



**Town of Holden Beach  
Board of Commissioners  
Special Meeting**

**Friday, April 10, 2026  
1:00 PM**

**Holden Beach Town Hall  
Public Assembly**



**TOWN OF HOLDEN BEACH  
BOARD OF COMMISSIONERS' SPECIAL MEETING  
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY  
FRIDAY, APRIL 10, 2026 – 1:00 P.M.**

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1. Call to Order
2. Public Comment
3. Discussion and Possible Award of Bid for Street Paving (Swordfish and Tuna) – Public Works  
Director Benton (Pages 3 – 17)
4. Discussion and Possible Selection of Contractor for the Block Q Stage Project – Assistant Town  
Manager Ferguson (Pages 18 – 41)
5. Budget Workshop (Pages 42 – 69)
  - a. Expenditures
6. Pier Property Discussion and Possible Direction – Town Manager Chadwick (Page 70)
7. Adjournment

\* Visit <https://www.youtube.com/@townofholdenbeach/streams> to watch the livestream of the meeting. Public comments can be submitted to [heather@hbtownhall.com](mailto:heather@hbtownhall.com) prior to 5:00 p.m. on April 9, 2026.



Town of Holden Beach  
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: 4/10/26

FROM: Chris Benton

DATE SUBMITTED: 4/6/26

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**ISSUE/ACTION REQUESTED:** Consideration and possible action on a bid for street paving.

**BACKGROUND/PURPOSE OF REQUEST:** The Town issued an RFP for street paving projects. There were two bids received. The lowest bid is from Highland Paving. Staff recommends including the option for all of Swordfish which will be accomplished through a budget adjustment.

**FISCAL IMPACT:** (select one)

BUDGET AMENDMENT REQUIRED:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
CAPITAL IMPROVEMENT PLAN ITEM:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
PRE-AUDIT CERTIFICATION REQUIRED:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY FINANCE DIRECTOR:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

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**CONTRACTS/AGREEMENTS:** (select one)

REVIEWED BY TOWN ATTORNEY:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	N/A
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**ADVISORY BOARD RECOMMENDATION:** N/A

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**FINANCE RECOMMENDATION:** Award bid to Highland Paving.

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**TOWN MANAGER'S RECOMMENDATION:** Approve bid to Highland Paving including option for all of Swordfish.



1427 Military Cutoff, Suite 211  
 Wilmington, NC 28403  
 Office # 910-679-4587

March 27, 2026

TO: Town of Holden Beach 2026

ATTN: [Shane Lippard, P.E.](#)

RE: Holden Beach Resurfacing 2026 - Swordfish and Tuna Dr.

Pursuant to our earlier discussions and instructions, Highland Paving Company, LLC offers to provide the labor, materials and equipment necessary to perform the following work at the above mentioned job.

Description of work and prices:

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Total</u>
	<b><u>Swordfish Dr.</u></b>				
	Clip Excess Shoulders	1	LS		
	Asphalt Leveling	20	TON		
	Patching 4" Asphalt	100	SF		
	Milling	50	SY		
	1.5" S9.5B Overlay	3600	SY		
	Dressup Shoulders	1	LS		
	Traffic Control	1	LS		
				\$	71,250.00
	<b><u>Tuna Dr.</u></b>				
	Clip Excess Shoulders	1	LS		
	Asphalt Leveling	20	TON		
	Patching 4" Asphalt	100	SF		
	Milling	650	SF		
	1.5" S9.5B Overlay	3300	SY		
	Dressup Shoulders	1	LS		
	Traffic Control	1	LS		
	Painted Crosswalk	1	LS		
				\$	67,500.00
				<b>TOTAL</b>	<b>\$ 138,750.00</b>
	<b><u>Swordfish Phase 2</u></b>				
	Clip Excess Shoulders	1	LS		

Asphalt Leveling	10 TON
Patching 6" ABC Stone and 2" Asphalt	10 SY
Milling	650 SF
1.5" S9.5B Overlay	2050 SY
Dressup Shoulders	1 LS
Traffic Control	1 LS
Painted Crosswalk	1 LS

\$

43,500.00

**EXCLUSIONS:**

Staking/layout.  
Pervious concrete/asphalt.  
Any and all Concrete work.  
Utility and/or Storm Drainage Adjustments  
Stone for Driveways  
Signage  
Bollards/bike racks.  
Permits/fees.  
Thermoplastic striping.  
Grading of any kind unless specified above.  
Speed bumps.  
Bonding and/or specialty Insurance.  
Anything not specified above.

**NOTES:**

1. No retainage is to be withheld. Full Payment is due within 30 days of completion of our work.
2. The work and materials described in this proposal will be performed in accordance with the specifications, workmanship, material content, and quality control in effect at the time this proposal was issued. Highland Paving Co., LLC does not agree to any other specification or quality control regime without express written consent to be bound by other specifications.
3. The grade must be firm, stable, and unyielding. HPC is not responsible for grade prepared by others, and assumes no responsibility for standing or ponding water on asphalt surfaces with designed slope of less than one and one half percent.
4. Proposal is good for 30 days.
5. We cannot guarantee where there are current areas of ponding water will be eliminated by resurfacing operations.

We are pleased to be able to provide you with a price on this project. If this proposal meets with your approval, please sign below and return to us. We are committed to providing you with quality, reliability and value.

Owner Name: \_\_\_\_\_

Owners Signature : \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Thanks,



Jason Hobson

Division Manager

[jhobson@highlandpaving.com](mailto:jhobson@highlandpaving.com)

Mobile (910) 322-4163

**ROADWAY WORK FOR  
THE TOWN OF HOLDEN BEACH**

**SWORDFISH DRIVE  
TUNA DRIVE**

**BRUNSWICK COUNTY, NC**

**CONTRACT DOCUMENTS AND  
TECHNICAL SPECIFICATIONS**

**MAYOR**

**J. Alan Holden**

**BOARD OF COMMISSIONERS**

**Page Dyer, Mayor Pro-Tem**

**Tom Myers**

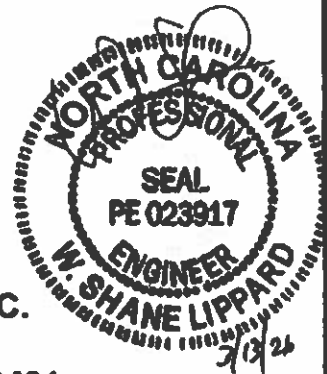
**Sylvia Pate**

**Keith Smith**

**March 2026**

**Prepared by**

**Right Angle Engineering, P.C.  
212 Princess Street  
Wilmington, North Carolina 28401  
(910) 251-8544**



## INVITATION TO BID

### Roadway Work 2026 For The Town Of Holden Beach Brunswick County

The Town of Holden Beach will receive informal bids for the furnishing of all equipment, labor and materials for completing the Roadway Work as shown on the plans by Right Angle Engineering, P.C.

**Emailed Bids** should be submitted to the attention of

W. Shane Lippard, P.E.,  
Right Angle Engineering, P.C.  
212 Princess Street  
Wilmington, NC 28401  
[raepcsl@bellsouth.net](mailto:raepcsl@bellsouth.net)

and marked "ROADWAY WORK FOR THE TOWN OF HOLDEN BEACH". All bids must be received no later than **12:00 p.m. (local time) March 27<sup>th</sup>, 2026**.

Plans include sheets C1 and C2 (included in bid documents) and specifications are provided.

Bidders must be licensed (registered) contractors in North Carolina.

No bid bond required. No Performance/Payment Bond required. Single payment of the Work upon completion of the project.

The Owner reserves the right to waive informalities and/or reject any or all bids.

Bid documents will be emailed or picked up from Right Angle Engineering, P.C. located at 212 Princess Street, Wilmington, NC 28401, telephone (910) 251-8544.

# ROADWAY WORK FOR THE TOWN OF HOLDEN BEACH 2026

## BRUNSWICK COUNTY

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Invitation to Bid .....	00100-1 to 00100-1
C-500 Standard Form of Agreement.....	00500-1 to 00500-7
C-700 Standard General Conditions .....	00700-1 to 00700-58

#### Technical Specifications :

<b>SECTION</b>	
01010	Summary of Work ..... 01010-1 to 01010-2
02200	Earthwork ..... 02200-1 to 02200-4
02270	Sedimentation and Erosion Control ..... 02270-1 to 02270-5
02515	Bituminous Concrete Pavement ..... 02515-1 to 02515-6

**STANDARD FORM OF AGREEMENT  
BETWEEN OWNER AND CONTRACTOR  
ON THE BASIS OF A STIPULATED PRICE**

**FUNDING AGENCY EDITION**

*Prepared by*

**ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE**

and

Issued and Published Jointly By

[insert seals]

**PROFESSIONAL ENGINEERS IN PRIVATE PRACTICE**  
*a practice division of the*  
**NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS**

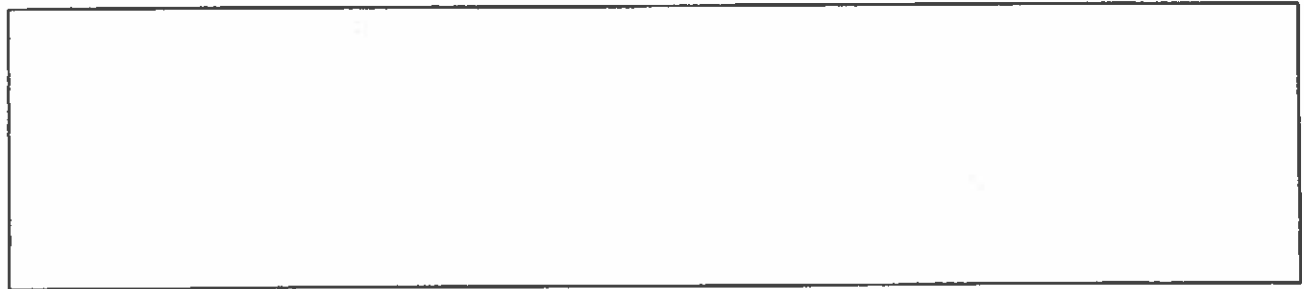
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**AMERICAN CONSULTING ENGINEERS COUNCIL**

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**AMERICAN SOCIETY OF CIVIL ENGINEERS**

This document has been accepted by  
United States Department of Agriculture  
Rural Utilities Service, Water and Waste Programs



EJCDC No. 1910-8-A-1-FA (1997 Edition)

**AGREEMENT  
BETWEEN OWNER AND CONTRACTOR**

**THIS AGREEMENT** is by and between Town of Holden Beach, Brunswick County, North Carolina  
(hereinafter called OWNER) and Barnhill Contracting Company (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

**ARTICLE 1 - WORK**

1.01 CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The work includes street paving at Swordfish Drive and Tuna Drive, including all related work.

Substantial completion of the contract is defined as completion of all paving, striping, edge work and related items as required in contract documents, successful testing of the asphalt mixtures.

**ARTICLE 2 - THE PROJECT**

2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows:

Roadway Work 2026 For  
Town of Holden Beach  
Brunswick County, North Carolina

**ARTICLE 3 - ENGINEER**

3.01 The Project has been designed by Right Angle Engineering, P.C., 212 Princess Street, Wilmington, NC 28401 who is hereinafter called ENGINEER and who is to act as OWNER's representative, assume all duties and responsibilities and have the rights and authority assigned to ENGINEER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

**ARTICLE 4 - CONTRACT TIMES**

4.01 *Time of the Essence*

A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.

4.02 *Days to Achieve Substantial Completion and Final Payment*

A. The Work will be substantially completed within 30 days after the date when the Contract Times commence to run as provided in paragraph 2.03 of the General Conditions, and completed and ready for final payment in

accordance with paragraph 14.07 of the General Conditions within 45 days after the date when the Contract Times commence to run.

#### 4.03 *Liquidated Damages*

A. CONTRACTOR and OWNER recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if the Work is not completed within the time(s) specified in paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty), CONTRACTOR shall pay OWNER \$ 200 for each day that expires after the time specified in paragraph 4.02 for Substantial Completion until the Work is substantially complete. After Substantial Completion, if CONTRACTOR shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by OWNER, CONTRACTOR shall pay OWNER \$ 200 for each day that expires after the time specified in paragraph 4.02 for completion and readiness for final payment until the Work is completed and ready for final payment.

**ARTICLE 5 - CONTRACT PRICE**

5.01 OWNER shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to paragraphs 5.01.A below:

A. The Contractor shall be paid on the basis of Lump Sum Price of installed work based on the Bid Documents and Plans for all work performed under this contract.:

***Bid Schedule***

Item	Description	Quantity		Unit Price	Total Price
1	Swordfish Drive	1	LS	\$134,000.00	\$134,000.00
2	Tuna Drive	1	LS	\$134,000.00	\$134,000.00

TOTAL LUMP SUM PRICE Two Hundred and Sixty Eight Thousand Dollars and Zero Cents (\$ 268,000.00 )  
(use words)

**ARTICLE 6 - PAYMENT PROCEDURES**

6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

6.02 *Progress Payments: Retainage*

A. No progress payments for this project.

B. Upon Substantial Completion, Owner shall pay a single payment to Contractor for 95 percent of the Work completed.

6.03 *Final Payment*

A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

## ARTICLE 7 - INTEREST

7.01 *Not Applicable*

## ARTICLE 8 CONTRACTOR'S REPRESENTATIONS

8.01 In order to induce OWNER to enter into this Agreement CONTRACTOR makes the following representations:

A. CONTRACTOR has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.

B. CONTRACTOR has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.

C. CONTRACTOR is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

D. CONTRACTOR has obtained and carefully studied (or assumes responsibility for having done so) all examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by CONTRACTOR, including applying the specific means, methods, techniques, sequences, and procedures of construction, if any, expressly required by the Contract Documents to be employed by CONTRACTOR, and safety precautions and programs incident thereto.

E. CONTRACTOR does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

F. CONTRACTOR is aware of the general nature of work to be performed by OWNER and others at the Site that relates to the Work as indicated in the Contract Documents.

G. CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the Site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.

H. CONTRACTOR has given ENGINEER written notice of all conflicts, errors, ambiguities, or discrepancies that CONTRACTOR has discovered in the Contract Documents, and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.

I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

## ARTICLE 9 - CONTRACT DOCUMENTS

### 9.01 *Contents*

- A. The Contract Documents consist of the following
1. This Agreement (pages 1 to 7, inclusive);
  2. Specifications as listed in the table of contents of the Project Manual.
  3. Drawings consisting of a cover sheet and sheets numbered C-1 and C-2, inclusive, with each sheet bearing the following general title: Roadway Work 2026 for Town of Holden Beach;
  4. Addenda (numbers \_\_\_\_\_ to \_\_\_\_\_, inclusive);
  5. Invitation for Bids \_\_\_\_\_.
  6. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
    - a. Written Amendments;
    - b. Work Change Directives;
    - c. Change Order(s).
- B. The documents listed in paragraph 9.01.A are attached to this Agreement (or furnished previously).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in paragraph 3.05 of the General Conditions.

## ARTICLE 10 - MISCELLANEOUS

### 10.01 *Terms*

- A. Terms used in this Agreement will have the meanings indicated in the General Conditions.

### 10.02 *Assignment of Contract*

A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

### 10.03 *Successors and Assigns*

A. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

### 10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation

shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon OWNER and CONTRACTOR, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

#### **ARTICLE 11 – CLARIFICATION & QUALIFICATIONS**

- 1) Excluded from this proposal is any Performance and Payment Bond Premiums
- 2) Excluded is any testing work for the existing sub-grade or soils.
- 3) Excluded is any catch basin or inlet work.
- 4) Included in the work is the adjustment of any surface structures to match overlay elevations.
- 5) DOT guidelines for temperature shall be followed for asphalt placement in cold weather.
- 6) Including in the contract is repair of any utility lines, (water, sewer, electrical, cable, phone) damaged by the Contractor, at Contractor's cost
- 7) Included in the contract is repair, of any headwalls damaged by the Contractor, at Contractor's cost.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement in triplicate. One counterpart each has been delivered to OWNER, CONTRACTOR and ENGINEER. All portions of the Contract Documents have been signed, initialed or identified by OWNER and CONTRACTOR or identified by ENGINEER on their behalf.

This Agreement will be effective on \_\_\_\_\_ (which is the Effective Date of the Agreement). (This Agreement shall not be effective unless and until concurred in by AGENCY's designated representative.)

OWNER

CONTRACTOR Barnhill Contracting Company

By: \_\_\_\_\_

By: [Signature]

[CORPORATE SEAL]

[CORPORATE SEAL]

Attest \_\_\_\_\_

Attest [Signature]



Address for giving notices

Address for giving notices:

PO Box 399, Kinston, NC 28502

1131 Enterprise Blvd., Kinston, NC 28502

If OWNER is a public body, attach evidence of authority to sign and resolution or other documents authorizing execution of OWNER CONTRACTOR Agreement.)

License No. 3194  
(Where applicable)

Agent for service of process: \_\_\_\_\_

(If CONTRACTOR is a corporation or a partnership, attach evidence of authority to sign.)

Designated Representative

Designated Representative

Name \_\_\_\_\_

Name: SETH PARTINGTON

Title \_\_\_\_\_

Title: Project Manager/Estimator

Address \_\_\_\_\_

Address PO Box 3126, Wilmington, NC 28406

3203 Burnt Mill Drive, Ste 3, Wilmington, NC 28405

Phone \_\_\_\_\_

Phone (910) 568-9797

Facsimile \_\_\_\_\_

Facsimile 252-527-4739

AGENCY Concurrence

As lender or insurer of funds to defray the costs of this Contract, and without liability for any payments thereunder, the AGENCY hereby concurs in the form, content, and execution of this Agreement.

By: \_\_\_\_\_  
AGENCY Official

Title: \_\_\_\_\_

Date \_\_\_\_\_



Town of Holden Beach  
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: 4/10/26

FROM: Assistant Town Manager Ferguson

DATE SUBMITTED: 4/6/26

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**ISSUE/ACTION REQUESTED:** Consideration and possible action on a contract for the stage/dance floor at Block Q.

**BACKGROUND/PURPOSE OF REQUEST:** The Town issued an RFP for bids for a stage/dance floor construction. Three were received: A.W. Babson, Pinnacle Southeast, and Jessie & Myers. Staff recommends the award of the contract to A.W. Babson Construction.

**FISCAL IMPACT:** (select one)

BUDGET AMENDMENT REQUIRED:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
CAPITAL IMPROVEMENT PLAN ITEM:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
PRE-AUDIT CERTIFICATION REQUIRED:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
REVIEWED BY FINANCE DIRECTOR:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

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**CONTRACTS/AGREEMENTS:** (select one)

REVIEWED BY TOWN ATTORNEY:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	N/A
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**ADVISORY BOARD RECOMMENDATION:** N/A

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**FINANCE RECOMMENDATION:** Award contract to A.W. Babson Construction to construct the stage/dance floor.

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**TOWN MANAGER'S RECOMMENDATION:** Approve contract with A.W. Babson Construction to construct the stage/dance floor at Block Q.

# COMMERCIAL CONSTRUCTION CONTRACT

Subject to the terms and conditions and General Provisions stated below, Contractor and Owner agree as follows:

NAME, ADDRESS AND LICENSE NUMBER OF CONTRACTOR:

A. W. Babson Construction  
5053 Pender Road  
Shallotte, NC 29470

License # 78684

NAME AND ADDRESS OF OWNER: Town of Holden Beach 110 Rotschild Street Holden Beach, NC 28462  
CONSTRUCTION SITE: Block Q

DESCRIPTION OF PLANS AND SPECIFICATIONS: See attached RFQ  
Per Contractor's "Bid," dated \_\_\_\_\_, Re: Block Q Dance Floor/Stage

COMPENSATION TO BE PAID TO CONTRACTOR: \$ 349,154.24 \_\_\_\_\_ is the fixed contract price and will be paid by Owner to Contractor for the Work. Contractor will work off a draw system that is approved by the project manager prior to payments being issued.

INSURANCE AND RISK OF LOSS: Contractor shall provide an all risk builder's risk insurance policy from a company licensed to do business in North Carolina for the contract price. Contractor shall bear the risk of loss for damage or destruction of building materials, equipment, appliances and fixtures, whether incorporated in the Structure or stored on or off site, until substantial completion of the Structure, except the risk of loss caused by flood is borne by Owner. At all times during construction, including completion of punch list items, Contractor shall maintain workers' compensation insurance as required by law and commercial general liability insurance in an amount of at least \$500,000.00 covering personal injury or death and property damage which may arise out of Contractor's operations under the Contract Documents and for which Contractor may be legally liable. Certificates of insurance acceptable to Owner shall be provided to Owner before construction is commenced. The Owner is responsible for flood insurance.

SURETY BONDS: As required under North Carolina General Statutes §44A-26, Contractor shall procure a performance bond for the contract price of \$349,154.24. Additionally, Contractor shall obtain a payment bond for full the contract price of \$349,154.24. Contractor shall adhere to North Carolina General Statutes §44A-33 regarding form of said bonds.

START DATE: April 17<sup>th</sup> or as soon as contact is executed.

TIME FOR COMPLETION: June 30<sup>th</sup> or before.

Date of Contractor's signature: \_\_\_\_\_

Date of Owner's signature: \_\_\_\_\_

by: \_\_\_\_\_  
Authorized Official

by: \_\_\_\_\_  
Authorized Official

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

\_\_\_\_\_  
(Signature of finance officer of the Town of Holden Beach)

## GENERAL PROVISIONS

1. **CONTRACT DOCUMENTS.** The documents that form the contract between Contractor and Owner are this Commercial Construction Contract, the Plans and Specifications identified above, and all modifications and change orders agreed to by the parties hereafter.
2. **CONSTRUCTION.** The "Work" as used in this Contract is obtaining the building permit, providing all labor, materials, and equipment, and constructing the Structure according to this Contract. Contractor agrees to perform the Work. The structure depicted in the Contract Documents is referred to herein as the "Structure."
3. **CHANGE ORDERS.** The parties may agree to change orders in construction of the Structure. All change orders will be in writing signed by both parties. Contractor reserves the right to stop work until the written change order is fully executed.
4. **TIME FOR COMMENCEMENT AND COMPLETION:** Construction of the Structure shall commence upon issuance of the building permit and necessary land use permits, but within one month from the date hereof. Substantial completion of the Structure shall be achieved within the Time for Completion listed above. As used in this Contract the term "substantial completion of the Structure" shall mean completion of construction of the Structure to the degree that it is habitable, a certificate of occupancy has been issued by the building inspector's office, and only minor imperfections typically referred to as "punch list" items, if any, remain to be corrected. Provided, however, if Contractor is delayed in the progress of construction by any act or neglect of Owner, material shortages, adverse weather conditions, delays in transportation which were not reasonably foreseeable, or acts of God, then the Time for Completion shall be extended by a reasonable time.
5. **INSPECTIONS.** During the course of construction, Owner or his designated representative may enter and inspect the Structure at reasonable times and in such a manner as not to interfere with the progress of construction. Coordinated bi-monthly meetings between stakeholders will be required.
6. **OWNER'S COVENANTS.** The Owner covenants and guarantees to Contractor that Owner owns the construction site in fee simple absolute subject only to Owner's construction loan, restrictive covenants, minimum building lines on subdivision plats, and utility easements. Owner covenants that the plans and specifications for the Structure meet the requirements of applicable restrictive covenants and applicable land use ordinances and regulations. Owner will specify to Contractor Owner's choice of location for the Structure on the Construction Site and Owner covenants that the Structure, when so located, will fit within all applicable minimum building lines. Owner further covenants and warrants that Owner has the financial ability to pay the compensation to Contractor as set forth above.

7. **PUNCH LIST.** Contractor shall notify owner when the Structure is substantially complete. Owner shall thereupon promptly inspect the Structure and deliver to Contractor a written comprehensive list of all deficiencies which are detectable by visual examination. These deficiencies are referred to in the Contract Documents as "punch list" items. Contractor shall promptly and diligently correct all construction deficiencies so listed. Owner may withhold an amount estimated by Owner to be the reasonable cost of correcting the construction deficiencies noted on Owner's list from the payment due Contractor upon substantial completion. Any sum retained will be promptly paid as Contractor corrects such construction deficiency. In the event Contractor fails to complete the punch list in a reasonable time, Owner shall have the option of completing the punch list and paying for the same from the monies retained. Any balance of retainage shall be paid to Contractor. Contractor is liable for any deficiency. Regular inspections of the project are required.

8. **WARRANTIES AND LIMITATIONS.**

(a) Contractor warrants that construction of the Structure will be performed: (i) in conformity with all applicable laws, regulations, and building codes, (ii) in substantial conformity with the Contract Documents, and (iii) with new (unless otherwise specified) materials. As a prerequisite to the filing of any legal action to enforce this warranty, or to recover for damages for breach hereof, Owner must notify Contractor in writing as to Owner's claim, or perceived claim, and give Contractor a commercially reasonable time to correct any nonconformity with this warranty.

(b) In addition to the warranty in the preceding paragraph, for a period of one (1) year from the date the certificate of occupancy is issued, without charge to Owner, Contractor will make all repairs and corrections to the Structure that shall become necessary by reason of defects in workmanship or materials or substantial non-conformity with the Contract Documents upon written notice of the defect from Owner. Should a repair or correction become defective within one (1) year from the date the repair or correction was made or attempted, Contractor will make all necessary adjustments to the repair or correction that shall become necessary by reason of defects in labor or materials or substantial non-conformity with the Contract Documents upon written notice of the defect from Owner.

(c) Manufacturers' or vendors' warranties or guarantees (referred to as "product warranties" herein), if any, on materials, fixtures, appliances, and components, to the extent assignable, are deemed assigned by Contractor to Owner. Contractor will deliver to Owner all product warranty forms in his possession. Owner is responsible for compliance with any notice and claim procedures set forth therein. Contractor does not adopt and is not bound by any such product warranty. Owner's rights under the product warranties are in addition to Contractor's warranties

and agreements in 8(a) and (b) above.

(d) CONTRACTOR MAKES NO WARRANTY EXPRESS OR IMPLIED OTHER THAN CONTAINED IN THIS SECTION.

9. COMPLETION DOCUMENTATION. Upon substantial completion of the Structure, Contractor shall deliver to Owner a certificate of occupancy issued by the building inspector's office, and all product warranties in the possession of Contractor. Simultaneously with the receipt of the balance of compensation payable by Owner to Contractor upon substantial completion of the Structure (less any retainage for "punch list items" authorized in section 7 above), Contractor will deliver to Owner an affidavit, in form and content standard in the construction industry and approved by Owner's title insurance company, verifying that all work, labor, services and materials for the construction of the Structure have been paid in full and indemnifying and holding Owner and Owner's title insurance company harmless from any and all costs, damage, or expense of any kind (including attorney's fees and court costs) arising out of or on account of any claims or liens of any contractor, laborer, or materialman of contractor arising by virtue of Chapter 44A of the North Carolina General Statutes, now or as may be hereafter amended.

10. MISCELLANEOUS.

(a) The Contract Documents may not be assigned or transferred without the written agreement of Contractor and Owner.

(b) In the event that any court of competent jurisdiction shall declare any provision of the Contract Documents to be invalid, the remaining portions of the contract shall remain in full force and effect except to the extent that said adjudication of invalidity shall defeat the purpose of the contract, in which case it shall terminate.

(c) The contract shall be construed in accordance with the laws of North Carolina.

(d) The contract shall be binding upon and shall inure to the benefit of the parties, their executors and administrators and their heirs.

(e) As used herein the words in the singular include the plural and the masculine, feminine and neuter genders are interchangeable as required by context.

(f) This contract is effective the date it is signed by the last party.

(g) The Contract Documents constitute the entire understanding of the parties and all prior agreements and understandings are merged herein. The Contract Documents may not be modified or amended except in writing, signed by each of the parties hereto.

(h) In case of conflict among the Contract Documents this Commercial Construction Contract shall take precedence over the Specifications and the Specifications will take precedence over the Plans.

# OUTLINE SPECIFICATIONS

## Concrete:

- Sidewalks to be pervious concrete. See drawing for locations.
- Dance floor area to be Impervious concrete.
- Use course fibers in concrete dance floor area.
- Concrete dance floor to be picture-framed at all edges and control joints.
- Control joints to be tooled and aligned with framing where possible
- Concrete to be light broom finished
- Parking spaces (1,2,3,4) - Wheel stops to be in place for spots 2,3,4 and space 1 to have a smooth transition for loading purposes

## Metal connections / Fasteners:

- All bolts, connectors, and hardware to be hot dip galvanized unless noted otherwise
- All framing hangers to be Simpson Strong-Tie ZMAX finish; see drawings for requirements
- Framing nails to be Hot Dip Galvanized
- “Breakaway” louvers to be fastened with Type 316 stainless steel fasteners
- Hardie siding fasteners to be Type 316 stainless steel
- All screws to be Type 316 stainless steel
- Handrails and guards to be aluminum, corrosion-resistant
- Specs can be bid as is or with all stainless-steel fasteners – should be stated as such

## Wood Framing:

- All piles to be 8x8 in size and have a UC4C .80 CCA-C preservatives and treatment.
- Wood framing to comply with applicable coastal wind and flood requirements
- Trusses to be designed by others.
- Sealed truss shop drawings to be submitted to the Town prior to issuance of Certificate of Occupancy
- Truss bracing to be installed per manufacturer’s requirements
- Trusses to be supplied by All Truss LLC – per plans

## Stage Floor & Ramp Decking:

- Stage is to be Composite decking, using Fibercon (color to be selected by the Town)
- Both ramps are to be Composite decking, using Fibercon (color to be selected by the Town, to match ceiling wood beams stain)
- Both ramps are to be Fibercon composite decking (color to be selected by the Town)
- Decking to be picture-framed in both directions and at all edges; see drawings
- Composite decking to be installed with no exposed end grain.
- Exterior edge of picture framed composite decking to be non-grooved.
- Use CAMO hidden fastener system for all composite decking unless otherwise noted

- Where CAMO fasteners are not able to be used all face screws must be plugged.
- Composite decking to be covered during construction to prevent damage. Any damaged decking will need to be replaced before C.O. will be issued.
- To add handrails to both sides of front steps for safety purposes

## Roof:

- Roof decking to be 5/8" tongue-and-groove plywood
- Exposed boxing to be 3/4" tongue-and-groove pine
- Roofing underlayment to be high-temperature ice and water shield
- Roofing to be standing seam metal roof with striation to reduce oil canning
- Metal roofing to be 24-gauge minimum
- Standing seam metal roof color to be selected by the Town of Holden Beach
- All metal roof edges to be hemmed

## Ceiling finish:

- Vaulted ceiling to be 1x6 tongue-and-groove pine, stained (all four sides)
- Decorative beams to be pine, stained.
- All exposed ceiling materials to receive protective finish suitable for coastal conditions
- Stain and floor finish to match

## Siding & wood wraps:

- All 8x8 piles/posts to be wrapped with 3/4" Hardie trim per detail
- All LVLs to be wrapped in Hardie siding
- All exterior girders to be wrapped with 3/4" Hardie trim
- All cut ends of Hardie products to be primed and sealed
- Hardie Color Plus products shall not be accepted
- Hardie paint color to be selected by the Town of Holden Beach
- All louvers to be pressure-treated wood painted

## Boxing / Soffits:

- 4x6 P.T. exposed rafters @ 30" Painted – See plans
- 3/4" T&G to be painted

## Plumbing:

- Provide two (2) hose bibbs, locations per plans

- Hose bibbs to include lockable protection and freeze-resistant assemblies
- Irrigation system for landscaping

## Electrical:

- Electrical meter and service to be mounted on pile; see plans
- Provide decorative and security lighting
- Ceiling fans
- GFCI receptacles
- Lighting controls and photocells
- Emergency lighting as required by code
- Site lighting
- All branch circuits to be 20-amp minimum
- Any required disconnects to be non-metallic and corrosion-resistant
- Emergency egress light with battery backup
- All egresses to have emergency lights
- Outlet dedicated to irrigation system
- Electrical to meet FEMA requirements for flood plain
- Electrical must meet NEC 2020 code

## Paint:

Sherwin Williams:

- All P.T. wood to be primed with exterior oil-based primer “On all exposed wood”
- Final coat to be semi-gloss
- Paint all exposed exterior wood surfaces
- Stained interior ceiling
- Painted overhangs and rafter tails
- All louvers to be painted
- Coatings to be suitable for salt-air coastal exposure
- All colors and stains must be approved by Town of Holden Beach.

## Landscaping:

- Landscaping to be coordinated with Town standards
- Palm trees and plant selections to be determined by the Town
- (2) Bike racks and site furnishings if included, per Town selection and provided by the Town
- Volt: landscaping lights see electrical plan for location and equipment.
- Town reserves the right to different contractors for landscaping

## Stormwater:

- Stormwater to be installed by the stormwater design in compliance with the Town's permitting requirements as presented in the approved stormwater plan.
- Site must be graded per the stormwater plan
- Gutter shall be installed per the A100 Stormwater plans/document, Sealed By Sam Smith
- Stormwater inspections to be coordinated with the Town of Holden Beach building officials and zoning officer

## General Notes:

- All materials and installations shall comply with the North Carolina Building Code
- Construction shall meet applicable coastal wind and flood zone requirements
- Contractor shall verify all field conditions prior to construction
- Class A Fire extinguishers to be added at the beginning and end of each egress
- Town of Holden Beach reserves the right to modify or supplement these specifications
- Town to determine fair market value for cost
- Timeline for completion to be a factor for bids
- Contractors must secure site by putting up erosion control methods
- As-built survey with finish construction elevation certification must be presented before final
- Attendance at Pre-bid meeting requirement for bids to be accepted
- Copy of plans available from Architect for \$125 (pdf)

**INVITATION TO BID / REQUEST FOR BIDS Project: Holden Beach Pavilion (Carolina Avenue Park) Bid Reference: HB-PVLN-2026-001 Issue Date: March 6, 2026 Bid Submission Deadline: March 20, 2026 at 1:00 PM EST**

**Owner / Project Contact:** Town of Holden Beach Attn: Tim Evans *Your Full Address, e.g., Town Hall, 110 Rothschild Street Holden Beach, North Carolina ZIP Code Phone: Your Phone Number Email: Your Email*

**Project Overview** the Town of Holden Beach is seeking sealed bids from qualified general contractors for the complete construction of the Holden Beach Pavilion in accordance with the provided plans and specifications. The project is located at the intersection of Brunswick Avenue East, Quinton Street, and Jordan Boulevard in Block Q, Holden Beach, NC (part of Carolina Avenue Park). It involves a 40' x 40' open-air pavilion structure stage and 40' x 40' Dance Floor designed for coastal conditions, with associated site improvements including stormwater management.

The work shall include, but is not limited to:

- Site preparation, excavation, grading, and erosion control measures (e.g., silt fencing) per site and stormwater plans
- Stormwater management per approved plan (A100 sheet), including infiltration trenches, drain tiles, gutters installed per A100 details (sealed by S.J. Smith), inspections, and compliance with Town permitting
- Concrete work: Pervious concrete sidewalks and parking areas (4 entertainer spaces with wheel stops in spaces 2-4; smooth transition in space 1 for loading); impervious concrete dance floor with course fibers, picture-framed edges/control joints, tooled and aligned joints, and light broom finish
- Wood framing: 8x8 UC4C .80 CCA-C treated piles; compliance with coastal wind/flood requirements; trusses designed/supplied by All Truss LLC with sealed shop drawings and bracing
- Stage floor and ramps: Fiberon composite decking (color selected by Town, matching ceiling wood beams stain), picture-framed, no exposed end grain, non-grooved edges, CAMO hidden fasteners (plugged face screws where needed), handrails on both sides of front steps; protective covering during construction
- Roof: 5/8" tongue-and-groove plywood decking; high-temperature ice/water shield underlayment; 24-gauge standing seam metal with striation (color selected by Town); hemmed edges; 3/4" tongue-and-groove pine exposed boxing
- Ceiling: 1x6 tongue-and-groove pine (stained all sides, matching floor finish); stained pine decorative beams; protective coastal finish
- Siding and wraps: Hardie trim wraps on piles/girders/LVLs (primed/sealed cut ends, no ColorPlus); pressure-treated painted louvers
- Boxing/soffits: 4x6 pressure-treated exposed rafters at 30" (painted); 3/4" tongue-and-groove painted
- Metal connections/fasteners: Hot-dip galvanized (or optional all Type 316 stainless steel, noted in bid); Simpson Strong-Tie ZMAX hangers; aluminum corrosion-resistant handrails/guards

- Plumbing: Two lockable, freeze-resistant hose bibbs; irrigation system for landscaping
- Electrical: Meter/service on pile; decorative/security lighting; ceiling fans; GFCI receptacles; lighting controls/photocells; emergency lighting with battery backup at all egresses; site lighting; 20-amp minimum branch circuits; non-metallic corrosion-resistant disconnects; dedicated irrigation outlet; compliance with NEC 2020 and FEMA floodplain requirements
- Paint: Sherwin Williams semi-gloss (oil-based primer on exposed wood); stained interior ceiling; painted overhangs, rafter tails, louvers; coastal salt-air suitable coatings (colors/stains approved by Town)
- Landscaping: Coordinated with Town standards (palm trees/plants selected by Town); Volt landscape lights per electrical plan; 2 bike racks/site furnishings (provided by Town); Town reserves right to use different contractors
- General: Class A fire extinguishers at each egress end; as-built survey with elevation certification; compliance with North Carolina Building Code, coastal wind/flood zones, and field verification

All materials and installations must comply with specifications and drawings. The Town reserves the right to modify/supplement specs.

**Bid Documents** Complete bid documents, including:

- Architectural/structural/electrical/truss drawings (10 sheets, dated 2/17/26, sealed by David A Wood Home Designs Inc.), including site plan (A100), elevations (A101-A102), floor plan (A103), project layout (A104), electrical layout (A105), and structural floor framing (A106)
- Outline Specifications (dated 2/18/26, updated 3/2/26)
- Stormwater Plan (A100 sheet, "Carolina Ave Park Stormwater 3.6.2026", sealed by S.J. Smith, dated 3/6/26)
- Any addenda

are available from the Architect (David A Wood Home Designs Inc.) for a fee of \$125 (PDF format). Interested bidders should contact the Architect directly at [www.DavidWoodDesigns.com](http://www.DavidWoodDesigns.com) or *provided contact* to obtain copies. Physical copies or inspections can be arranged. Bidders are responsible for reviewing all documents thoroughly and noting any questions or clarifications needed.

**Pre-Bid Meeting** Attendance at the mandatory pre-bid meeting/site visit is required for bid acceptance. Date: *March 13, 2026 at 10:00 AM EST*. Location: 110 Roths child Street Town Hall /Project site (intersection of Brunswick Ave East, Quinton St, and Jordan Blvd, Holden Beach, NC). RSVP to the Project Contact by *March 15, 2026*.

**Bid Requirements**

1. Bids must be submitted in a sealed envelope clearly marked: "**Bid for Holden Beach Pavilion Construction – Do Not Open Before March 20<sup>th</sup>, at 4 PM EST**"

2. Submit bids to: *Town of Holden Beach, Attn: Tim Evans, [Address], Holden Beach, NC*  
Electronic submissions may be accepted if pre-arranged (email to *your email* with subject line matching above).
3. Each bid must include:
  - Completed Bid Form (provided with documents) with lump-sum price
  - Breakdown of major cost items (e.g., site work/stormwater, concrete, framing/trusses, decking, roof, electrical/plumbing, finishes)
  - Proposed project schedule/timeline (start date, substantial completion, final completion) – timeline will be a factor in evaluation
  - List of subcontractors (if any)
  - Proof of contractor licensing/insurance (NC general contractor license, general liability minimum \$1,000,000, workers' comp)
  - Any exceptions or alternates to plans/specs (clearly noted, e.g., all stainless-steel fasteners)
  - Confirmation of pre-bid meeting attendance
4. Bid Security: *Optional: Bids over \$X may require a bid bond or certified check for 5-10% of bid amount. If not requiring, state "Not required."*

**Evaluation and Award** Bids will be opened publicly on *March 20, 2026 at 5:00PM EST* at *Town Hall or virtual link*.

Award will be made to the lowest responsive and responsible bidder whose bid conforms to the requirements, considering factors such as price, timeline for completion, and Town-determined fair market value. The Town reserves the right to:

- Reject any or all bids
- Waive informalities
- Negotiate with the apparent low bidder
- Request additional information or clarifications

**Questions and Clarifications** All questions must be submitted in writing to the Project Contact by *March 25, 2026*. Responses will be provided to all known bidders via addendum. No oral interpretations will be binding.

#### **Timeline (Tentative)**

- Bid documents available: Immediately upon request/payment to Architect
- Mandatory pre-bid meeting/site visit: *March 13, 2026 at 10:00 AM EST*
- Bid deadline: *March 20, 2026 at 1:00 PM EST*
- Anticipated award:
- Project start: *April*
- Substantial completion: *July 2026*

**Contract** The successful bidder will enter into a standard construction contract (e.g., AIA or custom form) incorporating the bid documents. Payment terms: *Progress payments with 5-10% retainage until final completion, lien waivers, and as-built survey/elevation certification.*

The Town of Holden Beach looks forward to receiving competitive bids and thanks all prospective contractors for their interest.

Sincerely, Tim Evans Project Contact, on behalf of Town of Holden Beach *Your Contact Info*

**Attachments (to include with this document when sending):**

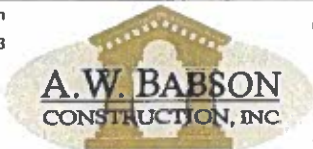
- Bid Form Template (with spaces for lump-sum price, breakdown, schedule, etc.)
- Reference to full plans/specs (obtain from Architect)

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This incorporates all updates without major structural changes to the ITB. If there are additional details from the stormwater plan (e.g., specific infiltration volumes or grading elevations) that need emphasis, or if you want to adjust dates/contacts, let me know!

Adam Babson  
Owner  
910.209.1323

Kari Babson  
Office Manager  
910.755.6474



Licensed General Contractor  
910.209.1323

Custom Built Homes • Additions • Remodeling  
Framing • Lot Clearing • Grading

## HB Pavillion Bid

Description	Amount	Running Balance
<p><b>CONCRETE:</b> Sidewalks to be pervious concrete (Using drawing for locations). Dance floor area to be impervious concrete. Use course fbers in concrete dance floor area. Concrete dance floor to be picture-framed at all edges with control joints. Control joints to be tooled and aligned with framing where possible. Concrete to be light broom finished. Parking spaces (1,2,3,4) - wheel stops to be in place for spots 2, 3, 4, and space 1 to have a smothth transition for loading purposes. This price includes all labor and material to place and finish all concrete.</p>	<b>\$32,940.00</b>	\$32,940.00
<p><b>METAL CONNECTIONS / FASTENERS:</b> All bolts, connectors, and hardware to be hot dip galvanized unless noted otherwise. All framing hangers to be Simpson Strong-Tie ZMAX Finish; using drawing for requirements. Framing nails to be Hot Dip Galvanized. "Breakaway" louvers to be fastened with Type 316 stainless steel. All screws to be Type 316 stainless steel. Handrails and guards to be aluminum, corrosion-resistant. Specs can be bid as is or with all stainless-steel fasteners. This price includes all necessary fasteners for the construction of the Holden Beach Pavillion.</p>	<b>\$16,152.80</b>	\$49,092.80
<p><b>PILINGS:</b> All piles to be 8x8 in size and have a UC4C .80 CCA-C Preservatives treatment. All pilings will be driven to a depth of 8-9 feet. This price includes labor and material for piling installation.</p>	<b>\$17,690.00</b>	\$66,782.80
<p><b>WOOD FRAMING:</b> Wood framing to comply with applicable coastal wind and flood requirements. Framing nails to be hot dip galvanized. "Breakaway" louvers to be fastened with Type 316 stainless steel fastēners. Hardie siding fasteners to be Type 316 stainless steel. Handrails and guards to be aluminum, corrosion-resistant. Specs can be bid as is or with all stainless-steel fasteners - should be stated as such. Roof decking to be 5/8" tongue-and-groove plywood. Exposed boxing to be 3/4" tongue-and-groove pine. This price includes all the labor to frame the pavillion roof and floor, and frame the two handicap ramps including wood guardrails and all louvers on pavillion. This price also includes all framing material such as joists, LVLs, etc. with the exeption of roof trusses as specified in plans provided.</p>	<b>\$83,428.00</b>	\$150,210.80
<p><b>ROOF TRUSSES:</b> This is the price of roof trusses from All Truss as was specified and plans provided.</p>	<b>\$11,000.00</b>	\$161,210.80

<p><b>STORMWATER:</b> Stormwater to be installed by the stormwater design in compliance with the Town's permitting requirements as presented in the approved stormwater plan. Site must be graded per the stormwater plan. Gutter shall be installed per the A100 Stormwater plans/document, sealed by Sam Smith. Stormwater inspections to be coordinated with the Town of Holden Beach building officials and zoning officer. This price includes additional/necessary fill and grading to the site and all required stormwater.</p>	<p><b>\$17,080.00</b></p>	<p><b>\$349,154.24</b></p>
<p><b>GENERAL NOTES:</b> All materials and installations shall comply with the North Carolina building code. Construction shall meet applicable coastal wind and flood zone requirements. Contractor shall verify all field conditions prior to construction. Class A Fire extinguishers to be added at the beginning and end of each egress. Town of Holden Beach reserves the right to modify or supplement these specifications.</p>		<p><b>\$349,154.24</b></p>
		<p><b>\$349,154.24</b></p>
<p><b>Total Lump Sum Price</b></p>		<p><b>\$349,154.24</b></p>



## **Project Schedule**

- **April 6, 2026 – Site work / bring in fill dirt and grade.**
- **April 20, 2026 – Drive pilings**
- **April 27, 2026 – Frame pavillion and handicap ramps**
- **May 11, 2026 – Metal roofing**
- **May 18, 2026 – All composite decking installed and pine ceilings**
- **June 1, 2026 – Siding installation**
- **June 8, 2026 - All concrete placed and finished / painting and staining**
- **June 15, 2026 – Final grading / landscaping per Town of Holden Beach specifications**

Adam Babson Owner 910.209.1323	 <p><b>A.W. BABSON</b> CONSTRUCTION, INC.</p>	Kari Babson Office Manager 910.755.6474
Licensed General Contractor <b>910.209.1323</b>		
Custom Built Homes • Additions • Remodeling Framing • Lot Clearing • Grading		

## **Subcontractors**

- Hickman Construction: Stormwater
- A&T Electrical: Electrical
- J&S Plumbing: Plumbing
- Shalom Builders: Framing & Siding
- Extreme Gutters: Gutter
- BLJ Painting: Painting
- Aguilar Concrete: Concrete
- JL Batten: Pilings
- The Roofmaker: Roof
- Architectural Staircase and Millwork: Handrails



# **PINNACLE SOUTHEAST CONTRACTING GROUP**

Proposal for Construction Services

## **Holden Beach Pavilion**

*Prepared for: Town of Holden Beach*

Prepared by:

Ricky Hewitt

Pinnacle Southeast Contracting Group

1108 New Pointe Boulevard, #135

Leland, NC 28451

910-231-7425

- **Retainage:** A retainage of 5% will be handled in two parts. The first retainage release will occur upon completion of all rough-end inspections. The remaining retainage will be released at the final portion of the project.
- **Change Orders & Allowances:** Overages and allowance adjustments will be handled by change order and will be due upon receipt unless otherwise agreed in writing.
- **Billing Rights:** Contractor reserves the right to bill within the scheduled draw structure for overhead, project management, and profit in proportion to the amount of work being billed.
- **Final Completion:** Final payment will be requested after Certificate of Occupancy is granted and project closeout items are complete.

## Scope of Work

### 1. SITEWORK & PREPARATION

- Site prep, clearing, excavation, and grading
- Erosion control (silt fence, stabilization measures)
- Grading per stormwater plan
- Field verification of all existing conditions prior to construction

### 2. STORMWATER SYSTEM

- Install full stormwater system per approved A100 plan
- Includes infiltration trenches, drain tile systems, and gutters
- Coordinate inspections with Town officials
- Must meet Town permitting and FEMA floodplain requirements

### 3. CONCRETE WORK

#### Dance Floor:

- Impervious concrete with course fibers
- Picture-framed edges
- Control joints (tooled and aligned)
- Light broom finish

#### Sidewalks / Parking:

- Pervious concrete installation (includes 6" compacted #57 base)
- Four entertainer parking spaces
- Wheel stops at spaces 2-4 (option)
- Smooth transition at space 1

### 4. STRUCTURAL / WOOD FRAMING

- 8x8 UC4C .80 CCA-C treated piles
- Comply with coastal wind and flood requirements
- Trusses designed by others
- Trusses supplied by All Truss LLC
- Sealed shop drawings required
- Install per manufacturer requirements

## 5. STAGE & RAMP SYSTEM

- Fiberon composite decking for stage and ramps
- Color selected by Town
- Match ceiling beam stain
- Picture-framed layout
- Hidden fasteners
- No exposed end grain
- Handrails at front steps
- Build all overhead items to include finishes prior to construction of lower deck to avoid damage to composite decking. This will require separate inspections for upper and lower work.

## 6. ROOF SYSTEM

- 5/8" CDX plywood for roof deck; adjustments made in field for matching 3/4" tongue-and-groove wood
- Ice and water shield underlayment
- 24-gauge standing seam metal roof
- Striation to reduce oil canning
- Color selected by Town
- All edges hemmed
- 3/4" tongue-and-groove pine boxing

## 7. CEILING SYSTEM

- 1x6 tongue-and-groove pine ceiling, stained
- Decorative stained beams
- Coastal-rated protective finish
- Stain to match decking

## 8. SIDING / WRAPS / TRIM

- Hardie trim wraps on piles, LVLs, and girders
- All cut ends primed and sealed
- No Hardie ColorPlus products
- Paint color selected by Town
- Pressure-treated painted louvers

## 9. SOFFITS / RAFTERS

- 4x6 PT exposed rafters @ 30" O.C.
- Painted finish
- Tongue-and-groove soffit elements

## 10. METAL CONNECTIONS / HARDWARE

- Hot-dip galvanized hardware for concealed conditions
- Type 316 stainless steel for exposed conditions
- Simpson Strong-Tie ZMAX connectors
- Aluminum corrosion-resistant handrails/guards unfinished

- Current supplier pricing indicates stainless hangers at \$47.38 each and zinc-plated/galvanized hangers at approximately \$10.00 each. Final cost impact will be determined by the final quantity required per framing takeoff by OWNER selection.

## 11. PLUMBING

- Two lockable freeze-resistant hose bibbs
- Irrigation system connection

## 12. ELECTRICAL SYSTEM

- Meter mounted on pile
- Decorative and security lighting
- Ceiling fans (not shown)
- GFCI receptacles
- Lighting controls and photocells
- Emergency lighting with battery backup
- Site lighting?
- 20-amp minimum circuits
- Non-metallic corrosion-resistant disconnects
- Dedicated irrigation outlet
- NEC 2020 and FEMA compliance
- No detail for overhead lighting; exterior puck-style lighting allowed
- Prior to order, discussions for changes to selected lighting may be required
- Fixture allowance: \$2,750

## 13. FINISHES / PAINT

- Sherwin Williams system
- Oil-based primer on exposed wood
- Semi-gloss finish
- Paint all exterior wood surfaces
- Stained interior ceiling
- Paint overhangs, rafters, louvers
- Coastal-rated coatings
- Colors approved by Town

## 14. LANDSCAPING / SITE ELEMENTS

- Landscaping per Town standards
- Palm trees and plantings (Town selected)
- Landscape lighting
- Bike racks and furnishings (Town provided)
- No plans furnished. Allowance: \$8,000

## 15. GENERAL CONSTRUCTION REQUIREMENTS

- Comply with NC Building Code
- Meet coastal wind and flood requirements

- Provide fire extinguishers at egress points
- Provide as-built survey with elevation certification
- Verify field conditions
- Maintain site safety and erosion control
- Coordinate inspections
- All treated materials will be UC4C .80 CCA-C treated

## General Conditions

- This proposal is intended as a project-specific commercial proposal and is not required to mirror a standard residential construction contract verbatim.
- The contract documents shall consist of this proposal, project specifications, drawings issued by others, and approved change orders.
- No changes in the work shall proceed without written change order approval by Owner and Contractor, including any adjustment in cost and time.
- Schedule is subject to labor availability, inspections, weather, material availability, and other causes beyond Contractor control.
- This proposal is based on the plans and information currently provided. Clarifications, revisions, omissions, or owner-directed changes may affect contract sum and schedule.
- Contractor is not responsible for closing costs, financing costs, or other items not relevant to this project type.

## Acceptance

**This proposal is provided for review and revision and is intended to serve as an editable working draft for final contract preparation.**

## Estimated Cost Breakdown by Major Scope

Values shown represent estimated costs and are subject to final reconciliation.

Scope	Estimated Cost
Concrete Finishing	\$30,000.00
Electrical Service	\$22,670.00
Site Utilities – Electrical	\$1,500.00
Exterior Trim	\$24,640.00
Exterior Painting	\$8,316.00
Wood Framing	\$33,540.00
Pile Drive	\$4,050.00
Site Utilities – Storm Drain	\$8,324.00

Gutters and Downspouts	\$2,800.00
Trusses	\$10,500.00
Material Procurement	\$111,255.00
Landscaping (Allowance)	\$8,000.00
Plumbing Fixtures	\$4,000.00
Lighting Fixtures and Controls	\$2,750.00
Handrails	\$8,000.00

## **Proposed Project Schedule**

Construction is anticipated to commence immediately upon execution of the contract. Upon contract signing, procurement of all primary materials will begin to ensure availability and mitigate potential delays.

Pile installation and framing operations will begin promptly, subject to workflow coordination and weather conditions. The framing sequence will be structured to complete the roof system first, allowing the structure to be dried-in prior to installation of decking and lower-level components. This approach is intended to protect finished materials and minimize the risk of damage during construction.

Following completion of structural framing, trim installation and related finish work will proceed, followed by painting and final finishes.

All subcontractors have been contacted and are aware of the project schedule and required completion timeline. Each has confirmed their availability and commitment to meet the project deadlines as the work progresses.

The projected timeline anticipates substantial completion prior to July, weather and site conditions permitting. The project schedule will be monitored and updated regularly throughout the construction process to reflect progress, coordination with trades, and any unforeseen conditions.

Jessie & Myers Construction  
PO Box 5024  
Ocean Isle Beach, NC 28469  
910/575-2800

March 20, 2026

Lump sum bid for the Holden Beach Pavilion per plans by David Wood Home Designs dated 2/17/2026

Bid Amount           \$441,763.00          

Irrigation and landscaping allowance included in the Lump Sum bid is           \$13,000          

Up to 12" of fill is included in the Lump Some bid.

The number of calendar days to complete is 120.

Cost Breakdown

Sitework/Stormwater	\$35,000
Concrete	\$75,143
Framing	\$113,285
Decking	\$50,123
Roof	\$90,085
Electrical/Plumbing	\$53,627
Finishes	\$24,500

Bo Tate Date 20 / MAR / 2026  
Bo Tate



# Expenditures Workshop

4/10/2026



## Budget Calendar

- Goals and Objectives
- Expenditures
- Combined Revenues and Expenditures
- Budget Message
- Public Hearing
- Pass Budget- June Regular Meeting

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To Address Block Q Area-planning/construction

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To Evaluate Parking Options

---

To Further Explore Stormwater Project Construction

---

To Explore Future Capital Improvement Spending

---

To Focus on Employee Retention

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## Goals

# Common Themes for Objectives

- Block Q/Jordan Blvd.
- Parking
- Stormwater
- Pier Property
- Other Facilities/Capital Projects



# Priority Areas

High Quality Infrastructure

Community  
Improvements/Accessibility

Strategic Capital Project  
Investment

# General Fund



Board travel and training increase



Stormwater Project



3 Vehicles; Body Camera System- Police  
1 backhoe- Public Works

# Water/Sewer

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# BPART

Complete Block  
Q Master Plan

Funding for Block  
Q projects as  
available when  
plan complete

Complete Stage

Annual  
maintenance  
activities for the  
beach

Upgrade PAR  
Course (2-3  
stations)

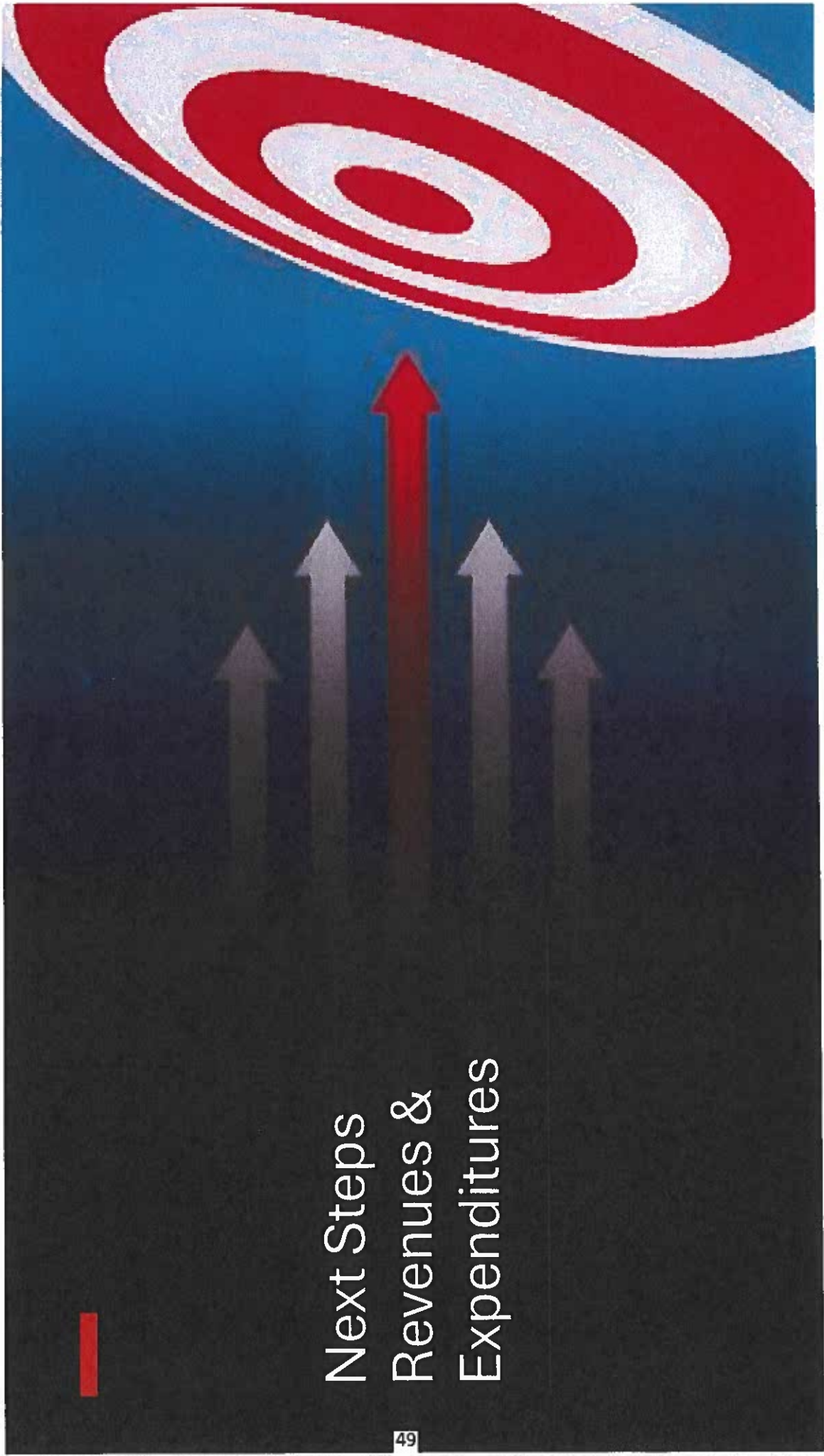
Funding to Beach  
and Inlet CRF

# Canal Dredging

Stays shovel ready

Anticipated dredge event

Next Steps  
Revenues &  
Expenditures



## GOVERNING BODY EXPENSES

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
10.0410.0000				
SALARIES - MAYOR AND COMMISSIONERS	6,238	7,800	4,350	7,800
PROFESSIONAL SERVICES	61,893	185,000	81,502	185,000
ADA ASSESSMENT	10	0		0
GOVERNING BODY - FICA	448	599	375	599
COMMUNICATIONS	4,299	7,644	4,810	7,644
CAMERA SYSTEM	0	5,000	5,000	
PUBLIC RELATIONS	0	4,500	284	4,500
COMMUNITY EVENTS	540	1,500	1,492	1,500
TRAVEL	500	2,000	2,000	20,000
AB-TRAVEL & TRAINING	320	1,250	876	
HURRICANE PREPARATION	928	2,100	1,595	2,600
DECORATIONS	216	500	0	
ADVERTISING	560	1,500	1,500	2,500
AB-ADVERTISING MEETINGS	3	500	491	500
HOLDEN BEACH FLAG	0	500	0	500
AB-SUPPLIES & MATERIALS	2,216	5,000	2,235	5,000

AUDITOR, LAWYER, debtbook, ADA website

American legal, gge

strategic planning/workshops

### GOVERNING BODY EXPENSES

10.0410.0000	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
OPERATIONAL CONTINGENCIES	646	5,367	17,057	
NEW TOWN HALL DEBT SERVICE	200,000	200,000	200,000	191,954
New Town Hall Ops, Maint and Repair	56,275	94,904	77,381	100,000 HVAC, GENSET&FUEL
CONTRIBUTIONS	3,500	8,750	1,000	8,750
AVAILABLE for APPROPRIATION		66,094	0	
TRANSFER TO BPART FUND				
TRANSFER TO CAPITAL PROJECTS				
TRANSFER TO BEACH RE-NOURISHMENT FUN	2,483,000	100,000	0	
<b>Total</b>	<b>2,821,593</b>	<b>700,508</b>	<b>397,598</b>	<b>538,847</b>

## ADMINISTRATION EXPENSES

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
10.0420.0000				
SALARIES	563,049	439,883	242,475	459,036
SALARIES - OVERTIME	229	5,070	206	5,291
FICA	19,428	34,039	19,544	35,521
GROUP INSURANCE	13,329	87,037	43,519	87,697
RETIREMENT	35,386	63,851	36,403	66,631
401K EMPLOYERS MATCH	10,969	19,852	6,579	20,716
COMMUNICATIONS	37,122	52,000	34,866	52,000
PRINTING	3,174	6,000	326	
SOFTWARE	22,406	25,000	22,455	25,000 ANNUAL FEES
TRAVEL & TRAINING	4,559	10,000	2,875	10,000 THREE EMPLOYEES/ CONTINUING ED
M & R - EQUIPMENT	80	3,500	14	
ADVERTISING	0	1,000	1,000	1,000
DEPT SUPPLIES & MATERIALS	3,285	8,000	5,326	8,000
UNIFORMS	386	1,000	497	1,000

## ADMINISTRATION EXPENSES

	FY24-25	FY25-26	FY25-26	FY25-26	FY26-27
10.0420.0000					
REWARDS AND WELLNESS PRGR	1,767	2,000	1,707	2,000	
SAFETY PROGRAMS ALL DEPTS		1,500	69	1,500	
CONTRACTED SERVICES	0	20,000	10,766	26,000	BANK FEES/FINANCIAL ADVISORY
DUES & SUBSCRIPTIONS	3,734	4,000	2,806	4,000	
INSURANCE & BONDS	99,902	155,815	150,109	155,000	GENERAL INSURANCE AND BONDING REQUIREMENTS. + FLOOD INSURANCE FOR TOWNHALL \$8k
EQUIPMENT	12,259	25,000	8,216	28,500	
DEBT INTEREST	22,553	14,934	14,933	7,313	Town hall debt interest
<b>Total</b>	<b>853,617</b>	<b>979,481</b>	<b>604,689</b>	<b>996,206</b>	

**POLICE EXPENSES**

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET	
10.0510.0000					
SALARIES	407,475	817,185	474,333	855,300	Maintain 12 Position
SALARIES - OVERTIME	22,336	105,951	33,937	85,000	Weather / Events / Leave Coverage / Etc.
PROFESSIONAL SERVICES	0	16,500	0		reallocated to travel&training, Dues&subscriptions, Police inoculations
FICA	31,531	71,640	39,906	72,953	
GROUP INSURANCE	26,414	173,299	86,650	174,751	
RETIREMENT	62,458	148,440	83,340	151,200	
PD EMPLOYER'S 401K CONTRIBUTION	0	46,157	14,920	47,015	
COMMUNICATIONS	34,196	45,000	36,873	15,000	DAILY MAINTENANCE OF VOICE AND DIGITAL COMM SYSTEMS
DUES& SUBSCRIPTIONS				41,000	Fax/Cloud/DCI/CAD/PD App/Copiers
TRAVEL & TRAINING	4,127	18,500	17,024	30,000	New officers additional training/ tuition assistance
COMMUNITY WATCH	2,500	3,500	0	3,500	brunswick search and rescue
M & R - EQUIPMENT	3,102	6,000	1,528	8,500	increased due to rising cost of all products
M & R - VEHICLES	8,157	10,000	6,437	10,000	
Federal L.E.S.S.		10,000	2,468	10,000	Federal Law Enforcement Support Services Maintenance
GAS, OIL & TIRES	17,894	40,000	21,153	40,000	
DEPT SUPPLIES & MATERIALS	1,598	3,500	2,041	6,000	increase from prof services line to allow for increased cost
UNIFORMS		20,000	11,692	20,000	

**POLICE EXPENSES**

	FY24-25	FY25-26	FY25-26	FY26-27
10.0510.0000				
POLICE INOCULATIONS	0	4,000	4,210	10,000 FMRT Drug/Psychological Screening
EQUIPMENT	14,923	20,000	26,994	20,000
CAP OUTLAY-VEHICLES&EQUIP	48,240			231,155 3 VEHICLES and upfit/ new body camera system
<b>Total</b>	<b>684,949</b>	<b>1,559,672</b>	<b>863,504</b>	<b>1,831,375</b>



### INSPECTIONS EXPENSES

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
10.0540.0000				
HOMEOWNERS' RECOVERY FUND	243	1,300	243	1,300
EQUIPMENT PURCHASE	2,892	7,000	3,798	7,500
CAPITAL OUTLAY-VEHICLE		0		0
<b>Total</b>	<b>251,081</b>	<b>508,485</b>	<b>283,968</b>	<b>527,492</b>

0 LINE ITEM EXPENDITURE PAYOUT LESS THAN WE TAKE IN  
 PRINTERS/COMPUTERS/DRILLS/ELECTRONIC DEVICES, DRONE EQ

**PUBLIC WORKS, STREET, BUILDINGS AND GROUNDS EXPENSES**

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
10.0570.0000				
SALARIES	34,724	100,636	56,291	98,506
SALARIES OVERTIME	657	3,500	5,692	3,500
PROFESSIONAL SERVICES	20,700	10,000	300	10,000 SURVEYING, PLANS, ETC.
FICA	2,571	7,966	4,009	7,803
GROUP INSURANCE	1,447	23,632	11,816	23,830
RETIREMENT	4,811	14,944	7,885	14,638
401K EMPLOYERS MATCH	0	4,889	1,383	4,785
UTILITY - STREET LIGHTS	29,523	50,000	33,220	50,000
BUILDINGS UTILITY PAYMENT	42	1,250	0	1,250
TRAVEL	0	500	0	500 any travel related to street department
BLDINGS&GROUNDS MAINT/SUP	27,500	33,572	33,545	33,572 1/2 the cost of Townhall & Parks landscaping contract
M & R EQUIPMENT	2,172	15,000	4,296	15,000 repairs such as back-hoe excavator, mowers and tractor
M & R VEHICLES	1,275	4,000	3,055	4,000 Maintenance for F 750 Dump Truck & 2 F150
MAINT & REP STREETS	22,202	59,480	29,864	59,480 Maintenance or all town streets and bike lane sweeping
MAINT & REPAIR BULKHEADS	0	35,000	22,500	70,000 covers the cost to replacing wood bulkheads on dead end streets

**PUBLIC WORKS, STREET, BUILDINGS AND GROUNDS EXPENSES**

10.0570.0000	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
STREET DRAINAGE PROJECTS	21,300	320,390	196,190	2,400,000 STORM WATER PROJECT
STREET SIGN REPLACEMENT	858	3,500	6	3,500 signs for town streets
ADVERTISING	0	150	0	150
GAS, OIL & TIRES	6,944	10,000	6,689	12,500 vehicles and equipment fuel
DEPT SUPPLIES & MATERIALS	2,272	15,000	12,033	5,000 hand tools
UNIFORMS	1,628	800	501	800 uniforms & safety gear 1 employee
STREET PAVING PROJECTS	0	157,294	55	95,580 yearly paving of streets indentified on street paving plan
CAPITAL OUTLAY VEH&EQUIP				172,000 replace backhoe
SIDEWALK MAINTENANCE	3,594	12,000	10,914	12,000 sidewalks are aged and need of more repairs and materials
<b>Total</b>	<b>184,220</b>	<b>883,502</b>	<b>440,245</b>	<b>3,098,395</b>

## SANITATION

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
10.0580.0000				
SALARIES FULL TIME	30,212	61,553	33,614	64,130
SALARIES OVERTIME	2,323	5,600	6,706	5,600
FICA	2,444	5,137	3,175	5,334
GROUP INSURANCE	2,042	19,693	9,847	19,858
RETIREMENT	4,434	9,636	6,198	10,006
401K EMPLOYERS MATCH	1,896	3,415	1,374	3,558
TRAVEL & TRAINING	0	1,500	236	2,500 Training for vector control Mosquito spraying
MAINT & REPAIRS EQUIPMENT	168	300	0	300 MOSQUITO SPRAYER REPAIRS
DEPT SUPPLIES & MATERIALS	12,096	23,000	9,422	23,000 TRASH BAGS, SANITATION SUPPLIES, MOSQUITO SPRAY
SANITATION UNIFORMS	446	1,500	0	1,500
CONTRACTED SERVICES	27,645	40,049	32,907	1/2 cost of rollback service \$25,000 and all of yard debris contract \$15,048.30
BLUE CAN HOME RECYCLING	52,170	64,958	21,559	64,958
SOLID WASTE TIPPING FEES		500	0	500
CAPITAL OUTLAY VEHICLES				
<b>Total</b>	<b>135,877</b>	<b>236,842</b>	<b>125,036</b>	<b>241,294</b>

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
<b>WATER ADMIN EXPENSES</b>				
30.0720.0000				
SALARIES	29,501	47,851	35,745	51,537 utility billing clerk
SALARIES-OVERTIME	602	747	0	805
FICA	2,305	3,718	2,872	4,004
GROUP INSURANCE	2,661	15,754	7,877	15,886
RETIREMENT	4,095	6,974	5,387	7,511
401K EMPLOYERS MATCH	1,497	2,200	972	2,200
COMMUNICATIONS	49,702	67,363	53,568	67,363
PRINTING	3,335	4,000	0	4,000
TRAINING	2,350	5,000	4,959	5,000 for 6 employees
M & R - EQUIPMENT	1,174	4,000	147	4,000 phone, computers, electronic repairs
DEPT SUPPLIES & MATERIALS	774	1,200	784	1,200 office supplies
CONTRACTED SERVICES	3,790	6,000	30	6,000 monthly water samples
DUES & SUBSCRIPTIONS	5,283	6,400	5,083	6,400 operating permits, AWWA
<b>TOTAL</b>	<b>107,067</b>	<b>171,208</b>	<b>117,425</b>	<b>175,907</b>

AMI fixed base meter read system O&M ANNUAL FEES, Harris billing software and cell phones

**FY26-27  
BUDGET**

**FY24-25  
A/O 3.30.25**      **FY25-26  
BUDGET**      **FY25-26  
A/O 3.31.26**

**OPERATIONS EXPENSES**

30.0810.0000					
SALARIES	154,630	226,291	124,501	210,763	
SALARIES-OVERTIME	18,479	10,906	10,231	10,157	
PROFESSIONAL SERVICES	0	42,500	1,075	42,500	Engineering Cooling Pump station 1
Professional Services Irrigation Inspect	0	25,900	19,008	25,900	yearly testing requirements for approximately 925 valves at \$28.00 each
FICA	12,846	18,146	10,205	16,900	
GROUP INSURANCE	8,102	55,141	27,570	55,603	
RETIREMENT	23,350	34,038	19,672	31,702	
401K EMPLOYERS MATCH	4,510	5,051	2,412	4,704	
COMMUNICATIONS	2,296	4,250	1,888	4,250	CELL PHONES
UTILITIES	2,129	4,000	1,840	4,000	POWER BILL WATER TOWER
UTILITIES-PUMPING STATION	50,566	77,000	56,325	77,000	sewer pump stations power bills
TRAVEL	1,740	2,000	1,383	2,000	SENSUS USER GROUP CONFERENCE TRAINING 1 EMPLOYEE
M & R WATER TANK	22,382	22,400	22,400	22,400	CONTRACT UTILITY SERVICE
M & R EQUIPMENT	8,067	15,000	8,289	15,000	MAINTENANCE & REPAIRS ON ALL WATER AND SEWER EQUIPMENT
OPERATION & MAINT VAC SYS	36,747	49,500	31,724	49,500	ALL LINE REPAIRS, VALVE PIT MAINTENANCE
M & R VEHICLES	1,453	5,000	438	5,000	MAINTENANCE FOR 5 F150 TRUCKS
M & R WATER SYSTEM	52,260	120,000	72,375	120,000	WATER SYSTEM REPAIR PARTS AND ALL COST
GAS, OIL & TIRES	11,746	12,000	6,091	15,000	FUEL FOR 5 F150 TRUCKS
DEPT SUPPLIES & MATERIALS	1,133	5,000	1,225	5,000	examples small hand tools, marking paint, flagging

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
O&M VACUUM STATIONS	112,219	258,000	81,614	243,000
METERS (NEW CONSTRUCTION)	32,063	70,000	46,638	70,000
UNIFORMS	1,256	4,000	1,859	4,000
CONTRACTED SERVICES	22,469	50,000	14,376	50,000
PURCHASES FOR RESALE	739,098	962,625	725,553	962,625
COUNTY O&M CHARGE SEWER	212,699	318,511	197,278	318,511
CAPITAL OUTLAY-VALVE PITS	64,041	65,000	55,652	65,000
WATER CAP OUTLAY-VEHICLES	45,641			55,000
AVAILABLE FOR APPROPRIATION	0			
CONTRIBUTION TO CRF WATER	0	60,000	0	60,000
DEBT SERVICE SEWER	0			
CONTRIBUTION TO CRF SEWER	0	100,000	0	100,000
EOC Ops, Maint and Repair	42,076	62,500	40,040	62,500
Ops TOTAL	1,683,994	2,684,758	1,581,662	2,708,015
Total expenditure	1,791,062	2,855,965	1,699,087	2,883,922

Vac pump rebuilds sewer pump rebuild replem vac station 1 approx 45k  
70,000 ALL PARTS FOR MEW TAPS NEWCONSTRUCTION

4,000 UNIFORMS & SAFTY GEAR FOR 5 EMPLOYEES APPROXIMATELY \$800 PER MAN  
50,000 MAJOR LINE BREAKS; EX. ELECT SERVICE REPLACEMENT

962,625 County water bill

318,511 SEWER TREATMENT COST

65,000 new homes

55,000 NEW F-150

62,500 ALL MAINTENANCE AND REPAIRS OF EMERGENCY OPERATIONS BUILDING AND MAINTENANCE SHOP

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
50.0710.0000				
TRANSFER COUNTY ACCOM TAX	560,578	664,875	546,923	673,084
DEBT SERVICE CENTRAL REACH	1,200,000	1,200,000	1,200,000	1,200,000
TRANSFER CRF BEACH				
SALARIES - RECREATION	64,151	106,244	65,004	126,386
OVERTIME - RECREATION				1,000
FICA - RECREATION	4,825	8,128	5,188	9,745
Group Insurance	4,080	15,754	7,877	15,886
RETIREMENT REC	8,725	15,246	9,911	18,280
LOCAL EMPLOYERS CONTRIBUTION	1,427	2,539	983	3,020
INTERNSHIP	0	6,240	0	6,240 40 HOURSX\$13X12WEEKS
PROFESSIONAL SERVICES	46,768	62,000	53,642	71,000 \$31,000 annual monitoring, \$10,000 attorney fees, \$30,000 additional professional coordination efforts on sand search permit
WARD& SMITH	92,967	141,000	140,700	147,000 9725 per month plus \$2000 per month TFG; additional expenses DC trips
PROFESSIONAL SRV-MAINLAND	400	2,000	2,000	2,000 TURKEY TRAP ROAD SITE
PROFESSIONAL SERVICES- BEACH	4,313	15,000	0	30,000 STORM SURVEY TO DEPTH OF CLOSURE AND ENGINEER ANALYSIS OF POST STORM SURVEYS
Recreation Programs	6,664	12,500	2,910	12,500 tide dye, camps, easter egg, holiday events (Halloween, Christmas)
Beautification Club	1,432	2,200	600	13,300 donation; rain garden Halstead; water feature maintenance
Jordan Blvd Ops, Mx and Repair	37,516	42,000	35,540	42,000 contract north side of bridge and irrigation(\$33,000) water and light bill/soil samples / general repairs
Park and Rec Utilities	289	1,500	57	1,750 UTILITIES FOR ACCESSES 114.5, 109.5;317 E;220E; 170E;485 OBW;101.5; 114 ROTH
Dog Park	15	750	0	750 DOG BAGS

**BPART EXPENSES**

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
COMMUNICATIONS	7,066	12,500	9,075	12,500 cell phone/computer support/ rec tec cell
Gas Oil and Tires	2,998	8,000	2,776	12,000 MAINTENANCE/GAS
Starfish Fire Substation Ops, Mx, Rpr	1,582	5,000	1,424	8,000 INURANCE/UTILITIES/GARAGE DOORS REPAIR AND MAINTENANCE
TRAVEL & TRAINING	11,507	20,000	9,525	22,000 STAFF CONFERENNCES AND TRAINING
PUBLIC REST ROOMS	27,486	50,000	22,804	50,000 public restroom weekend cleaning and maintenance/porta johns/ went to year round parking
BEACH EQUIPMENT MAINTENAN	38	1,000	0	1,000
BEACH VEGETATION	1,995	30,000	13,500	30,000 planting
SHORELINE MONITORING	28,000	30,000	0	30,000 SURVEY TRANSECTS FOR BEACH MONITORING/ADDITIONAL WEST END
DEBRIS REMOVAL	14,464	40,000	22,629	10,000 RAKING AND TILING, TIRES & DEBRIS
FESTIVAL & SECURITY	1,400	2,800	1,400	3,000 PRICE INCREASE
CONCERTS	39,700	43,000	40,600	45,000 CONTRACTS FOR BAND PRICE INCREASE
HOLDEN BEACH PROMOTION	25,462	32,000	14,107	37,500 VARIOUS ADVERTISING OUTLETS TBD
Contributions BPART (Donations)	0			5,000
ACCESS & RECREATION	27,629	176,000	74,040	191,000 \$6K coquina for parking lots/\$150,000 beach accesses repair and rebuild (50K per walkway*3)/ /\$15K Par Course/\$20k trash cans bike racks picnic tables/
ADA PROJECTS	255,303	25,000	1,735	50,000 as determined by assessment
WASTE IND 2ND PICK-UP	90,846	138,780	121,264	142,944 3% INCREASE
SAND FENCE PROJECT	4,875	30,000	0	30,000 repairs and replacement after storm damage
POCKET PARK 6280BW	217	500	0	500
HALSTEAD PARK	5,391	5,000	28	5,000 water usage/ maintenance
Rothschild Davis Park	53,217	185,000	169,797	75,000 WATER SPLASH PADUSE/ PLAYGROUND/DREDGEDOCK/BATHROOM CLEANING

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET	
USACE CSDR STUDY	0			0	
CONCERT VENUE		406,875	300	60,000	
DEBT SERVICE BLOCK Q	0			0	
BLOCK Q PROJECTS	543,200	404,575	487,592	20,000	
BLOCK Q PROFESSIONAL SERVICES	15,332	34,000	14,164	34,000	
PIER RENO AND REPAIR		60,000	6,110		
441 PROFESSIONAL SERVICES	297,370	225,000	40,115		
441 UTILITIES & INSURANCE	11,591	47,000	14,191		47,000 porta johns, insurance, bathroom cleaning, water, electric/ porta johns year round
DEBT SERVICE 441 OBW	191,072	191,072	191,072	191,072	parking
Blackwood Folly Dredging	0	577,841	577,841		
DEBT INTEREST	121,267	115,192	114,682		82,955 13080 central reach; 69875 pier
SALARIES BEACH PROJECT	42,231	80,883	45,540		85,181 .75 pw salaries PARKS AND REC TECH
OVERTIME - BEACH PROJECT	1,525	5,601	1,899	5,846	
FICA BEACH PROJECT	3,314	6,616	3,801	6,964	
RETIREMENT BEACH PROJECT	5,955	12,410	7,231		13,062 10.15%>12.85%
401K EMPLOYERS BEACH PRIT	948	4,137	734	4,357	
Group Insurance Beach Project	3,872	27,570	13,785		27,801 two positions worth
CONTRACT SERVICES SANITATION	58,351	105,000	56,937		105,000 rollback 1/2 and beach strand trash/ 25k for dumpster
BEACH RANGER SALARIES	7,851	20,000	6,201		22,000 2 PEOPLE PER DAY X 7 DAYS PER WEEK X 6HOURS X 16 WEEKS X \$13.25 + DOUBLE COVERAGE FOR HOLIDAYS
BEACH RANGER SUPPLIES & EQUIPMEN	20,859	25,000	22,744		30,000 3 utvs x \$1452/month x 3 months + weekly rates May and Sept (672*4*3 vehicles) + delivery and pickup charges/ this went up 8%

	FY24-25 A/O 3.30.25	FY25-26 BUDGET	FY25-26 A/O 3.31.26	FY26-27 BUDGET
BEACH RANGER GAS, OIL, TIRES	309	2,500	742	5,000
FICA	601	1,500	584	1,500
transfer to beach inlet crf		4,000,174	4,000,174	500,000
AVAILABLE FOR APPROPRIATION				
<b>Total</b>	<b>3,958,973</b>	<b>9,485,504</b>	<b>8,182,477</b>	<b>4,376,124</b>



Town of Holden Beach  
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: April 10, 2026

FROM: Town Manager Chadwick

DATE SUBMITTED: April 6, 2026

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**ISSUE/ACTION REQUESTED:** Discussion and Possible Action for the next steps with the Holden Beach Pier Property.

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**BACKGROUND/PURPOSE OF REQUEST:** Since the Holden Beach Pier/Property was purchased 4 years ago, there have been a number of recommendations, plans and changes for what should be done. This includes repairing or rebuilding. The BOC recommended this be discussed during this meeting. Our engineer, HDR, is here to give an overview of what has been done so far and help the BOC come to an agreement of how the Town should proceed.

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**FISCAL IMPACT:** (select one)

BUDGET AMENDMENT REQUIRED:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
CAPITAL IMPROVEMENT PLAN ITEM:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
PRE-AUDIT CERTIFICATION REQUIRED:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
REVIEWED BY FINANCE DIRECTOR:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>

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**CONTRACTS/AGREEMENTS:** (select one)

REVIEWED BY TOWN ATTORNEY:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
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**ADVISORY BOARD RECOMMENDATION:** N/A

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**FINANCE RECOMMENDATION:** N/A

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**TOWN MANAGER'S RECOMMENDATION:** N/A