



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Engineering Service Selection for Sidewalk Project**

Board Meeting Date: **March 11, 2025**

Prepared By: **Jon Barlow – Town Manager**

Overview: The Town recently released a Request for Qualifications (RFQ) seeking experienced, professional engineering firms to provide land survey and civil engineering design services, bidding and construction administration for pedestrian improvements.

Background: The Town is looking to hire a qualified engineering and design firm to assist in the design and construction of new 5' sidewalks, infill sidewalks, curb ramps, and other pedestrian improvements necessary to create ADA compliant, pedestrian accommodations along five project priority areas along Highway 24, Main St Extension, Hammocks Beach Road, Old Hammocks Beach Road, and Queens Creek Road. The lengths in each section vary, but in total will measure approximately 7,031 linear feet (1.33 miles)

Funding for the project primarily comes from \$500,000 of appropriated fund balance and \$100,000 remaining State SCIF (sidewalk grant funds).

The RFQ was posted on the Town's website as well as emailed to several firms that have provided engineering services to the Town in the past. Those firms are as follows: Tidewater Associates, Crystal Coast Engineering, Larion Engineering, Stuart Engineering and Arendell Engineers. Only one firm, Arendell Engineers submitted an RFQ by the February 17, 2025, deadline.

Arendell submitted a response that met all the criteria being asked for in the RFQ. Arendell staff have extensive experience in service coastal communities and have performed numerous municipal sidewalk projects. Arendell is currently providing Engineering services to the Town for the Dockwalk Waterfront Improvements project.

Background Attachment(s):

1. Town of Swansboro RFQ packet.
2. Arendell statement of qualifications for the proposed project.

Recommended Action: Agree to enter into contract negotiations with Arendell Engineers to provide engineering and design services for the sidewalk project.

Action: _____
