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CUMBERLAND ★ COUNTY ★ NORTH CAROLINA

BOARD OF COMMISSIONERS

CANDICE WHITE
Clerk to the Board

KELLIE BEAM
Deputy Clerk

MEMORANDUM

TO: Facilities Committee Members (Commissioners Edge, Evans, and King)

FROM: Kellie Beam, Deputy Clerk to the Board **KB**

DATE: August 4, 2014

SUBJECT: Facilities Committee Meeting – August 7, 2014

There will be a regular meeting of the Facilities Committee on Thursday, August 7, 2014 at 8:30 AM in Room 564 of the Cumberland County Courthouse.

AGENDA

1. Approval of Minutes – May 8, 2014 Meeting **(Pg. 2)**
 2. Consideration of Approval of FTCC's Request to Utilize Space at the Spring Lake Family Resource Center **(Pg. 10)**
 3. Update on the Development of a Comprehensive Capital Improvement Plan **(Pg. 13)**
 4. Update on Front Steps of the Courthouse **(Pg. 15)**
 5. Consideration of Approval of Bid Award to Classic Window and Glass, Inc. for Department of Social Services Window Project **(Pg. 16)**
 6. Consideration of Approval of the Durham Alliance Behavioral Healthcare Lease **(Pg. 20)**
 7. Other Items of Business **(NO MATERIALS)**
- cc: Board of Commissioners
Administration
Legal
Communications Manager
County Department Head(s)
Sunshine List

CUMBERLAND COUNTY FACILITIES COMMITTEE
NEW COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
MAY 8, 2014 - 8:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Billy King, Chairman (arrived at 8:45 a.m.)
Commissioner Kenneth Edge
Commissioner Charles Evans (arrived at 8:50 a.m.)

OTHER COMMISSIONERS
PRESENT: Commissioner Ed Melvin
Chairman Jeannette Council (arrived at 8:50 a.m.)

OTHERS PRESENT: Amy Cannon, Interim County Manager
James Lawson, Assistant County Manager
Quentin McPhatter, Assistant County Manager
Sally Shutt, Public Information Director
Rick Moorefield, County Attorney
Jeffery Brown, Engineering and Infrastructure Director
Melissa Cardinali, Finance Director
Vicki Evans, Finance Accounting Manager
Jackie Beal, Department of Public Safety
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Billy King called the meeting to order.

1. APPROVAL OF MINUTES – MARCH 6, 2014 MEETING

MOTION: Commissioner Edge moved to approve the minutes.
SECOND: Commissioner King
VOTE: UNANIMOUS (2-0)

2. CONSIDERATION OF APPROVAL OF THE LEASE RENEWAL FOR NC
DEPARTMENT OF PUBLIC SAFETY LOCATED AT 412 RUSSELL STREET

BACKGROUND:

Cumberland County currently has a lease with NC Department of Public Safety (formerly NC Department of Corrections) for office space located in the Community Corrections Building at 412 Russell Street. The current lease is for 1,465 square feet (SF) and is a five year lease set to expire on June 30, 2014. The lease rate started at \$13.83/SF and increased incrementally each year. The lease rate for the current fiscal year is \$14.82/SF.

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County Management and the Engineering and Infrastructure Director met with representatives from the NC Department of Public Safety on March 20, 2014, to discuss the lease renewal. The drug lab that was operational within the building and included as part of the initial lease was closed by the state earlier this year. There is a conference room where half of the square footage was included in the lease, as it was being utilized by the Judicial District Manager at the time of the original lease. It is important to note that the county by general statutes is required to provide office space for probation officers and their administrative support. However, the county is not obligated to provide office space or a conference room for the Judicial District Manager nor their administrative staff.

The drug lab, a small restroom used by the drug lab, and the conference room square footages cannot be included in the new lease. However, the NC Department of Public Safety has requested to lease another office space and a conference room for the sole use of the Judicial District Manager and her staff. With the removal of these areas and the addition of the new requested space, the total square footage to be included in the new lease will be 1,034 SF.

The NC Department of Public Safety requested that the new lease be for a term of three years and to have a lease rate that does not increase incrementally each year throughout the life of the lease. County Management along with the Engineering and Infrastructure Director discussed a lease rate and felt that a lease rate of \$15/SF would be a fair number to offer the NC Department of Public Safety for the space that they are currently occupying as well as the additional space that they are requesting. This lease rate has been presented to the representatives of the NC Department of Public Safety and they too feel that this is a fair rate for the space. No other changes to the lease other than the square footage, the lease rate, and the lease duration are being recommended at this time.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee vote to approve the lease rate of \$15/SF for a period of three years and recommend to the Board of Commissioners to approve the lease renewal following the approval of the County Attorney.

Jeffery Brown, Engineering and Infrastructure Director, reviewed the background information and recommendation as recorded above.

Commissioner King asked if this location could be used for a county crime lab the District Attorney mentioned during the Safe Streets Symposium. Jackie Beal, NC Department of Public Safety, stated it is a small lab and she does not know the square footage the District Attorney's office would need but it may be a good fit. Ms. Beal stated the lab is in the middle of a probation office in a secure area so anyone coming and going would have to go through metal detectors. Amy Cannon, Interim County Manager, stated Assistant County Manager Quentin McPhatter is researching other county and city

DRAFT

governments that have their own labs. Ms. Cannon stated they are working on getting information together and gathering operating and equipment costs and it is quite expensive. Ms. Cannon stated in some areas the city and county jointly fund the operation. Commissioner King stated he feels anything the county can do to assist in this effort should be done. Commissioner Edge stated if a decision is made for the city and county to fund the lab, he feels the other municipalities should assist in the cost.

MOTION: Commissioner Edge moved to recommend to the full board consideration of approval of the lease renewal for NC Department of Public Safety located at 412 Russell Street at a lease rate of \$15/SF for a period of three years.

SECOND: Commissioner King

VOTE: UNANIMOUS (2-0)

3. CONSIDERATION OF APPROVAL OF THE LEASE RENEWAL FOR COASTAL HORIZONS CENTER, INC. (TASC) LOCATED AT 412 RUSSELL STREET

BACKGROUND:

Cumberland County currently has a lease with Coastal Horizons Center, Inc. for office space located in the Community Corrections Building at 412 Russell Street. The current lease is for 1,505.9 SF and is a three year lease set to expire on June 30, 2014. The lease rate is \$14.57/SF.

County Management and the Engineering and Infrastructure Director met with representatives from the Coastal Horizons Center, Inc. on April 4, 2014, to discuss the lease renewal. The representatives stated within the meeting that they were very pleased with the space as well as county staff that handled the janitorial duties within the building. The representatives were informed at this meeting that the original lease did not accurately reflect the actual square footage of the space being occupied by their organization. The correct square footage should have been 1,773 SF. The county was informed at this time that one office (room #124) was not currently being used by their organization and it was later communicated to the county that they felt that it should not be included within the new lease. County Management and the Engineering and Infrastructure Director feel that this office should remain in the new lease as it is located in the midst of their space and the county's ability to lease this one small office to another organization would be extremely difficult.

County Management along with the Engineering and Infrastructure Director discussed a lease rate and feel that a lease rate of \$15/SF would be a fair number to offer Coastal Horizons Center, Inc. for the space that they are currently leasing. This is the same rate that is being recommended for NC Department of Public Safety. No other changes to the lease other than the square footage and the lease rate are being recommended at this time.

RECOMMENDATION/PROPOSED ACTION:

DRAFT

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee vote to approve the lease rate of \$15/SF for a period of three years and recommend to the Board of Commissioners to approve the lease renewal following the approval of the County Attorney.

Jeffery Brown, Engineering and Infrastructure Director, reviewed the background information and recommendation as recorded above and responded to questions.

MOTION: Commissioner Edge moved to recommend to the full Board consideration of approval of the lease renewal for Coastal Horizons Center, Inc. (TASC) located at 412 Russell Street at a lease rate of \$15/SF for 1,773 SF for a period of three years.
SECOND: Commissioner King
VOTE: UNANIMOUS (2-0)

4. UPDATE ON FRONT STEPS OF NEW COURTHOUSE

BACKGROUND:

Engineering and Infrastructure staff noticed in the early part of February that there was an area on the front steps of the new courthouse that was beginning to fail. Due to safety concerns for employees and citizens entering and leaving the courthouse, this section of steps was taped off to prevent them from being utilized. Staff immediately began to investigate and engaged the architect that completed the construction drawings. While the evaluation was underway, it was later discovered that there was failure in all sections of the steps and the decision was made to simply barricade the steps for safety precautions.

According to the construction drawing, the precast terrazzo treads and risers were to be imbedded in a concrete base. The concrete base was designed to provide the structural support for the 2" terrazzo treads and risers. However, the investigation has revealed that the concrete base was not constructed properly which in turn has led to the failure of the treads and risers in the areas in which we can access.

At this time, all the precast terrazzo treads and risers will have to be removed in order to determine what actions can be taken to repair the failure. A pre-bid meeting was held for the demolition work on April 17, 2014, and the department is in the process of receiving bids for this work. Once the demolition is complete, then a more thorough assessment can be completed and a repair plan can be developed.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take action at this time. The purpose for this item was to update the committee on what actions were being taken by the Engineering and Infrastructure Department to address the issue.

DRAFT

Mr. Brown reviewed the background information as an update and responded to questions. Mr. Brown stated no action was necessary by the Facilities Committee.

5. CONSIDERATION OF APPROVAL OF EXEMPTION FOR REQUEST FOR QUALIFICATION BASED SELECTION FOR ENGINEERING SERVICES NEEDED TO EXPAND COURTHOUSE PARKING

BACKGROUND:

At the Board of Commissioners meeting held December 21, 2009, the Board unanimously approved the demolition of the Legal Aid Building and to covert the property into paved parking. The structure has now been demolished and the Engineering and Infrastructure Department is ready to move forward with converting this vacant space into paved parking as previously directed.

The surrounding paved parking was designed and sealed by Gordon Rose. At that time, Mr. Rose was employed by McKim & Creed. However, since that time, McKim & Creed no longer has a local office and Mr. Rose is now employed by Call Signs Engineers which is located in Fayetteville on Gillespie Street.

Units of local government per GS 143-64.2 have the ability to exempt projects from a qualification based selection process where an estimated professional fee is an amount less than \$30,000. The professional fees for the design of this proposed parking will be much less than this amount. Due to this and the fact that Mr. Rose was the engineer of record for the adjacent parking, it is the recommendation of the Engineering and Infrastructure Department for the Board of Commissioners to exempt this project from the qualification based selection process.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee vote to approve the exemption of professional services needed for the expansion of the existing parking lot and recommend to the Board of Commissioners to approve a resolution of exemption at the regularly scheduled board meeting on May 19, 2014.

Mr. Brown reviewed the background information and recommendation as recorded above and responded to questions.

MOTION: Commissioner Edge moved to recommend to the full board consideration of approval of the exemption of professional services needed for the expansion of the existing parking lot and recommending to approve a

DRAFT

resolution of exemption at the May 19, 2014, Board of Commissioners meeting.

SECOND: Commissioner King
VOTE: UNANIMOUS (3-0)

6. CONSIDERATION OF APPROVAL OF THE DETENTION CENTER EXPANSION PROJECT CLOSEOUT

BACKGROUND:

In August 2012, Cumberland County executed a construction contract with Metcon-Balfour Beatty in the amount of \$12,994,214 for the Detention Center Expansion Project. A Notice to Proceed was issued on September 5, 2012, with a substantial completion date of October 27, 2013, and a final completion date of November 27, 2013. The expansion was completed in January and a dedication ceremony was held on February 3, 2014.

While the contractor believed that the project would be completed by the end date specified in the contract and continuously relayed that message to the owner, in reality that significant amount of rainfall throughout the contract was simply too much to overcome to meet the established completion date. There are provisions within the contract that allow consideration of additional time due to excessive rainfall.

Included within the contract amount was a contractor contingency amount of \$235,376 and an owner contingency amount of \$325,000. The contractor contingency was to be used to cover any issues that arose during construction that the contractor had failed to include in scoping the project. The owner contingency amount was to be used for owner initiated changes or design changes initiated by the Architect. The owner contingency was substantially impacted by a \$123,781 cost of enclosing the west stairwell; a request originated by detention center staff.

It was initially reported at the December Facilities Committee meeting that it was believed that the contract could be completed within the initial budget. However, there were several changes that had to be made as a result of the Department of Health and Human Services inspection as well as the Fire Marshall's inspection that took place after this meeting. There was also additional cost to the contractor for several design changes that took place after the original bid was submitted.

For these reasons, the original contract value of \$12,994,214 needs to be increased by a total of \$67,000 to cover the additional cost that was beyond the Metcon-Balfour Beatty's control. The project will be able to be closed out financially if this additional funding is allocated. However, the county will not officially process the final invoice until such time that all affidavits have been submitted that all subcontractors have been paid as well as all punch list items corrected.

RECOMMENDATION/PROPOSED ACTION:

DRAFT

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee vote to approve the allocation of the additional funding in the amount of \$67,000 and recommend to the Board of Commissioners to approve this additional funding at the regularly scheduled board meeting on May 19, 2014.

ADDITIONAL FINANCE RECOMMENDATION:

As discussed at the December 5, 2013, Facilities Committee meeting, the General Fund budget for FY14 failed to transfer funds to the project to cover the contractual cost already obligated. The original budget should have included \$423,433 for this purpose. However, the county has received sales tax reimbursements for this project in the amount of \$180,675. These funds can be used to offset the \$423,433.

Therefore, budget revisions are included which will:

- Recognize sales tax receipts of \$180,675.
- Increase the construction contract \$67,000.
- Transfer General Fund balance that should have been included in the FY14 budget of \$309,758 (\$423,433 – 180,675 + 67,000).

Mr. Brown and Melissa Cardinali, Finance Director, reviewed the background information and recommendations as recorded above and responded to questions.

MOTION: Commissioner Edge moved to recommend to the full board consideration of approval of the allocation of the additional funding in the amount of \$67,000 for the Detention Center Expansion and approve the budget amendments to offset the \$423,433 as recommended by the Finance Director.

SECOND: Commissioner King

VOTE: UNANIMOUS (3-0)

7. OTHER ITEMS OF BUSINESS

Commissioner Edge asked for an update on the development of a current Capital Improvement Plan. Mr. Brown stated the Capital Improvement Plan is currently still in the infancy stages. Mr. Brown further stated the Request for Qualification (RFQ) for the roof assessments and parking lot assessments is 95% drafted. Mr. Brown stated the parking lot assessment should be issued within the next two weeks and the roof assessment should be issued within the next thirty days.

Commissioner Edge stated he believes it is important for the commissioners to have a current Capital Improvement Plan to see what the capital needs are and to have some degree of priority even though the priorities can change at any time.

DRAFT

Ms. Cannon stated developing the Capital Improvement Plan is a priority and Mr. Brown will have both RFQ's out within the next four weeks to keep the process moving. Ms. Cannon further stated the process will be a part of the recommended budget at the budget presentation to the full board at the end of this month.

MEETING ADJOURNED AT 9:24 AM.



CUMBERLAND
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NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE
AUGUST 7, 2014 MEETING OF THE FACILITIES COMMITTEE**

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER
DATE: JULY 29, 2014
SUBJECT: FTCC REQUEST TO UTILIZE SPACE AT THE SPRING LAKE
FAMILY RESOURCE CENTER

Requested by: AMY H. CANNON, COUNTY MANAGER
Presenter(s): JEFFERY P. BROWN, PE, E & I DIRECTOR

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND:

Within the last month, the County has received two separate requests from representatives at Fayetteville Technical Community College (FTCC) for the use of space within the Spring Lake Family Resource Center to conduct continuing education classes. The letters have been attached for your review outlining their requests.

On Wednesday, July 30th, the Engineering and Infrastructure Director met with representatives from FTCC to review the space that could possibly be utilized to conduct the classes that FTCC is proposing. There is a small conference room along with a larger conference room located in the facility. Currently the Health Department and Social Services are located within the building and utilize the larger conference room for training and meetings. The smaller conference room is very rarely used and according to FTCC, this area could be utilized for the class that meets daily. The larger conference room can be utilized for the class that meets just one week per month. It does not appear that the use of both of these conference rooms by FTCC would have any negative impacts to the Departments within the facility. FTCC is flexible and can utilize space occasionally at the Library next door for any potential scheduling conflicts that could arise in the future for the larger conference room.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is being asked to provide County staff direction as to what their wishes are in allowing FTCC to utilize the conference rooms for the purposes of conducting continuing education classes.

RCU 7-23-14



FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE
P.O. BOX 35236 • FAYETTEVILLE, NORTH CAROLINA 28303-0236

Dr. J. Larry Keen, President

July 15, 2014

Jeffery P. Brown, PE
Engineering and Infrastructure Director
Engineering and Infrastructure Department
County of Cumberland
130 Gillespie Street
PO Box 1829
Fayetteville, NC 28302

Dear Mr. Brown:

I am requesting the use of space in the Spring Lake Resource Center for an Adult Basic Education class to begin August 25, 2014. The class will run Monday-Thursday from 8:30am-12:30pm or 9:00am-1:00pm. The class size will average 8-12 students. This class will be offered year round by the College and Career Readiness program.

Thank you.

Remelle Cromartie

Remelle Cromartie,
Program Coordinator for Compensatory Education

RC/sb

CC: Carrie Heffney, Director of College and Career Readiness

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MAIN CAMPUS: PHONE (910) 678-8400 • FAX (910) 484-6600
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www.faytechcc.edu

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FAYETTEVILLE TECHNICAL COMMUNITY COLLEGE

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Dr. J. Larry Keen, President

July 29, 2014

Jeffery P. Brown, PE

Director of the Engineering and Infrastructure Department

County of Cumberland

130 Gillespie Street

PO Box 1829

Fayetteville, NC 28302

Dear Mr. Brown,

I am requesting the use of space in the Spring Lake Resource Center for a Human Resources Development (HRD) Class. The HRD Classes teach unemployed, underemployed and those who are interested in changing career fields employability skills (interest inventory, career exploring, internet job searching, how to fill out an application, resume writing and interviewing techniques).

Classes are typically scheduled for a total of twenty-four hours (most meet Monday through Thursday from 9:00am to 3:30pm). I would like permission to conduct one week long class once a month starting in September of 2014. Class size typically ranges from ten to fifteen students.

Thank you in advance for your consideration of this request.

Kim D. Lewis

HRD Program Coordinator

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MAIN CAMPUS: PHONE (910) 678-8400 • FAX (910) 484-6600
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ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE
AUGUST 7, 2014 MEETING OF THE FACILITIES COMMITTEE**

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER
DATE: JULY 29, 2014
SUBJECT: UPDATE ON THE DEVELOPMENT OF A COMPREHENSIVE
CAPITAL IMPROVEMENT PLAN

Requested by: AMY H. CANNON, COUNTY MANAGER
Presenter(s): JEFFERY P. BROWN, E & I DIRECTOR

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND:

In September of last year the Facilities Committee was presented with a plan of action in which the Engineering & Infrastructure Department had composed in order to move forward with the development of a comprehensive Capital Improvement Plan. The purpose of this item is to provide the Committee an update as to what steps have been completed to date.

Listed below are the critical actions that were presented to the Committee last fall as steps that must be taken in order to develop a comprehensive Capital Improvement Plan along with a brief update for each.

1. *Have the Departments update the space utilization survey that was previously completed in 2007 to determine if their space allocation was currently sufficient or if they would need additional space in the coming years.* The survey was sent back out to the Departments. A summary of these results will be presented to the Committee on August 7th.
2. *Compile a list of all unoccupied space within all County buildings and develop a proposed plan of action to occupy this space either with County personnel or lease the space to an outside agency that could coincide with the existing use(s) of the building.* The first part of this has been completed and E&I Staff are in the process of trying to determine how best to utilize the available space for the various Departments that need space. A list of the available space will be presented to the Committee on August 7th.

3. *Complete a comprehensive facility assessment (inventory) of all County buildings to include the following;*

- *A roof survey by a Registered Roof Consultant (RRC)*
The RFQ will be advertised by Friday, August 1st and submittal deadline is set for August 27th.
- *Pavement evaluation of parking lots and sidewalk/walkway assessment*
The RFQ was advertised and qualifications were received. US Infrastructure of Carolina, Inc. was selected based on their qualifications and cost negotiations are underway.
- *An inclusive building assessment that evaluates windows, interior and exterior walls, painting, carpet, lights, plumbing fixtures etc.*
At the current time, there has been no movement on this item as it will be the last phase of the four step plan.
- *A detailed equipment evaluation to include HVAC units, chillers, boilers, generators, etc.*
The Facilities Management Division of the E&I Department began this process last FY with evaluating chillers and generators. This FY we will continue our efforts to gather the information on the mechanical equipment associated with each facility. The FacilityDude Software is being utilized to capture and track this data.

Once all the above actions have been completed, then the necessary steps can begin to develop a comprehensive Capital Improvement Plan that addresses building construction, building renovations, and maintenance and repairs. It is not possible to develop a comprehensive Capital Improvement Plan until these assessments and evaluations are completed. Currently the Department is in a reactive mode to deal with challenges as they surface. A comprehensive Capital Improvement Plan will give us the opportunity to have a paradigm shift to becoming more proactive in the way we conduct business. This document will allow us to effectively plan and adequately budget the identified cost needed for each fiscal year.

The Engineering & Infrastructure Department is not as far as long as we would have hoped to have been at this point in the overall development of the comprehensive Capital Improvement Plan due to shifting priorities, however County Management along with Engineering & Infrastructure Director felt that it was imperative to provide the Committee an update as to what steps had been taken.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take action at this time. The purpose of this item was to simply provide an update to the Committee on what actions had been taken by the Department in the development of a comprehensive Capital Improvement Plan.



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ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE
AUGUST 7, 2014 MEETING OF THE FACILITIES COMMITTEE**

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER
DATE: JULY 29, 2014
SUBJECT: UPDATE ON FRONT STEPS OF NEW COURTHOUSE

Requested by: AMY H. CANNON, INTERIM COUNTY MANAGER
Presenter(s): JEFFERY P. BROWN, PE, E & I DIRECTOR

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND:

At the Facilities Committee in May, the committee was briefed on the issue with the front steps of the new courthouse and the failures that were taking place. Over the last two months, Engineering & Infrastructure Staff have been researching various alternatives that could be utilized for the necessary repairs. During this time, Gordon Johnson, the architect of record for the original design has been consulted and provided feedback on the various alternatives. Staff is in the process of preparing bid documents at the current time. The plan is to advertise a base bid of using a concrete repair product and utilize the existing substructure. This would provide a concrete finished surface as compared to the original terrazzo treads and risers. A very similar approach was used to repair the steps on the north and south entrances of the courthouse almost 20 years ago. An alternate bid will include the complete demolition of the substructure and a complete rebuild of the steps using concrete. An alternate bid is being utilized to determine if it is more cost effective to simply remove and replace the existing steps. Once bids are received, the bids will be evaluated and a decision will be made on how to move forward.

While things have not progressed as expeditiously as we would have liked, we felt it was important to take the necessary time to identify and assess all potential solutions in order to make an informed decision.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take action at this time. The purpose for this item was to update the Committee on what actions were being taken by the Engineering & Infrastructure Department to address the issue.



CUMBERLAND COUNTY NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

MEMO FOR THE AGENDA OF THE AUGUST 7, 2014 MEETING OF THE FACILITIES COMMITTEE

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: AMY H. CANNON, COUNTY MANAGER
DATE: JULY 29, 2014
SUBJECT: APPROVAL OF BID AWARD TO CLASSIC WINDOW AND GLASS, INC FOR DEPARTMENT OF SOCIAL SERVICES WINDOW PROJECT

Requested by: AMY H. CANNON, COUNTY MANAGER
Presenter(s): JEFFERY P. BROWN, E & I DIRECTOR

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND:

As you are aware, there have been issues with the windows on the north side of the Department of Social Services (DSS) building basically since it was constructed. At the facilities committee meeting in March, the committee was informed that Walter Vick, architect of record, was going to be working with the Engineering & Infrastructure Department to determine the most feasible solution to address the long standing issue.

It has been determined that the most cost effective approach would be to remove all glass and re-work the exterior gaskets, setting blocks and water deflectors. All fogged glass will be replaced with new glass. In addition to the windows, additional measures will be taken to caulk the sills of the window frames as well. To ensure quality control for the work to be performed, the County will secure the services of a third party testing firm to complete a static pressure test after the first section of windows have been removed and reinstalled. Thereafter, a hose test will be conducted at various stages to ensure the windows are being properly installed.

Bids were received on July 9th for the work described above. Attached is the certified bid tabulation along with The LSV Partnership's letter of recommendation. The low base bid was submitted by Carolina Classic Window and Glass, Inc. in the amount of \$383,900. In addition to the base bid, all three alternate bids are being recommended for a total contract price of \$464,505. There is a total of \$700,000 budgeted for this project within the FY 2015 Budget.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director along with County Management recommend that the Facilities Committee approve the following recommendations and forward them to the Board of Commissioners for its consideration at their August 18, 2014 meeting.

1. Award a contract to Carolina Classic Window and Glass, Inc. in the amount of \$464,505 for the DSS Window Replacement Project.
2. Establish a contingency in the amount of \$46,000 to be used for additional work recommended by the E&I Director and approved by the County Manager.

The LSV Partnership
Architects/Planners, AIA
209 Fairway Drive
Fayetteville, NC 28305

Bid Tabulation

CUMBERLAND COUNTY DEPARTMENT OF SOCIAL SERVICES
WINDOW SYSTEM REMEDIATION
Fayetteville NC
July 9, 2014

| Contractor | ADD | Base Bid \$ | Days | Alt 1 | Alt 2 | Alt 3 |
|---|-----|-------------|------|----------|---------|-------|
| Cabarrus Glass Co., Inc. Concord, NC 704-782-3706 | X | \$735,000 | 125 | \$19,614 | \$4,542 | \$465 |
| Carolina Classic Window & Glass Greensboro, NC Ph. 336-553-2852 | X | \$383,900 | 120 | \$29,775 | \$5,655 | \$265 |
| Moore's Glass Service Wilmington, NC 910-763-9970 | | No Bid | | | | |
| | | | | | | |
| | | | | | | |

Alternate 1 Caulking at N & E window frames & precast
Alternate 2 Caulk at curtain wall all locations
Alternate 3 Aluminum column cover (unit cost)

Addendum No. 1 June 19, 2014 (8 pages)

Certified: 
Walter Vick, AIA

The LSV Partnership
Architects/Planners • AIA

July 17, 2014

Mr. Jeffery P. Brown, P.E.
Engineering and Infrastructure Director
County of Cumberland
P.O. Box 1829
Fayetteville, NC 28302
jbrown@co.cumberland.nc.us

Re: Cumberland County Department of Social Services
Window System Remediation

Dear Mr. Brown,

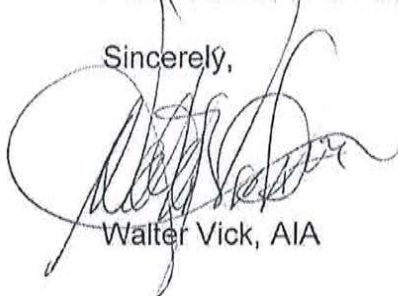
In regards to the bids received for the above project we recommend that a contract be awarded to Carolina Classic Window and Glass, Inc. as follows:

| | |
|---------------------------------------|---------------|
| Base Bid | 383,900 |
| Alternate 1 | 29,775 |
| Alternate 2 | 5,655 |
| <u>Modify columns per unit prices</u> | <u>45,175</u> |
| Total Contract | \$464,505 |

The amount of time projected by the contractor to do the project is 120 days. We assume that based on approval by the Commissioners in August work would start in September.

Please let me know if you have questions or need additional information.

Sincerely,



Walter Vick, AIA

AMY H. CANNON
County Manager

JAMES E. LAWSON
Deputy County Manager

MELISSA C. CARDINALI
Assistant County Manager



CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

OFFICE OF THE COUNTY MANAGER

**MEMO FOR THE AGENDA OF THE
AUGUST 7, 2014 MEETING OF THE FACILITIES COMMITTEE**

TO: FACILITIES COMMITTEE
FROM: JAMES LAWSON, DEPUTY COUNTY MANAGER 
DATE: AUGUST 1, 2014
SUBJECT: DURHAM ALLIANCE BEHAVIORAL HEALTHCARE LEASE

Requested by: JAMES LAWSON, ASSISTANT COUNTY MANAGER
Presenter(s): JAMES LAWSON, ASSISTANT COUNTY MANAGER

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND

On July 1, 2013, Cumberland County and Alliance Behavioral Healthcare ("Alliance") entered into an Interlocal Merger/Consolidation agreement which included provisions for the Alliance to locate their Cumberland County site at 711 Executive Place. The Parties acknowledged and agreed that the Alliance would occupy the space rent-free from July 1, 2013 through June 30, 2014, and that the County would continue to pay utilities during this timeframe.

In accordance with the agreement, the Alliance has provided notice of its intent to remain in the building and to commence paying rent at a rate not to exceed \$12 per square foot, effective July 1, 2014. The County has established an agreement with the Alliance that they shall pay \$12 per square foot for 18,713 square feet of finished office space and \$4 per square foot for 323 square feet of unfinished spaced utilized for files storage. The annual lease amount totals \$225,848, which shall be paid in equal monthly installments of \$18,820.67. Since the Alliance is leasing a portion of the building, they are to pay a prorated share of utilities costs based on the floor space leased. In addition, since the agreement did not include janitorial services, the Alliance shall also pay those costs on a pro-rata basis, with the exception of shared conference room space.

RECOMMENDATION

Authorize County Management to lease to the Alliance designated space located at 711 Executive Place (see attached) for one year, from July 1, 2014 to June 30, 2015, in accordance with the terms set forth above.

cc: Amy Cannon, County Manager
Melissa Cardinali, Assistant County Manager
Jeffery Brown, Engineering and Infrastructure Director

Attachments

Winding Creek - Alliance Lease Space

First Floor (Entire Floor)

8447 SF

8159 SF (exluding elevator and front stairwell)

Second Floor (Entire Floor)

9124 SF

8836 SF (exluding elevator and front stairwell)

Third Floor

| <u>Room #</u> | <u>Use</u> | <u>Square Footage</u> |
|---------------|---------------------------------|-----------------------|
| 318 | Server Room | 390 |
| 324 | Electrical/Phone Room (HALF SF) | <u>30</u> |
| Total | | 420 |

Fourth Floor

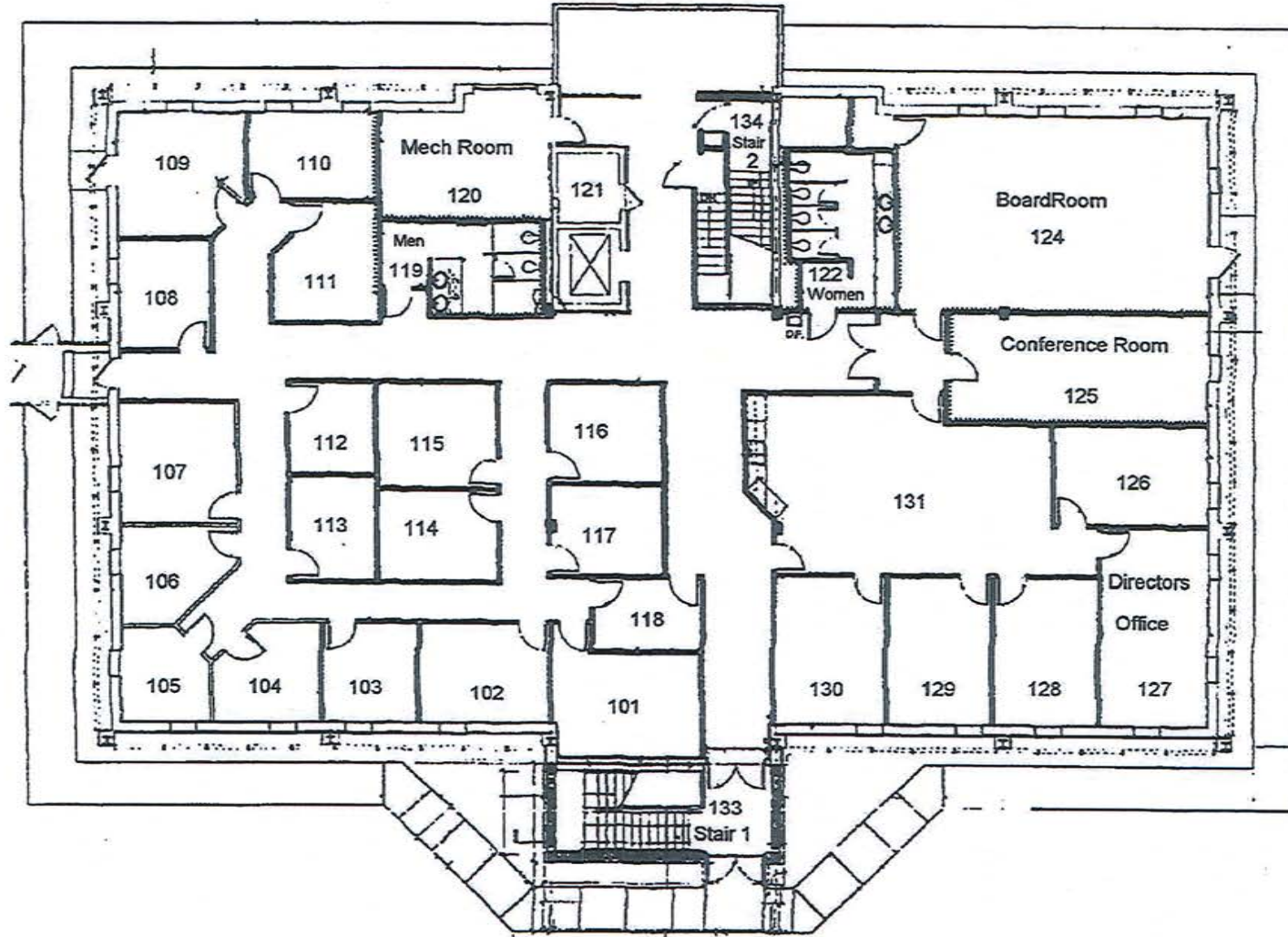
| <u>Room #</u> | <u>Use</u> | <u>Square Footage</u> |
|---------------|----------------------------|-----------------------|
| 403 | Break Room (DON'T INCLUDE) | 144 |
| 419 | Men's Restroom | 154 |
| 422 | Women's Restroom | 216 |
| 426 | Training Room | <u>928</u> |
| Total | | 1298 |

Fifth Floor (unfinished)

| <u>Room #</u> | <u>Use</u> | <u>Square Footage</u> |
|---------------|----------------------------|-----------------------|
| | Storage of Medical Records | 323 |

TOTAL FINISHED SF 18713

TOTAL UNFINISHED SF 323

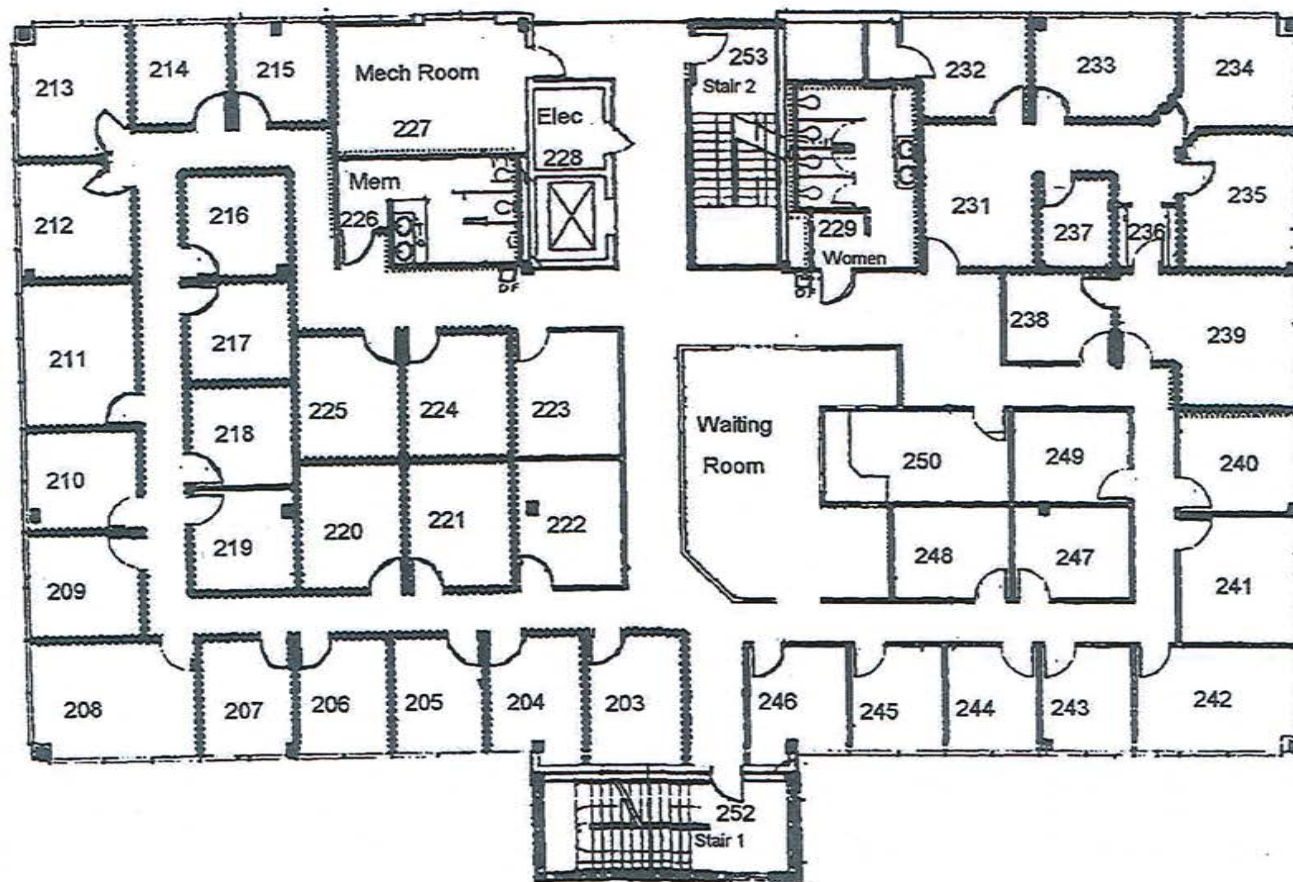


Winding Creek 1st Floor

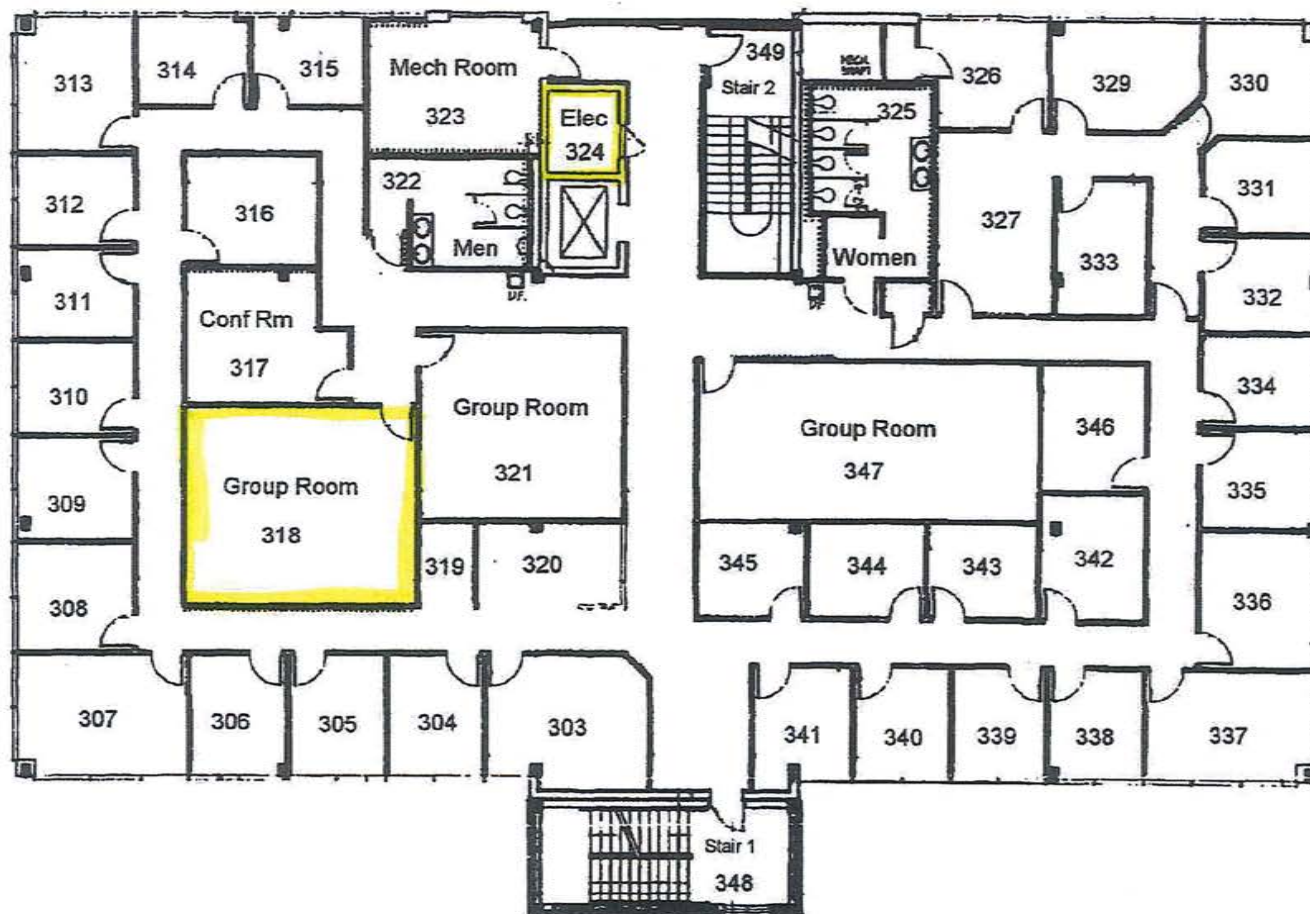
711 EXECUTIVE PLACE

SQ. FT. 8447

TOTAL BUILDING 39,850 SQ. FT.



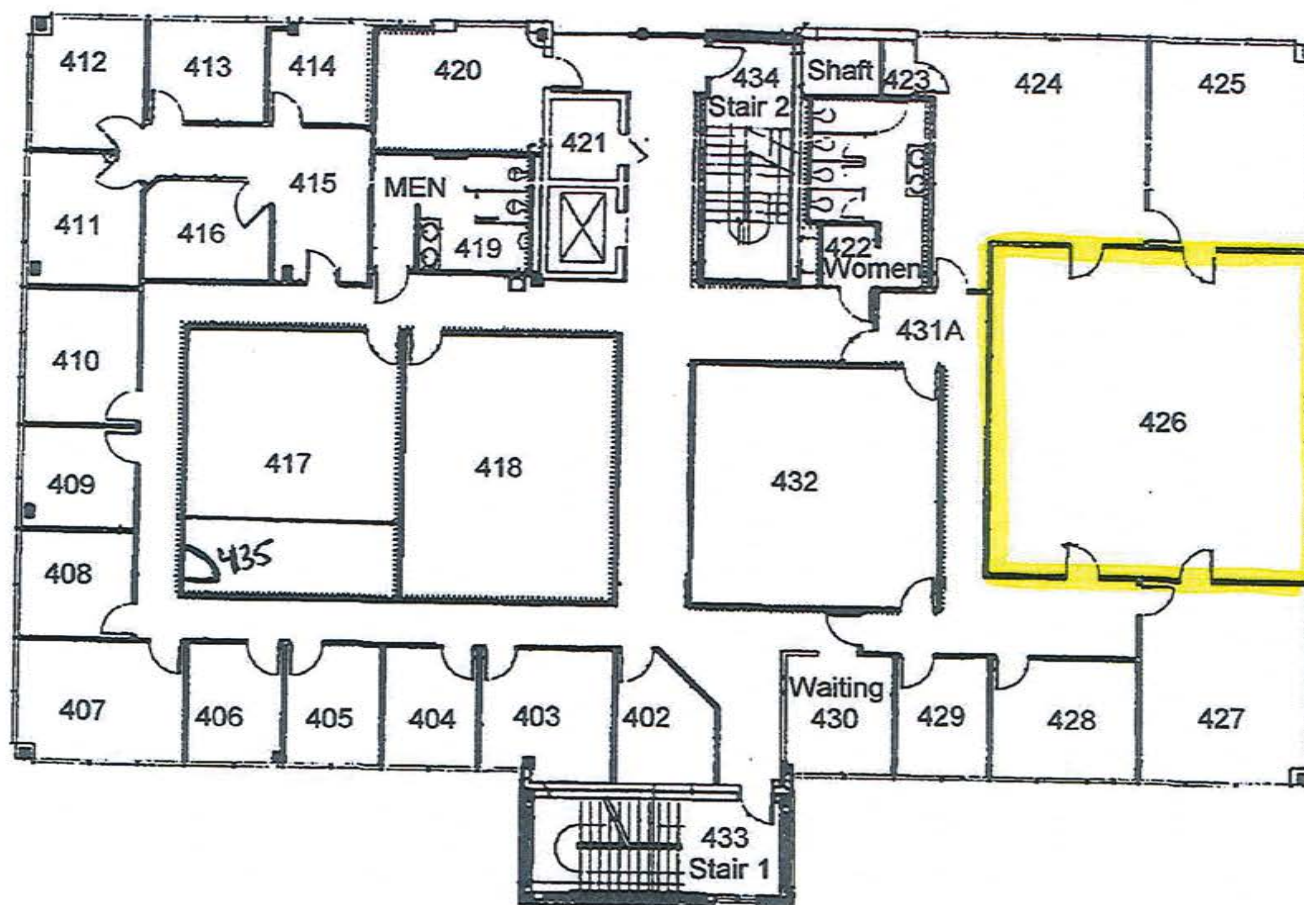
Winding Creek 2nd Floor
 711 EXECUTIVE PLACE
 SQ. FT. 9124



Winding Creek 3rd Floor

711 EXECUTIVE PLACE

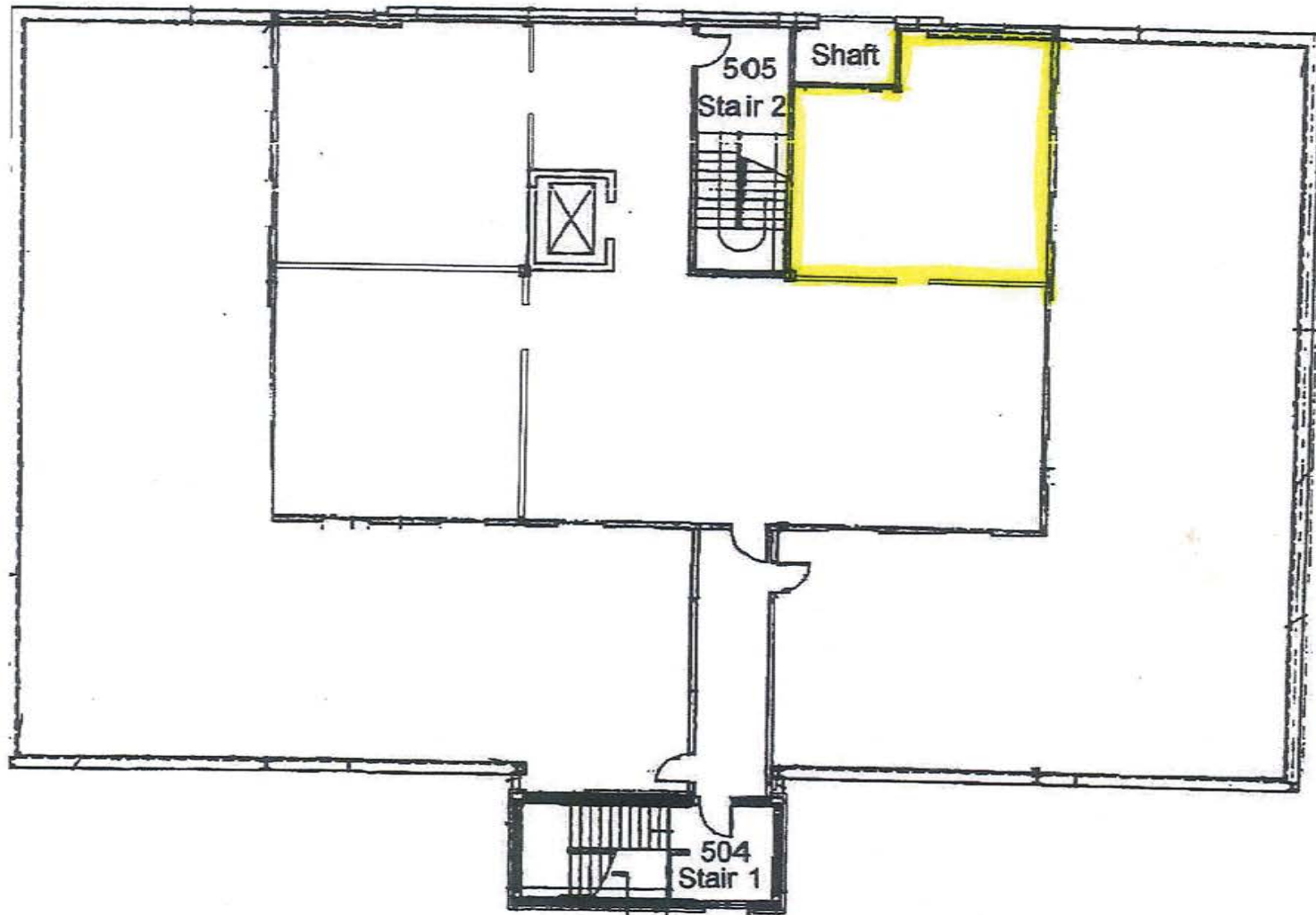
SQ. FT. 9124



Winding Creek 4th Floor

711 EXECUTIVE PLACE

SQ. FT. 9124



Winding Creek 5th Floor

711 EXECUTIVE PLACE

SQ. FT. 4031