



January 15, 2015

Scott Fogleman, Town Manager
Town of Blowing Rock
Post Office Box 47
Blowing Rock, North Carolina 28605

RE: Proposal for Engineering Services
Emergency Action Plan
Blowing Rock Water Supply Dam
WATAU-012-H
Blowing Rock, North Carolina

Dear Mr. Fogleman:

We have reviewed the conditions of the Town's existing water supply dam, NCDENR's recent inspection report for same and subsequent letters. One of NCDENR's requirements is that the Town develop an Emergency Action Plan (EAP) for the dam. As you requested, we have prepared this proposal for the preparation of the required EAP for your dam located in Watauga County.

The suggested format by the NCDENR for the EAP includes a section on the dam owner information, physical information about the dam, a list of emergency conditions and actions, emergency contact information, a list of facilities, such as houses, business, roads, recreational areas, etc., below the dam which could be affected by a dam failure, contact information for these facilities and a map showing the affected facilities.

As you have requested, we are providing the following detailed scope of engineering services for our work, to further itemize our tasks:

EAP PLAN SCOPE OF SERVICES

1. Conduct an on-site investigation of the subject dam and the downstream area to prepare the narrative, list of affected facilities and map of the potential inundation area.
2. Write EAP narrative explaining the different emergency situations and actions, contact information and dam physical information.

E n g i n e e r i n g • P l a n n i n g • F i n a n c e

McGill Associates, P.A. • P.O. Box 1136, Hickory, NC 28603 • 1240 19th St. Lane NW, Hickory, NC 28601
Office: 828-328-2024 • Fax: 828-328-3870

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3. Prepare a list with contact information for the facilities below the dam which may be affected by a dam failure or emergency condition.
4. Prepare a topographical map showing the dam location and facilities which may be affected by a dam failure or emergency condition.
5. Meet with the Town staff, as owner and operator of the dam, and all appropriate parties to discuss the EAP and make any changes recommended from the meeting.
6. Submit two copies of the owner approved EAP to NCDENR DLQ (or submit the EAP using the NCDENR online tool) and one copy to the local Emergency Management Office as well as provided a finished copy to the dam owner.

FEE SCHEDULE


We anticipate providing the above services for the Lump Sum Fee of \$9,300. Invoices for our services will be billed monthly, based on the work completed during the previous month.

The above fee does not include geotechnical services, surveying, or application or approval fees (which should be paid directly by the Owner, but are expected to be none for this project). There services are not expected by be needed for an EAP of this nature.

We look forward to working with you on this important project. We understand that the EAP must be submitted to DENR by March 1, 2015. Therefore, we are prepared to begin work immediately upon your authorization to proceed, submitting the EAP the last week of February.

If you have any questions, please do not hesitate to contact me.

Sincerely,
McGILL ASSOCIATES, P.A.



DOUGLAS CHAPMAN, PE
Senior Project Manager