



**GUILFORD COUNTY CONTRACT NO. 90004103**  
**Parent Contract No.**

**THIS CONTRACT is hereby made, entered into, and effective as of May 1, 2022, by and between GUILFORD COUNTY, a body politic and corporate of the State of North Carolina, hereinafter referred to as the "COUNTY," and WGI, Inc. hereinafter referred to as the "CONTRACTOR," and also collectively referred to as the "Parties."**

**W I T N E S S E T H:**

**WHEREAS, for the purpose and subject to the terms and conditions hereinafter set forth, the COUNTY hereby contracts for the items, goods, service or services of the CONTRACTOR and the CONTRACTOR agrees to provide the items, goods, service or services to the COUNTY in accordance with the terms of this Agreement.**

**WHEREAS, the COUNTY is in need of Professional Engineering and Architectural Services for the Parking Deck repairs at the Governmental Plaza and Parking Decks located at 301 W. Market St., Greensboro, N.C.; and,**

**WHEREAS, the CONTRACTOR has submitted a proposal to provide such goods and/or services.**

**NOW, THEREFORE, in consideration of promises mutually exchanged the Parties agree as follows:**

**1. GOODS AND/OR SERVICES.** CONTRACTOR will provide the goods and/or services as set forth in the Proposal (Attachment A), attached hereto and incorporated herein by reference. All items and/or services shall be provided in a competent, workmanlike and professional manner acceptable to the COUNTY. Should there be any discrepancy between the CONTRACTOR's Proposal (Attachment A) and this Contract, the Contract shall prevail and control.

**2. PAYMENT AND PRICING.** As full compensation for the CONTRACTOR'S delivery of the goods and/or services, the COUNTY agrees to pay the amounts for the goods and/or services as set out herein and in Attachment A, which is attached hereto and incorporated herein by reference. Payment will be made by the COUNTY to CONTRACTOR within thirty (30) days of receipt of a correct invoice and proper documentation that the goods and/or services have been delivered or provided in accordance with this Contract.

**3. MAXIMUM EXPOSURE CONTRACT.** The maximum financial exposure to the COUNTY under this Contract will not exceed \$561,000.00. Payment will be made only from budgeted funds in accordance with N.C. Gen. Stat. §159.

**4. APPROPRIATION.** This Contract is subject to annual appropriation of funds by the GUILFORD COUNTY Board of Commissioners or other funding source, pursuant to N.C.G.S. Chapter §153A-13.

**5. TERM.** Unless terminated as provided herein, this Contract shall be in effect for one (1) year, beginning May 1, 2022, and ending April 30, 2023.

**6. AMENDMENTS.** The terms of this Agreement may only be modified or revised with a written Contract executed by both Parties.

**7. TERMINATION.**

**TERMINATION WITHOUT CAUSE.**

COUNTY may terminate this Agreement for any reason without cause and without penalty upon (30) Thirty Days written notice to CONTRACTOR. All goods and/or services provided and accepted as of the date of termination will be paid for; similarly, amounts paid in advance, if any, for which goods and/or services have not been provided and accepted by the COUNTY will be promptly refunded to the COUNTY by the CONTRACTOR within thirty (30) days of date of termination of this Contract.

**TERMINATION FOR CAUSE.**

If, through any cause, the CONTRACTOR shall fail to fulfill its obligations under this contract in a timely and proper manner, the COUNTY shall have the right to terminate this Contract by giving written notice to the CONTRACTOR and specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by the CONTRACTOR under this contract shall, at the option of the COUNTY, become its property and the CONTRACTOR shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made. Notwithstanding the foregoing provision, the CONTRACTOR shall not be relieved of liability to the COUNTY for damages sustained by the COUNTY by virtue of the CONTRACTOR'S breach of this Agreement, and the COUNTY may withhold any payment due the CONTRACTOR for the purpose of setoff until such time as the exact amount of damages due the COUNTY from such breach can be determined. In case of default by the CONTRACTOR, without limiting any other remedies for breach available to it, the COUNTY may procure the contracts services from other sources and hold the CONTRACTOR responsible for any excess cost occasioned thereby. The filing of a petition for bankruptcy by the CONTRACTOR shall be an act of default under this Contract.

**8. BREACH.** If, through any cause, CONTRACTOR or COUNTY ("the breaching party") shall fail to fulfill its obligations under this Contract in a timely and/or proper manner ("breach"), either in whole or in part, and such breach has continued for a period of more than ten (10) days after the other party ("the non-breaching party") has notified the breaching party of such breach, in addition to the right to terminate the Contract upon notice to the breaching party, the non-breaching party shall have all legal, equitable, and administrative rights available under applicable law. Without limiting other remedies, where COUNTY is the non-breaching party COUNTY may: Withhold any payment due CONTRACTOR for the purpose of setoff until such time as the exact amount of damages due COUNTY from such breach can be reasonably determined (at which time that amount shall be deducted from any payment(s) otherwise due to CONTRACTOR) and/or procure the contracted for services or goods from other sources and hold CONTRACTOR responsible for any excess cost occasioned thereby. The filing of a petition for bankruptcy by CONTRACTOR shall constitute an act of breach under this Contract.

**9. EQUAL EMPLOYMENT OPPORTUNITIES - AFFIRMATIVE ACTION.** GUILFORD COUNTY and the awarded Vendor shall comply with Equal Employment Opportunities (EEO) requirements, and to take affirmative action to ensure that all individuals have an equal opportunity for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, genetic information, or veteran status under the Guilford County EEO Plan, as amended, implemented pursuant to 41 CFR Part 60-2.10(a)(3), 41 CFR §60-741.44(a) and 41 CFR §60-300.44(a), and in accordance with the following laws, as amended: Title VII and Title IX of the Civil Rights Act of 1964; The Equal Pay Act of

1963; Executive Order 11246; the Age Discrimination in Employment Act of 1967; the Rehabilitation Act of 1973, as amended (Section 503); the Americans with Disabilities Act of 1990; the Vietnam Era Veterans' Readjustment Assistance Act of 1974 (VEVRAA); the Civil Rights Restoration Act of 1988; NC General Statutes Chapters 116 and 126 and Title II of the Genetic Information Nondiscrimination Act of 2008, the North Carolina Equal Employment Opportunity Policy effective June 1, 2015, along with all other applicable federal and state laws governing equal employment opportunities.

**10. FEDERAL FUNDING – UNIFORM GUIDANCE.** The Parties agree that when utilizing federal funding in the performance of this Agreement, the Parties shall comply with all applicable provisions of 2 C.F.R. §200.326 and 2 C.F.R. Part 200, Appendix II, (Uniform Guidance), including, but not limited to: The Equal Employment Opportunity Clause (41 C.F.R. Part 60); Davis-Bacon Act (40 U.S.C. 3141-3148); Copeland "Anti-Kickback" Act (40 U.S.C. §3145, as supplemented by Department of Labor (DOL) regulations, 29 C.F.R. Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"); Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708, as supplemented by DOL regulations at 29 C.F.R., Part 5. See 2 C.F.R. Part 200, Appendix II(E); Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387); Debarment and Suspension (Executive Orders 12549(1986) and 12689(1989) at 2 C.F.R. Part 180 and the DHS' regulations at 2 C.F.R. Part 3000 (Nonprocurement Debarment and Suspension); Byrd Anti-Lobbying Amendment (31 U.S.C. 1352); Procurement of Recovered Materials (2 C.F.R. Part 200, Appendix II(J) and §200.322); Rights To Inventions by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements (37 C.F.R. Part 401); Record Retention Requirements (2 C.F.R. §200-324); and subsequent amendments, which are incorporated herein by reference.

**11. NOTICES.** All notices pursuant to this Agreement shall be in writing and delivered personally or mailed by certified mail, registered mail, postage prepaid, with return receipt requested, at the addresses appearing below, but each Party may change such address by written notice in accordance with this paragraph. Notices delivered personally will be deemed communicated as of actual receipt. Mailed notices will be deemed communicated as of three (3) days after mailing.

Michael Halford, Guilford County Manager  
GUILFORD COUNTY  
P.O. Box 3427 (zip code 27402)  
301 West Market Street  
Greensboro, NC 27401

**WGI, Inc.**  
14045 Ballantyne Corporate Place, Suite 380  
Charlotte, NC 28277

**12. INDEPENDENT CONTRACTOR/INDEMNIFICATION** CONTRACTOR shall operate as an independent contractor for all purposes. Nothing in this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between the COUNTY and either the CONTRACTOR or any employee or agent of CONTRACTOR. CONTRACTOR is an independent contractor and not an employee, agent, joint venture or partner of the COUNTY. The Parties agree to each be solely responsible for their own acts or omissions in the performance of each of their individual duties hereunder, and shall be financially and legally responsible for all liabilities, costs, damages, expenses and attorney fees resulting from, or attributable to any and all of their individual acts or omissions to the extent allowable by law.

**13. ASSUMPTION.** If CONTRACTOR should undergo merger, acquisition, bankruptcy or any change in their ownership or their name for any reason, CONTRACTOR must immediately notify GUILFORD COUNTY in writing of these changes and provide the COUNTY with legal documentation supporting these changes, such as an Assumption Agreement, Bill of Sale, Articles of Incorporation, Articles of Amendment,

sales contract, merger documents, etc. Further, CONTRACTOR will submit the name and address of the assuming CONTRACTOR'S registered agent for service of process and/or all notices required under this Contract.

**14. SEVERABILITY.** If any provision of this Contract is held unenforceable, then such provision will be modified to reflect the Parties' intention. All remaining provisions of this Contract shall remain in full force and effect.

**15. FORCE MAJEURE.** Neither Party shall be liable to the other Party for any failure or delay caused by events beyond such Party's control and not due to its own negligence, provided that such Party uses commercially reasonable efforts to resume performance as soon as reasonably practicable. The non-performing Party shall notify the other Party of the force majeure event within twenty-four (24) hours of the onset thereof. In the event that a force majeure event precludes CONTRACTOR from performing services and/or providing goods for a period of ten (10) consecutive business days, the COUNTY shall have the right to: (a) procure replacement goods and/or services from an alternative source and/or (b) terminate the Contract or portion(s) of Contract upon written notice to CONTRACTOR.

**16. HEADINGS/TITLES/WORDING.** Inclusion of titles of paragraphs or section headings, capitalization of certain words or phrases and/or bold face typestyle of certain words or phrases in this Contract are for convenience purposes only and shall not be used to interpret or construe the provisions of this Agreement. The terms "Contract" and "Agreement" have the same meaning and may be used interchangeably throughout this document. The terms "Attachment" and "Exhibit" have the same meaning and may be used interchangeably throughout this document.

**17. GUILFORD COUNTY LIABILITY INSURANCE REQUIREMENTS.**

**WORKERS COMPENSATION:** CONTRACTOR agrees to maintain coverage to apply for all employees for statutory limits in compliance with the applicable state and federal laws. The policy must include employer's liability with limits of at least \$1,000,000.00 for each accident, \$1,000,000.00 for each employee, with at least a \$1,000,000.00 aggregate policy limit.

**COMMERCIAL PROFESSIONAL LIABILITY:** CONTRACTOR does hereby agree to maintain limits of at least \$1,000,000.00 per occurrence, per location, single limit for bodily injury liability and property damage liability, with at least a \$2,000,000.00 aggregate limit, per location. This shall include premises and/or operations, independent contractors, products and/or completed operations, broad form property damage and explosion, collapse and underground damage coverage, and a contractual liability endorsement.

**BUSINESS AUTO LIABILITY:** CONTRACTOR does hereby agree to maintain limits of at least \$1,000,000.00 per accident combined single limit for bodily injury liability and property damage. This should include owned vehicles, plus hired and non-owned vehicles.

**COMMERCIAL GENERAL LIABILITY:** CONTRACTOR does hereby agree to maintain limits of at least \$1,000,000.00 per occurrence, per location, single limit for bodily injury liability and property damage liability, with a \$2,000,000.00 aggregate limit, per location. This shall include premises and/or operations, independent contractors, products and/or completed operations, broad form property damage and explosion, collapse and underground damage coverage, and a contractual liability endorsement.

**UNDERWRITING, ADDITIONAL INSURED, AND CANCELLATION NOTICE REQUIREMENTS:** All insurance shall be written by companies with an AM Best rating "A" or higher. GUILFORD COUNTY shall be named as an additional insured on CONTRACTOR insurance policies, which shall be primary and not contributory to any other insurance that may be available to the COUNTY. Such certificates shall require that the policies shall not be canceled or reduced in coverage until thirty (30) days written notice of such cancellation or reduction has been received by CONTRACTOR and GUILFORD COUNTY.

**MAINTENANCE OF INSURANCE COVERAGE AND RENEWAL DOCUMENTATION:** CONTRACTOR original insurance policies or certified copies of policies may be required by COUNTY at any time. Current, valid insurance policies meeting the requirements stated herein shall be maintained for the duration of the Agreement. Renewed policies shall be sent to the COUNTY at the above address thirty (30) days prior to any expiration date.

Upon the COUNTY'S offer of award of this Agreement, CONTRACTOR will provide Certificates of Insurance for meeting the required insurance provisions. The Certificate of Liability shall state, "Guilford County is added as an additional insured as evidenced by the endorsement attached to this Certificate." CONTRACTOR will provide copies of insurance certificate(s) Guilford County Purchasing with their award package.

All insurance documents required under this Contract shall be forwarded to:

**GUILFORD COUNTY**

Attention: Risk Management

301 West Market Street

Greensboro, NC 27401

Reference: GUILFORD COUNTY CONTRACT NO. **90004103**

With: WGI, Inc.

In the event CONTRACTOR fails to maintain and keep in force for the duration of this Contract the insurance required herein, the COUNTY may cancel and terminate this Contract without notice.

**18. ENTIRE AGREEMENT.** This Contract, including the Exhibits and/or Attachments, if any, sets forth the entire Agreement between the Parties. All prior conversations or writings between the Parties hereto or their representatives are merged within and extinguished. This Contract shall not be modified except by a writing subscribed to by all the Parties.

**19. JURISDICTION.** The Parties agree that this Contract is subject to the jurisdiction and laws of the State of North Carolina. The CONTRACTOR will comply with bid restrictions, if any, and applicable laws, including N.C.G.S. §143-129(j) regarding E-Verify. Any controversies arising out of this Contract shall be governed by and construed in accordance with the laws of the State of North Carolina.

(The remainder of this page is intentionally left blank.  
This Contract continues with signatures on the following page.)

WITNESS the following signatures and seals all pursuant to authority duly granted, effective as of the day and year first above written.

**GUILFORD COUNTY**

ATTEST:

Michael Halford  
Guilford County Manager

Robin B. Keller  
Guilford County Clerk to Board

**WGI, Inc.**

ATTEST:

Date \_\_\_\_\_

TITLE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

\_\_\_\_\_  
Date

WITNESS

PRINTED NAME: \_\_\_\_\_

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Derrick Bennett  
Guilford County Finance Director



April 27, 2022

Eric Hilton  
Facilities Project Manager  
Guilford County Government  
301 West Market Street Suite 400, Greensboro, NC 27401  
(336) 641-3762

[ehilton@guilfordcountync.gov](mailto:ehilton@guilfordcountync.gov)

RE: Guilford County Facilities Repairs 2022  
WGI Proposal No. R1-21-082.02

Eric,

WGI is pleased to submit this proposal to provide professional engineering and architectural services to assist Guilford County with the repairs of two of their facilities.

#### PROJECT UNDERSTANDING

As a continuation to our engineering condition assessments provided in December 2021, it is our understanding that Guilford County would like WGI to develop and oversee the recommended repair program for the following facilities:

- BB&T Parking Deck ("Project A")
- Government Plaza & Parking Deck ("Project B")

#### SCOPE OF SERVICES

We propose the following scope of services, as defined in the following four tasks.

##### Task 1 – Design Development

- Establish communication channels for the project. Juan D. Sanchez, as Project Manager, will be our main point of contact to provide Guilford County with a single source of communication.
- Conduct meetings with appropriate Guilford County representatives to review the scope, schedule, and goals of the project to ensure that the necessary aspects of the repair process are included. We assume a maximum of 3 in person site meetings, and as many telephone or web conference meetings as necessary and as defined by the County.
- Review anticipated deliverable dates including progress sets for the of construction documents.
- Discuss availability of existing documentation for the different facilities/structures.
- Coordinate scope of work with subconsultants (BBFoster, Stewart).
- Conduct progress owner review meetings and design progress meeting with Guilford County, as necessary and as defined by the County. Confirm specific project requirements for construction control, phasing, and safety.



- Review existing documentation including original design drawings, engineering reports, previous inspections, repairs, and other documents, as available and pertinent to each facility/structure, to familiarize ourselves with the general layout, construction, and repair/maintenance history.
- Confirm dimensions and limits of existing features that may will required that modification.
- Review limitations and phasing of construction to minimize disruption to the facility's operation.
- Review the facility's requirements that may affect construction such as noise restrictions, dust and fume control, vibration restrictions, phasing, work hours, security.
- Review County requirements for the plaza design such as incorporating and maintain existing features.
- Prepare preliminary repair, waterproofing and landscape (when applicable) drawings for both projects (A, and B). We assume submitting a 65% progress set for this task.

In addition to the scope described above, for projects B (Government Plaza & Parking Deck), we will provide the following services:

- Prepare Landscape and hard renderings for the County to review and approve prior to moving to task 2 (Construction Documents Preparation).

## **Task 2 – Construction Document Preparation**

The Construction Documents will be based on the December 2021 engineering condition assessment reports, agreed project scope, phasing, budget objectives, and client input. Specifically, we will provide the following services:

- Prepare final construction drawings for both projects (A, and B) inclusive of title sheet, general notes, repair plans, and appropriate repair and waterproofing details. The construction documents will be sealed by a design professional from the State of North Carolina and will incorporate all the necessary requirements to obtain a construction permit from the City or County.
- Prepare final plan drawings that show locations of all repair items for areas being repaired. The documents shall include barricade limits, phasing, schedule requirements, and parking space impacts related to this project.
- Incorporate front-end contractual (from the county) and technical specifications to complete the work. These specifications will include recommended materials, preparation requirements, warranty requirements, and installation requirements.
- Submit required progress sets for owner's review. We assume submitting a 90% progress set prior to issuing the 100% set to potential bidders.



In addition to the scope described above, for projects B (Government Plaza & Parking Deck), we will provide the following services:

- Prepare Landscape plans/drawings, calculations, and details for the areas being repaired.
- Prepare hardscape plans/drawings, calculations, and details for the areas being repaired.
- Prepare irrigation plans/drawings, calculations, and details for the areas being repaired.
- Prepare electrical plans/drawings, calculations, and details for the areas being repaired.
- Prepare plumbing plans/drawings, calculation, and details for the areas being repaired.

### **Task 3 – Bidding**

During this phase we will assist in the bidding process and evaluation of contractor bids. Specifically, we will perform the following services:

- Assist in soliciting the work to qualified contractors.
- Assist the County in finding qualified MWBE prime-contractors or sub-contractors.
- Assist the County with MWBE targeted goals.
- Assist the County with early outreach of qualified MWBE prime-contractors or sub-contractors.
- Assist and attend a pre-bid conference, be available to respond to contractors' questions, and if necessary, issue project addenda.
- Provide a bid comparison spreadsheet and a certified bid tab.
- Assist in the evaluation of contractor bids and provide our comments and recommendations.
- Provide value engineering, if required, to meet budget constraints.

### **Task 4 – Construction Administration**

Our construction administration fee is based on the following construction durations:

- BB&T Parking Deck (Project A): **3 to 4 months**



- Government Plaza & Parking Deck (Project B): **9 to 10 months**

#### **4.1 - Construction Administration - Office**

During this phase, we will assist in coordinating project related activities in the office during construction. Specifically, we will perform the following services:

- Coordinate with the permit office and work closely with the selected contractor to get a permit issued.
- Review contractor's materials submittals, and procedural submittals.
- Prepare field reports for each site visit to document any discrepancies and provide updates for the work in progress.
- Review contractor's pay requests and assist in documentation of construction quantities where unit pricing is used.
- Review construction change directives and change orders as necessary.
- Review and approve warranty information provided by the contractor.
- At substantial completion, prepare, distribute, and update a punch list of deficiencies for the contractor's use.
- Provide a record set of drawings upon project completion. The record set of drawings will be based on the as-built drawings submitted by the contractor.

#### **4.2 - Construction Administration – Field**

During this phase, we will assist in coordinating project related field observations of the construction. Specifically, we will perform the following services:

- Conduct an on-site pre-construction meeting with the contractor and the client to review and discuss issues related to the construction phase including staging, phasing, schedules, closures, parking space impacts. A separate pre-construction meeting will be held for each project.
- Provide periodic site visits to review the repairs with respect to the general conformance of the contract documents. We will assist in observing and recording the restoration work progress and verify that, in general, the work complies with the intent of the plans and specifications. We assume a maximum of 2 site visit per month for project A and a maximum of 3 site visits per month for project B.

# Guilford County Projects Schedule Draft

ID	Task Name	Duration	Start	Finish	May 2022						
					4/17	4/24	5/1	5/8	5/15	5/22	
1	Proposal Submission	4 days?	Tue 4/19/22	Fri 4/22/22							
2	Contract Generation, Review and Acceptance	3 wks?	Mon 4/25/22	Fri 5/13/22							
3	<b>BB&amp;T PARKING DECK (PROJECT A)</b>	<b>26 wks?</b>	<b>Mon 5/16/22</b>	<b>Fri 11/11/22</b>							
4	Design Development	2 wks?	Mon 5/16/22	Fri 5/27/22							
5	Construction Documents	3 wks?	Mon 5/30/22	Fri 6/17/22							
6	Bid Process	3 wks?	Mon 6/20/22	Fri 7/8/22							
7	Award, Contract, & Mobilization	3 wks?	Mon 7/11/22	Fri 7/29/22							
8	Construction Administration	13 wks?	Mon 8/1/22	Fri 10/28/22							
9	Close Outs	2 wks?	Mon 10/31/22	Fri 11/11/22							
10	<b>GOV'T PLAZA &amp; PARKING DECK (PROJECT B)</b>	<b>71 wks?</b>	<b>Mon 6/6/22</b>	<b>Fri 10/13/23</b>							
11	Design Development	8 wks?	Mon 6/6/22	Fri 7/29/22							
12	Construction Documents	11 wks?	Mon 8/1/22	Fri 10/14/22							
13	Bid Process	4 wks?	Mon 10/17/22	Fri 11/11/22							
14	Award, Contract & Mobilization	6 wks?	Mon 11/14/22	Fri 12/23/22							
15	Construction Administration	39 wks?	Mon 12/26/22	Fri 9/22/23							
16	Close Outs	3 wks?	Mon 9/25/23	Fri 10/13/23							
17	<b>HIGH POINT PLAZA &amp; TUNNEL (PROJECT C)</b>	<b>67 wks?</b>	<b>Mon 6/20/22</b>	<b>Fri 9/29/23</b>							
18	Design Development	6 wks?	Mon 6/20/22	Fri 7/29/22							
19	Construction Documents	13 wks?	Mon 8/1/22	Fri 10/28/22							
20	Bid Process	4 wks?	Mon 10/31/22	Fri 11/25/22							
21	Award, Contract, & Mobilization	6 wks?	Mon 11/28/22	Fri 1/6/23							
22	Construction Administration	35 wks?	Mon 1/9/23	Fri 9/8/23							
23	Close Outs	3 wks?	Mon 9/11/23	Fri 9/29/23							

Project: Guilford County Facilities Rep

Date: Fri 4/22/22

Task

Split

Progress

Milestone

Summary

Project Summary

External Tasks

External Milestone

Deadline

Page 1



- Answer contractor's questions and resolve unforeseen field conditions that arise. Prepare additional details, supplemental instructions, bulleting, and CCDs, as necessary.
- Walk the work areas with the contractor prior to each phase to review all repair locations.
- Conduct a monthly periodic progress meetings with representatives of the contractor and client to coordinate work schedule and maintain project communication by providing meeting minutes.
- Review completed work and document items for monthly payment.
- Measure and verify repair quantities for each work item. Track project costs and communicate with the owner's project manager.
- Make a final inspection (used to create a punch list) with the Owner, and contractors, as necessary.

**EXCLUSIONS:**

- Special inspection services are not covered under our services.

**PROPOSED SCHEDULE**

Refer to our proposed schedule on the next page



### WGI FEE SUMMARY

We propose to provide our scope of services identified in tasks 1 through 4 for the fixed fees outlined in Tables 1 through 3. Reimbursable expenses are included in the proposed fee which include but are not limited to tools, travel, mileage, etc.

Table 1 – BB&T Parking Deck (Project A): WGI A&E Fees		
Tasks	Fees (fixed)	
Task 1 – Design Development	\$7,000	
Task 2 – Construction Documents	\$35,000	
Task 3 – Bid Assistance	\$4,000	
Task 4 – Construction Administration – Office & Field	\$19,700	
Owner's Contingency	\$5,000 <sup>1</sup>	
<b>Total For Project A</b>	<b>\$70,700</b>	

Table 2 – Government Plaza & Parking Deck (Project B): WGI A&E Fees		
Tasks	Fees (fixed)	
Task 1 – Design Development	\$95,000	
Task 2 – Construction Documents	\$273,000	
Task 3 – Bid Assistance	\$13,000	
Task 4 – Construction Administration – Office & Field	\$165,000	
Owner's Contingency	\$15,000 <sup>1</sup>	
<b>Total for Project B</b>	<b>\$561,000</b>	

<b>TOTAL FEE</b>	<b>\$631,700</b>
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Table 4 MWBE Participation as a Percentage of the Total Fee		
BBFoster	20%	
Stewart	5%	

<sup>1</sup> Contingency to be used at the sole discretion of the owner to address unforeseen items. Unused monies will be returned to the owner as a deduct to the contract.



## PROPOSAL ACCEPTANCE

We appreciate the opportunity to be of service. Contract Terms and Conditions will be per the Guilford County contract agreement that was agreed during the engineering assessment process.

If you have any questions or require any additional information, please feel free to give us a call.

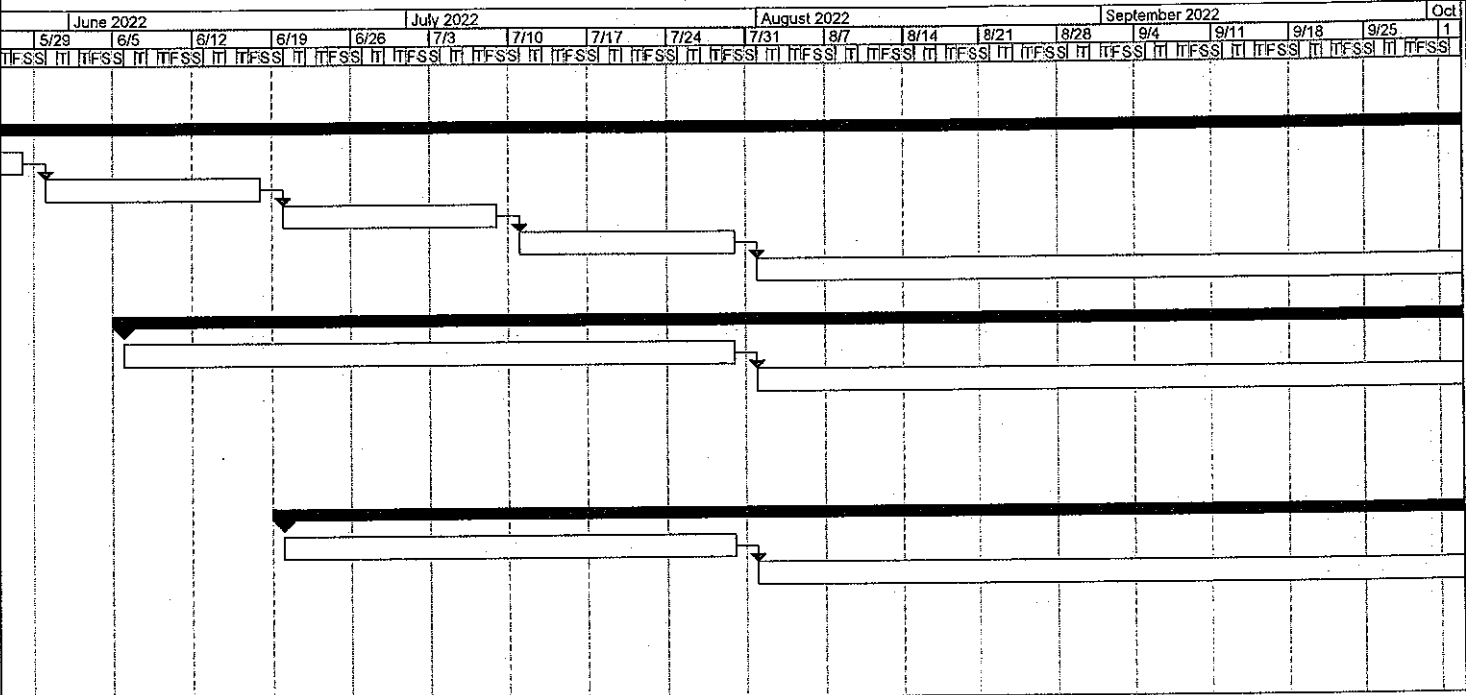
Respectfully submitted,

WGI, Inc.

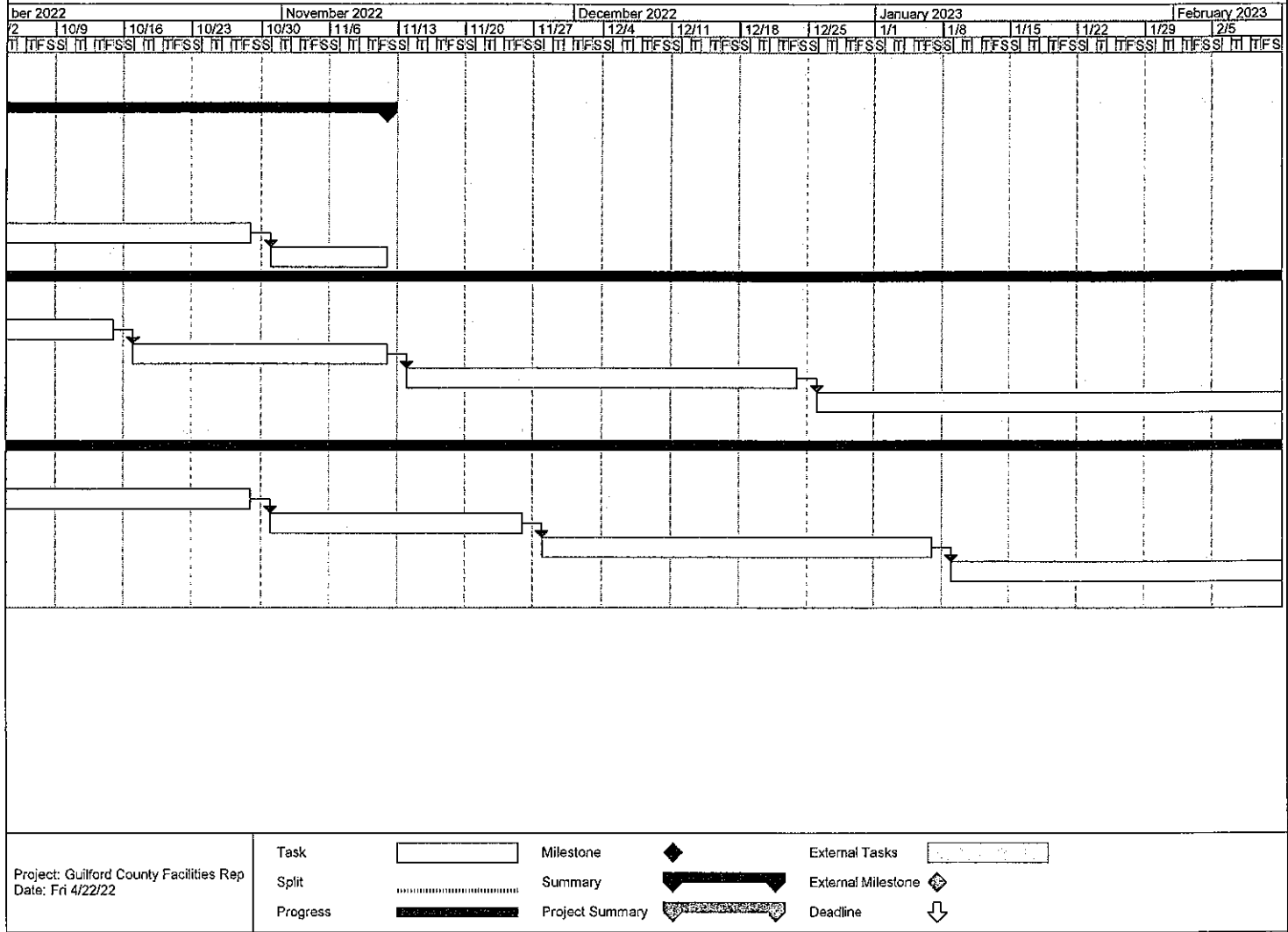
Juan D. Sanchez, PE  
Project Manager

Andrew Kong  
Senior Manager - Restoration

# Guilford County Projects Schedule Draft



# Guilford County Projects Schedule Draft



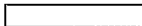
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Guilford County Projects Schedule Draft

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Project: Guilford County Facilities Rep  
Date: Fri 4/22/22

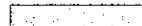
### Task



### Milestone



## External Tasks



Split



## Summary



### External Milestone



## Progress



## Project Summary



Deadline





**WGI, INC.**  
**FEE SCHEDULE**  
**EFFECTIVE DATE - 02/26/2022**

Hourly Rate	
<b>ENGINEERING SERVICES</b>	
Executive Engineer	\$345.00
Chief Engineer	\$335.00
Principal Engineer	\$300.00
Senior Project Manager	\$300.00
Project Manager	\$235.00
Senior Engineer 2	\$275.00
Senior Engineer 1	\$245.00
Engineer 2	\$215.00
Engineer 1	\$195.00
Senior Engineer Intern	\$150.00
Engineer Intern	\$135.00
Chief Utility Coordinator	\$260.00
Senior Utility Coordinator	\$200.00
Utility Coordinator	\$160.00
Chief Designer	\$190.00
Senior Designer	\$160.00
Designer	\$130.00
Field Engineer	\$195.00
Field Inspector	\$145.00
<b>SURVEYING SERVICES</b>	
Chief Surveyor	\$300.00
Principal Surveyor	\$250.00
Senior Project Manager	\$210.00
Project Manager	\$185.00
Senior Professional Surveyor	\$170.00
Professional Surveyor	\$160.00
Certified Photogrammetrist	\$190.00
Senior Survey Technician	\$140.00
Survey Technician	\$120.00
SUE Technician	\$120.00
Field Technician	\$90.00
1 Person Field Survey Crew	\$120.00
2 Person Field Survey Crew	\$150.00
3 Person Field Survey Crew	\$190.00
4 Person Field Survey Crew	\$240.00
2 Person SUE Crew	\$160.00
3 Person SUE Crew	\$220.00
4 Person SUE Crew	\$260.00
5 Person SUE Crew	\$300.00
Laser Scan Crew	\$250.00
Hydrographic/Bathymetric Crew	\$325.00

Hourly Rate	
<b>PLANNING SERVICES</b>	
Executive Planner	\$325.00
Chief Planner	\$290.00
Principal Planner	\$210.00
Senior Project Manager	\$200.00
Project Manager	\$175.00
Senior Planner	\$150.00
Planner	\$115.00
<b>LANDSCAPE ARCHITECTURE SERVICES</b>	
Principal Landscape Architect	\$265.00
Senior Project Manager	\$210.00
Project Manager	\$175.00
Senior Landscape Architect	\$220.00
Landscape Architect	\$185.00
Senior Designer	\$150.00
Designer	\$115.00
Entry Level Designer	\$100.00
<b>ENVIRONMENTAL SERVICES</b>	
Executive Environmental Scientist	\$250.00
Principal Environmental Scientist	\$225.00
Senior Project Manager	\$200.00
Project Manager	\$170.00
Senior Environmental Scientist	\$200.00
Environmental Scientist	\$135.00
Environmental Technician	\$100.00
<b>ARCHITECTURAL SERVICES</b>	
Principal Architect	\$300.00
Senior Project Manager	\$260.00
Project Manager	\$215.00
Senior Architect	\$250.00
Project Architect	\$200.00
Architect	\$170.00
Senior Graduate Architect	\$150.00
Graduate Architect	\$130.00
<b>OTHER PROFESSIONAL SERVICES</b>	
Expert Witness	\$425.00
GIS Technician	\$115.00
Administrative Assistant	\$120.00
Intern	\$80.00
<b>REIMBURSABLE EXPENSES</b>	
Copies, Black & White (each)	\$0.30
Copies, Color (each)	\$1.00
Plots, Black & White (each)	\$2.00
Plots, Color (each)	\$15.00
Mylars (each)	\$70.00
Foam Core Presentation Boards (each)	\$7.50
All Third-Party Expenses	Cost Plus 15%

Expenses: In addition to labor, WGI, INC. bills for the following project related costs at a contractually agreed markup: printing; conference calling charges; document review; permit or recording fees paid on behalf of CLIENT; shipping; bid advertisement; specialty materials, software or equipment rental; sub-consultant fees; costs of project related employee travel including meals, lodging, airfare and miscellaneous travel costs such as tolls, parking, etc.; mileage for all company-owned vehicles (trucks) will be charged at \$0.85/mile; employee owned vehicles used for transportation related to the Project will be charged at the prevailing federal mileage rate allowed by the IRS at the time the travel occurs. WGI also bills for the cost of internal reproduction and the use of specialized equipment related to subsurface utility vacuum excavation, mobile scanning (LIDAR), and hydrographic surveying.

