

Old Business (OB2)

Lower Cape Fear Water & Sewer  
Authority

## AGENDA ITEM

To: CHAIRMAN MILLIKEN AND BOARD MEMBERS

From: TIM HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 8, 2020

Re: Resolution Authorizing the Chairman to Execute Proposal for Professional Consulting Engineering Services with McKim & Creed in the Amount Not to Exceed \$80,000 For Design and Permitting Phase Services for Addition of a 4th Pump at the Kings Bluff Raw Water Pump Station Pump and Approval of the Associated Capital Project Ordinance

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### **BACKGROUND:**

The Lower Cape Fear Water & Sewer Authority (Authority) owns and operates the Kings Bluff Raw Water Pump Station located above Lock & Dam No. 1 in Bladen County. The Authority has been highly proactive in the past decade in the upgrade and expansion of the Kings Bluff Raw Water Facilities to meet future customer demands. Currently, a 54-inch raw water main is under construction that will parallel the existing 48-inch raw water main which was installed in the early 1980's. With installation of the parallel raw water main, the Authority will have transmission capacity from the Kings Bluff pump station to the 3 MG ground storage tank of approximately 96 MGD.

The current configuration of the Kings Bluff Pump Station includes five pump slots, of which three are utilized with 4,160V, 1600 HP Vertical Turbine Pumps. The estimated future firm rated capacity of the current station is estimated at 62 MGD (2 pumps operating, and 1 in standby) with addition of the 54-inch parallel main. In order to increase the pumping capacity of the station and optimize the 96 MGD transmission capacity, a 4<sup>th</sup> pump will be required.

**Action Requested:** Approve the resolution awarding the design and permitting to McKim & Creed and the associated Capital Project Ordinance

**Resolution Authorizing the Chairman to Execute Proposal for Professional Consulting Engineering Services with McKim & Creed in the Amount Not to Exceed \$80,000 For Design and Permitting Phase Services for Addition of a 4th Pump at the Kings Bluff Raw Water Pump Station Pump**

**Whereas**, Lower Cape Fear Water & Sewer Authority (the Authority) owns, operates and maintains the Kings Bluff Raw Water Pump Station (the station) which pumps water to Brunswick County, Pender County, Cape Fear Public Utility Authority (CFPUA) and two industries located on US Highway 421; and

**Whereas**, in order to meet future customer demands the Authority has been proactive in the past decade in the upgrade and expansion of the station and currently a 54-inch raw water main is under construction that will have transmission capacity from the station to the Authority's 3 MG ground storage tank of approximately 96 MGD.; and

**Whereas**, with addition of the 54-inch main the estimated future firm rated capacity of the current station's configuration is estimated at 62 MGD with the 2 existing pumps operating, and 1 existing pump in standby; however, in order to increase the pumping capacity of the station and optimize the 96 MGD transmission capacity, a 4th pump will be required; and

**Whereas**, the Authority desires to contract with a consultant for professional engineering services associated with the design and permitting of a new raw water pump for the station; and

**Whereas**, N.C.G.S. §143-64.31 requires the Authority to conduct an initial selection of firms to provide engineering services without regard to fee; therefore, a Request for Qualifications (RFQ) for Engineering Services Associated with the Kings Bluff Raw Water Pump Station New Raw Water Pump Design, with a submittal deadline of May 29, 2020 at 4:00 p.m., was published in the Wilmington Star News on May 17th and was posted on the Authority's web page; and

**Whereas**, the Authority received one submittal in response to the RFQ which was from McKim & Creed in the amount of \$80,000 and the submittal was in accordance with the established deadline; and

**Whereas**, based on McKim & Creeds demonstrated competence and qualification for this type of professional services at a fair and reasonable price, the Authority proposes to enter into a contract with McKim & Creed, Inc. for engineering services as described hereinafter.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of the Lower Cape Fear Water & Sewer Authority authorizes the Chairman, on behalf of the Authority to execute the Proposal for Consulting Engineering Services for the Kings Bluffs Raw Water Pump Station, 4<sup>th</sup> Pump Addition Design and Permitting Phase Services with McKim & Creed consisting of consulting engineering services to evaluate and develop design plans and specifications for the new 4th raw water pump at the Kings Bluff Raw Water Pump Station in the fixed fee amount of \$80,000.

This Resolution adopted this 8th day of June, 2020.

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Al Milliken, Chairman

**ATTEST:**

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Charlie Rivenbark, Secretary



## Lower Cape Fear Water & Sewer Authority Leland, North Carolina

### CAPITAL PROJECT ORDINANCE Kings Bluff Raw Water Pump Station 4th Pump Addition Design and Permitting Phase Services

**BE IT ORDAINED** by the Board of Directors of the Lower Cape Fear Water & Sewer Authority that, PURSUANT TO Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Section 1.** The project authorized is professional engineering services associated with the design and permitting of a new raw water pump for the Kings Raw Water Pump Station. The current configuration of the Kings Bluff Pump Station includes five pump slots, of which three are utilized with 1600 HP Vertical Turbine Pumps. The estimated future firm rated capacity of the current station is estimated at 62 MGD (2 pumps operating, and 1 in standby) with addition of the 54-inch parallel main. In order to increase the pumping capacity of the station and optimize the 96 MGD transmission capacity, a 4th pump will be required.

**Section 2.** The Executive Director, as the Budget Officer, of the Lower Cape Fear Water & Sewer Authority is hereby directed to proceed with the capital project within the terms of the budget contained herein.

**Section 3.** The following amounts are appropriated for the project.

5160-04 Enterprise Fund - Engineer Services	\$ 80,000
	<u>\$ 80,000</u>

**Section 4.** The following revenues are available to complete this project:

1090-04 Enterprise Fund- Fund Balance	\$ 80,000
	<u>\$ 80,000</u>

**Section 5.** The Executive Director as the Budget Officer is directed to report, on a quarterly basis, on the financial status of the project element listed in Section 3.

Approved as to the availability of funds:

\_\_\_\_\_  
Tim Holloman, Executive Director

Adopted this 8<sup>th</sup> day of June, 2019

ATTEST:

\_\_\_\_\_  
Charlie Rivenbark, Secretary

\_\_\_\_\_  
Al Milliken, Chairman

**REQUEST FOR QUALIFICATIONS  
FOR  
ENGINEERING SERVICES ASSOCIATED WITH  
KINGS BLUFF RAW WATER PUMP STATION  
NEW RAW WATER PUMP DESIGN**

**GENERAL**

The Lower Cape Fear Water & Sewer Authority (Authority) desires to contract with a consultant for professional engineering services associated with the design and permitting of a new raw water pump for the Kings Raw Water Pump Station.

**SUBMISSION OF STATEMENT OF QUALIFICATION (SOQ)**

Consulting engineering firms are invited to submit a Statement of Qualification to the Authority to be received no later than 4:00 PM on May 29, 2020. Submittals received after this deadline will not be considered.

The Authority will address questions regarding the RFQ until 4:00 PM on May 29, 2020. Questions submitted after this deadline will not be addressed.

SOQ's shall be limited to **15 pages or less**, excluding cover page, tabs, resumes and appendices.

Firms shall submit **three (3)** written copies and **one (1)** electronic file of their statement of qualifications for consideration. Submitted information shall comply with N.C.G.S. 143-64.31 through 64.34 (aka Mini Brooks Act).

Statement of Qualifications shall be delivered on or before the referenced deadline to:

**Lower Cape Fear Water & Sewer Authority**  
Attention: Tim Holloman, Executive Director  
1107 New Pointe Blvd, Suite 17  
Leland, NC 28451

All SOQ's will be evaluated by Authority personnel. One firm will be selected from this request for qualifications.

**PROJECT BACKGROUND**

The Lower Cape Fear Water & Sewer Authority (Authority) owns and operates the Kings Bluff Raw Water Pump Station located above Lock & Dam No. 1 in Bladen County. The Authority has been highly proactive in the past decade in the upgrade and expansion of the Kings Bluff Raw Water Facilities to meet future customer demands. Currently, a 54-inch raw water main is under construction that will parallel the existing 48-inch raw water main that was installed in the early 1980's. With installation of the parallel raw water main, the Authority will have transmission capacity from the Kings Bluff pump station to the 3 MG ground storage tank of approximately 96 MGD.

The current configuration of the Kings Bluff Pump Station includes five pump slots, of which three are utilized with 4,160V, 1600 HP Vertical Turbine Pumps. The estimated future firm rated capacity of the current station is estimated at 62 MGD (2 pumps operating, and 1 in standby) with addition of the 54-inch parallel main. In order to increase the pumping capacity of the station and optimize the 96 MGD transmission capacity, a 4<sup>th</sup> pump will be required. The scope of work for this project will generally include:

### **Phase I - Initial Scope Items**

- Hydraulic Modeling to evaluate and select the proposed raw water pump
- Design to include electrical, mechanical, civil, structural, and SCADA services for installation of the proposed 4<sup>th</sup> pump.
- Permitting Phase Services for NCDEQ Public Water Supply Permit

### **Phase II - Future Scope Items**

- Formal Bid & Award Phase Services
- Construction Administration & Observation Services

Bidders are advised that the Authority intends only to enter into a contract for the Phase I scope of services noted above. Phase II services may be added to the contract at the Authority's discretion at a future date.

### **EVALUATION**

Firms submitting Qualification Statements to perform the Engineering Services will be evaluated based upon the firm's experience, knowledge and familiarity in engineering services for the typical scope of work as defined in the Requirements section of this Request for Qualifications, by demonstration with previous project experience, and references.

Firms submitting Qualification Statements to perform engineering services shall demonstrate their experience, knowledge and familiarity in typical work assignments as outlined below. The selected firm will provide the services identified in the Project Background of this proposal. The Authority will negotiate a fee with the selected firm commensurate with the services required.

### **REQUIREMENTS**

Qualification Statements shall include:

- 1) Cover letter.
- 2) Firm name, address, telephone number, fax number, email address, and contact person(s).
- 3) Year in which the firm was established and any former names under which the firm operated.
- 4) Organizational chart of proposed team.
- 5) One-page resume of qualifications and experience of personnel who would be performing engineering services for the project:

- 6) A list of three (3) maximum raw water pump station design projects demonstrating experience/understanding of similar projects. For each project listed, include the following:
- i. A summary of the scope and type of engineering performed
  - ii. Owner of the project
  - iii. Name, number and email of a reference for the project

Firms that are interested in submitting for this project are advised that this is a Request for Qualifications only, and that selection will be made based solely upon the qualifications submitted. A Project Approach, Schedule, Man-hour projection, or other similar detailed information beyond what is identified in this Request for Qualifications shall not be submitted.

### **NOTIFICATIONS**

The selected firms will be notified by telephone and/or email.

The Authority reserves the right to reject any and all Proposals.





ENGINEERS

SURVEYORS

PLANNERS

May 4, 2020

182560

Mr. Tim Holloman, Executive Director  
 Lower Cape Fear Water & Sewer Authority  
 1107 New Pointe Blvd Suite 17  
 Leland, NC 28451

Re: **Proposal for Professional Consulting Engineering Services  
 Kings Bluff Raw Water Pump Station – 4<sup>th</sup> Pump Addition  
 Design and Permitting Phase Services**

Dear Mr. Holloman:

McKim & Creed appreciates the opportunity to provide this proposal for professional services for the referenced project. Our detailed scope of work is provided as follows:

## I. SCOPE OF SERVICES

The LCFWSA (Authority) owns and operates the Kings Bluff Raw Water Pump Station located above Lock & Dam No. 1 in Bladen County. The Authority has been highly proactive in the past decade in the upgrade and expansion of the Kings Bluff Raw Water Facilities to meet future customer demands. Currently, a 54-inch raw water main is under construction that will parallel the existing 48-inch raw water main that was installed in the early 1980's. With installation of the parallel raw water main, the Authority will have transmission capacity from the Kings Bluff pump station to the 3 MG ground storage tank of approximately 96 MGD.

The current configuration of the Kings Bluff Pump Station includes five pump slots, of which three are utilized with 1600 HP Vertical Turbine Pumps. The estimated future firm rated capacity of the current station is estimated at 62 MGD (2 pumps operating, and 1 in standby) with addition of the 54-inch parallel main. In order to increase the pumping capacity of the station and optimize the 96 MGD transmission capacity, a 4<sup>th</sup> pump will be required.

243 North Front Street

Wilmington, NC 28401

910.343.1048

Fax 910.251.8282

www.mckimcreed.com

P:\PW20\200953 LCFWSA 4th Pump Addition\200953 KB Fourth Pump Addition Design Permit.doc

Mr. Tim Holloman, Executive Director  
 Lower Cape Fear Water and Sewer Authority  
 May 4, 2020  
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McKim & Creed will assist the Authority in the design and permitting of a new 4<sup>th</sup> pump at the Kings Bluff facility. Our detailed scope of work is provided as follows:

### **Task 1 – Design Phase Services**

McKim & Creed will provide following services to evaluate and develop design plans and specifications for the new 4<sup>th</sup> raw water pump at the Kings Bluff Raw Water Pump Station.

#### **Basis of Design**

- Conduct Kick-Off meeting with Authority with major discipline team members at the Kings Bluff Raw Water Pump Station. Coordinate with appropriate stakeholders to attend meeting. Maintain meeting record and provide to attendees.
- Conduct site visit of existing facilities to include the proposed pump installation location, piping gallery, and electrical building.
- Conduct flow testing utilizing existing facilities (flow meters, gauges) to evaluate hydraulic conditions of the existing facility.
- Conduct hydraulic modeling of the proposed 4<sup>th</sup> pump incorporating the future 54-inch parallel main (currently under construction).
- Select the preferred operating condition for the proposed pump (Flow and Total Dynamic Head) based on operating in parallel with two of the existing 1600 HP pumps. The basis of design for firm capacity will be 3 pumps operating in parallel with a 4<sup>th</sup> pump as standby. For the purposes of this proposal it assumed that the new 4<sup>th</sup> pump will be identical in capacity and size to the existing pumps at the station.
- Coordinate with pump vendors and manufacturers to develop minimum requirements for the new pump for performance, robustness, and standardization with the current raw water pumps.
- Coordinate with Variable Frequency Drive (VFD's) vendors and manufacturers develop minimum requirements for the new VFD for performance, robustness, and standardization with the current VFD's.
- Currently pump slots 1, 4, and 5 are utilized by the existing pumps. As part of this evaluation, McKim & Creed will evaluate the efficiency of the remaining pump slots (2 and 3) to determine if one slot provides hydraulic advantages over the other.
- Evaluate piping connection requirements to connect the new pump to the existing discharge pipe gallery.



Mr. Tim Holloman, Executive Director  
 Lower Cape Fear Water and Sewer Authority  
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- Evaluate structural as-builts of the existing pump station floor for mounting the new 4<sup>th</sup> pump. This scope of work does not include materials or structural testing.
- Conduct investigation and inventory of existing SCADA system for integration of the new pump to the existing control system
- Prepare brief *Basis of Design* based on investigations and evaluations noted above for review and approval by the Authority. Note that this *Basis of Design* will be utilized for development of design and technical specification documents.

#### Deliverables

- ✓ *Basis of Design Document*

### Design Plans & Specifications

- Prepare civil/mechanical design drawings for pump installation to include pipe and valve connections to the existing discharge header.
- Prepare structural drawings for pump mounting and installation in the existing facility.
- Prepare electrical drawings to include wiring for pump installation and integration into the existing electrical building for VFD and miscellaneous electrical requirements. This design assumes that the existing electrical building has sufficient space for the addition of new VFD and controls.
- Prepare SCADA/I&C drawings for integration into the existing controls system at the Kings Bluff facility. Coordinate with Brunswick County O&M staff for integration requirements and functional control needs.
- Prepare Technical Specifications for relevant disciplines to include civil, mechanical, electrical, structural, and I&C.

#### Deliverables

- ✓ *50% Design Plans without Technical Specifications*
- ✓ *90% Design Plans with Technical Specifications*
- ✓ *Final Design Plans & Technical Specifications for Permitting*

Mr. Tim Holloman, Executive Director  
 Lower Cape Fear Water and Sewer Authority  
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## Task 2 – Permit Phase Services

McKim & Creed will provide the following permitting phase services for the reference project:

- NC Division of Environmental Quality Public Water Supply Permit

Based on the scope as presented in this proposal, no other permits are anticipated. If additional permits are determined to be required as part of the design phase, they will be considered additional services.

## II. COMPENSATION

McKim & Creed will complete the work outlined in this proposal for the fixed fee amounts as indicated below.

TASK	TASK DESCRIPTION	TOTAL
Task 1	Design Phase Services	\$77,000
Task 2	Permit Phase Services	\$3,000
	<b>Total Fee Tasks 1 and 2</b>	<b>\$80,000</b>

- 1.5% per month on overdue invoices, etc.
- Either party may terminate with a 30-day notice.

## III. SCHEDULE

The following provides an anticipated schedule for the proposed project:

<u>Task</u>	<u>Anticipated Completion Date</u>
• Notice to Proceed	May 12, 2020
• Design	August 28, 2020
• Permit Approval	November 2020

Mr. Tim Holloman, Executive Director  
Lower Cape Fear Water and Sewer Authority  
May 4, 2020  
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#### IV. ADDITIONAL SERVICES

The Professional Services stated herein above do not include the costs of, but can be provided if requested at a negotiated scope and fee:

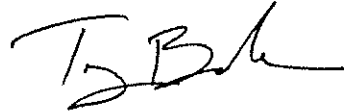
- Bid and Award Phase Services
- Contractor Pre-Qualification Services
- Construction Administration or Construction Observation Services
- Permitting except for NCDEQ Public Water Supply Permit
- Permit Fees (fees shall be paid by the Authority)
- Evaluations, design, upgrades to existing generators or facilities
- Condition assessment of existing facilities
- Court appearances for expert witness.
- Design of demolition or abandonment of existing facilities
- Off-site drainage improvements.
- Environmental Assessments or Environmental Impact Statements
- Redesigns of facilities after approval of final plans; or
- Court appearances for litigation, or preparation for the same

#### ACCEPTANCE AND AUTHORIZATION

If this proposal is acceptable, please sign below as indicated and return one executed copy to our office. Upon receipt, McKim & Creed will consider this as the authorization to proceed.

We appreciate the opportunity to provide these services and look forward to our continuing work with the Authority. If you have any questions, please do not hesitate to contact me.

Sincerely,  
McKIM & CREED, Inc.



Tony Boahn, PE  
Vice-President

Enclosure: (1) McKim & Creed, Inc. Engineering Division General Conditions

Mr. Tim Holloman, Executive Director  
 Lower Cape Fear Water and Sewer Authority  
 May 4, 2020  
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Accepted by:

**LOWER CAPE FEAR WATER & SEWER AUTHORITY**

NAME: William A. Milliken

SIGNATURE: \_\_\_\_\_

TITLE: Chairman

DATE: \_\_\_\_\_

**E-Verify Requirement.** As a condition of payment for services rendered under this agreement, Engineer shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (requirement that employers use E-Verify). Further, if Engineer provides the services to the Client utilizing a subcontractor, Engineer shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes as well. Engineer shall verify by affidavit compliance with the terms of this section upon request of Client.

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act, this the \_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
 Finance Officer, Lower Cape Fear Water and Sewer Authority

## AGENDA ITEM

To: CHAIRMAN MILLIKEN AND BOARD MEMBERS

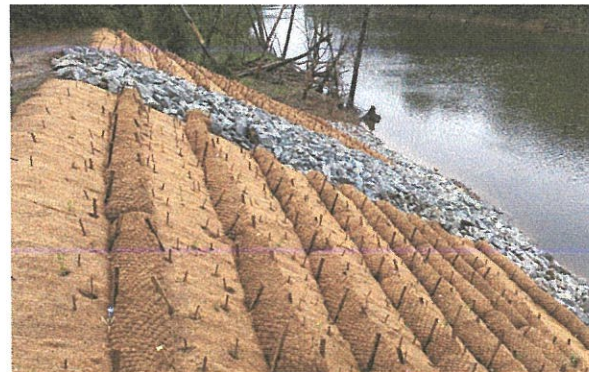
From: TIM HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 8, 2020

Re: Status Report on the Bladen Bluffs Regional Surface Water Plant Cape Fear River Bank Restoration Project

Background: As of May 29<sup>th</sup>, the work completed includes grading of the river bank to prevent grade and installation of rip-rap at the toe of the river bank. The bank was prepped and an erosion control blanket and coir logs were installed. Plant plugs, live stakes and dead stakes were placed along the river bank. Installation of the brush mattress is all that remains to be installed.

**Action Requested:** No action required, just receive the status update.



## AGENDA ITEM

To: CHAIRMAN MILLIKEN AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 8<sup>th</sup>, 2020

Re: Moving Allowance

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**Background:** The new Executive Director was allotted up to \$6,000 for moving with no documentation required with the possibility of reviewing multiple quotes for the Board to review if the amount exceeded \$6,000.00. The following five bids were solicited; one from Moving Nation for \$14,474; two from Safebound Moving and Storage with one for \$9,896 for a shared truck and the second one for \$10,896 for a private haul; one from American Moving and Hauling for \$8,719; one from Moving APT for \$8,194; and one from Asheville Area Movers for \$7,705.

The Hollomans preferred American Moving and Hauling and moved some items on their own and requested a revised quote and received a quote for \$7,769.

**Action Requested:** Motion to approve/disapprove a total payment of \$7,769 to the Moving Company along with the associated budget amendment for moving expenses related to the Executive Director's move.

**AMERICAN MOVING AND HAULING INC**  
 535 E CLEMMONSVILLE RD SUITE D  
 WINSTON-SALEM, NC 27107 US  
 (336) 765-3499  
 team@americanmovingandhauling.com  
 americanmovingandhauling.com

# Estimate

ADDRESS  
 ELIZABETH HOLLOMAN  
 BANNER ELK, NC

ESTIMATE #	DATE
1939	05/07/2020

ACTIVITY	QTY	RATE	AMOUNT
<b>WEIGHT/DISTANCE MOVE</b>	1	4,875.00	4,875.00
WEIGHT/DISTANCE MOVE (OVER 35 MILES)			
FROM: BANNER ELK, NC 2 LEVEL HOME customer moves items in barn			
TO: HAMPSTEAD, NC HOME			
WEIGHT: 11,875 LBS			
DISTANCE: 320 MI			
<b>SMALL BOX</b>	29	10.00	290.00
SMALL BOX			
<b>MEDIUM BOX</b>	42	12.00	504.00
MEDIUM BOX			
<b>LARGE BOX</b>	30	14.00	420.00
LARGE BOX			
<b>EXTRA LARGE BOX</b>	12	20.00	240.00
EXTRA LARGE BOX			
<b>DISH PACK BOX</b>	8	50.00	400.00
DISH PACK BOX			
<b>WARDROBE BOX</b>	22	20.00	440.00
WARDROBE BOX			
<b>MIRROR CARTON/PICTURE BOX</b>	18	25.00	450.00
MIRROR CARTON/PICTURE BOX			
<b>Services</b>		150.00	150.00
PACKING IS BASED ON A PER BOX BASIS. WE WILL ADJUST THE PRICE ACCORDING TO THE ACTUAL BOX COUNT, THIS JUST GIVES YOU AN IDEA OF THE MAXIMUM COST OF PACKING ON YOUR JOB.			
WE WOULD LIKE TO BREAK YOUR JOB DOWN AS FOLLOWS:			



ACTIVITY	QTY	RATE	AMOUNT
<p>DAY 1 - BOX PACKING</p> <p>DAY 2 - LOADING OF FURNITURE AND ITEMS INTO OUR TRUCKS. THE TRUCKS WOULD BE HELD OVERNIGHT AT OUR FACILITY.</p> <p>DAY 3- UNLOADING INTO NEW HOME IN HAMPSTEAD, NC</p> <p>YOUR MOVE IS BASED ON A FLAT RATE OF \$5,975, AND WILL NOT EXCEED THESE COSTS. IT IS BASED ON THE ITEMS PRESENT AND DESCRIBED AT THE TIME OF THE ESTIMATE. ANY ADDITIONAL ITEMS MAY CHANGE THE RATE LISTED.</p> <p>YOUR MOVE INCLUDES: PAD/STRETCH WRAPPING, MATTRESS COVERS, DISASSEMBLY, LOADING INTO OUR TRUCKS, TRANSPORT/FUEL/MILEAGE, DELIVERY TO NEW HOME, REASSEMBLY/STAGING, AND ALL ASSOCIATED MOVING SUPPLIES NEEDED TO ENSURE A SAFE/EFFICIENT MOVE.</p> <p>BASIC VALUE PROTECTION OF 60 CENTS/LB IS INCLUDED WITH THE MOVE, BUT ADDITIONAL COVERAGE MAY BE PURCHASED. THOSE RATES AND POLICIES ARE LISTED BELOW</p> <p>\$20,000 = \$150</p> <p>\$30,000 = \$225</p> <p>\$40,000 = \$300</p> <p>\$50,000 = \$375</p> <p>THANK YOU FOR CONSIDERING AMERICAN MOVING AND HAULING FOR YOUR NEXT MOVE. WE HOPE TO WIN YOUR BUSINESS!</p>			
TOTAL			<b>\$7,769.00</b>

Accepted By

EH

Accepted Date

05/14/2020



Elizabeth Holloman &lt;eeholloman@gmail.com&gt;

## Safebound Moving Storage Moving Estimate 3955488

8 messages

Patric - Safebound Moving Storage <patric@safeboundmoving.com>  
To: eeholloman@gmail.com

Tue, Apr 28, 2020 at 12:21 AM



Safebound Moving & Storage  
535 E. Lakewood Road West Palm Beach, FL 33405  
Phone: 844-868-5358  
US DOT: 2900155 MC: 975408  
Registration #: IM2839  
<http://www.safeboundmoving.com>

Binding Moving Estimate X3955488

### Origin Details

Customer: Elizabeth Holloman  
Address:  
Level/Floor/Apt:  
City, State, Zip: Banner Elk, NC 28604  
Phone 1: 828-260-0978  
Phone 2:

### Destination Details

Customer: Elizabeth Holloman  
Address:  
Level/Floor/Apt:  
City, State, Zip: Hampstead, NC 28443  
Mobile:  
Phone 2:

### General Information

Representative: Patric Celata  
Rep. Email: patric@safeboundmoving.com  
Customer Email: eeholloman@gmail.com  
Estimate Date: 04/27/2020

Move Type: Long Distance 307 miles  
Pick-Up Day: Monday/Wednesday  
Pick-Up Date: 06/15/2020-06/17/2020  
Pick-Up Time:

### Weight Details

Estimated Volume: 2478 cf. (17348 lbs)  
Tariff Rate: \$3.20 per cf  
Created on: 04/27/2020

### Estimated Charges

Basic Estimate Price	\$7929.60
Fuel Surcharge: 10.00 %	\$792.96
Packing Materials	\$1173.50
<b>Total Moving Estimate</b>	<b>\$9896.06</b>

### Attached Data: 27 Items, 317.4 cu. ft.

Qty	Items	Qty	Items	Qty	Items
	<b>Master Bedroom</b>	1	T.V. FLAT SCREEN- 33-60	1	GAME CHAIR
2	3 DRAWER CABINET, MD	1	TABLE, COFFEE	1	GAME TABLE
1	BED, KING (WITH BOXSPRING)		<b>Kitchen</b>	1	LAMP, FLOOR
1	BOOKCASE, SM.	4	CHAIR, KITCHEN	1	T.V. STAND (SMALL)
1	CABINET, SMALL	1	GLASS CABINET	1	T.V. FLAT SCREEN- 33-60
2	DRESSER, SINGLE	1	TABLE, KITCHEN	1	TABLE
2	LAMP, TABLE		<b>Laundry Room</b>		<b>Patio</b>
2	NIGHT STAND	1	BOOK SHELF	1	PATIO CHAIR
1	PICTURES, LARGE	1	FREEZER, MEDIUM		<b>Outside</b>
1	WICKER BASKET	7	PLASTIC BIN, SM.	1	BARBECUE GRILL

OB4 - 3

Hallway	1	SEWING MACHINE, PORTABLE	3	BARREL
2 PICTURES, SMALL	2	SHOE RACK	1	BIKE, ADULT
1 TENT SMALL	1	TOOL GANG BOX	1	CABINET, MEDIUM
Office	1	VACUUM CLEANER	1	LADDER TO 7
1 3 DRAWER CABINET, MD	2	WATER COOLER	1	PLANTER
1 BOOK SHELF		Bedroom 2	2	PLANTER POT
1 CHAIR, OFFICE (SM.)	1	3 DRAWER CABINET, MD	1	PLASTIC BIN, LG.
1 FILE CABINET, 4 DRAWER	1	BOOK SHELF	3	PLASTIC BIN, LG.
1 GUITAR (IN CASE)	1	DESK, SMALL	1	STORAGE CLOSET
1 GUN CABINET	1	FOLDING CRATE	2	STORAGE CONTAINER
1 PLASTIC BIN, MED.	1	LOFT BED	1	TRAMPOLINE
2 PLASTIC BIN, SM.	7	PLASTIC BIN, SM.	1	TRASH CAN
Front Room	1	SNOW BOARD	1	WATER COOLER
1 ARMOIRE, LARGE		Bedroom 3	1	WHEELBARROW
1 ARMOIRE, REGULAR	1	BEAN BAG		Barn
1 CAT TREE, 2FT-5FT	1	BOOK SHELF	45	PLASTIC BIN, LG.
1 CHAIR, ARM	1	CHAIR, ARM	105	PLASTIC BIN, MED.
1 ENTERTAINMENT CENTER, REG	1	CHAIR, OFFICE (SM.)	1	RACK
1 RUG, LARGE	1	CHEST, TOY	1	TABLE
1 SOFA, 3 SEAT/BED	1	DRESSER, SINGLE	1	TILLER
	1	FOOT STOOL	3	TOOLS GARDEN
	1	LOFT BED	3	WATER COOLER
	1	SNOW BOARD		Boxes
		Play Room	5	BOX, CHINA/DISH 18X18X28
	1	BOOK SHELF	20	BOX, LRG 18X18X24
	1	CHEST, TOY	27	BOX, MED. 18X18X18
			15	BOX, SMALL 12X12X18

Packing Materials

Qty	Material	Unit Price \$	Qty	Material	Unit Price \$	Qty	Material	Unit Price \$
15	1 Box-Book/Small (1.5cf)	10.00	20	3 Box-Large (4.5cf)	14.00	2	9 TV Packing over 41"	100.00
27	2 Box-Medium (3.0cf)	12.50	5	5 Box-Dishpack	28.00	2	9c Mattress Bag King	12.00
			1	7 Mirror Carton (Up to 6)	24.00	2	9e Mattress Bag Full/Twin	9.00

Additional \$1,173.50

**SHARED TRUCK INCLUDES***Professional door to door service**Labor to load & unload**Wrapping of all furniture with padded moving blankets**Disassembly/reassembly of standard furniture**Packing is estimated at \$1,173.50**Packing is strictly charged for disposable materials used only (no labor fees)**Gas, tolls, and taxes**Delivery is estimated for 1 to 7 business days*

PAYMENT BREAK DOWN

*Reservation by credit card, pick up & delivery by cash or certified money order*

*Reservation is 35% of the estimate*

*Pickup payment is paid before loading (50% of remaining balance)*

*The delivery payment is paid before unloading*

*Payments made by credit card have a 4% processing fee*

Cubic foot breakdown

*The price is charged at the volume of all your possessions (minimum 350 cf.)*

*The truck has measurement on the inside of the truck, so you know exactly how much space you take up.*

*The onsite revision is done before we load any item onto the truck*

Important Information

### IMPORTANT INFORMATION AND TERMS - PLEASE READ BEFORE SIGNING ESTIMATE / ORDER OF SERVICE

This is an agreement between the customer listed above and Safebound Moving & Storage based on the information provided by the customer. Safebound Moving & Storage arranged this agreement based on the list of items and services requested at the time this estimate was prepared. Should your inventory's estimated weight/volume increase at the time of pick-up or should you require additional services, your price may change based on the agreed-upon rate per pound and/or cubic feet. A quality assurance call will be made to update your inventory, 2-5 days before your first available pickup date.

#### **This estimate includes the following:**

- A professional full service move.
- Expert moving advice throughout the course of your move.
- Disassembly of all standard furniture required for safe movement.
- Reassembly for all items disassembled by the movers on the day of pick-up.
- Wrapping of all furniture with specialized moving blankets.
- Itemized inventory indicating condition at origin and delivery of items.
- Loading & unloading of all goods.
- All transportation, taxes, tolls, mileage, labor, and fuel surcharges.
- Standard cargo protection up to \$10,000 based on 0.60 cents per lb per article; if selected at the time the estimate is prepared, estimated cost of the full value protection option at varying deductible levels (these are only estimates and the actual cost is determined by your selection on the carriers bill of lading according to carriers tariff).
- No charge for moving pads.
- No date change penalties if your request is made more than 7 days before your originally scheduled pick-up date.

#### **NOTE:**

1. If the movers did not disassemble your furniture they are not responsible to re-assemble it.
2. Safebound Moving & Storage is not responsible for any items packed by owner.

**Additional fees and Accessory Services (if applicable to the move):**

3

- Packing of fragile/delicate items (such as Mirrors, China etc.); packing and crating services not already listed within proposal; loading of bulky items (such as a hot tub).
- Packing supplies such as boxes, bubble wrap, etc. (Disposable Packing materials)
- For full packing service: Safebound Moving & Storage will arrange to provide all labor and materials to professionally pack all boxes, fragile items, and furniture listed. If additional items are added at time of pick up, then the total price for full service packing will be increased and adjusted by the guaranteed rate provided. A new agreement will be presented at time of pick up.
- Shuttle service: if semi-trailer cannot get reasonably close to building or house for loading/unloading, a shuttle truck may be required to perform relocation at a minimum charge of \$300.
- Additional fee if more than 7 steps. First flight of stairs (up to 7 steps) is included.
- Elevator fee is \$75
- Long carry: first 75 feet are included. Every 75ft after is charged at \$75.
- Waiting Service: Each hour waiting is \$100/Hour. Full Day waiting \$300-500.
- A 4% processing fee will be added to pick up & delivery if using a credit card.

**VERY IMPORTANT - IF YOU ADD ITEMS AT PICK-UP OR IF THE ITEMS ARE A DIFFERENT VOLUME AND/OR WEIGHT FROM WHAT IS ESTIMATED ON THIS AGREEMENT:**

Safebound Moving & Storage provides you with the relocation price based on the information provided by you, the shipper. If on the day of the move the descriptive inventory of goods or information provided is different, the price is subject to change.

**General Delivery Schedule:**

Estimate delivery schedule below are not guaranteed but close proximity, based on previous performances and customer's earliest/ 1st requested delivery.

0-500 Miles --- 0-7 Business days.  
 501-1000Miles --- 1-10 Business days.  
 1001- 1500Miles --- 2-14 Business days.  
 1501- 3300Miles --- 3-21 Business days.

Above schedule is effective from the earliest date the customer is ready for final delivery. At the time of your pick up, we will ask you for the earliest available delivery date you can accept the items. This is also known as (FAD).

## TERMS AND CONDITIONS

1. THE PROVISIONS OF THIS AGREEMENT, INCLUDING THE TERMS AND CONDITIONS CONTAINED HEREIN, REPRESENTS THE ENTIRE UNDERSTANDING AND AGREEMENT BETWEEN SAFEBOUND MOVING & STORAGE LLC. (HEREAFTER SBL) AND CUSTOMER WITH RESPECT TO THE SUBJECT MATTER HEREOF AND SUPERSEDES ALL OTHER NEGOTIATIONS, UNDERSTANDINGS AND REPRESENTATIONS (IF ANY) MADE BY AND BETWEEN SUCH PARTIES, INCLUDING ANY REPRESENTATIONS MADE BY ANY ESTIMATOR. IN THE EVENT OF ANY CONFLICT BETWEEN THE TERMS OF ANY ESTIMATE AND THE BILL OF LADING, THE TERMS OF THE BILL OF LADING SHALL CONTROL. THIS AGREEMENT MAY NOT BE AMENDED, SUPPLEMENTED OR WAIVED ORALLY, BUT ONLY IN WRITING, SIGNED BY BOTH SAFEBOUND MOVING & STORAGE LLC AND CUSTOMER AND MAKING SPECIFIC REFERENCE TO THIS AGREEMENT.
2. CUSTOMER MAY NOT ASSIGN ITS RIGHTS OR OBLIGATIONS UNDER THIS AGREEMENT WITHOUT THE PRIOR WRITTEN CONSENT OF SBL.
3. NOTHING IN THIS AGREEMENT, WHETHER EXPRESSED OR IMPLIED, IS INTENDED TO CONFER ANY RIGHTS OR REMEDIES ON ANY PERSON OTHER THAN THE PARTIES HERETO AND THEIR RESPECTIVE LEGAL REPRESENTATIVES, HEIRS AND PERMITTED ASSIGNS, NOR IS ANYTHING IN THIS AGREEMENT INTENDED TO RELIEVE OR DISCHARGE THE OBLIGATION OR LIABILITY OF ANY THIRD PERSON TO ANY PARTY TO THIS AGREEMENT, NOR SHALL ANY PROVISION GIVE ANY THIRD PERSON ANY RIGHT OF SUBROGATION OR ACTION OVER OR AGAINST ANY PARTY TO THIS AGREEMENT.
4. CUSTOMER MUST PURSUE THE CARRIER FOR ALL CLAIMS FOR PROPERTY DAMAGE AND PERSONAL INJURY OR DEATH, INCLUDING WITHOUT LIMITATION, ANY CLAIMS FOR DAMAGE TO PROPERTY, LOST OR STOLEN GOODS, DELAYED PICKUP OR DELIVERY, ACTIONS OF ESTIMATORS, DRIVERS, PACKERS OR MOVERS, OR OTHER TYPES OF CLAIMS. THE CARRIERS MAXIMUM LIABILITY IS LIMITED TO THE LESSER OF THE FOLLOWING: (A) THE AMOUNT OF THE ACTUAL LOSS OR DAMAGE, (B) AN AMOUNT EQUAL TO SIXTY CENTS (60) PER POUND MULTIPLIED BY THE ACTUAL WEIGHT (IN POUNDS) OF THE LOST OR DAMAGED ARTICLE; OR (C) THE LUMP SUM DECLARED VALUE.
5. AS A PROPERLY LICENSED INTERSTATE MOVING COMPANY, SBL IS A MOTOR CARRIER AND WILL TRANSPORT AN INDIVIDUAL CUSTOMER/SHIPPERS HOUSEHOLD GOODS.

6. FULL REPLACEMENT INSURANCE IS AVAILABLE UPON REQUEST FROM SBL VIA AN INSURANCE PROVIDER OF ITS CHOICE. THE INSURANCE WILL BE BILLED SEPARATELY AND IT IS NOT PART OF THE ORIGINAL DEPOSIT. A POLICY NUMBER MUST BE ISSUED AND INSURANCE PAPERWORK MUST BE SIGNED BY THE CUSTOMER AND RETURNED TO SBL PRIOR TO PICKUP AND/OR PACK DATES IN ORDER TO PROCESS A CLAIM.
7. CUSTOMER WILL BE SUBJECT TO ALL APPLICABLE LAWS AND THE GENERAL TERMS AND CONDITIONS OF THE CARRIERS CONTRACT, WHICH SHALL INCLUDE WITHOUT LIMITATION, A REQUIREMENT THAT PAYMENT IN FULL OF ALL CHARGES IS DUE BEFORE UNLOADING OF THE GOODS IN ACCORDANCE WITH THE CARRIERS LAWFUL LIEN ON THE PROPERTY.
8. AS THE CUSTOMER, I AGREE TO PAY THE TOTAL CHARGES FOR MOVING COORDINATOR SERVICES TO BE PROVIDED BY SAFEBOUND MOVING & STORAGE. I UNDERSTAND THAT MY DEPOSIT/FEE REPRESENTS ONLY A PORTION OF MY TOTAL ESTIMATED SERVICE CHARGES. DUE TO SCHEDULING AND ROUTING REASONS MY DEPOSIT/FEE IS NOT REFUNDABLE, UNLESS I NOTIFY SAFEBOUND MOVING & STORAGE LLC IN WRITING WITHIN 72 HOURS AFTER BOOKING AT [INFO@SAFEBOUNDMOVING.COM](mailto:INFO@SAFEBOUNDMOVING.COM) OF MY INTENT TO CANCEL THE ESTIMATE. A 4% CANCELLATION FEE OF THE DEPOSIT WILL BE CHARGED ON ALL CREDIT CARD REFUNDS. IF THE FIRST SCHEDULED PICKUP DATE IS WITHIN 5 BUSINESS DAYS OF THE DATE I RESERVE MY MOVE, THEN MY DEPOSIT IS NON-REFUNDABLE. I UNDERSTAND THAT IF I CANCEL MY MOVE AFTER 72 HOURS, I AM ONLY ENTITLED TO RECEIVE A CREDIT OF MY DEPOSIT FOR FUTURE INTERSTATE MOVING SERVICES TO BE USED BY THE CARDHOLDER WITHIN A 12 MONTH PERIOD FROM THE DATE OF CANCELLATION. I MAY CHANGE MY PICK UP DATE, OR PLACE THE MOVE ON HOLD AT LEAST 5 BUSINESS DAYS (SATURDAYS, SUNDAYS AND HOLIDAYS NOT INCLUDED) PRIOR TO THE PACK OR LOAD DATE (WHICHEVER APPLIES) LISTED ABOVE. IF PICKUP IS REFUSED BY CUSTOMER FOR ANY REASON, THE DEPOSIT IS FORFEITED. ALL DEPOSITS WILL SHOW ON YOUR BILLING CYCLE AS SAFEBOUND MOVING & STORAGE LLC ALL CREDIT CARD REFUNDS WILL BE PROCESSED ON MY NEXT BILLING STATEMENT.
9. CUSTOMER HAS ELECTED A NOT TO EXCEED COST PRICE, THE TOTAL COST WILL NOT EXCEED THE ESTIMATED AMOUNT; PROVIDED, HOWEVER THAT CUSTOMER PROVIDES SBL WITH AN ACCURATE DESCRIPTION OF THE ITEMS TO BE MOVED AND THE SERVICES TO BE PERFORMED. CUSTOMER HAS REQUESTED TO HAVE AN ESTIMATE PROVIDED FOR HIS/HER HOUSEHOLD GOODS RELOCATION, IN ACCORDANCE WITH 49 CFR 371.113(C)(1), CUSTOMER AGREES TO WAIVE A PHYSICAL SURVEY OF THE HOUSEHOLD GOODS, AND ALTERNATIVELY AGREES TO RECEIVE A BINDING ESTIMATE BASED UPON THE SHIPPER PROVIDED ITEM LIST OF PROPERTY TO BE TRANSPORTED. IF ANY ADDITIONAL PIECES, PACKING SERVICES, WEIGHT OR LABOR SERVICES ARE ADDED AT THE ORIGIN OR DESTINATION TO THOSE QUOTED, THE CUSTOMER SHALL BE CHARGED FOR THESE SERVICES AT THE GOVERNING TARIFF RATES. IF CUSTOMERS ITEMS, WEIGHT OR SERVICES ARE LESS THAN THE ESTIMATED AMOUNT, THEN CUSTOMER SHALL PAY FOR THE ACTUAL COST ASSOCIATED WITH THESE ITEMS RATHER THAN THE ESTIMATE. CUSTOMER UNDERSTANDS THAT SBL HAS A 2000LB MINIMUM ON ALL SHIPMENTS. ANY SHIPMENT BELOW 2000LBS. WILL BE CHARGED AT THE 2000 LBS RATE. THE PRICE INCLUDES ALL FUEL SURCHARGES, TOLLS, LOAD AND UNLOAD, BASIC DISASSEMBLY AND REASSEMBLY OF STANDARD FURNITURE ITEMS, UP TO 75 FEET OF LONG CARRY AT ORIGIN AND DESTINATION AND 1 FLIGHT OF STAIRS UP TO 7 STEPS. ELABORATE FURNITURE ITEMS THAT NEED TO BE DISASSEMBLED AND/OR REASSEMBLED MAY REQUIRE 3RD PARTY SERVICING OR ADDITIONAL LABOR AND SHOULD BE DISCLOSED TO YOUR ESTIMATOR AND INCLUDED IN YOUR ESTIMATE. DISCONNECTING AND/OR RECONNECTING OF APPLIANCES IS NOT INCLUDED IN THE PRICE. REASSEMBLY IS SUBJECT TO THE AVAILABILITY OF TOOLS AND/OR ALL PARTIES BEING AVAILABLE. THE PACKING AND UNPACKING OF BOXES IS ONLY INCLUDED IN THE PRICE IF IT IS ITEMIZED IN THE PACKING AND UNPACKING SECTION OF YOUR ESTIMATE; ALL MATERIALS/LABOR FOR UNDISCLOSED ITEMS WILL BE EXTRA.
10. ALL OF THE TERMS AND PROVISIONS OF THIS AGREEMENT, WHETHER SO EXPRESSED OR NOT, SHALL BE BINDING UPON, INURE TO THE BENEFIT OF, AND BE ENFORCEABLE BY THE PARTIES AND THEIR RESPECTIVE ADMINISTRATORS, EXECUTORS, LEGAL REPRESENTATIVES, HEIRS, SUCCESSORS AND PERMITTED ASSIGNS.
11. CUSTOMER SHALL INDEMNIFY AND HOLD HARMLESS SBL AND ITS SHAREHOLDERS, DIRECTORS, OFFICERS, EMPLOYEES, AGENTS AND AFFILIATES FROM AND AGAINST ANY AND ALL ACTIONS, CLAIMS, SUITS, LIABILITIES, PROCEEDINGS, PENALTIES, FINES, COSTS, AND EXPENSES (INCLUDING ALL REASONABLE ATTORNEYS FEES) RELATING DIRECTLY OR INDIRECTLY FROM ANY BREACH OF THIS AGREEMENT BY CUSTOMER.
12. IT IS AGREED BY THE PARTIES AS MANDATORY THAT THIS AGREEMENT SHALL BE GOVERNED BY THE INTERNAL LAWS OF THE STATE OF FLORIDA WITHOUT REGARD TO THE PRINCIPLES OF CONFLICTS OF LAW. ANY DISPUTE ARISING OUT OF OR RELATING TO THIS AGREEMENT SHALL BE BROUGHT IN THE COURTS OR RECORD OF THE STATE OF FLORIDA IN PALM BEACH COUNTY OR THE COURT OF THE UNITED STATES, SOUTHERN DISTRICT OF FLORIDA IN PALM BEACH FLORIDA. IF ANY PARTY DOES NOT HAVE A REGISTERED AGENT TO ACCEPT SERVICE OF PROCESS IN FLORIDA OR IS NOT OTHERWISE SUBJECT TO SERVICE AFTER REASONABLE ATTEMPTS, THEN SUCH PARTY AGREES TO ACCEPT SERVICE OF PROCESS BY U.S. MAIL.
13. IN THE EVENT OF ANY CONTROVERSY ARISING UNDER OR RELATING TO THE INTERPRETATION OR IMPLEMENTATION OF THIS AGREEMENT OR ANY BREACH THEREOF, SBL SHALL BE ENTITLED TO RECOVER ALL OF ITS COURT COSTS, COLLECTION FEES, EXPENSES AND REASONABLE ATTORNEYS FEES (INCLUDING, WITHOUT LIMITATION, ALL PRE-TRIAL, TRIAL AND APPELLATE PROCEEDINGS), IN ADDITION TO ANY OTHER RELIED TO WHICH IT MAY BE ENTITLED. IN THE EVENT THAT SBL PURSUES THE COLLECTION OF ANY AMOUNTS DUE TO IT UNDER THIS AGREEMENT, SBL MAY RECOVER THE FULL TARIFF RATE ON ALL GOODS AND SERVICES PROVIDED, IN ADDITION TO ALL OTHER REMEDIES AVAILABLE TO IT AT LAW AND IN EQUITY.
14. MOTOR CARRIER NEUTRAL ARBITRATION PROGRAM: THE MOTOR CARRIERS NEUTRAL ARBITRATION PROGRAM HAS BEEN DESIGNED TO GIVE NEITHER PARTY ANY SPECIAL ADVANTAGE. IF A DISPUTE ARISES BETWEEN THE CARRIER AND THE SHIPPER ARBITRATION MAY BE A MUTUALLY BENEFICIAL ALTERNATIVE TO HELP RESOLVE THE DISPUTE. SECTION 49 U.S.C. SECTIONS 375.211 PROVIDES THAT A MOVER MUST HAVE A PROGRAM IN PLACE TO PROVIDE SHIPPERS WITH AN ARBITRATION ALTERNATIVE. ARBITRATION IS OPTIONAL AND NOT REQUIRED UNDER FEDERAL LAW. SUMMARY OF THE ARBITRATION PROCESS: ARBITRATION IS AN ALTERNATIVE TO COURT ROOM LITIGATION. IT PROVIDES EACH PARTY TO THE DISPUTE TO PRESENT THEIR CASES AND ALLOWS A NEUTRAL THIRD PARTY ARBITRATOR TO MAKE DECISIONS AS TO THE MERIT OF EACH SIDES CASE. ARBITRATION SUBJECT TO THIS AGREEMENT SHALL BE CONDUCTED VIA WRITTEN SUBMISSION AND, SUBJECT TO THE ARBITRATORS DISCRETION, THROUGH TELEPHONIC APPEARANCE. AFTER THE INITIAL FILING FEES HAVE BEEN PAID AND THE ARBITRATOR SELECTED, THE INITIATING

PARTY OR (CLAIMANT) MUST SUBMIT A WRITTEN BRIEF SUMMARIZING THEIR LEGAL POSITION AND FACTUAL CLAIMS. ALL SUPPORTING DOCUMENTATION MUST BE INCLUDED WITH THE INITIAL ARBITRATION BRIEF. COPIES OF ALL DOCUMENTS MUST BE SUBMITTED TO ALL PARTIES INVOLVED IN THE ARBITRATION. UPON RECEIPT OF THE CLAIMANTS ARBITRATION BRIEF AND SUPPORTING DOCUMENTS, THE RESPONDING PARTY OR (RESPONDENT) WILL HAVE 30 DAYS TO FILE THEIR RESPONSIVE ARBITRATION BRIEF AND SUPPORTING DOCUMENTATION. FURTHER DEADLINES AND TIME TABLES ARE SUBJECT TO THE ARBITRATORS DISCRETION. LEGAL EFFECTS; IF THE ARBITRATION ALTERNATIVE IS CHOSEN, THEN ANY DECISION MADE BY THE ARBITRATOR MAY BE BINDING. ADDITIONALLY, AN ARBITRATION DECISION MAY NOT BE APPEALED IN A COURT OF LAW. ALL PARTIES AGREE THAT THE ARBITRATORS DECISION WILL BE BASED EXCLUSIVELY ON THE GOVERNING UNITED STATES FEDERAL LAW WITHOUT REGARD TO CONFLICTING STATE LAWS OR REGULATIONS. APPLICABLE COSTS EACH PARTY IS RESPONSIBLE FOR THEIR OWN COST ASSOCIATED WITH ARBITRATION. A BENEFIT TO THE ARBITRATION ALTERNATIVE MAY BE THAT IT IS LESS EXPENSIVE THAN TRADITIONAL LITIGATION. EACH PARTY IS RESPONSIBLE FOR 50% OF THE COST ASSOCIATED WITH SECURING THE ARBITRATOR AND 100% OF THEIR OWN EXPENSES, INCLUDING BUT NOT LIMITED TO ATTORNEY FEES.

15. OVERSEAS INTERSTATE SHIPMENTS (ANYTHING OUTSIDE OF THE CONTINENTAL USA INCLUDING AK, HI, PR) RATE EXCLUDES ANY STORAGE, CUSTOM DUTIES AND TAXES (IF APPLICABLE), ADDITIONAL CLEARANCES BY OTHER GOVERNMENTAL OFFICES, DEMUR-RAGE, DETENTION AND ANY ADDED CHARGES FOR OTHER THAN NORMAL ACCESS DELIVERY. IN ADDITION, SHIPMENTS MUST BE PAID BY MONEY ORDER OR WIRE TRANSFER BEFORE THE SHIPMENT LEAVES THE ORIGIN PORT UNLESS THE CARRIER SPECIFIES OTHERWISE. THE CARRIER MAY DETERMINE YOUR FORM OF PAYMENT.

18. THE CUSTOMER UNDERSTANDS AND AGREES THAT IF THE CUSTOMER FAIL TO EXECUTE OR RETURN THIS AGREEMENT, BY ALLOWING A CARRIER DESIGNATED BY SBL TO PICK UP THE CUSTOMERS BELONGINGS, THE CUSTOMER EXPRESSLY AGREES AND CONSENTS TO THE TERMS CONTAINED IN THIS AGREEMENT AND WILL FORFEIT THEIR DEPOSIT AND SCHEDULED PICK UP DATE.

19. CUSTOMER HEREBY KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVES THE RIGHT TO A TRIAL BY JURY IN RESPECT OF ANY LITIGATION BASED HEREON, OR ARISING OUT OF, UNDER OR IN CONNECTION WITH THE GOODS AND SERVICES OBTAINED HEREIN, THE MOVE, OR ANY COURSE OF CONDUCT, COURSE OF DEALING, STATEMENTS (VERBAL OR WRITTEN) OR ACTIONS OF SBL OR THE MOVER. CUSTOMER ACKNOWLEDGES THAT THIS WAIVER CONSTITUTES A MATERIAL INDUCEMENT TO SBL TO ENTER INTO THIS AGREEMENT.

\_\_\_\_\_  
Customer Name

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

If you no longer wish to receive emails from Safebound Moving & Storage, please click on [unsubscribe](#)

Patric - Safebound Moving Storage <patric@safeboundmoving.com>  
To: eeholloman@gmail.com

Tue, Apr 28, 2020 at 12:23 AM

## DEDICATED TRUCK



Safebound Moving & Storage  
535 E. Lakewood Road West Palm Beach, FL 33405  
Phone: 844-868-5358  
US DOT: 2900155 MC: 975408  
Registration #: IM2839  
<http://www.safeboundmoving.com>

Binding Moving Estimate X3955488

[Quoted text hidden]

*Safebound Moving & Storage*  
**DEDICATED TRUCK**

*Professional door to door service*

*Labor to load & unload included*

*Wrapping of all furniture with padded moving blankets*

*Disassembly/reassembly of standard furniture included*





Elizabeth Holloman &lt;eeholloman@gmail.com&gt;

## Safebound Moving Storage Moving Estimate 3955488

Patric - Safebound Moving Storage <patric@safeboundmoving.com>  
To: eeholloman@gmail.com

Tue, Apr 28, 2020 at 12:28 AM

DEDICATED TRUCK



Safebound Moving & Storage  
535 E. Lakewood Road West Palm Beach, FL 33405  
Phone: 844-868-5358  
US DOT: 2900155 MC: 975408  
Registration #: IM2839  
<http://www.safeboundmoving.com>  
Binding Moving Estimate X3955488

### Origin Details

Customer: Elizabeth Holloman  
Address:  
Level/Floor/Apt:  
City, State, Zip: Banner Elk, NC 28604  
Phone 1: 828-260-0978  
Phone 2:

### Destination Details

Customer: Elizabeth Holloman  
Address:  
Level/Floor/Apt:  
City, State, Zip: Hampstead, NC 28443  
Mobile:  
Phone 2:

### General Information

Representative: Patric Celata  
Rep. Email: patric@safeboundmoving.com  
Customer Email: eeholloman@gmail.com  
Estimate Date: 04/27/2020

Move Type: Long Distance 307 miles  
Pick-Up Day: Monday/Wednesday  
Pick-Up Date: 06/15/2020-06/17/2020  
Pick-Up Time:

### Move Details

Estimated Volume: 2478 cf. (17346 lbs)  
Tariff Rate: \$3.20 per cf  
Created on: 04/27/2020

### Estimated Charges

Basic Estimate Price	\$7929.60
Fuel Surcharge: 10.00 %	\$792.96
Dedicated Truck	\$1000.00
Packing Materials	\$1173.50
Basic Valuation Protection:	
\$0.60 per lbs. per article	\$0.00
<b>Total Moving Estimate</b>	<b>\$10896.06</b>

#2

Dedicated Truck

### Articles List \$2 items, One Price

Qty	Items	Qty	Items	Qty	Items
	Master Bedroom				
2	3 DRAWER CABINET, MD	1	T.V. FLAT SCREEN- 33-60	1	GAME CHAIR
1	BED, KING (WITH BOXSPRING)	1	TABLE, COFFEE	1	GAME TABLE
			Kitchen	1	LAMP, FLOOR

OB4 - 9

7

1	BOOKCASE, SM.	4	CHAIR, KITCHEN	1	T.V. STAND (SMALL)	
1	CABINET, SMALL	1	GLASS CABINET	1	T.V. FLAT SCREEN- 33-60	
2	DRESSER, SINGLE	1	TABLE, KITCHEN	1	TABLE	
2	LAMP, TABLE	Laundry Room			Patio	
2	NIGHT STAND	1	BOOK SHELF	1	PATIO CHAIR	
1	PICTURES, LARGE	1	FREEZER, MEDIUM	Outside		
1	WICKER BASKET	7	PLASTIC BIN, SM.	1	BARBECUE GRILL	
Hallway		1	SEWING MACHINE, PORTABLE	3	BARREL	
2	PICTURES, SMALL	2	SHOE RACK	1	BIKE, ADULT	
1	TENT SMALL	1	TOOL GANG BOX	1	CABINET, MEDIUM	
Office		1	VACUUM CLEANER	1	LADDER TO 7	
1	3 DRAWER CABINET, MD	2	WATER COOLER	1	PLANTER	
1	BOOK SHELF	Bedroom 2			2	PLANTER POT
1	CHAIR, OFFICE (SM.)	1	3 DRAWER CABINET, MD	1	PLASTIC BIN, LG.	
1	FILE CABINET, 4 DRAWER	1	BOOK SHELF	3	PLASTIC BIN, LG.	
1	GUJAR (IN CASE)	1	DESK, SMALL	1	STORAGE CLOSET	
1	GUN CABINET	1	FOLDING CRATE	2	STORAGE CONTAINER	
1	PLASTIC BIN, MED.	1	LOFT BED	1	TRAMPOLINE	
2	PLASTIC BIN, SM.	7	PLASTIC BIN, SM.	1	TRASH CAN	
Front Room		1	SNOW BOARD	1	WATER COOLER	
1	ARMOIRE, LARGE	Bedroom 3			1	WHEELBARROW
1	ARMOIRE, REGULAR	1	BEAN BAG	Barn		
1	CAT TREE, 2FT-5FT	1	BOOK SHELF	45	PLASTIC BIN, LG.	
1	CHAIR, ARM	1	CHAIR, ARM	105	PLASTIC BIN, MED.	
1	ENTERTAINMENT CENTER, REG	1	CHAIR, OFFICE (SM.)	1	RACK	
1	RUG, LARGE	1	CHEST, TOY	1	TABLE	
1	SOFA, 3 SEAT/BED	1	DRESSER, SINGLE	1	TILLER	
		1	FOOT STOOL	3	TOOLS GARDEN	
		1	LOFT BED	3	WATER COOLER	
		1	SNOW BOARD	Boxes		
		Play Room			5	BOX, CHINA/DISH 18X18X28
		1	BOOK SHELF	20	BOX, LRG 18X18X24	
		1	CHEST, TOY	27	BOX, MED. 18X18X18	
				15	BOX, SMALL 12X12X18	

## Packing Materials List

Qty	Material	Unit Price \$	Qty	Material	Unit Price \$	Qty	Material	Unit Price \$
15	1 Box-Book/Small (1.5cf)	10.00	20	3 Box-Large (4.5cf)	14.00	2	9 TV Packing over 41"	100.00
27	2 Box-Medium (3.0cf)	12.50	5	5 Box-Dishpack	28.00	2	9c Mattress Bag King	12.00
			1	7 Mirror Carton (Up to 6)	24.00	2	9e Mattress Bag Full/Twin	9.00

## Additional Notes / Notes

**DEDICATED TRUCK***Professional door to door service**Labor to load & unload included**Wrapping of all furniture with padded moving blankets**Disassembly/reassembly of standard furniture included**Dedicated truck reserved for you & you only*

***Guaranteed pickup date (2 DAY EVENT)***

***Guaranteed delivery in 2 calendar days***

***Packing is optional and estimated at \$1,173.50***

***Packing is strictly charged for disposable materials used only***

***Safebound Logistics foreman at pickup & delivery***

***All belongings are loaded once & only removed at delivery***

***Gas, tolls, and taxes are all included***

***The price will not change if there are no extra services needed***

### **TENTATIVE MOVE SCHEDULE**

***DAY 1 - ALL DAY PACK & LOAD***

***DAY 2 - ALL DAY LOAD***

***DAY 3 - DRIVE***

***DAY 4 - ALL DAY UNLOAD***

### **PAYMENT BREAK DOWN**

***Reservation by credit card, pick up & delivery by cash or certified money order***

***Reservation is 35% of the estimate***

***Pickup payment is paid before loading (50% of remaining balance)***

***The delivery payment is paid before unloading***

***Payments made by credit card have a 4% processing fee***

### **Terms and Conditions**

#### **IMPORTANT INFORMATION AND TERMS - PLEASE READ BEFORE SIGNING ESTIMATE / ORDER OF SERVICE**

This is an agreement between the customer listed above and Safebound Moving & Storage based on the information provided by the customer. Safebound Moving & Storage arranged this agreement based on the list of items and services requested at the time this estimate was prepared. Should your inventory's estimated weight/volume increase at the time of pick-up or should you require additional services, your price may change based on the agreed-upon rate per pound and/or cubic feet. A quality assurance call will be made to update your inventory, 2-5 days before your first available pickup date.

#### **This estimate includes the following:**

- A professional full service move.
- Expert moving advice throughout the course of your move.
- Disassembly of all standard furniture required for safe movement.
- Reassembly for all items disassembled by the movers on the day of pick-up.
- Wrapping of all furniture with specialized moving blankets.
- Itemized inventory indicating condition at origin and delivery of items.

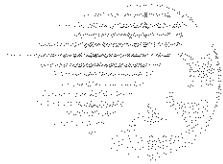


Elizabeth Holloman &lt;eeholloman@gmail.com&gt;

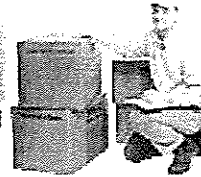
## Your Moving Estimate 5526989

Mike - Moving Nation <mike@moving-nation.com>  
To: eeholloman@gmail.com

Fri, May 8, 2020 at 1:17 PM



**MOVING NATION**  
MOVING NATION-ONE FAMILY AT A TIME



**800-961-8353**  
Ext. 200

### Moving Estimate

Reference No: E5526989

**Moving Nation**  
10000 TOWN CENTER AV  
COLUMBIA, MD 21044  
US DOT: 2442002 MC: 866820

**Customer Rep:** Mike Volz  
**Phone:** 800-961-8353 Ext. 200  
**Direct:** 9166197272  
**Email:** mike@moving-nation.com

### Moving From

### Moving To

**Elizabeth Holloman**  
House / Ground  
Banner Elk, NC 28604  
Phone: 8282600978  
eeholloman@gmail.com

**Elizabeth Holloman**  
Hampstead, NC 28443

### Relocation Details

**Job No:** E5526989  
**Estimate Date:** 05/08/2020  
**Representative:** Mike Volz  
**Move Type:** Residential Long Distance, 307 miles  
**Estimated Volume:** 2500 lbs. (385 cf.)  
**Estimated Rate:** \$5.00 per lbs  
**Move Day:** Monday  
**Requested Move Date:** 06/15/2020  
**Reference By:** ConsumerAffairsCall  
**Created on:** 05/04/2020

### Relocation Estimate

<b>Basic Estimate Price</b>	<b>\$12500.00</b>
<b>Fuel Surcharge: 10.00 %</b>	<b>\$1250.00</b>
	<b>\$600.00</b>
	<b>\$2625.00</b>
	<b>- \$2500.00</b>
<b>Basic Valuation Protection:</b>	
<b>\$0.60 per lbs. per article</b>	<b>\$0.00</b>
<b>Total Moving Estimate</b>	<b>\$14475.00</b>

#3

### Understanding Your Estimate

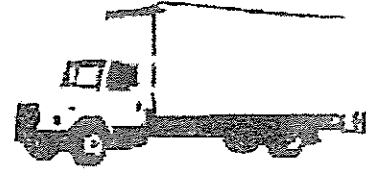
Chose different Department and put estimate to BINDING

### Articles List

Qty	Items	Qty	Items	Qty	Items
-----	-------	-----	-------	-----	-------

# AAM

## Asheville Area Movers



Moving Date: \_\_\_\_\_

From:

Address: \_\_\_\_\_

City: Greeneville State: NC Zip: 28604

To:

Address: \_\_\_\_\_

City: Hampstead State: NC Zip: \_\_\_\_\_Client's Name: Elizabeth Holman Company Name: \_\_\_\_\_Home #: 405-260-0575 Work #: \_\_\_\_\_ Cell #: \_\_\_\_\_Fax: \_\_\_\_\_ E-mail: eeholman@gmail.com Booking Date: 1/1/11

Quoted Fee

Miles  
650 m

Start Time: \_\_\_\_\_ ☐ Customer Initial \_\_\_\_\_End Time: \_\_\_\_\_ ☐ Customer Initial \_\_\_\_\_

For weight  
1200 lbs

Brief description of large items and general overview of work:

Truck Fee - \$1,650

3 Men Pack - \$1,200

Packing Supplies - \$525

3 Men Load - \$1,410

3 Men Unload - \$1,000

Round Trip Travel - \$2,200

Hotel - \$200

Total - \$7,745

# 4

Customer Signature: \_\_\_\_\_

11



Elizabeth Holloman &lt;eeholloman@gmail.com&gt;

## Your Moving Estimate 1113622

Veeka - Moving APT <veeka@movingapt.com>  
To: eeholloman@gmail.com

Mon, May 4, 2020 at 7:56 PM



### Binding Moving Estimate

**Job No: U1113622**
**Moving APT**

936 Sw 1st Ave.suite 130  
Miami FL 33130  
<http://www.movingapt.com>  
US DOT: 2247863  
MC: 731090-B

**Moving From**

Elizabeth Holloman

Banner Elk, NC 28604

Phone: 8282600978 Phone 1:

Email: eeholloman@gmail.com

**Customer Rep: Veeka**

Phone: 1-800-360-0037  
Direct: (305) 676-6754  
Fax: (786)733-3926  
Email: veeka@movingapt.com

**Moving To**

Elizabeth Holloman

Hampstead, NC 28443

Phone: Phone 1:

**Extra Stop / Notes**

<b>Total Estimate</b>	<b>\$8194.00</b>
Deposit: \$2867.90 +4% pf	
Pick-Up: \$2663.05	
Delivery: \$2663.05	

**Service Information**

Job No: U1113622  
Move Type: Long Distance, 307 miles  
Estimate Type: Binding  
Estimated LBS: 19175 lbs. / 2739 cf.  
Estimated Rate: \$0.35 per lbs.  
Pick-Up Window: 06/17/2020-06/19/2020  
Delivery Type: Immediately  
Created on: 05/04/2020

**Service Estimate**

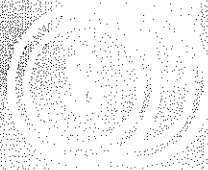
Basic Estimate Price	\$6711.25
Fuel Surcharge: 9.00 %	\$604.01
appliance handling	\$75.00
Packing Materials	\$2876.00
short distance/no storage/3 day pick up window	- \$671.25
<b>Carrier Total</b>	<b>\$7295.00</b>
<b>Booking Fee</b>	<b>\$899.00</b>
<b>Total Moving Estimate</b>	<b>\$8194.00</b>

#5



Moving is easy

Ask your rep for more info



# Price Match Guarantee

## Articles List 91 Items, 357 Pieces

Qty	Items	CuFt	Qty	Items	CuFt	Qty	Items	CuFt
	master Bedroom			kitchen		1	Lamp, Floor	10
1	Bed King ( All Parts Included )	105	4	Chair Kitchen	20	1	T.v. Stand	8
1	Bookcase Small	10	1	Glass Cabinet	50	1	T.v. Flat Screen- 33-60	9
1	Cabinet Small	5	1	Table Kitchen	15	1	Table	21
2	Dresser Single	50		laundry Room			patio	
2	File Cabinet Small	22	1	Book Shelf	20	1	Chair Patio	10
1	Hamper	5	1	Freezer/medium	27		outside	
2	Lamp, Table Sm. Or Med.	10	7	Plastic Bin, Sm.	35	1	Barbecue Grill Large	20
1	Pictures, Large	8	1	Sewing Machine/portable	5	3	Barrel	18
	hallway		2	Shoe Rack	10	1	Bike-adult	8
2	Pictures Small	6	1	Tool Gang Box	42	1	Cabinet Medium	10
1	Tent Small	10	1	Vacuum Cleaner	5	1	Garbage Can	3
	office		2	Water Cooler	10	1	Ladder To 7	7
1	Book Shelf	20		bedroom 2		4	Large Plastic Bin	24
1	Chair Office	9	1	Book Shelf	20	1	Planter	6
1	File Cabinet Four	16	1	Desk	29	2	Planter Pot	6
1	File Cabinet Small	11	1	File Cabinet Small	11	1	Storage Closet	50
1	Guitar (in Case)	6	1	Folding Crate	6	2	Storage Container	22
1	Gun Cabinet	36	1	Loft Bed	60	1	Trampoline	50
2	Plastic Bin Small	8	7	Plastic Bin, Sm	35	1	Water Cooler	5
1	Plastic Bin, Med.	5	1	Snow Board	6	1	Wheelbarrow	6
	front Room			bedroom 3			barn	
1	Armoire Large	58	1	Bean Bag	5	45	Large Plastic Bin	270
1	Armoire Regular	43	1	Book Shelf	20	105	Plastic Bin, Med.	525
1	Cat Tree, 2ft-5ft	11	1	Chair Office	9	1	Rack	25
1	Chair, Arm	11	1	Chair, Arm	15	1	Table	11
1	Entertain. Small	29	1	Chest, Toy	11	1	Tiller	11
1	Rug, Large	11	1	Dresser Single	25	3	Tools Bundle	15
1	Sofa-3 Seat/bed	60	1	Loft Bed	60	3	Water Cooler	15
1	T.v. Flat Screen- 33-60	11	1	Ottoman Small	5		boxes	
1	Table Coffee	9	1	Snow Board	6	11	Box Dish Pack 18x18x28	66
				play Room		17	Box Large 18x18x24	85
			1	Book Shelf	20	23	Box Medium 18x18x16	69
			1	Chest Toy	10	9	Box Picture/mirror 4x40x38	36
			1	Game Chair	11	23	Box Small 16x12x12	35
			1	Game Table	11	6	Box Wardrobe 24x20x46 40 Hangers	72



AMERICAN MOVING AND HAULING INC  
 535 E CLEMMONSVILLE RD SUITE D  
 WINSTON-SALEM, NC 27107 US  
 (336) 765-3499  
 team@americanmovingandhauling.com  
 americanmovingandhauling.com

# Estimate

ADDRESS  
 ELIZABETH HOLLOMAN  
 BANNER ELK, NC

ESTIMATE #      DATE  
 1939              05/07/2020

ACTIVITY	QTY	RATE	AMOUNT
<b>WEIGHT/DISTANCE MOVE</b>	1	5,975.00	5,975.00
WEIGHT/DISTANCE MOVE (OVER 35 MILES)			
FROM: BANNER ELK, NC 2 LEVEL HOME WITH BARN			
TO: HAMPSTEAD, NC HOME			
WEIGHT: 14,875 LBS			
DISTANCE: 320 MI			
<b>SMALL BOX</b>	29	10.00	290.00
SMALL BOX			
<b>MEDIUM BOX</b>	42	12.00	504.00
MEDIUM BOX			
<b>LARGE BOX</b>	30	14.00	420.00
LARGE BOX			
<b>EXTRA LARGE BOX</b>	12	20.00	240.00
EXTRA LARGE BOX			
<b>DISH PACK BOX</b>	8	50.00	400.00
DISH PACK BOX			
<b>WARDROBE BOX</b>	22	20.00	440.00
WARDROBE BOX			
<b>MIRROR CARTON/PICTURE BOX</b>	18	25.00	450.00
MIRROR CARTON/PICTURE BOX			

PACKING IS BASED ON A PER BOX BASIS. WE WILL ADJUST  
 THE PRICE ACCORDING TO THE ACTUAL BOX COUNT, THIS  
 JUST GIVES YOU AN IDEA OF THE MAXIMUM COST OF  
 PACKING ON YOUR JOB.

WE WOULD LIKE TO BREAK YOUR JOB DOWN AS FOLLOWS:  
 DAY 1 - BOX PACKING

ACTIVITY	QTY	RATE	AMOUNT
----------	-----	------	--------

DAY 2 - LOADING OF FURNITURE AND ITEMS INTO OUR TRUCKS. THE TRUCKS WOULD BE HELD OVERNIGHT AT OUR FACILITY.

DAY 3- UNLOADING INTO NEW HOME IN HAMPSTEAD, NC

YOUR MOVE IS BASED ON A FLAT RATE OF \$5,975, AND WILL NOT EXCEED THESE COSTS. IT IS BASED ON THE ITEMS PRESENT AND DESCRIBED AT THE TIME OF THE ESTIMATE. ANY ADDITIONAL ITEMS MAY CHANGE THE RATE LISTED.

YOUR MOVE INCLUDES: PAD/STRETCH WRAPPING, MATTRESS COVERS, DISASSEMBLY, LOADING INTO OUR TRUCKS, TRANSPORT/FUEL/MILEAGE, DELIVERY TO NEW HOME, REASSEMBLY/STAGING, AND ALL ASSOCIATED MOVING SUPPLIES NEEDED TO ENSURE A SAFE/EFFICIENT MOVE.

BASIC VALUE PROTECTION OF 60 CENTS/LB IS INCLUDED WITH THE MOVE, BUT ADDITIONAL COVERAGE MAY BE PURCHASED. THOSE RATES AND POLICIES ARE LISTED BELOW

\$20,000 = \$150

\$30,000 = \$225

\$40,000 = \$300

\$50,000 = \$375

THANK YOU FOR CONSIDERING AMERICAN MOVING AND HAULING FOR YOUR NEXT MOVE. WE HOPE TO WIN YOUR BUSINESS!

TOTAL

\$8,719.00

#6

Accepted By

Accepted Date

## **AGENDA ITEM**

To: CHAIRMAN MILLIKEN AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 8, 2020

Re: Construction of 54-inch Parallel Transmission Main Project and Easement Matter Regarding Relocation of Septic System (John Wessell, General Counsel)

---

Background: With the current construction of the 54-inch pipeline it was discovered that a mobile home and associate septic tank were in the right of way. The owner is moving the mobile home and per terms of the easement, the Board approved a payment of up to \$11,000 for payment of costs related to relocating the septic system.

The expenses associated with this issue are as follows: 1) \$8,131 to install the new septic system; 2) \$450 to pump out and dispose of the old septic system; 3) \$595 in miscellaneous costs incurred by Mr. Carroll to include permit fees, mileage and right of way clearing costs; 4) \$3,750 for plumbing and electrical for the new septic system; and 5) \$1,050 for moving the meter box. The revised request is \$13,976. Last month the Board approved expenses in the amount of \$11,000.

Purpose: Reimburse for expenses to move items out of LCFWASA Right of Way required by the new line installation. The encroachment happened prior to LCFWASA taking possession of the ROW.

Recommended Action: Approve the total expense

## **AGENDA ITEM**

To: CHAIRMAN MILLIKEN AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 8, 2020

Re: Budget Amendment #8

---

Background: The following expenses were not anticipated when the FY 2019-20 budget was adopted: The first is for the new director's moving expense and is represented as OB4-Moving Allowance \$7,769. The second is for OB5 - Construction of 54-inch Parallel Transmission Main Project and Easement Matter Regarding Relocation of Septic System \$13,976.

Purpose: Align expenses with revenues from fund balance.

**Action Requested:** Motion to approve



**Lower Cape Fear Water & Sewer Authority**  
**Leland, North Carolina**

**BUDGET AMENDMENT #8**  
**Fiscal Year 2019 - 2020**

**BE IT ORDAINED** by the Board of Directors of the Lower Cape Fear Water & Sewer Authority that the following amendments are made to the FY 2019-2020 Annual Budget Ordinances.

**Section 1:** To amend the Operating Fund the listed appropriations are increased as follows:

<b>Operating Fund:</b>	<b>INCREASE</b>
4046-01 Professional Services - Attorney	\$ 13,976.00
4070-01 Travel and Training	7,769.00
	<u>\$ 21,745.00</u>

This amendment provides for unbudgeted costs associated with construction of the 54-inch parallel transmission main for relocation of a septic system located in the main right-of-way. The original easement granted in 1981 obligates the Authority for the cost of relocation. Additionally, this amendment provides for the cost associated with the new Executive Director's moving expenses.

Revenue for these appropriations is provided by unappropriated fund balance.

<b>Operating Fund:</b>	<b>DECREASE</b>
2900-00 – Operating Fund, Unappropriated Fund Balance	\$ 21,745.00
	<u>\$ 21,745.00</u>

**Section 2:** Copies of this Budget Amendment shall be furnished to the Budget Officer for direction in the carrying out of his duties.

Approved as to the availability of funds:

\_\_\_\_\_  
 Tim Holloman, Finance Officer

This Budget Amendment adopted this 8<sup>th</sup> day of June, 2020.

\_\_\_\_\_  
 Al Milliken, Chairman

ATTEST:

\_\_\_\_\_  
 Charlie Rivenbark, Secretary

## **AGENDA ITEM**

To: CHAIRMAN MILLIKEN AND BOARD MEMBERS

From: TIM H. HOLLOMAN, EXECUTIVE DIRECTOR

Date: June 8, 2020

Re: Webex Expanded Meeting Solutions

---

**Background:** We have used Webex since March of this year and we have had recurring issues with hearing the proceedings. To ensure an effective and successful meeting experience with user friendly functionality for attendees and staff, staff has researched alternatives to improve the Authority's virtual meetings capabilities. Two options require significant purchases.

Option 1: To allow for a hybrid meeting on site with half the Directors and staff on site and half participating remotely, the LCFWASA can purchase a room kit for approximately \$6,500, a monitor for \$1,000.00 and an additional microphone. With installation estimates the total cost will be \$8,500. This is a hybrid option of Webex equipment with the LCFWASA providing the large screen. Also, having a technician in the room to allow staff to present and take care of on-site details costs \$100 per meeting. The technician can monitor the screen, etc.

Option 2: To allow for a hybrid meeting on site with half the Directors and Staff on site and half participating remotely, the LCFWASA would purchase a dual integrated screen with camera and associated equipment for \$27,310.93. Total cost for this option is \$29,500. This is the top of the line all Webex hardware. Also, having a technician in the room to allow staff to present and take care of on-site details costs \$100 per meeting. The technician can monitor the screen, etc.

**Purpose:** Webex in the current form that we have equipment to support was designed for one or two on site participants with the rest being remote. This would be a significant change for the Board to move on and would require policy changes if Directors are allowed to participate remotely after the current Covid-19 situation is abated.

**Action Requested:** Motion to approve/disapprove or table



## Quote

**Hungerford Technologies**

2910 Lucerne Drive SE  
Grand Rapids, MI 49546  
United States

T: 616-949-4020

Quote #	2083 v2
Date	2020/05/19
Expires	2020/06/14
Contact	Ben Myslenski

**Prepared for** LOWER CAPE FEAR PERSONNEL ASSN INC  
Tim Holloman  
1107 New Pointe Blvd., Suite 17  
Leland, NC 28451  
United States

T: (910) 383-1919  
E: ThollomanLcfwasa@atmc.net

[ACCEPT QUOTE](#)
**Default Recurring (Webex Meetings)****Recurring Fees**

Type	Item	Qty	Price	Total
Cables	<b>A-FLEX-ADD-DEVREG</b> Cloud Device Registration (36 months) Autorenewal 12 months Cisco (Code: A-FLEX-ADD-DEVREG)	1	\$29.50	\$29.50 <sup>†</sup>
Software Licensing	<b>Webex Meeting Host Subscription</b> Cisco (Code: A-FLEX-NUCM-MC)	1	\$21.00	\$21.00 <sup>†</sup>
Software Licensing	<b>Unlimited Calling in US and Canada (bridge country callback, toll free, toll, voip and call me)</b> Cisco (Code: A-FLEX-NU-BCCB-TF)	1	\$5.00	\$5.00
Subtotal				\$55.50
Sales Tax (6%)				\$0.30
<b>Total Recurring</b>				<b>\$55.80 USD</b>

<sup>†</sup> Non-taxable item

**Up-Front Fees**

Type	Item	Qty	Price	Total
Product	<b>CS-ROOM55D-K9</b> Cisco Webex Room 55D, Dual 55" Screens Cisco (Code: CS-ROOM55D-K9)	1	\$21,129.41	\$21,129.41
Software Licensing	<b>Cisco Smartnet Licensing</b> 12 months of Cisco Smartnet support	1	\$4,635.62	\$4,635.62





## Quote

<sup>†</sup> Non-taxable item

Invoices will be transmitted via e-mail. All payments are due within 15 days, and an interest rate of 1.5% per month will be charged after 30 days. If there are any disputes, please inform your Account Manager.

## Comments

recurring items billed monthly 12 month contract (12 month auto renewal)

Subtotal	\$25,765.03
Sales Tax (6%)	\$1,545.90
<b>Total Due</b>	<b>\$27,310.93 USD</b>

## Cost Breakdown

Type	Up-Front Fees	Recurring Fees
Product	\$21,129.41	—
Cables	—	\$29.50*
Software Licensing	\$4,635.62	\$26.00*
Sales Tax	\$1,545.90	\$0.30*
<b>Total</b>	<b>\$27,310.93 USD</b>	<b>\$55.80 USD*</b>

\* Recurring fees

**ACCEPT QUOTE**



## Quote

**Hungerford Technologies**

2910 Lucerne Drive SE  
Grand Rapids, MI 49546  
United States

T: 616-949-4020

Quote #	2083 v3
Date	2020/05/21
Expires	2020/06/14
Contact	Ben Myslenski

**Prepared for** LOWER CAPE FEAR PERSONNEL ASSN INC  
Tim Holloman  
1107 New Pointe Blvd., Suite 17  
Leland, NC 28451  
United States

T: (910) 383-1919  
E: ThollomanLcfwasa@atmc.net

**ACCEPT QUOTE**

**Default Recurring (Webex Meetings)****Recurring Fees**

Type	Item	Qty	Price	Total
Cables	<b>A-FLEX-ADD-DEVREG</b> Cloud Device Registration (36 months) Autorenewal 12 months Cisco (Code: A-FLEX-ADD-DEVREG)	1	\$29.50	\$29.50 <sup>†</sup>
Software Licensing	<b>Webex Meeting Host Subscription</b> Cisco (Code: A-FLEX-NUCM-MC)	1	\$21.00	\$21.00 <sup>†</sup>
Software Licensing	<b>Unlimited Calling in US and Canada (bridge country callback, toll free, toll, voip and call me)</b> Cisco (Code: A-FLEX-NU-BCCB-TF)	1	\$5.00	\$5.00
Subtotal				\$55.50
Sales Tax (6%)				\$0.30
<b>Total Recurring</b>				<b>\$55.80 USD</b>

<sup>†</sup> Non-taxable item

**Up-Front Fees**

Type	Item	Qty	Price	Total
Product	<b>CS-KIT-K9</b> ROOM KIT WITH INTEGRATED MIC CLDS SPKR & TOUCH 10 Cisco (Code: CS-KIT-K9)	1	\$6,499.00	\$6,499.00
Software Licensing	<b>CON-ECDN-CSKITK9</b> CCW ONLY NBD 8X5 ESS WITH SPARKSVCS ROOM KIT WITH TOUCH10 Cisco (Code: CON-ECDN-CSKITK9)	1	\$1,216.26	\$1,216.26



## Quote

<sup>†</sup> Non-taxable item

Invoices will be transmitted via e-mail. All payments are due within 15 days, and an interest rate of 1.5% per month will be charged after 30 days. If there are any disputes, please inform your Account Manager.

## Comments

recurring items billed monthly 12 month contract (12 month auto renewal)

Subtotal	\$7,715.26
Sales Tax (6%)	\$462.92
<b>Total Due</b>	<b>\$8,178.18 USD</b>

## Cost Breakdown

Type	Up-Front Fees	Recurring Fees
Cables	—	\$29.50*
Software Licensing	\$1,216.26	\$26.00*
Product	\$6,499.00	—
Sales Tax	\$462.92	\$0.30*
<b>Total</b>	<b>\$8,178.18 USD</b>	<b>\$55.80 USD*</b>

\* Recurring fees

[ACCEPT QUOTE](#)