractual completion date, as outlined in the specs; Providing this schedule on behalf of the Owner could assume Owner responsibility for completion and remove consequence/penalty of liquidated damages from Contractor
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## Basic Architectural Services VS. Construction Manager (B144) Comparison

3.2	Construction Schedule (overall)	Included in Basic Services	Provided as an overall time of completion, in calendar days, to denote desired occupancy date. Often associated with this date are liquidated damages in case the contractor fails to meet completion, due to his own fault. A notice to proceed is the official document that 'starts' the required time for completion, and includes an actual date of completion.
3.3	Management & coordination responsibility of Construction personnel in order to meet schedule	Not provided – this is the responsibility of the General Contractor because he employs the subcontractors/suppliers; Architect coordinates with General Contractor, not subs/suppliers	The Owner will hold a contract with the General Contractor, which obligates him to manage his lower tier subs during construction. There are tools included in the specs that describe the appropriate process to use when construction is not managed properly.
3.4	Construction Meetings	Included in Basic Services	OCA initiates Pre-construction conference, regular (no LESS than weekly) and monthly job progress meetings. All discussions are documented in meeting minutes or field reports (with photographs) and distributed to all parties (Owner, Engineers, Contractors, etc)
3.5	Updates to Schedule	Most of 3.5 is included in Basic Services	Not included as a basic service would be the actual 'sequencing' of contractor activities; OCA would review and provide comment as to whether the Contractor-provided schedule was appropriate for the overall completion schedule of the project. Also, during construction, the architect reviews and approves/denies any requests from the GC for additional time, due to specific events (weather, changes to the design, etc.) This additional time, if any, would be added to the original contract completion time – all is documented throughout process
3.6	Construction Sequencing	Not included	See 3.5 notes above
3.7	Estimate of Construction Cost	Included in Basic Services	'Estimate' would really be a hard-bid cost; OCA will monitor work progress completed and review monthly pay



## REQUEST FOR PROJECT MANAGER SERVICES

### **INTRODUCTION**

The Town of Kure Beach is seeking qualified providers of project management services in connection with the construction of a new 9,000 square foot fire station; 6,400 square foot expansion of the Town Hall; renovation of the existing Town Hall, fire station and police station; and redesign of traffic flow and vehicular patterns (Town Facility Improvement Project). Overall expectation is to facilitate completion of the Project on time and on budget and in accord with the Project plans, specifications and contracts while providing proper management of the taxpayer's resources and perception of the Project to the greater community.

### **BACKGROUND**

The Town of Kure Beach is a municipality serving a community of 2,012 year-round residents and a summer population in the tens of thousands. Services provided by the Town are garbage and recycling pick-up, water and sewer service, building inspection, code enforcement, police, and fire. The existing Town Hall facility and the site of a new fire station are located 6 blocks from the Atlantic Ocean, approximately 6-8 blocks from the Cape Fear River and in a high wind, hurricane prone area.

The Town Council has awarded a contract to Oakley Collier Architects, PA for architectural and engineering services for the Project.

### **SITE**

Town Hall complex located at 117 Settlers Lane in Kure Beach, NC

### **PROPERTY INSPECTION OR QUESTIONS**

All interested parties may contact Nancy Avery, Town Clerk at 910-458-8216 (work) or 910-443-0410 (cell) or [n.avery@tokb.org](mailto:n.avery@tokb.org) with questions.

### **SCOPE OF WORK**

The exact scope of services required by the Town will be set forth in an agreement between the town and the selected firm or individual providing project management services.

The scope of work for the project manager shall include, but not be limited to:

- Assisting the Town in timely meeting its obligations and responsibilities on the Project;
- Assisting the Town in preparing, publishing and circulating bidding documents to prospective bidders and evaluating bids and bidders;
- Assisting in the selection of a general contractor and approval of subcontractors and materialmen;
- Recommending the retention and use of consultants as dictated by the Project requirements;
- Reviewing, monitoring and advising, recommending and reporting to the Town on plans and drawings, specifications, contracts (including the general contractor's agreement), schedule of values, schedules, phasing, submittals, design changes, changes in the work, change directives, costs, budgets, claims, disputes, back-charges, Project coordination,





## REQUEST FOR PROJECT MANAGER SERVICES

- pay applications, deliverables, meeting minutes, Project quality, substantial completion and Project closeout;
- In conjunction with the architect, the general contractor and subcontractors as needed, preparing, monitoring, tracking and, if necessary, revising a master Project schedule (with details related to the critical path, phasing, sequencing, and deliverables) for completion of the Project within the agreed completion date;
  - Facilitating proper and efficient communication among the Town, the architect, the general contractor, subcontractors and materialmen on the Project;
  - Facilitating the free flow/exchange of information and accurate recording keeping on the Project;
  - Attending and participating in all pre-construction, progress and Project meetings;
  - Preparing, monitoring, tracking and modifying as required a comprehensive Project budget (including hard and soft costs) linked to the Project schedule with monthly updates showing paid amounts;
  - Inspecting the work for quality and compliance with the Contract Documents and industry standards on a weekly basis or more frequently as directed by the Town;
  - Meeting weekly with the Town's designated representative to report on and review all key aspects of the Project;
  - Reporting monthly to the Town Council on the Project status including Project schedule, budget and pending issues and/or changes;
  - Preparing Project documentation to memorialize the Project record;
  - Assisting in the review and evaluation of and response to the comprehensive list of items to be completed or corrected (punch list) prior to final payment;
  - Coordinating and facilitating Project closeout and owner training;
  - Maintaining Project documents on secure cloud based storage system.

### **PROPOSAL SUBMISSION**

Proposals must be received by 3:00 pm on Friday, July 7, 2017. Proposals are to be submitted to the attention of the Town Clerk by either email to [n.avery@tokb.org](mailto:n.avery@tokb.org) or by mail to:

Kure Beach Town Hall  
117 Settlers Lane  
Kure Beach, NC

Submissions received after 3:00 pm on Friday, July 7th will not be considered.

Proposals will be reviewed by the Town Council in a regular Council meeting on July 18, 2017 with the expectation that an applicant will be selected for contract negotiations.

### **CONTENT OF RESPONSES**

Each response shall provide:

- Description of the overall capabilities and experience relevant to managing a project of similar or larger scope;
- General information and background to include contact information, size of the firm;



## REQUEST FOR PROJECT MANAGER SERVICES

- Number of years in business, number of staff by discipline and total personnel;
- Names of staff to be assigned to Project with respective responsibilities;
- Summary of most recently completed projects on which similar services were provided;
- References

### **PROJECT FUNDING**

The Project will be funded from the Town's General Fund budget in the form of a loan which requires approval from the Local Government Commission (LGC).

### **EXPECTED TIMELINE OF PROJECT**

September 2017 – Bid process for general contractor

October 2017 – Award of contract to general contractor

November 2017 – Construction begins

### **TOWN RESERVATIONS**

The Town expressly reserves the right to:

- Withdraw this request anytime without prior notice;
- Postpone the response due date for its own convenience;
- Reject any or all responses;
- Accept the responses deemed by the Town to be in its best interest and that of the general public;
- Waive any irregularity and/or informality in the responses received;
- Award a contract for the Project or not.

It is understood and agreed between the Town of Kure Beach and the project manager to be chosen that if the Project does not receive LGC approval and construction is not fully funded then, and in that event, the Town of Kure Beach will only be responsible for any project management fees incurred to the point of notification of such occurrence.

PM RFQ	REFERENCE	COMMENTS	CONTACT	MAILED	RFQ received
<b>VENDOR</b>					
Keenan Construction & Consulting Inc	Google search		542 Long Leaf Acres Dr Wilmington NC 28405	6/22/17	6/29/17
UHL & Company Inc	Google search		313 Colonial Drive Wilmington NC 28403	6/22/17	none
Norris & Turnstull Consulting Engineers	Google search		902 Market St Wilmington NC 28401	6/22/17	none
Construction Interface Services Inc	Google search		3803 Wrightsville Beach Avenue Unit 12, Wilmington NC 28403	6/22/17	7/6/17 noon
<b>REFERENCES</b>					
Noland Construction Consulting	Dan Brawley with Block, Crouch, Keeter, Behm & Sayed, LLP	Referred by email 6/28/17	<a href="mailto:wnoland@nolandcc.com">wnoland@nolandcc.com</a>	Emailed 6/28/17	7/1/17
MBP	Mike Naklicki City of Wilmington	Highly recommends this vendor	MBP 3200 Beechleaf Court, Suite 910 Raleigh NC 27604	6/13/17	7/6/17 1:45
Constructive Building Solution LLC	Lee Crouch with Block, Crouch, Keeter, Behm & Sayed, LLP	Referred by phone	4032 Masonboro Loop Road, Suite 101 Wilmington NC 28409	6/22/17	7/5/17
McKinley Building	Tim Owens TOWB	Used this vendor for jobs with other towns and was pleased – TOWB has not used a PM	Ken Dull 3807 Peachtree Ave # 200 Wilmington NC 28403 910-395-6036	6/22/17	none
TJ Land	Avril Pinder NHC	Only one they used, but he is retired. All else are staff			
	Ed Parvin TOCB	Strongly recommended using design/build where architect manages project. Has used Construction Interface Services.			

**KEENAN CONSTRUCTION  
AND CONSULTING INC**

Rec'd 6/29/17

**Nancy Avery**

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**From:** George Keenan <george@keenancc.com>  
**Sent:** Thursday, June 29, 2017 11:27 AM  
**To:** Nancy Avery  
**Subject:** Qualifications for Project management services  
**Attachments:** Scan0156.pdf



Thank you again for considering my company to provide you with project management services.

I gave you only a brief description of what we have done, therefore, if you need more, please feel free to ask. My email and cell phone are on the letter head.

This may not apply to you, however, my company does qualify as a disable American veteran firm..

Please email me back that you did receive the letter and could open the scanned letter.

---  
This email has been checked for viruses by Avast antivirus software.  
<https://www.avast.com/antivirus>

## KEENAN CONSTRUCTION & CONSULTING CO.

542 Long Leaf Acres Drive  
Wilmington, NC 28405  
(910) 395-4970 FAX (910) 395-1632  
Cell (910) 233-5323 <[george@keenancc.com](mailto:george@keenancc.com)>

Thank you for the request. We would be honored to offer our services to you for your upcoming projects as the Project Manager.

I am the owner and president of my small company.

List of qualifications and experience are as followed:

Florida International University BS in School of Technology with emphasis in construction.

1983—1985 Daniel Construction Company. 400 million dollar Aluminum Plant - Russellville, Ky.

\*Cost Engineer responsible for tracking labor and material cost.

1985— 1886 - Work for a private consultant firm trying to complete job the Civic center for  
Morehead City

1987—2000 - Building, Electrical, Plumbing and Mechanical inspector for the City of Whiteville. Also worked as planner, Flood plan manager and minimum housing code officer and zone code officer.

2000- Present - Run a small company special in remodeling and repairs.

Largest project was \$60000, however, we usually have several project going on at the same time, therefore, I am managing all at one time trying to get materials and men on the job site in a timely manner. I emphasis on making sure the little things are done right in a quality manner so as not to have problems in the future.

My North Carolina Licenses:

General Contractor – Building -71552

Electrical Contractor – 15484-L

Plumbing Contractor – 14459- Class I

Home Inspector - 14

Asbestos Inspector - 10960

Lead Renovation Firm –RRP2084

# NOLAND CONSTRUCTION CONSULTING



June 30, 2017

*Via Email*

Ms. Nancy Avery  
Kure Beach Town Clerk  
117 Settlers Lane  
Kure Beach, NC 28449

Re: Kure Beach Request for Project Manager Services

Project: Town Facility Improvement Project

Dear Ms. Avery:

Noland Construction Consulting, LLC, is an S-Corporation located in Wilmington, NC and I am the sole employee of the business. I have been self-employed since January of 2005 and have been serving Onslow County as their Construction Project Manager with a construction budget of over \$60,000,000.00 since October of 2012. Please find enclosed my Curriculum Vitae which describes my qualifications, services, and provides a history of my professional experience since graduating with a BS degree in Civil Engineering from NC State University in 1978. These projects include the Onslow County Government Center, Onslow County Vehicle Maintenance Facility, Onslow County Consolidated Human Services Building, and the Onslow County Courthouse Expansion. The first two projects are complete. The Consolidated Human Services building is complete with the final phase being the demolition of the old facilities. The Courthouse Expansion is currently approximately 30 percent complete.

In reviewing the list of construction services requested for your project(s), I have no reservations that I can meet those responsibilities. Many of those responsibilities can be assigned to the contractors and architect; the key, in my experience, is to make sure that they are performed and performed correctly on a timely basis. That is what I do. The Owner, Kure Beach, should not have to pay for the same services twice. I would recommend a review of the contract and design documents as soon as possible to ensure that the proper project controls and responsibilities are established prior to going out for bids.

## REFERENCES

Please feel free to contact the following individuals for further information as you require. I have included Owner, Architect, and Contractor contacts as it takes all three to make a project to come in on time and on budget.

1842 Caribe Court  
Wilmington, NC 28409

phone 910.799.4551  
fax 910.452.5396  
cell 910.547.6211

email [wnoland@nolandcc.com](mailto:wnoland@nolandcc.com)



Mr. David Cotton - Onslow County Manager

Mr. Cotton was the Onslow County Deputy County Manager when I started working for Onslow County in 2012. He is now the County Manager. Phone: (910) 989-3000 Email: David\_Cotton@onslowcountync.gov.

Mr. Jeffery Hudson - Executive Director - Onslow Water and Sewer Authority

Mr. Hudson was the Onslow County Manager when I started working for Onslow County in 2012. He is now the Executive Director for the Onslow Water and Sewer Authority (ONWASA). Phone: (910) 937-7532; Email: jhudson@onwasa.com

Mr. Randy Jones - Onslow County Asset and Facilities Director

Mr. Jones and I have worked closely to ensure that the materials and designs for the various projects are of the highest quality and installed to allow ease of maintenance and reduce maintenance costs throughout the life of the facilities. Phone: (910) 455-0334 Email: Randy\_Jones@onslowcountync.gov

Ms. Sheri Slater - Assistant Onslow County Manager

Ms. Slater is the Director of the Health and Social Services for Onslow County. She and I worked together to ensure that the Consolidated Human Services facility was designed and constructed to meet the requirements of the citizens of Onslow County. Phone: 910-347-2154 Email: Sheri\_Slater@onslowcountync.gov

Mr. Scott McConnell - Smith Sinnett Architecture

Mr. McConnell was the Architect for the Vehicle Maintenance Facility and the Consolidated Human Services facility. Phone: (919) 781-8582 Email: smcconnell@smithsinnett.com

Mr. Clint Howell - Project Manager, Monteith Construction

Mr. Howell was the Project Manager for Monteith Construction for the Government Center Project. Phone: (910) 791-8101 Email: chowell@monteithco.com

Mr. Justin Fife - Project Manager, Quadrant Construction

Mr. Fife was the Project Manager for Quadrant Construction for the Vehicle Maintenance Facility and is the Project Manager for Quadrant who is demolishing the old health department building. Phone: (910) 937-0003 Email: JustinFife@qcenc.com

Mr. John Thompson - Superintendent, Clancy & Theys Construction.

Mr. Thompson was the Superintendent for Clancy & Theys during the construction of the Consolidated Human Services Building. Phone: (910) 392-5220 Email: jrthompson@clancythey.com

Mr. Robert Meynardie - Meynardie & Nanney, PLLC

Mr. Meynardie is a Partner at Meynardie & Nanney, PLLC, a construction attorney that I have worked with on numerous cases where construction expert testimony is required. Phone: (919) 747-7373 Email: Bob@mnlaw-nc.com

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## RELEVANT PROJECTS

University of Connecticut – Storrs, CT

- Expert Report – Assist in Issue Development and Schedule Analysis

University of North Carolina – Wilmington, NC

- Program Management Development

Pope AFB Dormitory Complex – Fayetteville, NC

- Expert Report – Disruption Claim

Central Artery Project (Big Dig) – Boston, MA

- Claim Development – Issue Development and Presentation

Metropolitan Electric Transportation Railway Agency – Chicago, IL

- Rebid / Relet / Claim Analysis – Contractor Default

Adams Construction Company Defaults – Savannah, GA

- Surety Due Diligence Reviews
- Project Management for Completion of three Schools

Beck Development Company Defaults – Charlotte, NC

- Rebid / Relet / Claim Analysis – Contractor Defaults
- Claim preparation and mediation participation for resulting litigation

Universal Constructors, Inc. – Cary, NC / Greensboro, NC

- Expert Report Development / Deposition

Polymer Group, Inc. – North Little Rock, AR

- Expert Report Development
- Claim Analysis

Midtown Plaza Shopping Center – Atlanta, GA

- Schedule Analysis
- Mediation Preparation and Presentation

Carolina Electric Defaults – Columbia, SC

- Surety Due Diligence Investigation
- Rebid / Relet

# CONSTRUCTIVE BUILDING SOLUTIONS, LLC

## **Qualifications for Project Manager Services**



### **Town of Kure Beach: New Fire Station and Town Hall Expansion**



June 29, 2017

Nancy Avery  
Town Clerk  
Town of Kure Beach  
117 Settlers Lane  
Kure Beach, NC 28449

**Re: Project Manager Qualifications: Kure Beach Fire Station Project**

Dear Mrs. Avery,

Constructive Building Solutions, LLC (“CBS”) is pleased to provide the following proposal to provide project management services for the upcoming Kure Beach Fire Station and Town Hall expansion (“Project”) for the Town of Kure Beach (“Owner”). CBS has reviewed the Request for Qualifications dated June 21, 2017.

**General Firm Information**

**Company Name & Address with Lead Person’s Contact Information:**

Constructive Building Solutions, LLC  
4032 Masonboro Loop Road – Suite 101  
Wilmington, NC 28409

Chris Lumpkin, Principal  
Email: [CLumpkin@constructivebuildingsolutions.com](mailto:CLumpkin@constructivebuildingsolutions.com)  
Phone: 910-799-9225  
Fax: 910-799-9056  
Web: [www.ConstructiveBuildingSolutions.com](http://www.ConstructiveBuildingSolutions.com)

**Firm History:**

Company Founded:	11/03/2006
Company Headquarters:	Wilmington, NC
Ownership in Place:	Since 11/03/2006
Company involved with Litigation/Arbitration:	None
Number of Employees:	Five

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Wilmington, North Carolina 28409  
Telephone: 910.799.9225 Fax: 910.799.9056  
Post Office Box 16106  
Wilmington, North Carolina 28408



### Qualifications and Past Projects

CBS has provided project management, consulting and general contractor services since 2006. Past projects that are similar in nature to the proposed Kure Beach Fire Station project include:

- ***Comfort Inn and Suites Leland, NC*** currently Holiday Inn Express Leland. Project Manager Services for design, site development and construction of a new 105 room, three story hotel. CBS provided project management, owner representative and construction administration services to the owner from planning/design through construction. A partial list of services CBS performed on the project are listed below:
  - CBS worked with the Owner and Designer to customize “boiler plate” Choice hotel plans to meet the Owner’s expectations for the property.
  - CBS managed the site civil design, permitting, bid, contract and performance of the site work as a separate phase of work outside the general contractor’s scope.
  - CBS prequalified responsible bidders for the project and acted as a liaison between the bidding General Contractors (local) and the Architect (Atlanta, GA.) for the qualification of contractors, request for information and responses during bid and evaluation of the bids.
  - CBS clarified final cost and defined unit prices prior to including them in an AIA contract between owner and Contractor.
  - CBS reviewed the Contractor’s schedule of values and provided recommendations for payment for each pay application.
  - CBS held a preconstruction meeting, monthly construction meetings, performed quality control and provided reports to the Owner and Architect.
  - CBS administered final close out of the project from punch list, closeout documents, owner commissioning and training, to final lien waivers.
- ***Brunswick Community College Continuing Education Building Southport, NC.*** CBS acted as the project manager and provided surety completion services for the State Construction Office. CBS teamed with the Surety, Architect, Brunswick Community College and the State Construction Office to resurrect the partially completed project that was at a standstill due to litigation with the original contractor. The project scope consisted of the renovation of an existing 18,000 SF dilapidated masonry building in downtown Southport; converting it to a thriving school of continuing education in the performing and visual arts.
- ***Ocean Front Park and Pavilion Kure Beach, NC.*** CBS provided litigation support and analysis for the Town of Kure Beach regarding their claim against the original contractor and Surety.
- ***Oak Island Beach Villas, Oak Island, NC 3.5 million multifamily renovation.*** CBS provided forensic evaluation of the buildings, administered the contract for removal and replacement of exterior siding, windows, sliding doors, common balcony / private decks and waterproofing. The project consisted of work on sixteen, ocean front buildings that was phased over four winters.

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- ***Seaside Grove Myrtle Beach, SC \$1.1 million multifamily renovation.*** CBS evaluated the exterior cladding, deck waterproofing and structural conditions of sixteen, multifamily buildings. CBS provided litigation support and an expert report that defined building deficiencies and damages. CBS developed the repair scope, bid documents and aided in the selection of a qualified contractor. CBS project managed the construction for removal and replacement of water damaged building components, exterior cladding replacement, deck waterproofing and shingle replacement.
- ***Needham Animal Hospital Wilmington, NC.*** New Construction 8800SF Animal Hospital and associated civil work. CBS provided Construction Management at Risk services from design, preconstruction, construction through project close out. A partial list of services CBS performed on the project are listed below:
  - CBS provided the project team a master schedule that included design, permitting/regulatory, submittals and construction activities.
  - CBS provided the Owner and Architect with budget updates during the schematic, design and construction drawing phases of design for the project.
  - CBS worked with the Owner and Lender to secure financing for the acquisition of the land and construction loan.
  - CBS assisted site civil designer with acquisition of applicable City and State permitting for the project.
- ***Theatre Now, Dinner Theatre Wilmington, NC.*** New Construction 7000SF dinner theater with commercial kitchen. CBS provided Construction Management at Risk services from design, preconstruction, construction through project close-out, including the combination of two city lots, administration of site civil design, city permitting and zoning request.
  
- **New Hanover County and City of Wilmington Projects**
  - ***Thalian Hall-*** City of Wilmington renovation \$2.3 million.
  - ***Archie Blue Park-***City of Wilmington: New construction 6.5 acre Community Park.
  - ***Olsen Park-***New Hanover County/City of Wilmington: New construction \$2.4 million, 32 acre athletic park including five softball fields, restroom buildings, concession building and kitchen.
  - ***Cape Fear Public Utility Authority Vacuum Loader Storage Building-*** New construction and site development for 6500SF industrial building.
- **New Hanover County School System Projects**
  - ***New Hanover High School, Brogden Hall*** renovation \$1.7 million
  - ***Noble Middle School HVAC improvements***
  - ***Trask Middle School HVAC improvements***
  - ***Williston Kitchen renovation***

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## Project Team

CBS proposes a project team of Drew Brown and Chris Lumpkin for the Project. Drew and Chris have over fifty years of combined experience providing project management and consulting services on projects in Southeastern North Carolina and throughout the continental United States. Curriculum Vitae for both are also included in Exhibit 1.

## References

**John Thompson, AIA**  
Surety Completion Project Brunswick Community College  
Belville, North Carolina 28451  
910-547-0572  
[John@JohnWThompsonArchitect.com](mailto:John@JohnWThompsonArchitect.com)

**Lee Crouch**  
Block, Crouch and Keeter, Behm & Sayed, LLP Attorneys at Law  
Ocean Front Park and Pavilion Kure Beach, NC  
910 763 2727  
[ACrouch@BCKlawfirm.com](mailto:ACrouch@BCKlawfirm.com)

**John Sandlin**  
Clarendon Properties, LLC  
Project Management: Comfort Inn and Suites Leland, NC  
910 352 5911  
[JSandlin@srpnc.com](mailto:JSandlin@srpnc.com)

**Eddie Anderson**  
New Hanover County Schools  
910-254-4242  
[eddie.anderson@nhcs.net](mailto:eddie.anderson@nhcs.net)

**Rob Zapple**  
Rob Zapple Design  
Fixed Fee Project \$2.3 Million Thalian Hall Renovation  
GMP CM at Risk Project – Theatre Now Dinner Theatre  
910-619-2464  
[robzapple@yahoo.com](mailto:robzapple@yahoo.com)

**Fred Tedder**  
CBHF Engineers, PLLC  
NHHS Brogden Hall Renovation NHCS  
910-620-9640  
[ftedder@cbhfengineers.com](mailto:ftedder@cbhfengineers.com)

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Thank you again for the opportunity to submit this proposal and if you have any questions please do not hesitate to call.

Sincerely,

**CONSTRUCTIVE BUILDING SOLUTIONS, LLC**

Chris Lumpkin  
Principal

[www.constructivebuildingsolutions.com](http://www.constructivebuildingsolutions.com)

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## **William Christopher Lumpkin**

Principal

### **PROFESSIONAL SUMMARY**

Chris has provided services to the construction industry for over 20 years.

### **PROFESSIONAL EXPERIENCE**

#### **Constructive Building Solutions, LLC**

Principal

April 2007 – present

Constructive Building Solutions, LLC provides construction management, general contracting and consulting services to selected clients. Constructive Building Solutions projects include both Commercial, Industrial and Residential construction ranging from new construction to total site development. A partial list of Construction Management, Consulting and General Contracting projects are listed below.

- *Dental Care Partners*- High Point, Fayetteville, Durham, Burlington, Greensboro, NC New Dental Offices
- *Campbell Orthodontics*-Wilmington, NC Orthodontist Office
- *Thalian Hall*-Wilmington, NC \$2.2 million Historic Theatre renovation
- *Sea Dunes I*-Myrtle Beach, SC Construction Administration and Project Management of Renovations
- *Needham Animal Hospital*-Wilmington, NC 8800SF New construction
- *Lexington Retail Center*-Lexington, NC New construction
- *East Carolina Dental Hospital*-Elizabeth City, NC AAMA Window Field Performance Testing
- *Naval Hospital*-Camp Lejeune, NC AAMA Window Field Performance Testing
- *Oak Island Beach Villas*-Oak Island, NC Construction Management Services
- *The Lakes at Brunswick Plantation*-Brunswick County, NC Deck Repairs
- *Duneridge Resort*-Wilmington, NC HVAC Condensate Assessment II

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## **R.V. Buric Construction Consultants, PC**

Project Consultant

2002 – April 2007

Define sources of water intrusion and design and construction deficiencies, define corrections, estimate cost of repairs, and provide site management of repairs. Develop Critical Path Method (CPM) schedules for projects including delay analysis. Provide management service for projects including costs monitoring and controls, contract administration, and scheduling. Claims prevention and delay/claims analysis, using CPM scheduling, productivity analysis, costs analysis, and other analysis techniques to establish entitlement and damages for delays and project impacts.

## **Clancy and Theys Construction Company**

Project Superintendent

1994-2002

Responsibilities included supervision, scheduling, and safety of site subcontractors and Clancy and Theys site employees. The following is a list of construction projects that Chris provided management. Chris provided supervision and management on: Cape Fear Community College Allied Health Building; Oleander Shopping Center; Barclay Commons Building; Barclay Place Apartments; and University of North Carolina Wilmington Science Building all project located in Wilmington, NC; as well as Belk in Fayetteville, NC, and Marriott Assisted Living in Winston Salem, NC.

## **EDUCATION**

East Carolina University -- Greenville, North Carolina  
Bachelor of Science in Construction Management -- 1994

## **PROFESSIONAL MEMBERSHIP**

Licensed General Contractor NC, SC  
Roof Consultants Institute  
Community Association Institute- NC Chapter  
National Association of Home Builders  
Wilmington-Cape Fear Home Builders Association

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## EXPERT TESTIMONY EXPERIENCE

### Depositions

- Construction deficiencies for Clay residence (2005)
- Construction deficiencies for Med Care Building of NC building (2005)
- Construction deficiencies and cost estimate for Berean Baptist Church Florida (2005)
- Construction deficiencies and cost estimate Donahue residence (2005)
- Window and construction deficiencies Avian Forest (2005)
- Construction deficiencies for Trinity Presbyterian Church (2005)
- Construction deficiencies for Pierce Residence (2006)
- Window and construction deficiencies Azalea Lakes (2007)
- Construction deficiencies and cost estimate Clardy Assisted Living (2012)

### Mediations

- Masonry veneer installation deficiencies for Rapaglia residence (2005)





## Franklin Drew Brown

### PROFESSIONAL SUMMARY

Drew has provided services to the construction industry for approximately 30 years.

### PROFESSIONAL EXPERIENCE

#### **Constructive Building Solutions, LLC**

Principal

April 2007- present

Constructive Building Solutions, LLC provides general contracting, construction management and consulting services to selected clients. Constructive Building Solutions projects include residential and commercial construction ranging from new construction, renovations, and total site development.

Constructive Building Solutions provides project management services on a variety of projects including site development, design build and repair/renovations.

Constructive Building Solutions provides consulting services specializing in building diagnostics including on site evaluations and testing of site work (including pavements), cladding and roof systems, foundations, window/doors and all other building components. Client services also include property reviews and preparation of reserve study analysis for community associations.

Listed below are recent projects:

- *Horse Ridge Cellars, Stafford, Connecticut*  
Evaluation of Water Intrusion and Structural Collapse of Underground Concrete Wine Storage Vault
- *ECU Dental Clinic, Shallotte, North Carolina*  
Performance Evaluation of Installed Window and Storefront Systems
- *Cooks Bridge Condominiums, New Jersey – Building Diagnostics Evaluation of Multi-Family Condominium Project*
- *Madison at Ewing, New Jersey – Building Diagnostics Evaluation of Multi-Family Condominium Project*

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- *Ocean Mews*, New Jersey – Building Diagnostics Evaluation of Multi-Family Condominium Project
- *Madison Crossing at Birch Hill*, New Jersey – Building Diagnostics Evaluation of Multi-Family Condominium Project
- *Station at Westside*, New Jersey – Building Diagnostics Evaluation of Mid-Rise Condominium
- *The Reserve at Glenn Ridge*, New Jersey – Building Diagnostics Evaluation of Mid-Rise Condominium
- *Carolinas Dentist, Southern Pines, Spring Lake*, North Carolina – Construction of New Dental Offices
- *Beach at Seaside Grove*, South Carolina – Building Diagnostic Evaluation of Multi-Unit Apartment Complex, Litigation Support and Management of Repairs
- *Regency Townhomes*, North Carolina – Building Diagnostic Evaluation of Midrise Townhomes
- *Georgia Pacific and Louisiana Pacific Manufactured Trim*, National Evaluation of Manufactured Trim Products, Evaluation of Cost to Repair and Litigation Support
- *Naval Hospital, Camp Lejeune*, North Carolina Evaluation of Performance of Installed Curtain Wall System
- *ECU Dental Clinic, Elizabeth City*, North Carolina Performance Evaluation of Installed Window and Storefront Systems
- *Cape Fear Utility Vacuum Loader Building, New Hanover County*, North Carolina – New Construction of Pre-Engineered Industrial Building
- *Trask Middle School, Wilmington, NC* - HVAC Renovation
- *The Tides, Seaboard Point*, New Jersey – Building Diagnostics including Performance Evaluation of Installed Window and Door Systems
- *Vanguard Flooring*, Connecticut Evaluation of VCT flooring and Litigation Support

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- *The Ridge at Blue Hills*, Massachusetts - Water Intrusion Litigation Support
- *Town of Kure Beach*, North Carolina - Evaluation of Contract Performance Litigation Support
- *Olsen Park, New Hanover County*, North Carolina - Total Site Development 26 Acre Athletic Complex
- *Thalian Hall Renovation*, *Wilmington*, North Carolina - Historic Theater Renovation
- *Needham Animal Hospital*, *Wilmington*, North Carolina - New Construction of Veterinary Hospital
- *Ebenezer Missionary Baptist Church*, *Wilmington*, North Carolina – New Construction of Fellowship Hall and Office Addition
- *Theatre Now*, *Wilmington*, North Carolina - Design Build of Cultural Arts Center
- *Marsh Winds*, *Brunswick County*, North Carolina - Structural Repairs and Renovation
- *Oak Island Beach Villas*, *Oak Island*, North Carolina - Construction Management of Structural Repairs, Recladding and Renovations
- *Comfort Inn and Suites*, *Leland*, North Carolina - Project Management - Design and Construction of New Hotel
- *Wright Residence*, *Wilmington*, NC - Addition and Renovations
- *Campbell Orthodontics*, *Wilmington*, North Carolina - Repairs and Renovations of Dental Office
- *Riverwalk*, *Horry County*, South Carolina – Project Management of Exterior Cladding Renovations
- *Sea Dunes II*, *Myrtle Beach*, South Carolina - Project Management of Exterior Renovations
- *Magnolia North*, *Myrtle Beach*, South Carolina – Project Management of Exterior Renovations
- *Lexington Retail Center*, *Lexington*, North Carolina – Construction of New Retail Center

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- *Various Medical, Office, School Construction/Renovation*, North and South Carolina
- *Various Residential and Multi-Family Construction/Renovations*, North and South Carolina
- *Various Reserve Studies*, North and South Carolina

#### **R.V. Buric Construction Consultants, PC**

Project Consultant

2000-2007

Define sources of water intrusion and design and construction deficiencies, define corrections, estimate cost of repairs, and provide site management of repairs. Develop Critical Path Method (CPM) schedules for projects including delay analysis. Provide management service for projects including costs monitoring and controls, contract administration, and scheduling. Claims prevention and delay/claims analysis, using CPM scheduling, productivity analysis, costs analysis, and other analysis techniques to establish entitlement and damages for delays and project impacts.

- *Building Evaluations*, Nationally - Building evaluations performed on multi-family, hotel, commercial, institutional and residential projects throughout the United States.

#### **Clancy and Theys Construction Company**

Project Superintendent

1988-2000

Responsibilities included supervision, scheduling, and safety of site subcontractors and Clancy and Theys' site employees. Provided supervision and management for the following construction projects:

- *Marriott Projects* - Winston Salem and Raleigh, NC  
Total site development and construction of multi-story assisted living complex.
- *Barclay Commons* -- Wilmington, NC  
Total site development and construction of 176 unit multi-family apartment complex.
- *Mill Creek Apartment* – Wilmington, NC - New multi-family apartment complex

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- *The Creek Apartments* – Wilmington, NC  
Renovations of exterior of all buildings and interior renovations of clubhouse.
- *UNCW Science Building*, Wilmington, NC  
Total site development and construction of science laboratory and classroom facility.
- *UNCW Student Recreation Center*, Wilmington, NC  
Total site development and construction of 150,000 sq. ft. multiuse facility
- *US. Coast Guard Station*, Oak Island, NC - Waterfront marine facility  
with boat basin development and construction of new station house
- *New Hanover County Steam Plant*, Wilmington, NC  
Heavy industrial concrete expansion of existing facility
- *Brunswick Nuclear Plant Additions*, Brunswick County, NC  
Additions and renovations to facilities
- *City Hall/Thalian Hall*, Wilmington, NC  
Addition and renovation of a historic theatre
- *Highpoint Country Club*, Highpoint, NC  
Demolition and replacement of clubhouse
- *Pinehurst Nursing Facility*, Pinehurst, NC  
Total site development and construction of elderly care facility

## **EDUCATION**

- North Carolina State University - Raleigh, North Carolina
- Bachelor of Science in Civil Engineering and Construction - 1986

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### **SEMINARS ATTENDED**

- 2014 Guest Speaker CAI-Coastal Regional Council "Ask an Expert"
- 2012 NC/SC Construction Law Seminar - Mount Pleasant, South Carolina
- 2012 Building Safety Seminar - Charlotte, North Carolina.
- 2006 National Academy of Building Inspection Engineers  
Annual Symposium - Elizabeth, New Jersey
- 2005 Building Envelope Technology Symposium - Chicago, Illinois
- 2002 WUFI seminar "Computer modeling and evaluation of building envelopes"  
Charleston, South Carolina.
- 2000 R.V. Buric Construction Consultants, Inc.: "Project Management  
Estimating/Budgeting for the City of Wilmington" - Wilmington, North Carolina.
- 2000 Roof Consultants Institute: "Building Envelope Symposium" - Cincinnati, Ohio.
- 1999 Contractor's Exposition - Las Vegas, Nevada.
- 1998 North Carolina State University - Continuing Education Course:  
"Wind Design for Structures": Raleigh, North Carolina.
- 1997 North Carolina State Seminar - "Soils and Trench Safety": Wilmington, North Carolina.
- 1996 AGC Seminar: "Construction Scheduling" - Atlanta, Georgia

### **PROFESSIONAL REGISTRATION**

EIT – 1986

North Carolina General Contractor - 1986 (Individual Proprietorship)  
2007 (Constructive Building Solutions, LLC)

South Carolina General Contractor - 2007

Wilmington-Cape Fear Home Builders Association – 2008—Present

ASTM - 2015

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## **EXPERT TESTIMONY EXPERIENCE**

### **Trials**

- Design and construction deficiencies and damage estimate - Wilson Residence (2001)
- Design and construction deficiencies and cost of repair Westbriar Condominiums (2006)
- Design and construction deficiencies and cost of repair Crumpler Residence (2007)
- Design and construction deficiencies and cost of repair Harbor Ridge Condominiums (2007)
- Design and construction deficiencies and cost of repair Avian Forest Condominiums (2007)
- Design and construction deficiencies and cost of repair Worcester Parking and Plaza (2008)
- Design and construction deficiencies - Avian Forest (Heritage v. Right Away) (2008)
- Design and construction deficiencies - Riverwalk (2009/2011)
- Design and construction deficiencies - Magnolia North (2009/2011)
- Design and construction deficiencies and cost of repairs - Simmons Residence (2011)
- Residential condition assessment – Dugosh/Venuto Residence (2016)

### **Arbitration**

- Design and construction deficiencies and damage estimator - Ross Residence (2002)
- Design and construction deficiencies of brick and pre-cast veneer systems Palisades Office Building (2003)

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### **Mediation**

- Design and construction deficiencies and damage estimate  
Lakeridge Townhomes (2004)
- Construction deficiencies and damage analysis  
New Hanover Regional Medical Center (2004)
- Construction deficiencies, damage analysis, and cost repair estimate  
McDuffy v Hobgood
- Construction deficiencies, damage analysis and design - Wooster Parking Deck
- Construction deficiencies, damage analysis and design - Brame (2006)
- Contract evaluation - The Town of Kure Beach (2014)
- Construction deficiencies, damage analysis and design – Wanaque Reserve (2015, 2016)
- Construction deficiencies, damage analysis and design – Madison at Ewing (2016)
- Construction deficiencies, damage analysis and design – Horse Ridge Cellars (2016)
- Contract and schedule analysis – Park Square West Phase II (2017)

### **Hearings**

- Code and safety requirements -Southern Dredging employee parking area (2001)

### **Depositions**

- Design and construction deficiencies - Spy Glass at Bay Point Condominiums  
(2000)
- Design and construction deficiencies - Wilson Residence (2001)
- Design and construction deficiencies - Murphy Residence (2002)
- Design and construction deficiencies - Ashton Townhomes (2002)

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- Design and construction deficiencies - Webster Residence (2002)
- Design and construction deficiencies - Spinnaker Bay Condominiums (2002)
- Design and construction deficiencies - Spinnaker Cove Condominiums (2002)
- Design and construction deficiencies - Sea Dunes II Condominiums (2003)
- Design and construction deficiencies and schedule delay impact analysis Palisades Office Building (2003)
- Design and construction deficiencies- Lightkeepers Village Condominiums (2004, 2006)
- Design and construction deficiencies - Hall Residence (2004)
- Window and cladding deficiencies - Beach Colony II Condominiums (2005)
- Design and construction deficiencies and cost estimate Berean Baptist Church in Florida (2005)
- Design and construction deficiencies - Riverwalk (2005, 2007, 2008, 2010)
- Design and construction deficiencies - Avian Forest (2005)
- Design and construction deficiencies - Dayton Place HOA (2005)
- Design and construction deficiencies - Fahs Residence (2006)
- Design and construction deficiencies - Brame Residence (2006)
- Design and construction deficiencies - Magnolia North (2006)
- Design and construction deficiencies - Byerly Residence (2006)
- Design and construction deficiencies - South Beach Village Bluffs Apartments (2006)
- Design and construction deficiencies - Hampton Office Building (2006)

[www.constructivebuildingsolutions.com](http://www.constructivebuildingsolutions.com)

4032 Masonboro Loop Road, Suite 101

Post Office Box 16106

Wilmington, North Carolina 28409

Wilmington, North Carolina 28408

Telephone: 910.799.9225 Fax: 910.799.9056





- Design and construction deficiencies - Brick Residence (2007)
- Design and construction deficiencies - Harbor Ridge Condominiums (2007)
- Design and construction deficiencies - Best Western Hotel (2007)
- Design and construction deficiencies - Lynn Smith Residence (2007)
- OSHA and jobsite safety standards - My Biltmore Homes (2008)
- OSHA and jobsite safety standards - Stein-Mart (2008)
- Design and construction deficiencies - Harbour Front Villas I (2009)
- Flooring installation deficiencies - Portland Schools (2009)
- OSHA and jobsite safety standards - Hardy v John S. Clark (2009)
- Design and construction deficiencies and cost estimate  
Simmons Residence (2011)
- Design and construction deficiencies - Seaside Beach Grove Apartments (2011)
- Product deficiencies and cost estimate - LP manufactured trim product (2009, 2012)
- Product deficiencies - Francis E. Parker Memorial Home v Georgia Pacific Prime  
Trim (2013)
- Product deficiencies - Brown v Louisiana Pacific Trim Iowa (2013)
- Design and construction deficiencies - Eric and Shannon K. Jordan  
South Carolina (2013)
- Construction deficiencies - Joe and Amanda Reaves Residence  
South Carolina (2015)
- Property Assessment – Dugosh Residence  
South Carolina (2015)
- Structural and condition deficiencies – Magnotta – North Carolina (2015)

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- Design and construction deficiencies – Ocean Mews Condominiums  
New Jersey (2015, 2016)
- Design and construction deficiencies –Davis Residence  
South Carolina (2016)
- Structural and condition deficiencies – Oak Island Deck Collapse North Carolina  
(2016)
- Structural and condition deficiencies – McCarthy Concrete Connecticut (2016)
- Structural and condition deficiencies - Magnolia North Loss of Use (2016)
- Product deficiencies – Windsor One Trim (2017)
- Design and construction deficiencies – Cooks Bridge (2017)
- Construction Deficiencies – Valentino (2017)
- Fire Loss Standards of Construction – Andrew French Construction (2017)

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# CONSTRUCTION INTERFACE SERVICES



# CONSTRUCTION INTERFACE SERVICES

**Proposal for Project Management Services  
for  
Town Hall Expansion & Fire Station Project  
At**



by

Ethan A. Crouch  
**Construction Interface Services, LLC**  
3808 Wrightsville, Ave Unit 12  
Wilmington, NC 28403

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## Table of Contents

1) Background	2
2) Construction Interface Corporate Information	3
Invested in Kure Beach	3
Staffing	4
Recently Completed Projects	8
References	9
3) Request for Qualifications	10

## 1) Background

The Town of Kure Beach incorporated in 1947 is beach community located in south eastern NC. The municipality is a community of approximately 2,000 year-round residents and a summer population that swells from 1,000's of vacationers and tourists. The Town of Kure Beach needs a new fire station and to renovate and expand their existing Town Hall. The Town of Kure Beach is seeking a qualified project manager to act on their behalf in the execution of this project.



The project includes the construction of a new 9,000 sqft fire station; 6,400 sqft expansion of Town Hall; renovation of the existing Town Hall, fire station and police station; and redesign of traffic flow and vehicular patterns. This project is located at 117 Settlers Lane, Kure Beach, NC eight blocks from the ocean beach strand in a high wind hurricane prone area. Oakley Collier Architects, PA has been awarded a contract to provide architectural and engineering services for the project.

Construction Interface Services LLC is pleased to offer the Town of Kure Beach this summary of qualifications to provide project management services for this important project for our community. Construction Interface is based in close proximity to the project site with our corporate office in Wilmington. Additionally, key project staff include full time residents of Pleasure Island and New Hanover County. In business for over 26 years and providing modular construction and project management services nationally, we have the requisite experience working on municipal government projects including locally at Kure Beach, Oak Island, New Hanover County, City of Wilmington, Onslow County, City of Jacksonville, and throughout North Carolina. Because of the nature of our services which include scheduling, cost control, estimating, project management, construction dispute resolution, training, and expert witness testimony we understand all the moving parts and hidden risks associated with high visibility projects.

## 2) Construction Interface Services Corporate Information

Construction Interface Services' main office is located at 3803 Wrightsville Avenue Unit 12 in Wilmington, NC just 16 miles from the project site. Founded in 1991 Construction Interface has been an industry leading construction consulting firm servicing projects locally in the Cape Fear Region as well as nationally and internationally. Unlike other project management service providers Construction Interface's primary business focus is project management as opposed to architecture or general contracting. Our highly-trained staff has extensive experience in project management and performs project management services on a daily basis. We deploy the latest technologies to help manage performance, mitigate risk, and monitor your construction project; including:

- Oracle Primavera 6 Professional – CPM Scheduling Software
- Pericula- Risk Identification & Records Management
- Casemap – Paralegal Document Control System
- Adobe Professional Suite – Graphics & Presentations
- Ebility & QB ProTimer Tracker – Hourly Labor Trackers
- Join. Me – Remote Meetings
- Box – Secure Cloud Based Storage

Our experience with project management, construction claims litigation, and construction scheduling enables us to utilize industry best management practices and project risk analysis to avoid many problems from happening before they occur. Acting as your partner we are committed to achieving a successful project for the Town of Kure Beach and our entire community.

### Invested in Kure Beach

Construction Interface's staff is regularly engaged in bettering the community of Kure Beach through volunteer efforts. Mr. Crouch in his role as an executive board member for the Surfrider Foundation performs periodic beach clean ups, supports dune restoration through sea oat planting, prevents cigarette butt littering through receptacles and educational signage at public beach accesses, as well as several other public education programs aimed at protecting the sensitive coastal environment of Kure Beach. Additionally, as a founding member of the Island Men Mr. Crouch supports fundraising efforts to various non-profits on Pleasure Island as well as sponsoring youth baseball team. Mr. Crouch also serves on a local government committee and regularly participates in important policy issues in both Kure and Carolina Beach. This vested interest in the Kure Beach community makes Construction Interface uniquely qualified and highly motivated for a successful project outcome.

Staffing

Construction Interface has five employees working in our Wilmington office. Additionally, through a partnership with Cape Fear Community College construction project management program we are quickly able to scale up our human resources to meet our client's needs. Given the importance and size of this project it will be the top priority project for our firm. The following staff will be assigned to the New Fire House and Town Hall renovation project.

**Ethan Crouch:** Mr. Crouch will be assigned in the lead role for Construction Interface providing project management services. Acting as primary point of contact for the architect, general contractor, and Town staff. Mr. Crouch will oversee all management and coordination efforts for Construction Interface on behalf of the Town of Kure Beach.

**Graham Mitchell:** Mr. Mitchell will be assigned as the assistant project manager. In this role, Mr. Mitchell, will perform onsite inspections, weekly progress reports, schedule production & updating, as well as other project management tasks under the supervision of Mr. Crouch.

**Natasha Jones:** Mrs. Jones will be assigned as the project administrator. She will be responsible for all document control, record keeping, scheduling meetings, managing cloud based electronic file storage, consolidating bids & proposals, and supporting preparation of any presentations and meeting agendas.

Our approach to this project is to assure all parties are aware of their roles and responsibilities and provide oversight to assure compliance. We accomplish this through master scheduling of the various parties tasks through use of critical path method scheduling utilizing the latest state-of-the-art software. What makes this process successful for us and our clients, apart from our extensive experience, is the level of detail in the initial plan and the updating and monitoring process to verify progress, make adjustments, and forecast outcomes. The input that helps make this successful is our participation in observation of project progress, attendance of project team meetings, and communication of status and recommendations to team members and directly to the representatives of the Town of Kure Beach.

Personnel profiles for the team members that will be assigned to Fire Station and Town Hall Renovation project are enclosed:

## ETHAN CROUCH – SENIOR CONSULTANT

Mr. Crouch has over 14 years of professional construction experience from hands on production, onsite management, to overall project management, estimating, business development, and corporate management. Ethan has experience in all construction market sectors both public and private. Including participation in domestic and international projects in 15 different countries. Ethan's specialties include scheduling services, project management, negotiations and conflict resolution, claims support, estimating, proposal writing, and training.

### Sample Endeavors

- Army Reserve Center, Orangeburg, SC
- Ocean Front Boardwalk, Carolina Beach, NC
- AIT Barracks, Ft. Jackson, SC
- Town Lake Park, Austin, TX
- MSGQ Barracks, Ouagadougou, Burkina Faso, Africa
- Volckmann Training Center, Fayetteville, NC
- 2nd Regional Head Quarters, Ramadi, Iraq
- Headquarters Renovation, Camp Lejeune, NC
- Teaching Hospital, Baghdad, Iraq
- K-Span Rigger Facility, Kandahar, Afghanistan
- US Hwy 12 Widening, Burnsville, NC
- UNICOR Warehouse, Memphis, TN
- Education Training Center, Camp Bullis, TX
- Canopy & Mezzanine, Ft. Mead, MD
- Rivers Edge Community Center, Shallotte, NC
- Private Residence, Wrightsville Beach, NC

### Education

- Western Carolina University, M.S. Construction Management
- Christopher Newport University, B.A. Values in the Professions

### Professional Associations & Other

- US Army Corps of Engineers; QC Management
- US Dept. of Defense; Secrete Level, Security Clearance
- Member, Cape Fear Green Building Alliance
- Cert. Primavera 6, Construction Science LLC
- Cert. WINEST estimating software
- Cert. PROJNET Dept. of State management system
- Cert. AIA Contract Agreements

PERSONNEL PROFILE



## GRAHAM MITCHELL – PROJECT CONSULTANT

Mr. Mitchell has over 7 years' professional experience in the construction industry from hands on experience in finish cabinetry and carpentry, home renovation, scheduling, and scheduling consulting services. Graham specializes in CPM scheduling services, cost estimating, and claims support.

### Sample Endeavors

- Rankin Trails Amphitheater & Baseball Park, Brandon, MS
- Pearl Upper Elementary School, Pearl, MS
- Building 325 Vehicle Maintenance Hangar, Shaw AFB, SC
- Building 9013 Range Control HQ, Ft. Dix, NJ
- Wright Brothers' Memorial Visitors Center, Kitty Hawk, NC
- Crossgates Baptist Church, Brandon, MS
- Union County Health Services Building, Monroe, NC
- Building 1130, Shaw AFB, SC
- North Carolina State Ports Authority Enterprise Projects, NC
- Corrosion Control Hangar, New River, NC
- Aircraft Maintenance Hangar, Kingsville, TX
- CFCC Tiny House, Wilmington, NC
- Bachelor Enlisted Quarters, Camp Lejeune, NC
- Cape Fear Academy Performing Arts Center, Wilmington, NC

### Education

- Cape Fear Community College, A.A.S. Construction Management Technologies
- Cape Fear Community College, A.A.S. Sustainable Technologies
- National Outdoor Leadership School, Certificate

### Professional Associations & Other

- USACE Construction Quality Management Cert.
- Cert. International Standards Organization 14001
- Cert. OSHA 30-hour training
- Cert. OSHA Fall Protection Competent Person
- Cert. Forklift Operator
- Cert. Construction Quality Management for Contractors-#784



## NATASHA JONES – PROJECT CONSULTANT

Ms. Jones has over 17 years of diverse project management and construction experience on construction projects for owners, architects, engineers and contractors. She has provided project administration support services including, cost construction concepts, practices and procedures. Her extensive experience in both public and private sectors includes industrial, manufacturing, commercial, federal, state municipal government, schools and universities, healthcare and residential. She also has vast experience in project controls to include claims preparation and analysis support.

### Sample Endeavors

- Building 1130, Shaw AFB, NC
- Range Control HQ – Fort Dix, NJ
- Ft. Hood Brigade Complex TEMF
- Vehicle Maintenance Facility Bldg. 325
- Corrosion Control Hanger, New River, NC
- Aircraft Maintenance Hanger, Kingsville, TX
- Research Cntr, Bay Pines, FLA
- Dental & Optometry, NY
- VA Surgical Renovations
- Retro Commissioning
- Mission Module Readiness Center
- Human Services Building
- Athens Drive Athletic
- Anacostia High School, Rockville, MD
- Walker Jones School, Washington, DC
- Ward 1 Senior Wellness Project, Washington, DC
- Tenley Library, Washington, DC
- Airport Plaza III, Arlington, VA
- Fairfield Clarendon, Arlington, VA
- Red Run Apartments – Phase II, Owings Mills, MD
- Georgetown University – Harbin Hall, Washington, DC

### Education

- Cape Fear Community College Career Readiness Certification

### Specializations

- Award 100% Accounting Award Red Run Phase II
- Award 100% Completion of Closeout Award Airport Plaza II
- Team Member of the Month Award
- Notary Public, New Hanover County, NC

Recently Completed Projects with Similar Services Provided

- *Ocean Front Wooden Boardwalk; Town of Carolina Beach, NC*  
Project management services provided for local municipality. Selected GC, coordinated with design team, monitored construction, managed change orders, built project schedule, and closed out project.
- *Fire Station Expansion USACE; Washington, DC*  
Project management and estimating services as general contractor for the expansion and renovation of a fire station.
- *Arlington Gateway; Columbus, OH*  
Project management service for owner/developer of mixed-use design build project 45-million-dollar construction cost. Selected GC and design team, supported project financing, estimating, coordinated design and value engineering, and construction schedule development.
- *Renovate VA Surgical Suite; Fayetteville, NC*  
Construction scheduling services for occupied building renovation. Detailed plan for various owner move-outs to facilitate construction process while limiting disruption to fully functional hospital.
- *Fire Station Design/Build; Sunny Point, Brunswick County, NC*  
Project management and project controls support for the new design-build construction of a fire station at Sunny Point Marine Terminal. Performed document control support, quality control, and project close out.
- *Construct New Health & Human Services Bldg; Union County, NC*
- *Renovate Headquarter Bldg H-1; MCB, Camp Lejeune, NC*
- *VA Hospital Phased Bathroom Renovations; Fayetteville, NC*
- *Repair Maintenance Hanger; Camp Lejeune, NC*
- *Dental & Optometric Suite Renovation; Montrose, NY*
- *Building 35 Renovations; Fort Benning, GA*
- *Renovate Building 9013; Ft. Dix, NJ*

Additional past performance project information is available upon request this list is intended to be a summary sample. Construction Interface Services is currently managing over 180 million dollars' worth of construction project across the U.S.

References

- **Town of Carolina Beach, NC**  
Dan Wilcox, Mayor: 910-538-2888  
Michael Cramer, Town Manager: 910-458-2999  
1121 N. Lake Park Blvd.  
Carolina Beach, NC 28428
  
- **Bristol General Contractors, LLC**  
Todd Jones, General Manager  
910-444-3357  
2705 Exchange Drive  
Wilmington, NC 28405
  
- **Young & McQueen**  
Sam Young, Principal  
828-682-7714 ext. 14  
25 Crest View Road,  
Burnsville, NC 28714
  
- **EnviroAg Science**  
Dr. Louis Lynn, Chairman  
910-444-3357  
1190 Buckner Road  
Columbia, SC 29203
  
- **Futron Incorporated**  
Don Eber; General Manager  
910-793-6325  
4300 Deer Creek Lane  
Wilmington, NC 28405
  
- **Group III MGT., Inc.**  
Randy Grant; Lead Superintendent  
252-560-8534  
2820 W. Vernon Ave.  
Kingston, NC 28504
  
- **Thrash Commercial**  
Matt McWilliams  
601-825-8967  
211 Commerce Drive  
Brandon, MS 39042

**3) Request for Project Management Services Qualifications**

See enclosed RFQ prepared by The Town of Kure Beach, NC

**Emilie Swearingen**  
*Mayor*

**David Heglar**  
*Commissioner*

**Jim Dugan**  
*Commissioner*



**Craig Bloszinsky**  
*Mayor Pro Tem*

**Joseph Whitley**  
*Commissioner*

**Nancy Avery**  
*Town Clerk*

## *Town of Kure Beach*

117 Settlers Lane • Kure Beach, NC 28449  
(910) 458-8216 • (910) 458-7421 Fax  
[www.townofkurebeach.org](http://www.townofkurebeach.org)

June 21, 2017

Construction Interface Services Inc  
3803 Wrightsville Beach Avenue  
Unit 12  
Wilmington NC 28403

To whom it may concern,

Enclosed is a Request for Qualifications for project management services in connection with the construction of a new 9,000 square foot fire station; 6,400 square foot expansion of the Town Hall; renovation of the existing Town Hall, Fire Station and Police Station; and redesign of traffic flow and vehicular patterns.

If interested, submissions may be sent to the attention of the Town Clerk at either [townclerk@tokb.org](mailto:townclerk@tokb.org) or 117 Settlers Lane, Kure Beach, NC 28449 by 3 pm on Friday, July 7, 2017. Proposals are expected to be reviewed by the Town Council in a regular Council meeting on July 18, 2017 with the expectation that an applicant will be selected for contract negotiations

Any questions may be directed to Nancy Avery, Town Clerk at 910-458-8216 (work) or 910-443-0410 (cell) or at the email address listed above.

Thank you for your time and consideration.

Sincerely,

Nancy Avery  
Town Clerk



## REQUEST FOR PROJECT MANAGER SERVICES

### INTRODUCTION

The Town of Kure Beach is seeking qualified providers of project management services in connection with the construction of a new 9,000 square foot fire station; 6,400 square foot expansion of the Town Hall; renovation of the existing Town Hall, fire station and police station; and redesign of traffic flow and vehicular patterns (Town Facility Improvement Project). Overall expectation is to facilitate completion of the Project on time and on budget and in accord with the Project plans, specifications and contracts while providing proper management of the taxpayer's resources and perception of the Project to the greater community.

### BACKGROUND

The Town of Kure Beach is a municipality serving a community of 2,012 year-round residents and a summer population in the tens of thousands. Services provided by the Town are garbage and recycling pick-up, water and sewer service, building inspection, code enforcement, police, and fire. The existing Town Hall facility and the site of a new fire station are located 6 blocks from the Atlantic Ocean, approximately 6-8 blocks from the Cape Fear River and in a high wind, hurricane prone area.

The Town Council has awarded a contract to Oakley Collier Architects, PA for architectural and engineering services for the Project.

### SITE

Town Hall complex located at 117 Settlers Lane in Kure Beach, NC

### PROPERTY INSPECTION OR QUESTIONS

All interested parties may contact Nancy Avery, Town Clerk at 910-458-8216 (work) or 910-443-0410 (cell) or [n.avery@tokb.org](mailto:n.avery@tokb.org) with questions.

### SCOPE OF WORK

The exact scope of services required by the Town will be set forth in an agreement between the town and the selected firm or individual providing project management services.

The scope of work for the project manager shall include, but not be limited to:

- Assisting the Town in timely meeting its obligations and responsibilities on the Project;
- Assisting the Town in preparing, publishing and circulating bidding documents to prospective bidders and evaluating bids and bidders;
- Assisting in the selection of a general contractor and approval of subcontractors and materialmen;
- Recommending the retention and use of consultants as dictated by the Project requirements;
- Reviewing, monitoring and advising, recommending and reporting to the Town on plans and drawings, specifications, contracts (including the general contractor's agreement), schedule of values, schedules, phasing, submittals, design changes, changes in the work, change directives, costs, budgets, claims, disputes, back-charges, Project coordination,



## REQUEST FOR PROJECT MANAGER SERVICES

- Number of years in business, number of staff by discipline and total personnel;
- Names of staff to be assigned to Project with respective responsibilities;
- Summary of most recently completed projects on which similar services were provided;
- References

### **PROJECT FUNDING**

The Project will be funded from the Town's General Fund budget in the form of a loan which requires approval from the Local Government Commission (LGC).

### **EXPECTED TIMELINE OF PROJECT**

September 2017 – Bid process for general contractor

October 2017 – Award of contract to general contractor

November 2017 – Construction begins

### **TOWN RESERVATIONS**

The Town expressly reserves the right to:

- Withdraw this request anytime without prior notice;
- Postpone the response due date for its own convenience;
- Reject any or all responses;
- Accept the responses deemed by the Town to be in its best interest and that of the general public;
- Waive any irregularity and/or informality in the responses received;
- Award a contract for the Project or not.

It is understood and agreed between the Town of Kure Beach and the project manager to be chosen that if the Project does not receive LGC approval and construction is not fully funded then, and in that event, the Town of Kure Beach will only be responsible for any project management fees incurred to the point of notification of such occurrence.

**MBP**



# TOWN OF KURE BEACH

PROPOSAL FOR PROJECT MANAGEMENT SERVICES  
FOR TOWN FIRE STATION AND TOWN HALL  
EXPANSION

JULY 7, 2017 | 3:00 PM



Submitted to:

Town Clerk  
Kure Beach Town Hall  
117 Settlers Lane  
Kure Beach, NC

*Fire Station No. 3  
City of Wilmington, North Carolina*

Submitted by:

# MBP

3200 Beechleaf Court  
Suite 910  
Raleigh, NC 27604  
919-875-0124  
[www.mbpce.com](http://www.mbpce.com)



July 7, 2017

Kure Beach  
117 Settlers Lane  
Kure Beach, NC 28449

Attention: Nancy Avery, Town Clerk

Reference: Request for Qualifications – Project Management Services

Dear Ms. Avery,

The construction and renovation of these town facilities will be the most high profile public project in Kure Beach in a long time. MBP brings a proven track record of working with towns such as Kure Beach to accomplish such an ambitious project.

It will be our construction management expertise, our attention to detail, our familiarity with the needs of municipalities, and our focus on teamwork that will be the difference in making this a successful project for the Town and other stakeholders.

The MBP team offers a number of tangible advantages to Kure Beach:

- **We are local.** Our CM team has provided these services throughout the state of North Carolina for over 15 years, including nearby communities such as the City of Wilmington.
- **We are experienced.** Not just individually, but your MBP core team has been working together for over 10 years. We have developed a strong working relationship and a high level of trust in each other.
- **We have depth.** Beyond this core team, MBP has more than 312 construction professionals that we can rely on to assist in solving problems or to enhance the CM process if required.
- **We are flexible.** In addition to providing all of the required CM services in-house, MBP will scale its services to meet the needs of the Town during completion of the project.

MBP is excited to develop a relationship with Kure Beach and look forward to working with you on this Project. If you require any additional information, or wish to discuss how the MBP team can serve your needs, please contact me at 919-875-0124 or via email at [cmcluckie@mbpce.com](mailto:cmcluckie@mbpce.com).

Sincerely,

Christopher D. McLuckie, CCM, Assoc. DBIA  
Project Manager

Enclosure

cc: P17361.051

# TABLE OF CONTENTS



Cover Letter	
1. Firm Capabilities and Background Information .....	1
2. Project Approach.....	4
3. Team Qualifications .....	11
Proposed Team Organizationa Chart .....	12
Proposed Team Resumes .....	13
4. Experience of the Proposed Team .....	19



# TAB 1

## FIRM CAPABILITIES AND BACKGROUND INFORMATION



*Fire Station No. 3  
City of Wilmington, North Carolina*

**MBP**

## FIRM CAPABILITIES AND BACKGROUND INFORMATION

McDonough Bolyard Peck, Inc. (d/b/a MBP) is a corporation founded in 1989 by Frank McDonough, Charlie Bolyard, and Blake Peck who shared the vision of building a professional construction consulting firm. MBP is a multi-disciplined consulting firm that provides a range of professional services designed to mitigate risk and optimize value within the built environment. Our diverse team specializes in innovative solutions to our clients' dynamic infrastructure and facility needs. We maximize an owner's investment by identifying performance enhancements and efficiency improvements which translate into reduced life cycle asset costs. The headquarters for McDonough Bolyard Peck, Inc. is in Fairfax, VA.

MBP Carolinas, Inc. d/b/a MBP is an affiliate corporation of McDonough Bolyard Peck, Inc. and was established in 2001. From our office in Raleigh we provide a comprehensive suite of construction consulting services to include program management, agency construction management, cost estimating, schedule analysis, dispute resolution, building commissioning, Leadership in Energy and Environmental Design (LEED) consulting, energy performance analysis, and measurement and verification. Our team members' knowledge and experience in these areas add value to any project and is what sets us apart from others.

MBP Carolinas, Inc. is headquartered in Raleigh, NC. We serve both public and private owners, acting as an advocate and extension of staff providing value and protecting client interests every step of the way. We implement best practices and embrace lessons learned to provide sustainable, cost-effective solutions tailored specifically to the needs of the project.

Over the past 25 years, the MBP team has grown to more than **312** engineering and construction professionals with **27** of those professionals located in the Carolinas region. This steady growth has allowed the company to expand throughout the east coast region with our headquarters in Fairfax, Virginia and 11 branch offices in North Carolina, Georgia, Virginia, Florida, Maryland, Ohio, Pennsylvania, New York, and Tennessee.

We are pleased to submit our qualifications package to the Town of Kure Beach for project management services in connection with the construction of a new 9,000-square-foot fire station, 6,400-square-foot expansion of the Town Hall; renovation of the

existing Town Hall, Fire Station, and Police Station; and redesign of traffic flow and vehicular patterns. The MBP team understands what it will take to support the Town as its project manager to deliver a successful project. As one of the top agency construction and program management firms in the country, MBP has a proven record of client satisfaction in providing these services.

As an agency construction consulting engineering firm, MBP is highly capable of providing project management services utilizing the latest in project management software to promote effective communication, as well as track project accounting and progress. Our proposed team is experienced in design development document review, budget/cost management, quality control/quality assurance, and schedule management and will offer a high level of professionalism with the open communication necessary for achieving a successful project.



### MBP'S SERVICES

- Building information modeling (BIM)
- Claims consulting/dispute resolution
- Commissioning/retro-commissioning
- Construction management/program management
- Construction inspection
- Contract administration
- Cost management
- CPM scheduling
- Earned value management
- Energy assessments/cost optimization
- Facilities portfolio management
- Risk management
- Training
- Value engineering

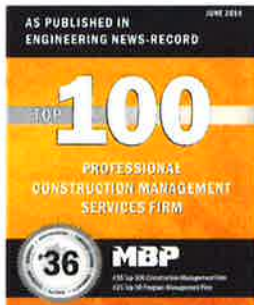
## FIRM CAPABILITIES AND BACKGROUND INFORMATION

The MBP team is dedicated to its clients, and it is with that same dedication that we will provide seamless integration for your project needs. Our team management approach focuses on the highest degree of coordination, efficiency, and excellence. The MBP team proposed for this solicitation provides:

- A combined **57** years of construction management experience with building and transportation projects ranging from \$1 million - \$1 billion.
- In-depth knowledge of general engineering, architecture, and construction means and methods.
- Experience in assisting project teams with resolving technical construction issues and claims avoidance, as well as excellent analytical and negotiation capabilities and skills.
- Robust capabilities and depth knowledge of Primavera scheduling software, Microsoft Project, Microsoft Office and other computer software.

MBP is a firm solely focused on construction management services and not as an adjunct service to a design practice or construction firm.

The firm has emerged as a national player in the architecture, engineering, and construction industry. Established in 1989, MBP is recognized by *Engineering*



*News-Record* as a Top 100 construction management firm and Top 50 program management firm. We stand apart from our competitors in our diverse range of services, our attention to client service, our values-based leadership and culture, and our people. Our team includes some of the most experienced and qualified professionals you will find in the industry.

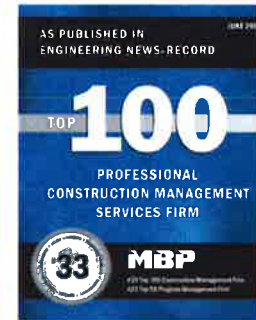
We serve both public and private owners, acting as an advocate and extension of staff providing value and protecting client interests every step of the way. We implement best practices and embrace lessons learned to provide sustainable, cost-effective solutions tailored specifically to the needs of the project.

Communication is paramount. MBP leverages technology to provide the information analytics project teams need in today's dynamic construction environment. We utilize leading web-based project

management tools which provide stakeholders with easily accessible information available real-time.

The firm regularly exceeds client expectations and is dedicated to providing quality service, innovative solutions, and the corporate depth and diversity to deliver projects safely while meeting or exceeding budget and schedule commitments. Whether a large program or small project, our diverse team of professionals at MBP can provide creative solutions to complex situations.

***Providing responsive, innovative, quality solutions in collaboration with our clients in the federal market.***





# TAB 2

## PROJECT APPROACH



*Durham Station Transportation Center  
City of Durham, North Carolina*

**MBP**



## FIRM CAPABILITIES AND BACKGROUND INFORMATION

### ***APPROACH TO THE PROJECT***

MBP has reviewed the RFQ and is prepared to perform all of the services outlined in the Scope of Work. Below is what MBP considers a full-service scope of work for this type of project. We are willing to work with Kure Beach to customize this scope of work to meet the Town's budget and specific project requirements.

### ***Final Design and Pre-construction Phase***

Upon receipt of the Notice to Proceed, MBP is prepared to mobilize immediately to become familiar with the project team and the project. We will first seek to meet with project stakeholders and decision makers to establish basic protocols regarding flow and dissemination of information, roles, and responsibilities, meeting schedules, etc. In order to maintain progress through the design process and leading up to construction, at the Town's request, we will simultaneously begin design document review for constructibility and conformance to scope. MBP will also begin to review the project budget and the schedule for conformance with the overall cost and schedule goals of the Project. These activities are further defined below.

### ***Design Document Review***

MBP recommends performing one thorough constructibility review at the current design phase with one opportunity to back-check those results prior to finalizing the construction documents for bids by contractors. This process will identify and resolve potential construction issues before they impact the project, the schedule, and ultimately, the occupancy and use of the facility. Our project managers and engineers focus on areas that will require increased attention on the job due to difficult, unusual, or potentially high-risk requirements. Once completed, this review will facilitate the delivery of plans and specifications that are more properly coordinated, and clearly communicate the project requirements. Thus reducing the exposure to change orders, claims, and disputes during construction, and reduce the likelihood of errors, rework, and delays to the project. As part of a constructibility review, MBP will review the contract documents and comment on:

- Inconsistencies in dimensions
- Unusual or difficult means and methods requirements
- Potential phasing issues

- Site development concerns
- Scheduling issues

### ***Budget Management/Cost Containment***

MBP will work with the Town to review the overall program budget. This will become a guiding document for decisions made during the design and construction phase. The program budget review will include not only the cost of construction but will also include other project costs such as special inspections, FF&E, and any other anticipated project costs. After the construction cost estimate reconciliation process, the program budget will be updated and evaluated as necessary to maintain overall cost control. This continual evaluation process extends into the construction phase, ensuring overall cost control is maintained until the end of the project.

### ***Cost Estimating***

MBP's cost estimating team consists of construction professionals with backgrounds as architects, engineers, contractors, and construction managers. Our cost estimators have extensive experience in all disciplines including civil, structural, mechanical, electrical, plumbing, automated control systems, specialized finishes, and equipment. This experience ranges from small renovation and addition projects to large capital improvement programs.

MBP's cost estimators have first-hand experience gained from many years in the industry as owner's construction program representatives providing cost control support services for clients. MBP studies the project documents and becomes familiar with the project site, identifies and locates relevant resources, extracts basic parameters, and makes informed assumptions based on our experience in building construction. MBP develops the available detail items in a spreadsheet and establishes the price and price range. We compare prices with internal databases, prepare a report on the design, estimating methods used, factors employed, and assumptions made. These estimates are based on the scope of work defined in the project documents and supplemental information or instructions obtained or received at project meetings with the project team and during site visits. MBP has extensive experience working with design teams providing cost feedback into the design process that in turn assists in scope/options decisions by the Town and the other stakeholders.

## FIRM CAPABILITIES AND BACKGROUND INFORMATION

MBP's opinion on the probable cost of construction for estimates is based on generally-accepted cost estimating practices and standards and the experience and best judgment of our estimators. The unit prices and assembly costs are obtained from commercially available historical databases, previous projects, and quotations from manufacturers, vendors, and subcontractors.

MBP is accustomed to working with all delivery methods including design-bid-build, construction manager at risk, and design-build. Our flexible estimate reporting capabilities allow us to easily tailor our estimate detail and summary formats to match the contractors, thus reducing the effort of the reconciliation process. Further, MBP understands when working with a contractor that a significant portion of the estimate reconciliation process includes the following:

- Ensuring scope alignment to include no missing scope, no duplicated scope, and to which bid package certain items are assigned.
- Reviewing the contractor's general conditions (Division 1) items to ensure items are properly included based on the details of the contract documents.
- Reviewing the contractor's mark-up structure (overhead, insurances, fee, contingencies, etc.) are properly included based on the details of the contract.
- Ensuring that appropriate allocations have been made for site logistics of a coastal site to minimize disruption to on-going Town functions and events.

MBP's on-site construction management and cost estimating support services for owners allow us to utilize lessons-learned from past construction and incorporate this knowledge into the overall cost control services and quality assurance process. Because of our extensive experience, MBP is often engaged to provide analysis and assist with resolution of unresolved issues during construction and closeout. Through our participation in mediations, arbitrations and other forums, MBP is very aware of the potential fallouts and the importance of getting issues resolved promptly.

### **Town Consultants**

One of MBP's stated core values is teamwork and we understand that the Town will have to hire a variety

of other consultants to accomplish the Project. These consultants will range from information technology vendors to FF&E vendors to special inspectors among others. MBP will work to define a scope of work, advertise and bid the work, negotiate fair and reasonable prices based on the scope of work, and confirm that the consultant can meet the schedule demands of the project. We will then facilitate between the developer and the consultant to ensure that the consultant's work is accurately reflected in the project schedule and they are included in the flow of information that impacts their work. MBP will track the cost of the consultants as it impacts the project budget as well as any reports, submittals, or deliverables their contract requires.

### **Contract Administration and Construction Phase**

MBP has the in-house capabilities to perform all of the pre-construction phase services listed above as well as all of the construction phase services outlined below to deliver a successful project for the Town. We also understand that the Town is operating within a budget and MBP will work with the Town to customize a scope and staffing level that will allow us to service the project, while also working within the Town's budget.

*Payment application review:* The monthly application for payment by the contractor begins a series of events that are vital in the life of a Project. To begin, MBP will complete a detailed evaluation of the application for payment to ensure the contractor receives payment for the work and activity to which they are entitled. When necessary, MBP will recommend deductions for overstated and non-compliant work items and will notify the Town and the design team accordingly. MBP encourages contractor participation during review of the work-in-place and an agreement to completion percentages. Also, MBP evaluates the quantity and condition of stored materials and recommends payment accordingly. If cost loading is incorporated into the project schedule, which MBP recommends, the monthly schedule update becomes an integral step to the review and approval of the monthly payment application. During this process, MBP also performs a detailed review of the monthly schedule update and compiles all project related activity and information into a monthly report for distribution to the Town. MBP also recommends that the monthly project meeting coincide with these activities so that any cost or schedule related issues can be discussed by the team.

## FIRM CAPABILITIES AND BACKGROUND INFORMATION

These activities are described in greater detail below.

- *Change order review:* Changes occur on most projects from owner changes or unforeseen conditions. MBP understands this procedure must be equitable and resolved as quickly and efficiently as possible to avoid delays to the project. The Construction Manager (CMa) will evaluate the contractor's change requests for merit, reasonable pricing and completeness. Cost estimates are performed, and possible impacts evaluated against the project schedule. We collaborate with the design team and contractor to negotiate equitable change orders. Recommendations to the Town will be provided in a complete and timely manner and in accordance with the contract for the Town's final decision.
- *Value Engineering:* While it is not a stated scope of work for the CMa, if the project requires it, MBP has the capabilities of leading a value engineering effort. MBP's approach to value engineering will assist the project team with understanding the value of its design and construction decision-making and help to focus on obtaining the program or project's functional requirements at the minimum expenditures over the facility's lifetime. We integrate cost awareness and budget oversight into our value process. Our discipline-driven value engineering workshops examine the complete project attributes, design logic, system efficiency, program and material reliability, and useful life.
- *Life cycle cost analysis:* MBP considers life cycle cost at each stage of design with the cost estimating, constructibility review, and value engineering processes. This integral approach allows MBP to analyze project components not only for their up-front construction cost, but also for their cost impact over the life of the facility. MBP will work with the design team to evaluate the life cycle cost impacts of design options such as mechanical systems, building envelope (roofing, glazing, and building skin), levels of finishes, and electrical (lighting and redundant systems).
- *Quality control/quality assurance:* Our goal is to provide facilities that perform as intended with a high level of construction quality. MBP will work diligently to maintain quality on the project and provide assurance that the construction process is in compliance with the construction contract requirements. Our plan for assuring quality control

includes:

- *Quality control plan:* MBP will review the contractor's quality control plan and provide comments and recommendations. We will initiate discussions with the contractor on unique or complete operations to ensure the plans have been well thought out.
- *Understanding the project and pre-installation:* MBP will carefully review the plans before work begins in each area to gain a better understanding of the work feature, and identify potential problems before performance of the actual work begins. We will then participate in pre-installation meetings with the architect, contractor, and any relevant subcontractors, to review the contract requirements pertaining to that section of work, and confirm acceptance of submittals and shop drawings affecting the work, as well as any special work restrictions, such as environmental conditions or proper methods for storing materials.
- *Checklists and daily construction monitoring:* MBP will generate inspection checklists from the contract documents for construction activities, material inspections, safety compliance, and testing requirements. The checklists will contain quality benchmarks and inspection points such as source documents inspection points and benchmarks including:
  - Plans and specifications
  - A comprehensive listing of performance requirements including detailed quality benchmarks and target values
  - Procedural concerns
  - Coordination requirements and inspection points submittals and shop drawings
  - Pertinent manufacturer identification and performance data
  - Detailed dimensions and fabrication data
  - Applicable reference specifications
  - Material identification, labeling, and testing requirements
  - Approved work sequences and quality control and assurance guidelines

MBP will develop a standard daily inspection report to include:

## FIRM CAPABILITIES AND BACKGROUND INFORMATION

- Weather conditions
  - Site staffing
  - Active operations
  - Compliance issues
  - Contract issues
  - Inactive operations
  - Equipment and material
  - Coordination issues
  - Unusual or unanticipated circumstances
  - As-built schedule data
- *Technical inspections and testing by others:* In addition to MBP's daily inspections, there will be other parties performing testing and inspection activities, such as special inspections. We will oversee this testing and verify that these parties are preparing a standard inspection report which tracks their activities and observations. These reports are submitted and distributed to all pertinent parties including the Town, the contractor, the design team, and any other officials.
  - *Non-conforming work:* When discrepancies between the contract documents and the contractor's performance are discovered, we will promptly notify all involved parties. This notification will include an analysis of the situation and our recommended response with the associated corrective action. MBP will document the non-compliance by inspection reports, photographs, and non-compliance reports. We also work with the Town, the contractor, and the design team to address the non-conforming work and implement corrective measures. As construction nears completion, quality assurance focus shifts to materials and services necessary to occupy, operate, and maintain the building. Resolution of outstanding quality issues or non-conforming work is paramount during this period. MBP coordinates all of the necessary actions to facilitate project completion, prepare the project for occupancy and closeout the contractor's contract.

### **Schedule Management**

*Master schedule:* MBP will work with the Town and the contractor to establish the overall integrated Program Master Schedule. This schedule will include key milestones and durations necessary to complete the overall program. The Master Schedule will integrate activities for the Town, CMA, design team, contractor, and Town subconsultants.

The Master Schedule will be updated as necessary to

document, track, and evaluate progress towards overall completion. Once established, key aspects of the contractor's construction schedule will be integrated into the Master Schedule. This schedule will become a guiding document for decisions made during the design and construction phase. MBP will continuously monitor actual progress against the master schedule to identify potential delays and work to mitigate any impacts to the program completion date.

MBP understands the level of service required on projects such as the Kure Beach multi-phase project to create, review, and maintain reliable project schedules. It is important to have a good Critical Path Method (CPM) schedule in order to manage project costs and to ensure timely completion within the Town's budget. Prior to construction, it is also vitally important to establish an accurate and complete CPM schedule to use as the basis for identifying, avoiding, and mitigating potential claims. MBP's construction managers are trained and experienced in many CPM scheduling software products – primarily Primavera's P3 and SureTrak, Oracle's P6, and Microsoft's Project. In particular, our background in claim avoidance and dispute resolution makes us acutely aware of the importance of understanding and reviewing the schedule to establish a reliable CPM schedule to manage a project.

Construction schedules must be carefully reviewed for realistic assumptions, durations, milestones, and logic in addition to verifying that the schedules meet the contract requirements, constraints, and deadlines. These deadlines are real and fixed. We understand the importance of on-time performance and are committed to assisting the Town at any necessary level of schedule development, monitoring and reporting.

MBP will provide the Town with reasonable and comprehensive project planning through detailed CPM schedule review. Often the costs to construct projects are driven by the sequence of construction, meeting intermediate contract times, and final completion.

MBP will provide the Town with the tools necessary to manage its resources, anticipate project challenges, and provide viable options to manage delays, minimize costs, and expedite project completion. This detailed CPM schedule review will also become an integral part of providing the Town's representatives with accurate and timely information so that the Town Council and the public can remain informed. It will



## FIRM CAPABILITIES AND BACKGROUND INFORMATION

allow the project team to proactively make decisions and provide notifications of things such as any road closures or utility outages that could impact the surrounding community.

MBP's project schedule reviews are reasonable and complete. Elements to review include:

- Reasonable work durations
- Realistic critical path and schedule logic
- Anticipated weather conditions
- Accurate resource and cost loading
- Submittals and approval, allowing sufficient time for reviews and resubmittals
- Procurement, fabrication and delivery of major materials and equipment
- Cleanup and punchlist
- Owner-furnished or owner-installed equipment
- Work by others
- Specified milestones
- Pre-final, final inspections, and substantial completion
- Project completion

When we review CPM schedules we prefer to have both an electronic and a hard copy of the schedule. By reviewing the electronic copy, we are able to check for inaccurate or inconsistent project calendars, inappropriate logic ties, artificial constraints, and other "hidden" flaws which may be present in a CPM schedule but not readily apparent from the printed reports.

*Baseline review:* The purpose of our baseline schedule review is to verify that the contractor has adequately addressed activities, durations, constraints, and sequences in its detailed construction schedule. This is important to the Town because the baseline schedule, and its subsequent updates, will be the basis for the contractor's requests for time extensions, should changes or impacts occur on the project. Once the detailed construction schedule has been submitted by the contractor, we will review the schedule and provide comments for review with the contractor. Our review will include commentary and recommendations as to:

- Compliance with project scheduling specifications
- Reasonableness of the critical path

- Adequacy of schedule narrative
- Comparison with the progress curve
- Use of appropriate project calendars
- Work breakdown structure and level of detail, activity coding
- Site access, logistics, multiple work areas, work by others, and long lead items
- Submittals, review and approval times, procurement, fabrication, and installation

*Updates:* MBP will review each monthly schedule update in detail. Each review and analysis will include discussion of the following items:

- Compliance with the project scheduling specifications
- Reported progress on the critical and near-critical path(s)
- Out of sequence work
- Changes to schedule logic, activity duration, calendars, and activity percentage complete
- Changes in the critical path

By having electronic versions of CPM schedules, MBP is able to use specialty software to compare schedule updates and easily identify all changes that have been made between updates. Once these changes are identified, MBP is able to analyze them and determine if they reflect actual differences in plans or if they are being made in an attempt to manipulate the schedule to show unreasonable delay to the Town. This would potentially result in additional costs and unnecessary disputes on the project. This is extremely important since many contractors are very savvy with CPM scheduling. MBP is able to detect when a schedule is being manipulated in anticipation of a change order, request of equitable adjustment, or claim and will recommend that it be revised to reflect actual project plan, not false sequencing asserted to build a claim. Importantly, review of the project schedule updates provides the Town with the right information to anticipate potential issues, mitigate, or equitably resolve them in a timely manner.

*Analysis of project delays:* With a properly developed baseline schedule and accurate monthly updates, the analysis of impacts from potential changes to the contractor's scope of work is relatively simple to perform. In addition, delays that occur during the project because of the contractor's production issues,

## FIRM CAPABILITIES AND BACKGROUND INFORMATION

owner changes, or delays by third parties are easily identified through slippage in the project completion date.

Ideally, the project schedule will be used to model the impact of changes prior to the additional work being performed. By using this approach during the change order process, often referred to as a Time Impact Analysis, the contractor identifies the planned impact of changes on the project completion date. By establishing the planned impact prior to performance of the work, the Town is not responsible for contractor production issues that may occur during the performance of the work. If the parties wait until after the work is performed, the Town is not only responsible for the reasonable cost of the change but also for the contractor's own productivity problems. As a result, the Town could "overpay" for changes and may be in a situation of performing costly time and materials record keeping.

On the Wilmington Convention Center project, when several large impacts occurred such as the City of Wilmington making the decision to pursue LEED certification after construction had begun or deciding to complete a section of the building which had been designated "for future", through detailed schedule analysis, MBP negotiated an equitable settlement with the contractor of less than half of the days they had originally requested.

*System start-up and final close-out:* As construction nears completion, the MBP team will see that the Town is provided with all of the materials, start-up and commissioning services necessary to occupy and operate the new facility. We will coordinate to verify the project is completed at a level of quality in full conformance with the contract documents.

MBP will prepare a turnover schedule to coordinate the following:

- Receipt of operations and maintenance manuals and as-built documents
- Schedule training sessions
- Verify the project is substantially complete and ready for substantial completion inspection
- Generate punchlists and aggressively pursue contractor progress on punchlist items
- Verify the project is ready for final completion inspection

- Acceptance inspections with required attendees
- Expedite receipt of occupancy permit
- Finalize and package all project documentation for transmittal
- Report on the status of all unresolved issues

*Safety:* While providing the safety plan and working in accordance with all safety guidelines is the primary responsibility of the contractor, MBP views overall project safety as everybody's job. All of our team members are, at a minimum, OSHA 10 certified, and when on-site will keep a constant eye out for activities that violate safety guidelines. If our CMA team witnesses an unsafe activity, we will document it and notify the contractor's superintendent and/or resident safety officer immediately and track it until it is corrected. If issues are not resolved quickly or if issues are consistently reoccurring, MBP will initiate discussions with the Town and the contractor's management and the contractor's level management and remain vigilant in providing a safe site and a safe working environment for all project personnel and visitors.

### CONTACT INFORMATION

Chris McLuckie, CCM, Assoc. DBIA  
3200 Beechleaf Court Suite 910  
Raleigh, NC 27604  
cmcluckie@mbpce.com  
919-875-0124

“Thanks for everything that the MBP team did on this project. It is inconceivable to me that we could have accomplished what we did without MBP as a part of the project.”

-- Steve Bridges, Assistant to the City Manager for Development,  
City of Wilmington

# TAB 3

## TEAM QUALIFICATIONS



*Fire Station No. 2  
City of Cary, North Carolina*

**MBP**



# Key Individual and Proposed Team Qualifications Proposed Team Organizational Chart

- MBP is proposing an expert team who will meet the needs of the Town of Kure Beach Fire Station, Town Hall, and Police Station Project. As illustrated on the organizational chart on the right, and identified below is our proposed team.



## Chris McLuckie, CCM, Assoc. DBIA

- Project oversight.
- Allocation of resources.
- Quality assurance.

## Frank Ward, PE, CCM, F.SAME, PMP

- Primary point-of-contact for the Town.
- Manage tasks to include cost control, constructibility review, budget management, schedule management, claims control, technical inspection, information management, construction contract management, construction/project management, and additional tasks as needed.

## Justin Jacobsen, PMP

- Schedule management.
- Project support.

As a full service Construction Management firm, MBP will represent the Town on-site and serve as the main point of contact on the project on behalf of the Town. MBP will work with the Town's staff, design team, selected contractors, utility companies, and local, state and federal agencies, as required. As your advocate, we will recommend creative solutions when unique or unanticipated situations are encountered during construction, and will oversee that the project workmanship, budget, schedule, and project documentation are successfully achieved.

### SENIOR PROJECT MANAGER

Chris McLuckie, CCM, Assoc. DBIA

### PROJECT MANAGER

Frank Ward, PE, CCM, PMP, F.SAME

### ASSISTANT PROJECT MANAGER

Justin Jacobsen, PMP

Resumes of our proposed key personnel assigned to this project and anticipated level of commitment are provided on the following pages.

“ Frank Ward has been exceptional in every aspect of Construction Management. He manages his projects at a very high level of professionalism with each project meeting the CCD, with no or minimal cost increases. There has not been any safety incidences on his projects and the work quality consistently meets or betters the contract requirements. Frank Ward is very timely on his reviews, makes sound decisions, and resolves problems before they have a chance to occur. If problems do occur, Frank quickly resolves them to the satisfaction of both the government and contractor. Frank is a quick learner of administrative processes and has been able to effectively network within NAVFAC FE, with customers, and with with contractors. His reporting is always ahead of time and accurate, and he knows the most current detailed status of every project he is assigned. Frank is well liked by EVERYONE in the office, because of his great work ethic and friendly calming demeanor. ”

-- Eric Sakanashi, NAVFAC FE FEAD Yokosuka

## Key Individual and Proposed Team Qualifications

Frank Ward, PE, CCM, PMP, FSAME

Project Manager



### EDUCATION

MS, Mechanical Engineering Management, Georgia Institute of Technology, 1990

BS, Engineering Mechanics, United States Military Academy at West Point, 1980

### PROFESSIONAL REGISTRATIONS

Professional Engineer (PE), Georgia

Professional Engineer (PE), Florida

Professional Engineer (PE), Virginia

Certified Construction Manager (CCM)

Project Management Professional (PMP)

### PROFESSIONAL ASSOCIATIONS

Member, Construction Management Association of America (CMAA)

Member, Construction Owners Association of America (COAA)

Fellow, Society of American Military Engineers (SAME)

### BACKGROUND

Mr. Ward has more than 37 years of progressive, successful management experience in diverse, performance-oriented organizations including more than nine years in executive level positions. Mr. Ward is a proven problem solver, dynamic leader, and crisis-tested decision maker and an internationally experienced program and project manager, proficient in all aspects of project management. Mr. Ward has proven expertise as a professional engineer with outstanding analytical skills, superb communication and computer abilities, and is a consummate team player.

### RELEVANT EXPERIENCE

**Naval Facilities Engineering Command (NAVFAC), Far East, Yokosuka, Japan:** As Senior Project Manager, provided construction management and surveillance services on behalf of the government for construction contracts being executed at Yokosuka Navy Base, Japan. Managed multiple new construction, maintenance and repair, and renovation projects simultaneously while maintaining overall responsibility for cost, schedule and quality. Performed design and constructibility reviews prior to contract award and assisted with packaging of the contract documents in preparation for advertisement. Conducted the preconstruction conference with the contractor and all stakeholders after the contract was awarded. Processed preconstruction submittals prior to the start of construction to ensure compliance with the contract documents. These submittals include but are not limited to baseline schedule, quality control plan, safety plan, and schedule of values. Conducted weekly quality control and progress meetings with the contractor and stakeholders. Expediently processed RFIs and resolved project issues with the contractor. Evaluated and processed change order requests. Coordinated with base support agencies such as environmental, safety, utilities, security, and fire department to ensure that the contractor fully coordinates its operations prior to and during the execution of its contract. Conducted on-site inspections to ensure that the contractor is complying with safety regulations. prior to turning over completed work to the owner. Over a two-year period, successfully managed over 25 stand alone and task order type construction contracts valued at over \$58.7 million.

**US General Services Administration Region 4, Alton Lennon Federal Building and US Courthouse, Wilmington, NC:** As Program Manager, supervised a multi-disciplinary team providing construction management services as an agent for the owner. This project included the design and replacement upgrade to the existing fire alarm system including all initiating devices (pull stations, smoke detectors, heat detectors, duct detectors, etc.) notification (strobes, horns, speakers, etc.) junction boxes, conduit and conductors and head end equipment. The project also included the design and installation of the interface necessary to control and operate dampers based on activation of the fire alarm system. Once complete, MBP reprogrammed the fire alarm system for selective evacuation and performed preliminary tests and final acceptance by GSA. The total

## Key Individual and Proposed Team Qualifications

**Frank Ward, PE, CCM, PMP, F.SAME**  
*Project Manager*

construction cost was \$320,000.

**US General Services Administration, Hiram H. Ward Federal Building and US Courthouse, Winston-Salem, NC:** As Program Manager, supervised a multi-disciplinary team providing construction management services as an agent for the owner. This project consisted of design and construction services required to replace the caulking on the exterior of the Hiram H. Ward Federal Building. MBP provided design and construction phase services to include pre-design services, design review, project management and construction inspection. The construction cost was \$300,000.

**US General Services Administration, Strom Thurmond Federal Building, Columbia, SC:** As Program Manager, supervised a multi-disciplinary team providing construction management services as an agent for the owner. The project demolished the existing fire alarm system including all initiating devices, notification devices, junction boxes, conduits and conductors, and head-end equipment. The design and interface was necessary to control and operate damper based on activation of the fire alarm system. The fire alarm was re-programmed for selective evacuation, and MBP performed preliminary tests for final acceptance by GSA. MBP also provided construction management services on a project to replace the roof. Total construction costs for both projects: \$1,025,000.

**Columbus Courthouse and Post Office Window Restoration, U.S. General Services Administration, Columbus, GA:** As Program Manager, responsible for the project oversight along with the contract administration. Repairs to external masonry and water intrusion. The total construction value was \$290,000.

**Sam Nunn Atlanta Federal Center, Department of Education, U.S. General Services Administration, Atlanta, GA:** As Program Manager, responsible for project oversight of this term contract to include full contract administration services. The project involved renovations completed on the 18th and 19th floors of the 24-story Sam Nunn Atlanta Federal Center, rated one of the largest federal office buildings and encompasses 1.8 million square feet of space. The high-rise building includes space from a remodeled 1924 department store and sits atop Marta's

underground train tunnel of the Atlanta transit system. The total construction value was \$7 million.

**Winston E. Arnow U.S. Courthouse Renovation Phase IV, U.S. General Services Administration, Pensacola, FL:** As the Program Manager, responsible for the oversight of this project along with contract administration of this GSA IDIQ. This project consisted of additions to and alteration of portions of the site and existing second floor of the facility. The work provided newly finished and re-configured spaces appropriate for their intended usage dealing with modifications to an existing historic courthouse building. The total construction value was \$2 million.

**Newnan Probation Office, U.S. General Services Administration, Newnan, GA:** As Program Manager, responsible for oversight of the GSA IDIQ along with contract administration. The project consisted of renovating the existing courthouse to expand the footprint of the Probation Agency - the disciplines involved were Hazmat, Architectural, Mechanical, Electrical and Life Safety. The total construction value was \$1 million.

**Winston E. Arnow U.S. Courthouse, U.S. General Services Administration, Pensacola, FL:** As Program Manager, responsible for project oversight of this term contract to include full contract administration services. The purpose of the project was to restore, hurricane-proof, and modernize the historic Winston E. Arnow U.S. Courthouse constructed in 1949. The project was composed of four phases. Phase I included the installation of a new roof, demolition of the interior of the building, removal of mold and contamination, and hurricane-proofing the building. Phase II included upgrading and modernizing the HVAC, constructing all interior partitions, and installing new electrical systems throughout the building (fire alarm, life safety, branch and emergency circuitry). Phase III involved completing all aesthetics including painting, wood finishing, installation of crown molding, flooring (carpet and VCT), and restoring the historic elevator. Phase IV included performing sallyport renovations and constructing an addition for U.S. Marshalls services' space including a new secured elevator, holding cells for prisoners, and a secured parking area for judges. The total construction value was \$15.5 million.

## Key Individual and Proposed Team Qualifications

### Christopher McLuckie, CCM, DBIA

Senior Project Manager Support



#### EDUCATION

MS, Construction Management, Virginia Polytechnic Institute and State University, 1992

BS, Finance, University of Maryland, College Park, 1988

#### PROFESSIONAL REGISTRATIONS

Certified Construction Manager (CCM)

OSHA 10-Hour Course Construction Safety & Health

#### PROFESSIONAL ASSOCIATIONS

Member, Construction Management Association of America (CMAA)

Member, Society of American Military Engineers (SAME)

Member, U.S. Green Building Council (USGBC)

#### BACKGROUND

Mr. McLuckie has more than 23 years of experience in construction management including construction of commercial office buildings, high-end renovations, site and civil construction, and high security facilities. His construction background includes serving as a general contractor as well as an owner's representative. He has performed construction management services for a variety of clients including universities, airports, healthcare facilities, K-12 schools, state and local governments, and he has extensive experience on federal government projects. Mr. McLuckie is experienced in all phases of the construction process including cost estimating, CPM scheduling, constructibility review, claims analysis, and on-site construction management. Throughout his career he has taken projects from the early stages of design through project completion and closeout.

#### RELEVANT EXPERIENCE

**Wilmington Convention Center, Wilmington, NC:** As Project Manager, provided project oversight and managed two complete estimates, one at design development and one at 75% construction documents. The project involved a 102,000-square-foot facility with a grand ballroom, an exhibit hall, offices and meeting rooms, as well as a commercial kitchen. The parking deck was a 592-space, pre-cast structure, which adjoins the convention center. The project was awarded LEED Silver certification. As the owner's representative, MBP provided full-time on-site construction management services including pre-construction services. During design, MBP performed cost estimates at various levels of design and assisted the owner by recommending and quantifying cost control options as well as the developing a schedule of add alternates. such as cost estimates at the design development and the construction document stages. As construction progressed, MBP performed full-time on-site construction management which included quality control, managing project documentation, change order cost analysis, CPM schedule review, and dispute resolution services. MBP was selected to provide fundamental commissioning services as the project pursued LEED certification. The total construction value was \$48 million.

**New Broad Street Parking Garage, Virginia Department of General Services, Richmond, VA:** As Senior Cost Estimator, performed quantity take-offs, pricing, and report development. The project involved an above ground 500-car garage with approximately seven elevated floors and no underground parking. The full building site footprint is approximately 31,200 square feet, and one bay of the first floor is retail space, which extends the full length of the building between 8th and 9th Streets. The total construction value was \$7.5 million.

**Alderman Hall, University of North Carolina, Wilmington, NC:** As Project Manager, provided a design development phase cost estimate on the renovation to approximately 3,330 square feet of office space within



## Key Individual and Proposed Team Qualifications

### Christopher McLuckie, CCM, DBIA Senior Project Manager Support

Alderman Hall on the campus of the University of North Carolina Wilmington, on behalf of the architect. The estimate also included allowances for mold and asbestos abatement, the extent of which was unknown. The project consisted of a 3,400-square-foot office renovation to the west wing, first floor, of Alderman Hall on the campus of UNCW. The total construction value was \$2.9 million.

**Durham Police Department Headquarters Complex, Durham, NC:** As Project Manager, worked closely with the design team developing cost models and reviewing cost information provided by the construction manager at risk. Advised the design team of the cost implications of design decisions from the conceptual phase of design through construction documents. The project included the Police Headquarters for District 5, which is an approximately 126,000-square-foot facility and contains the 911 Communications Center, the Forensics Services Unit, Traffic Services, and the K-9 Unit; and a 177,450-square-foot structured parking deck with approximately 445 spaces. The total construction value was \$52 million.

**River Place, Wilmington, North Carolina:** As Project Manager, managed and participated in all aspects of the design phase services including the cost estimates, constructibility reviews, and other coordination issues with the City of Wilmington. The project involves the redevelopment of the Water Street Parking Deck located in the central business district of Wilmington, North Carolina using a public-private partnership (PPP) model. The project will consist of a parking deck, including approximately 409 parking spaces, which will be considered the public portion of the project. The private portion of the project will include 170 residential units along with 25,633 square-feet of commercial space and non-public spaces. The total construction is unknown as construction is ongoing. The total construction cost (private) was \$57 million and the total construction cost (public) was \$26 million.

**Rita Hollings Science Center, Charleston, South Carolina:** As Project Manager, managed and participated in all aspects of the design phase services including the cost estimates, constructibility reviews, and other coordination issues with the College. During the construction phase, managed

and provided support the MBP field staff in all aspects of MBP's services. The project consists of the full renovation of the approximately 100,000-square-foot science and classroom building and addition of a 35,000-square foot auditorium on the densely packed campus on the densely packed campus and the demolition of the adjoining auditorium rebuilt as a 3-story auditorium and office structure. The total construction cost was \$47 million.

**City of Durham Program Management, Durham, NC:** As Project Manager, through a task order contract with the City of Durham, provided construction risk management, cost estimating, and claims analysis consulting on various projects. Projects included public park renovations and new construction, office building renovations, performing arts facilities, and transportation facility construction and renovation to include:

- Durham Station Transportation Center – Provided a peer review and constructibility review of the construction documents on this 10,300-square-foot transportation terminal, which included 18 bus parking bays designed to NCDOT standards.
- Durham City Hall and Annex Renovation – Provided a constructibility review of the construction plans and specifications, as well as a review of the project scope and the field surveys of existing equipment for this 5-phase renovation project which included upgrades to the mechanical and electrical systems, office renovations, and new finishes. As a result of the findings, MBP was retained to perform commissioning services including reviews of the quality assurance plan, owner's project requirements, basis of design, and project plans and specifications for the mechanical system upgrades. MBP also performed periodic site observations, reviewed the TAB report, and witnessed the functional performance testing through project close-out.

## Key Individual and Proposed Team Qualifications

Justin Jacobsen, PMI®  
Assistant Project Manager



### EDUCATION

PBC, Construction Management, Louisiana State University, 2016

MBA, University of Texas at Dallas, 2012

Certificate, Construction Estimating, American Society of Professional Estimators, 2014

Graduate Certificate in Project Management, University of Texas at Dallas, 2011

AS, College of Eastern Utah, 1999

### PROFESSIONAL REGISTRATIONS

Project Management Professional (PMP)

### PROFESSIONAL ASSOCIATIONS

Project Management Institute (PMI)

### BACKGROUND

Mr. Jacobsen has more than 16 years of operational supervision experience with eight years of project management responsibility delivering successively larger projects as part of diverse, multi-functional project teams. Experience includes managing crews of up to 300 tradesmen and laborers in construction of multi-family residential and hospitality projects, management of multiple industrial oil and gas construction sites, and successful startup of a new project division. Special focus placed on project planning, scheduling, project controls, quality management, and lean continuous improvement initiatives. Previous assignment with an international real estate development firm in southern Africa brought experience on a broad range of additional assignments beyond standard project planning, scheduling, and control, including: feasibility studies, land acquisition and development, project finance, pre-construction, cross-cultural construction management, sales, and project closeout/handover responsibilities. As Project Manager on a multi-cultural team, developed the ability to work well with people under a variety of circumstances.

### RELEVANT EXPERIENCE

**River Place, Wilmington, North Carolina:** As On-site Construction Manager, provided construction management services for the oversight of the design-build contractor's construction. The project involves the redevelopment of the Water Street Parking Deck located in the central business district of Wilmington, North Carolina using a public-private partnership (PPP) model. The project will consist of a parking deck, including approximately 409 parking spaces, which will be considered the public portion of the project. The private portion of the project will include 170 residential units along with 25,633 square-feet of commercial space and non-public spaces. The total construction cost (private) was \$57 million and the total construction cost (public) was \$26 million.

**City of Raleigh, Raleigh, North Carolina (Various Sites):** As Lead Consultant, provided dispute documentation analysis of project reporting to aid in development of expert opinions for the City of Raleigh Fire Stations #1, #6, and #11. The fire station projects range from \$1 million to \$5.5 million in construction costs.

**General Electric Healthcare Warehouse, Florence, South Carolina:** As Lead Consultant, provided dispute documentation analysis of project reporting to aid in development of expert opinions for General Electric Healthcare. The construction cost is unknown as construction is ongoing.

**Advanced Career Center High School, Pinehurst, North Carolina:** As Lead Consultant provided dispute documentation analysis of project reporting to aid in development of expert opinions for the high school. The Advanced Career Center is a new, approximately 116,000 square-foot high school in Moore County, North Carolina. The total construction cost was \$25 million.

## Key Individual and Proposed Team Qualifications

Justin Jacobsen, PMP  
Assistant Project Manager

**Hillsborough Lofts, Raleigh, North Carolina:** As Lead Consultant, provided dispute documentation analysis of project reporting to aid in development of expert opinions.

**AXON-OER Capital Improvement & Development Program, Mannford, Oklahoma:** As Program Manager, conducted feasibility, environmental, and technical studies in order to devise and recommend a capital improvement program; planned and scheduled capital improvement projects in conjunction with ongoing operations; procured major components and service subcontracts; monitored and controlled project progress against schedule and budget; and measured project impact on production and adjusted the program plan in accordance with findings. Projects under this contract included:

- Weaver Processing Facility Refit, \$12,000
- Fowler Processing Facility Refit, \$18,000
- Briggs Processing Facility Rebuild, \$23,000
- Stokes Processing Facility Rebuild, \$25,000
- Miller Processing Facility New Construction, \$55,000
- Miller 1A Production Facility New Construction, \$286,000

**LouieVille Ibx Hill Development, Lusaka, Zambia:** As Project Manager, acquired all regulatory permissions prior to project launch; planned project and assembled project manual; built and maintained the master schedule; provided estimates for the project; assembled bill of quantities, bill of materials, and schedule of values; executed and administered all subcontracts; conducted project control activities according to project plan, master schedule, and schedule of values; conducted procurement management for all major materials and components; inspected the project for alignment with schedule and quality plan. As Business Unit Director, established a new business unit including all registration, banking, initial infrastructure, and staffing. Served as the primary executive for the business unit in all aspects of general management, accounting, human resources, interactions with regulatory agencies and other stakeholders, legal, and all other areas

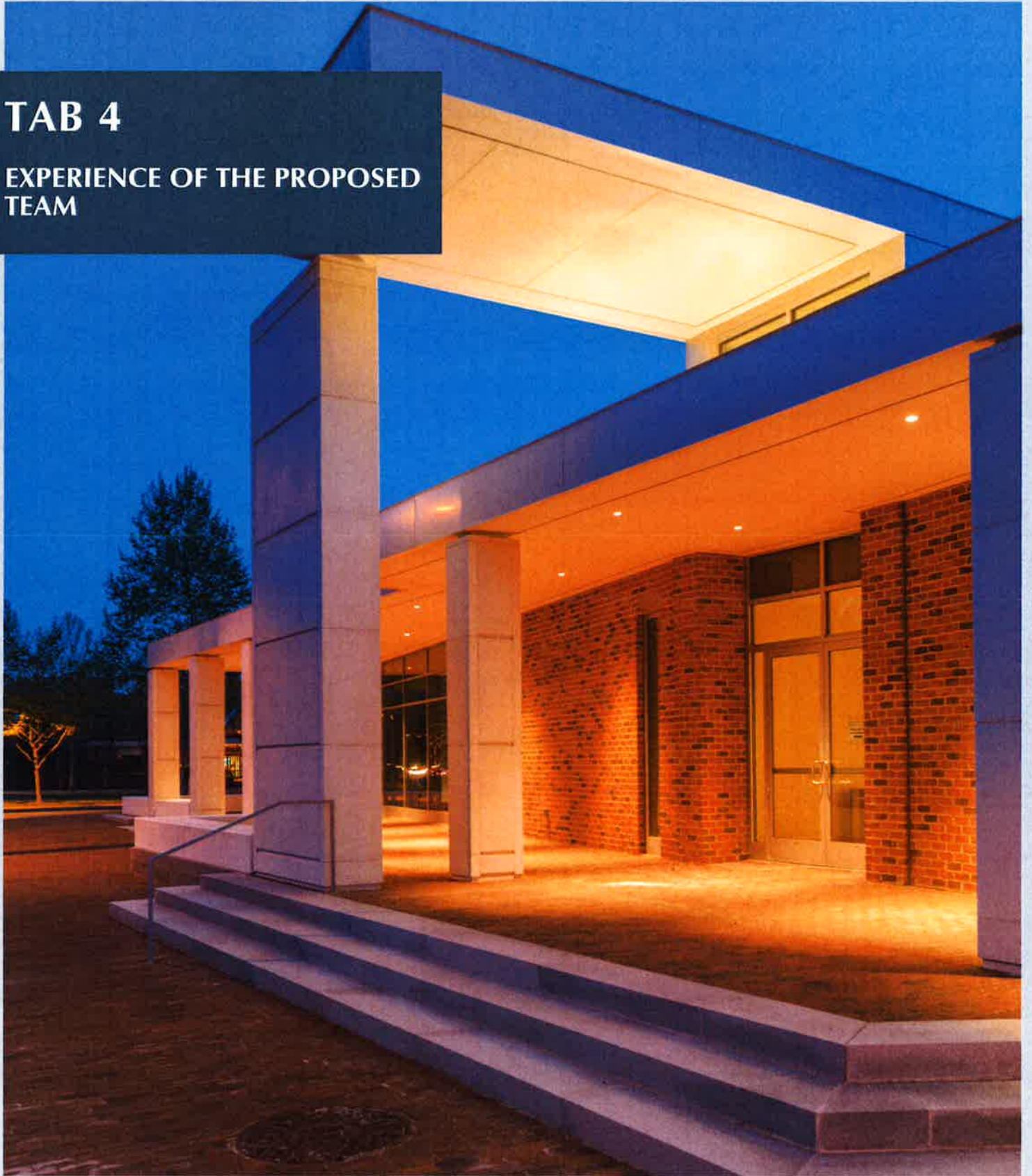
of administration. In addition, provided business development leads for new projects, land acquisition, feasibility studies, and preconstruction services. The project included a 52-unit executive apartment and townhome complex with reinforced concrete frame construction and concrete masonry units (CMU) walls. In addition, the estate common infrastructure included the guardhouse, clubhouse, and pool. The total construction value was \$3.7 million.

**LouieVille, Pula Heights, Gaborone, Botswana:** As Operations Director, designed, implemented, and maintained systems for equipment management and maintenance; designed, implemented, and maintained systems for material procurement, storage, and issuance; designed, implemented, and maintained systems for construction quality control/quality assurance; hired and trained incoming superintendents, foremen, and trainees; and measured, modified, and maintained operational policies and procedures. As Assistant Project Manager, assisted in the acquisition of all regulatory permissions, planned the project and assembled the project manual in conjunction with project manager, built and maintained the master schedule under direction of project manager, administered subcontracts within assigned scope, and conducted procurement management for all major materials and components. In addition, conducted project control activities according to project plan, master schedule, and schedule of values; inspected project for alignment with schedule and quality plan; and estimated portions of the project and assembled bill of quantities, bill of materials, and schedule of values for assigned scope. The project involved the construction of a 48-unit executive apartment complex with reinforced concrete frame construction and concrete masonry units (CMU) walls. In addition, the estate common infrastructure included the guardhouse, clubhouse, and pool. The total construction value was \$2.8 million.



# TAB 4

## EXPERIENCE OF THE PROPOSED TEAM



*Stryker Center  
City of Williamsburg*

**MBP**



## Relevant Project Experience and References

### Wilmington Convention Center and Parking Deck Wilmington, North Carolina



#### REFERENCE

Mike Naklicki  
City of Wilmington  
910-341-5870

#### TOTAL CONSTRUCTION COST

\$48 million

#### DURATION OF THE PROJECT

8/2005-7/2007

#### PROJECT TEAM

Chris McLukie - PM

#### PROJECT LOCATION

515 Nutt Street  
Wilmington, NC 28401

#### SCOPE OF SERVICES

As the owner's representative, MBP provided full-time on-site construction management services including pre-construction services. During design, MBP performed cost estimates at various levels of design and assisted the owner by recommending and quantifying cost control options as well as the developing a schedule of add alternates. such as cost estimates at the design development and the construction document stages. As construction progressed, MBP performed full-time on-site construction management which included quality control, managing project documentation, change order cost analysis, CPM schedule review, and dispute resolution services. MBP was selected to provide fundamental commissioning services as the project pursued LEED certification.

#### PROJECT DESCRIPTION

The project was a 102,000-square-foot facility with a grand ballroom, an exhibit hall, offices and meeting rooms, as well as a commercial kitchen. The parking deck was a 592-space, pre-cast structure, which adjoins the convention center. The site was a brownfield which was topped with approximately four feet of clean soil prior to construction. The site's location, directly adjacent to the Cape Fear River, made sediment and erosion control a major concern. The asphalt drive to access the convention center ran along a river inlet and ends at what will be the future hotel entrance. Significant street disturbance for utility installation occurred adjacent to the convention center on Nutt Street. The project included all typical utility installation pricing from the street to within the building footprint as well as several large concrete storm water filter structures which were installed underground due to the site's proximity to the river. The interior finishes vary from eloquent at the formal ballroom to more durable at the exhibit hall with extensive woodwork as well as decorative fabric installations in the pre-function areas. The project achieved LEED Silver certification.

## Relevant Project Experience and References

### City of Durham Durham, North Carolina



#### REFERENCE

Jina Probst  
City of Durham  
919-560-4197

#### TOTAL CONSTRUCTION COST

\$48 million

#### DURATION OF THE PROJECT

02/2011 - 09/2011

#### PROJECT TEAM

Chris McLukie - PM

#### PROJECT LOCATION

101 City Hall Plaza  
Durham, NC 27701

#### SCOPE OF SERVICES

MBP provided a variety of services under a task-order contract including retro-commissioning, cost confidence reviews, constructibility reviews, peer reviews, ADA compliance reviews, risk assessment, project closeout support, and litigation support.

#### PROJECT DESCRIPTION

Projects included public park renovations and new construction, office building renovations, performing arts facilities, and transportation facility construction and renovation to include:

- Durham City Hall Council Chambers HVAC – Provided quality assurance and retro-commissioning support on the mechanical retrofit, which was providing inadequate cooling to serve the council chambers space. MBP was retained to monitor redesign and modifications to the ductwork, VAV boxes, and DDC system and perform commissioning services once the modifications were complete.
- Durham Station Transportation Center – Provided a peer review and constructibility review of the construction documents on this 10,300-square-foot transportation terminal, which included 18 bus parking bays designed to NCDOT standards.
- Durham Police Headquarters – Provided peer review and constructibility review of the design development plans and specifications on the renovation project, which included mechanical system upgrades, ADA upgrades, life safety improvements, and new finishes.
- Durham City Hall and Annex Renovation – Provided a constructibility review of the construction plans and specifications, as well as a review of the project scope and the field surveys of existing equipment for this 5-phase renovation project which included upgrades to the mechanical and electrical systems, office renovations, and new finishes. As a result of the findings, MBP was retained to perform commissioning services including reviews of the quality assurance plan, owner's project requirements, basis of design, and project plans and specifications for the mechanical system upgrades. MBP also performed periodic site observations, reviewed the TAB report, and witnessed the functional performance testing through project close-out.
- Durham Area Transit Authority (DATA) – Provided project close-out and litigation support on the construction of this 13-acre, 5-building complex, which housed three administrative office buildings and two bus repair facilities. The complex had significant mechanical issues which were never resolved as well as a list of architectural deficiencies that the contractor had failed to adequately address.

## Relevant Project Experience and References

### River Place Wilmington, North Carolina



#### REFERENCE

Mike Naklicki  
City of Wilmington  
910-341-5870

#### TOTAL CONSTRUCTION COST

\$26 million (public)  
\$57 million (private)

#### DURATION OF THE PROJECT

01/2017-Present

#### PROJECT TEAM

Chris McLukie - PM  
Justin Jacobsen - Lead Consultant

#### PROJECT LOCATION

200 N. Water Street  
Wilmington, NC 28401

#### SCOPE OF WORK

MBP provided construction management and owner representation services during design development, scope coordination between the project participants, and assisted in negotiation of the final GMP contract. MBP was involved in project scope definition, design reviews, constructibility reviews, budget development and tracking, and adjacent project coordination during the preconstruction phase. MBP anticipates being retained for on-site construction management services for the demolition and construction phases.

#### PROJECT DESCRIPTION

The project involves the redevelopment of the Water Street Parking Deck located in the central business district of Wilmington, North Carolina using a public-private partnership (PPP) model. The PPP model requires extensive coordination between the private developer, the developer's design and construction team, and the various agencies of the city. The project will consist of a parking deck, including approximately 409 parking spaces, which will be considered the public portion of the project. The private portion of the project will include 170 residential units along with 25,633 square -feet of commercial space and non-public spaces. In addition, project execution requires coordination and management of adjacent capital improvement projects undertaken by the city on all four sides of the property in conjunction with the redevelopment.



## Relevant Project Experience and References

### City of Raleigh Raleigh, North Carolina

#### REFERENCE

Stephanie Seeber  
City of Raleigh  
919-996-5579

#### TOTAL CONSTRUCTION COST

Information not available

#### DURATION OF THE PROJECT

Ongoing

#### PROJECT TEAM

Chris McLukie - PM  
Justin Jacobsen

#### PROJECT LOCATION

Various locations

#### SCOPE OF SERVICES

MBP was contracted to provide a variety of services under a cost estimating task-order contract.

#### PROJECT DESCRIPTION

Projects included cost estimating for fire station design, renovation, and relocation, and performing arts facilities to include:

- Fire Station #11 – Performed cost estimating at the pre-schematic design level for an addition and total renovation of the fire station. MBP also provided a parametric cost estimate if the City elected to raze the structure and rebuild a similar structure on approximately the same footprint. The project included a total renovation of approximately 4,670 square-feet and an addition of approximately 2,200 square-feet. This included renovation of the living quarters, relocation and enlargement of the truck bay from the center of the building to the west end, and renovation of the existing truck bay into community living space. The project also included exterior waterproofing upgrades and sitework.
- Fire Station #14 – Performed a cost confidence review of the designer's cost estimate at the schematic design level. MBP also reviewed multiple design schemes and provided feedback on potential cost reduction strategies for each. Subsequently, MBP performed a cost confidence review of the designer's 100% construction document cost estimate. The project included the new construction of an approximately 17,825 square-foot fire station with sitework.
- Pullen Arts Center – Performed cost estimating at the design development phase. The project included an addition and full renovation which increased the size of the studio, the multi-purpose area, and the gallery which increased the total square-footage by approximately 6,800 square-feet. The project also included the creation of a new pedestrian arts plaza and significant site improvements.

## Relevant Project Experience and References

### Various Locations, Japan

#### REFERENCE

Maria Garcia  
NAVFAC Far East  
maria.d.garcia@fe.navy.mil

#### TOTAL CONSTRUCTION COST

\$91 million

#### DURATION OF THE PROJECT

8/2013 - 8/2016

#### PROJECT TEAM

Frank Ward - PM

#### PROJECT LOCATION

Various location in Japan

#### SCOPE OF SERVICES

MBP provided construction management and surveillance services for this project which provided for the cleaning, inspection and repair of fuel storage facilities, pipelines and related facilities for the Defense Logistics Agency. Services included construction cost estimating, construction progress photography, record drawing services, safety meetings, constructibility reviews, CPM network analysis, submittal reviews, and quality assurance. Services also included monitoring the compliance of environmental protection requirements; monitoring measurements and assurance surveying; monitoring materials testing; and witnessing testing of waste, gas, water, electrical, HVAC, fire protection, elevator, boiler, and energy monitoring control systems. MBP utilized the NAVFAC construction management system, where specified, for all data and documents including daily reports, RFIs, and submittals. The primary responsibility of our team was to furnish NAVFAC or their designated government representative with documentation indicating whether the construction surveillance conforms to the construction contract requirements.

#### PROJECT DESCRIPTION

The contract encompassed projects of various types and magnitude to include petroleum, oil and lubricants systems and supporting facilities, office and shop buildings, utility installation, wharf repairs, and industrial facilities.

## Relevant Project Experience and References

### Fort Benning Program Management Fort Benning, Georgia



#### REFERENCE

George Condoyiannis  
U.S. Army Corps of Engineers - Mobile  
District  
george.p.condoyiannis@usace.army.mil

#### TOTAL CONSTRUCTION COST

\$2.8 billion

#### DURATION OF THE PROJECT

02/2010 - 12/2013

#### PROJECT TEAM

Frank Ward - PM

#### PROJECT LOCATION

Various Locations

#### SCOPE OF SERVICES

MBP provided a multi-discipline team which provided project and program management services in support of the US Army Corps of Engineers (USACE) Base Realignment and Closure Program at Fort Benning, GA. Contract management support was provided to review contract documents and prepare technical correspondence to contractors to improve USACE's ability to handle construction contractor claims. MBP provided construction management support including design reviews, construction submittal reviews, proactive problem solving, construction observation to identify any major problems, review of contractor's quality management and control procedures, construction schedule analysis, review of contractor's progress payment requests, evaluation of contractor requests for information (RFIs), cost estimates, preparation of modification documents, and change order negotiation. MBP worked in concert with various contractors at Fort Benning including: Brasfield & Gorrie, Caddell, Carothers, Clark, BL Harbert, Hensel Phelps, Mortenson, Tetra-Tech, Walbridge, and Whiting-Turner.

#### PROJECT DESCRIPTION

Fort Benning was transformed from the "Home of the Infantry" to the "Maneuver Center of Excellence" by moving the Armor School from Fort Knox, Kentucky to Fort Benning. MBP provided services on 9 facilities containing 26 barracks for 3,565 soldiers, encompassing 500,000 square feet. There are 12 dining halls totaling 390,000 square feet with the ability to accommodate 16,900 soldiers.

Projects throughout the Fort Benning military community included:

- Access Road, US Highway 27/280 Bridge Overpass, and Weems Road Bridge, \$15 million
- Dixie Road, Marne Road Bridge, and Lindsey Creek Interchange, \$37 million
- Utility Infrastructure Phase 1 including roads, bridges, and utilities, \$74 million
- Training Barracks Complexes throughout Fort Benning, \$396 million
- Warrior Transition Complex, \$37 million
- Armor Headquarters Building Complex, \$74 million
- General Instruction Building, \$15 million
- Soldier Community Center, \$7 million
- Army Reserve Center, \$21 million
- Child Development Center (for children ages 6-10), \$6 million
- McGraw Manor Child Development Center, \$4 million
- Dexter Elementary School Gym, \$2 million
- Martin Army Community Hospital Replacement, \$350 million
- Unit Maintenance Activity Facilities and Vehicle Maintenance Instruction Facility, \$121 million
- Maneuver Center Simulation Training Facility, \$49 million
- Maneuver Center Reception Station Phase 1, \$48 million
- Maneuver Center Headquarters Expansion, \$26 million

## Nancy Avery

---

**From:** Sarah Collins <scollins@NCLM.ORG>  
**Sent:** Thursday, July 6, 2017 9:55 AM  
**To:** City and County Managers  
**Subject:** RE: [ccmanagers] FW: [clerks] Adopted Brunch Bill Related Ordinance

Representatives from N.C. League of Municipalities, N.C. Association of County Commissioners, N.C. Retail Merchants Association, and N.C. Restaurant and Lodging Association will be meeting soon to discuss this topic in more detail, but in the meantime Frank Gray (Legal Counsel to the NCRLA) has drafted template ordinances.

[Here is a link](http://bit.ly/2sPWuL3) to the **municipal version** of the template that NCLM has edited based on what we have seen from a few jurisdictions (<http://bit.ly/2sPWuL3>).

I hope this is helpful!

Best,  
Sarah

Sarah W. Collins  
Legislative and Regulatory Counsel  
NC League of Municipalities  
150 Fayetteville St., Ste. 300  
Raleigh, NC 27601  
O: 919.715.2919 | M: 919.368.1269  
scollins@nclm.org

Resolution + Ordinance  
change in packet came  
from the League

Nancy Avery  
Town Clerk  
7/11/17

-----Original Message-----

From: Renee Ipock [<mailto:Reneel@vanceboronc.com>]  
Sent: Wednesday, July 05, 2017 2:37 PM  
To: City and County Managers <ccmanagers@listserv.unc.edu>  
Subject: [ccmanagers] FW: [clerks] Adopted Brunch Bill Related Ordinance

-----Original Message-----

From: Catherine Dorando [<mailto:CDorando@townofcarrboro.org>]  
Sent: Wednesday, July 5, 2017 9:58 AM  
To: City and County Clerks  
Subject: [clerks] Adopted Brunch Bill Related Ordinance

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You currently are subscribed to clerks. To unsubscribe send email to [listserv@unc.edu](mailto:listserv@unc.edu) with the Subject Line: unsubscribe clerks.

Other inquiries on list issues can be sent to [listmgr@sog.unc.edu](mailto:listmgr@sog.unc.edu).





KURE BEACH TOWN COUNCIL  
TOWN OF KURE BEACH, NC

**R**ESOLUTION R17-14

**A RESOLUTION TO ALLOW SALE OF ALCOHOLIC BEVERAGES  
BEFORE NOON ON SUNDAYS AT LICENSED PREMISES**

**WHEREAS**, on June 29, 2017, the North Carolina General Assembly enacted Senate Bill 155, titled “An Act to Make Various Changes to the Alcoholic Beverage Control Commission Laws”; and

**WHEREAS**, Section 4 of Ratified Senate Bill 155 authorizes city and county governments to adopt an ordinance to allow alcohol sales beginning at 10 a.m. on Sundays; and

**WHEREAS**, Ratified Senate Bill 155 was signed into law by Governor Roy Cooper on the 30th day of June, 2017 and became effective on that date (Session Law 2017, Chapter 87); and

**WHEREAS**, by enacting Senate Bill 155, North Carolina joins 47 other states in allowing alcohol service before noon on Sunday; and

**WHEREAS**, Sunday morning alcohol service will allow the hospitality community and retail merchants in our community to meet the needs of their customers; and

**WHEREAS**, Sunday morning alcohol service will benefit our small business community, bring people into business districts earlier in the day, and generate increased tax revenues; and

**WHEREAS**, our community has a diverse and growing population with different religious beliefs, each of which has various times and multiple days for worship;

**NOW, THEREFORE BE IT RESOLVED** by the Kure Beach Town Council that:

Section 1. Pursuant to the authority granted by S.L. 2017-87, any establishment located in the corporate limits of the Town of Kure Beach and holding an ABC permit issued pursuant to G.S. 18B - 1001 is permitted to sell beverages allowed by its permit beginning at 10 a.m. on Sundays.

Section 2. All laws and clauses of law in conflict herewith are repealed to the extent of any such conflict.

Section 3. Chapter 3 (Alcoholic Beverages) of the Kure Beach Code of Ordinances is hereby amended to add a new section 3-4 (Regulating hours of Certain Alcohol Sales within the Town Limits) to read: “The sale of malt beverages, unfortified wine, fortified wine and mixed beverages shall be allowed within the Town limits at any premises having a valid and current premises’ permit issued under NCGS 18B-1001 on Sundays beginning at 10:00 a.m.” This ordinance amendment is effective on the 18th day of July 2017.

Adopted by the Kure Beach Town Council this 18<sup>th</sup> day of July, 2017.

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Emilie Swearingen, Mayor

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Attest: Nancy Avery, Town Clerk

That the Code of the Town of Kure Beach, North Carolina, is hereby amended by adding a new section to Chapter 3, Alcoholic Beverages, to read as follows:

**Section 3-4 Regulating hours of certain alcohol sales within the town limits**

The sale of malt beverages, unfortified wine, fortified wine and mixed beverages shall be allowed within the Town limits at any premises having a valid and current premises' permit issued under NCGS 18B-1001 on Sundays beginning at 10:00 a.m.

This ordinance amendment is effective on the 18th day of July 2017.

---

Emilie Swearingen, Mayor

---

Nancy Avery, Town Clerk

AMENDED CODE WILL READ

**Chapter 3 - ALCOHOLIC BEVERAGES**

**Sec. 3-1. - Drinking malt beverages and unfortified wine on public streets.**

(a)

It shall be unlawful for any person to consume or drink any malt beverages, liquor or unfortified wine on the public streets in Kure Beach by persons who are not occupants of motor vehicles and on property owned, occupied or controlled by the Town of Kure Beach; excepting, therefore, the Kure Beach Community Center which will operate under the general policy provisions for the rental of the Kure Beach Community Center adopted by the Kure Beach Town Council, and a copy of the policy will be on hand for review in the front office of town hall.

(b)

It shall be unlawful for any person to possess an open container of malt beverage and unfortified wine on the public streets in Kure Beach by persons who are not occupants of motor vehicles and on property owned, occupied or controlled by Kure Beach.

(c)

It shall be unlawful for any person to possess malt beverages and unfortified wine on public streets, alleys or parking lots which are temporarily closed to regular traffic for special events unless specifically authorized by the town council of the Town of Kure Beach and the North Carolina State Board of Alcohol Control Regulations when applicable.

For the purposes of this subsection, an open container means a container whose seal has been broken or a container other than the manufacturer's unopened original container. As provided by G.S. § 18B-102(a), possession or consumption of alcoholic beverages is unlawful except as authorized by the ABC Law. Any person who shall violate this section shall be punished as provided in G.S. § 18B-300.

- (d) Penalty. Any person who shall violate these sections in chapter 3 of this Code shall be subject to a civil citation in the amount of fifty dollars (\$50.00) for the first offense as authorized under section 1-15 of the Code and for a second offense shall be punished as provided in G.S. § 18B-302.1.

### **Sec. 3-2. - Requirements for taverns and bars.**

- (a) Definition. Bar or tavern licensed by the Alcoholic Beverage Control Board of North Carolina shall mean any place primarily engaged in the sale of malt beverages as provided in G.S. § 18B-1000(7).
- (b) All bars and taverns shall provide bathroom facilities as required by the North Carolina State Building Code, Volume I.
- (c) All bars and taverns during the hours of operation shall keep the windows and doors closed. Air cooling and ventilation shall be from mechanical means only and shall comply with the standards contained in Table 1500, Ventilation Design Criteria of the North Carolina State Building Code, Volume III, for restaurants.
- (d) All bars and taverns shall have a person managing the business on the premises during the hours of operation at all times. The name of such person shall be conspicuously displayed at the entrance of the business premises.
- (e) All bars and taverns shall provide off street parking spaces as required by the Code.
- (f) No open air bars and taverns or bars and taverns on rooftops shall be allowed, or public access permitted to any open air decks or rooftops from any bar and/or tavern.
- (g) Civil penalty. Any operator of any bar or tavern who violates any of the provisions of this section shall be subject to a civil penalty of fifty dollars (\$50.00) per each day of continuing noncompliance.
- (h) Injunctive relief. Whenever the town council has reasonable cause to believe that any person is violating or threatening to violate any section of the Code of the town, the town may either before or after the institution of any other action or proceeding authorized by this Code, institute a civil action in the name of the town for injunctive relief to restrain the violation or threatened violation. The action shall be brought in the appropriate

division of the General Court of Justice in New Hanover County. The institution of an action for injunctive relief under this subsection shall not relieve any party to such proceeding from any civil or criminal penalty proscribed for violations to this Code.

**Sec. 3-3. - Dancing in places where beer is sold.**

(a)

It shall be unlawful for any person licensed to sell beer who operates or maintains a public place where beer is sold or dispensed to allow dancing of any kind in such room or bar where such beer is sold or dispensed or to allow dancing in any room or dance hall connected with, adjacent to or adjoining such room or bar where beer is sold or otherwise dispensed.

(b)

This section shall not apply to any person who conducts and operates an established dining room, restaurant or cafe which has been approved and rated by the board of health, if the operator of such established dining room, restaurant or cafe is chiefly engaged in the business of selling and serving prepared food to the public.

**Section 3-4 Regulating hours of certain alcohol sales within the town limits.**

The sale of malt beverages, unfortified wine, fortified wine and mixed beverages shall be allowed within the Town limits at any premises having a valid and current premises' permit issued under NCGS 18B-1001 on Sundays beginning at 10:00 a.m.

**WILMINGTON URBAN AREA METROPOLITAN PLANNING ORGANIZATION  
BOARD**

**RESOLUTION SUPPORTING THE SUBMISSION OF HIGHWAY PROJECTS FOR  
CONSIDERATION BY NCDOT IN PRIORITIZATION 5.0**

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization provides transportation planning services for the City of Wilmington, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach, Town of Belville, Town of Leland, Town of Navassa, New Hanover County, Brunswick County, Pender County, Cape Fear Public Transportation Authority and the North Carolina Board of Transportation; and

**WHEREAS**, the Strategic Transportation Investment Bill (HB 817), was signed into law on June 26, 2013; and

**WHEREAS**, the North Carolina Department of Transportation Strategic Prioritization Office of Transportation is updating the Prioritization Process and has created Prioritization 5.0; and

**WHEREAS**, the Strategic Prioritization Office of Transportation's prioritization process will evaluate projects based on a quantitative and qualitative analysis and developed a selection process that is transparent and data driven; and

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization can submit up to 19 new highway projects through Prioritization 5.0; and

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization has developed a list of highway projects to submit to the North Carolina Department of Transportation for Prioritization 5.0 evaluation as follows:

- R-4 Castle Hayne Road Widening (US74/MLK Jr. Parkway to Holly Shelter Road) – *3 lane cross-section*
- R-4 Castle Hayne Road Widening (US74/MLK Jr. Parkway to Holly Shelter Road) – *4 lane cross-section*
- R-33 Kerr Avenue Widening (Patrick Avenue to Wrightsville Avenue)
- R-34 Old Fayetteville Road Widening (Village Road to US74/76/Andrew Jackson Highway)
- R-35 N 23<sup>rd</sup> Street Widening (NC133/Castle Hayne Road to US74/MLK Jr. Parkway)
- R-36 NC210 and Island Creek Road Intersection Improvements
- R-36 NC210 Improvements (NC210/Island Creek Road to US17)
- R-39 Country Club/Doral Drive and Sloop Point Loop Road
- R-40 Kerr Avenue Extension (Wrightsville Avenue to US76/Oleander Drive)
- R-43 Front Street and Carolina Beach Road Intersection
- R-44 Old Fayetteville Road Interchange
- R-50 Burnett Boulevard and Myers Street Intersection
- R-52 US17 to NC133 Connection (US17 to NC133)
- R-53 NC133 River Road Widening (US17/74/76 to Westport Drive)

- R-53 NC133 River Road Widening (Westport Drive to Rabon Way SE)
- R-55 Magnolia Drive Extension (Mount Misery Road to Old Mill Road)
- R-57 River Road Widening (Independence Boulevard to US421/Carolina Beach Road)
- R-58 Cape Fear River Crossing (US17/Andrew Jackson Highway to US421/Carolina Beach Road- *New Location*)
- R-58 Cape Fear River Crossing (US17/Andrew Jackson Highway to US421/Carolina Beach Road – *Upgrade Existing*)

**WHEREAS**, NCDOT Division 3 can submit up to 14 new highway projects for Prioritization 5.0; and

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization desires for the North Carolina Department of Transportation’s Division 3 to consider submitting highway projects for Prioritization 5.0 evaluation as follows:

- R-6 Gordon Road Widening (NC 132 interchange to US17BUS/Market Street)
- R-46 Greenville Avenue and Oleander Drive Intersection

**NOW THEREFORE**, be it resolved that the Board of the Wilmington Urban Area Metropolitan Planning Organization hereby endorses the submission of Highway projects for consideration by NCDOT in Prioritization 5.0.

**NOW THEREFORE ALSO**, be it resolved that the Board of the Wilmington Urban Area Metropolitan Planning Organization hereby requests that the North Carolina Department of Transportation Division 3 consider submission of the Wilmington Urban Area MPO’s additional highway projects for consideration by NCDOT in Prioritization 5.0.

**ADOPTED** at a regular meeting of the Wilmington Urban Area Metropolitan Planning Organization’s Board on June 28, 2017.

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Gary Doetsch, Chair

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Mike Kozlosky, Secretary