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Vice Chairman

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KENNETH S. EDGE  
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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 Adams, Edge, Evans and Keefe)

FROM: Kellie Beam, Deputy Clerk to the Board

DATE: March 30, 2016

SUBJECT: Facilities Committee Meeting – April 7, 2016

**There will be a regular meeting of the Facilities Committee on Thursday, April 7, 2016 at 8:30 AM in Room 564 of the Cumberland County Courthouse.**

**AGENDA**

1. Approval of Minutes – January 7, 2016 Facilities Committee Meeting **(Pg. 2)**
2. Consideration of Budget Revision for Critical CIP Projects for the Crown Center Complex **(Pg. 10)**
3. Consideration of Approval of Architect for Winding Creek Renovations **(Pg. 14)**
4. Consideration of Approval of Bid Award to Hayes, Inc. for Exterior Wall Repairs at the Central Maintenance Facility **(Pg. 21)**
5. Update of the Joint 9-1-1 Center Feasibility Study and Consideration of a Joint 911 Center as a Capital Improvement Plan Project **(Pg. 24)**
6. Discussion Regarding Lease Rates Between Governmental Bodies **(Pg. 48)**
7. Report on Office Space for the Guardian At-Litem Program **(Pg. 52)**
8. Other Items of Business **(NO MATERIALS)**

cc: Board of Commissioners  
County Administration  
County Legal  
County Department Head(s)  
Sunshine List

# DRAFT

ITEM NO. 1

CUMBERLAND COUNTY FACILITIES COMMITTEE  
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564  
JANUARY 7, 2016 - 8:30 A.M.  
MINUTES

MEMBERS PRESENT: Commissioner Glenn Adams  
Commissioner Jimmy Keefe  
Commissioner Kenneth Edge

MEMBERS ABSENT:  
Commissioner Charles Evans

COMMISSIONERS PRESENT:  
Commissioner Larry Lancaster  
Commissioner Marshall Faircloth

OTHERS PRESENT: Amy Cannon, County Manager  
Tracy Jackson, Assistant County Manager  
Melissa Cardinali, Assistant County Manager  
Sally Shutt, Governmental Affairs Officer  
Rick Moorefield, County Attorney  
Vicki Evans, Finance Director  
Jeffery Brown, Engineering & Infrastructure Director  
Terri Robertson, Board of Elections Director  
Brenda Jackson, Department of Social Services Director  
Andy Rind, Employment Source Inc.  
Jim Richter, Employment Source Inc.  
Candice White, Clerk to the Board  
Kellie Beam, Deputy Clerk to the Board  
Press

Commissioner Glenn Adams called the meeting to order.

## 1. ELECTION OF CHAIRMAN

MOTION: Commissioner Keefe moved to appoint Commissioner Adams as  
Chairman of the Facilities Committee.  
SECOND: Commissioner Edge  
VOTE: UNANIMOUS (3-0)

## 2. APPROVAL OF MINUTES – NOVEMBER 5, 2015 FACILITIES COMMITTEE MEETING

MOTION: Commissioner Keefe moved to approve the minutes.

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

## 3. CONSIDERATION OF AMES STREET PROPERTY ISSUES

### A. REQUEST FROM EMPLOYMENT SOURCE, INC. TO PERFORM CAPITAL IMPROVEMENTS ON LEASED PROPERTY

#### BACKGROUND:

Employment Source, Inc. is a 501(c)(3) nonprofit organization that leases property owned by Cumberland County located at 600 Ames Street. This property consists of multiple buildings located on a 12.96 acre tract. This organization provides employment, training, habilitation, and support services to individuals with disabilities. Employment Source, Inc. entered into a ten year lease with Cumberland County in April of 2012. A condition of the lease requires Employment Source, Inc. to notify the County Manager of any proposed alterations or improvements in which the County Manager shall approve in writing prior to the work commencing. Employment Source, Inc. is responsible for the entire cost of any improvements or alternations to the property.

On December 17, 2015, the Engineering and Infrastructure Director received a written request from representatives of Employment Source, Inc. with a list of proposed improvements that they would like the County's permission to complete. This list has been reviewed by Engineering and Infrastructure staff and they feel that the proposed improvements/alterations will have no negative impact on the property.

The list provided by Employment Source, Inc. includes the following proposed improvements/alterations:

- Fence line clearing – entire property
  - Remove all vegetation growing in fence lines
    - This will involve both manual and chemical removal. The General Manager of the Fort Bragg Ground Service Team is licensed as a certified pesticide applicator.
    - Chemicals will not be applied where drainage could enter the creek.
  - Remove trees within 3-10 feet of the fence line, where the main trunk of the tree has either grown over or fallen over the fence.
  - Trim all tree limbs that have grown over the fence line.
- Erosion at creek area
  - Once fence line is cleared, check closely for erosion creeping to fence line.
  - Build small swale from black top at rear parking lot to fence line (approximately 4') and place rip rap to help drain run off from lot to creek.
    - NOTE: Other erosion methods may be necessary if major issues are found.
- Back area by barn
  - Large sink holes to be filled in and leveled.

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- Would like permission to remove the barn, as it is in poor shape and unsafe. The block is cracking and the foundation is unsafe.
- Tennis court inside fence to be removed
- Left back area at Training Center
  - Thin out/remove trees to open area up (for visibility/safety concerns)
- Parking lot
  - Would like permission to repair the parking lot area. The concrete has significantly cracked and poses a safety hazard to employees and visitors. Would like to remove the broken concrete and replace with asphalt.
  - Would like to replace the broken concrete with asphalt.

## RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve Employment Source, Inc. to move forward with the proposed improvements/alterations requested.

\*\*\*\*\*

Jeffery Brown, County Engineer, reviewed the background information and recommendation as recorded above. Mr. Brown discussed the summary of the Employment Source, Inc. lease agreement:

- Effective lease date is April 1, 2012
- Lease rate \$1/year
- 10 year lease agreement
- 24 month termination clause by either party
- Lessee responsible for all utilities
- Lessee responsible for the cost of all maintenance and any proposed improvements or alterations
- Lessee shall receive permission prior to making changes

Andy Rind, Employment Source, Inc. stated Employment Source, Inc. is a nonprofit agency that serves over 17,000 individuals with disabilities annually across the regional sites. Mr. Rind further stated Employment Source, Inc. has experienced significant growth over the last three years. Mr. Rind stated Employment Source, Inc. not only serves individuals with disabilities they also employ individuals with disabilities. Mr. Rind stated Employment Source, Inc. has partnered with Cumberland County since 2001 and since that time Employment Source, Inc. has done \$157,000 worth of investments and improvements at 600 Ames Street.

Mr. Richter stated the total cost of the proposed improvements to 600 Ames Street would be about \$75,000. Mr. Rind stated the primary request is for ground improvement, erosion control and to enhance the parking lot and pedestrian walkways. Mr. Richter discussed the following proposed ground improvements:

- Fence line clearing
- Erosion along creek area
- Back area and demolition of barn
- Tennis court: fence to be removed

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- Tree and limb removal along the fence line

Mr. Richter discussed the following proposed accessibility improvements:

- 530 cubic yards of concrete demolition/removal
- 660 tons of ABC stone at a depth of 4 inches
- 2961 square yards of grading improvements
- 345 tons of 9.5a asphalt paving at depth of 2 inches
- 1135 linear feet of striping to include (stop bar for wheelchair accessible para-transit drop off);
- 3 directional arrows; 7 handicap symbols; 1 No Parking stencil

Commissioner Edge stated he would like the County Engineer to oversee the proposed improvements along with the demolition of structure. Mr. Brown stated he would be involved to make sure the project goes smoothly.

MOTION: Commissioner Edge moved to recommend to the full board approval for Employment Source, Inc. to move forward with the proposed improvements/alterations outlined in their written request and direct the County Engineer to oversee the project.

SECOND: Commissioner Keefe

VOTE: UNANIMOUS (3-0)

### 3. CONSIDERATION OF AMES STREET PROPERTY ISSUES

#### B. REQUEST FROM CITY OF FAYETTEVILLE FOR A PORTION OF THE AMES STREET PROPERTY FOR THE SENIOR/AQUATICS CENTER

##### BACKGROUND:

Fayetteville-Cumberland Parks & Recreation is in the process of developing future plans for a proposed aquatics center and senior center. Property owned by Cumberland County and located on Ames Street has been identified as a potential site for this project. This property is the site of Employment Source, Inc. and a portion of the property is needed for the proposed project. Parks & Recreation would like to present information to the Facilities Committee about the proposed project and determine how feasible it will be to move the project forward if a bond package is approved by voters in coming months.

##### RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is being asked to provide guidance about the use of this site for the proposed aquatics/senior center and provide direction in handling the request.

\*\*\*\*\*

Ms. Cannon stated the proposed aquatics center has been removed from the bond package at this time. Ms. Cannon stated at this time Mr. Gibson could not rule out the fact that the

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Parks and Recreation Department may come back at a later date and have interest in this property. Ms. Cannon stated at this time the request is off the table.

No action taken. For information only.

## 4. DISCUSSION REGARDING LEASE RATES BETWEEN GOVERNMENTAL BODIES

### BACKGROUND:

Commissioner Jimmy Keefe requested that County staff provide a spreadsheet showing all leases with outside agencies and the specifics associated with each of these lease agreements. Commissioner Keefe also requested that any agency that is utilizing space within County owned property without a valid lease to be included on the spreadsheet as well. Staff will give an overview of the information and field questions.

### RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take action. The purpose of this item is to provide the Committee an overview of leases that the County currently has with outside agencies for the use of space within County facilities.

\*\*\*\*\*

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

Commissioner Keefe stated he requested information on all leases with outside agencies and the specifics of the agreements because he feels the lease rates are not consistent. Questions and discussion followed.

Commissioner Keefe stated he feels when a reduction in rent is given that amount should be considered towards the contribution to the non-profit or state agency because there is a value to reduced rent. Commissioner Keefe stated he would like to get additional information regarding the breakdown of the space occupied in each building and the actual utilities used. Commissioner Keefe further stated there is a value to janitorial services and staff and he would like those details provided. Commissioner Keefe stated salary and benefits of county supplied janitorial staff needs to be included.

Ms. Cannon stated the budget staff can work with Mr. Brown to get this information back to the Facilities Committee. Commissioner Keefe stated he would like to see this information back to the Facilities Committee within the next sixty days.

No action taken.

## 5. REVIEW OF NEW VENUE AND PROCEDURES FOR ELECTION RETURNS

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## BACKGROUND:

The Cumberland County Board of Elections voted on December 10, 2015 to no longer rent a banquet room at the Ramada Plaza and Bordeaux Convention Center for people to gather to watch election night returns. The facility use charge for each election was approximately \$500 - \$750 depending on the type of election.

For the March 15, 2016 primary, the Board of Elections will use the conference rooms at the Department of Social Services, 1225 Ramsey Street. The four conference rooms will be opened into one large meeting room. Election results will be projected onto the two large screens once the polls close at 7:30 p.m.

Moving the event to a County facility will not incur rent, but will require the following County staff to work at the venue:

- Three Public Information Office employees
- One DSS Information Services employee
- Sheriff's Office deputies for security

The Board of Elections has been notified of the plan and concurs with the use of the DSS facility for candidates, their supporters and the media to gather to view election returns.

## RECOMMENDATION/PROPOSED ACTION:

Review is provided for information purposes only.

\*\*\*\*\*

Terri Robertson, Board of Elections Director, reviewed the background information and recommendation as recorded above. Ms. Robertson stated it is not mandated by law to hold the election results at a facility but it is good public service. Ms. Robertson further stated the Board of Elections office does not have enough space to hold the results there.

No action taken.

## 6. CONSIDERATION OF REQUEST TO LEASE PRIVATE PROPERTY LOCATED AT 727 MCGILVERY STREET

### BACKGROUND:

The fiscal year 2015-16 budget included funding to lease property to use as a Family Visitation Center for the purpose of creating a family-friendly setting for children in foster care. Due to the increased number of children in foster care DSS is unable to accommodate the court ordered visits within the building's limited visitation space. All available county owned property was evaluated and it was determined none was suitable for this purpose. Private property has been located at 727 McGilvary Street. This location is the former site of the Kidsville Newspaper and has a family friendly

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atmosphere. The site will be staffed with employees of the Cumberland County Department of Social Services.

## RECOMMENDATION/PROPOSED ACTION:

The McGilvary Street site will provide a private, more family like setting for foster children to have court ordered visits with their parents. We respectfully request your approval to enter into a lease agreement with Malzone Marketing, Inc. in the amount of \$1,500 a month. The lease has been reviewed by County Legal.

\*\*\*\*\*

Brenda Jackson, Department of Social Services Director, stated there are currently 916 children in foster care and those children are required to have court-ordered visitation with relatives (parents, grandparents, etc.). Ms. Jackson stated the Department of Social Services currently has four family visitation spaces at the Ramsey Street location but they have outgrown that space.

Commissioner Adams stated since this lease is only for one year what is going to happen after the year. Ms. Jackson stated her hope is to renew the lease each year. Commissioner Adams asked if there would be any upfront costs. Ms. Jackson stated they may need tables and chairs but they would try to get that from surplus and other county departments. Ms. Jackson stated they are really working on permanency efforts and she hopes to see a decrease in the number of children in foster care.

Commissioner Lancaster asked if the school system was involved and stated Tim Kinlaw may be a good resource to check on available vacant space in the school system. Commissioner Edge agreed. The consensus of the Facilities Committee was for this item to come back to the next Facilities Committee meeting so Ms. Jackson could check with the school system and any other options regarding the needed space. Ms. Jackson stated location and proximity to the courthouse area and the bus line is very important when considering a location along with a safe and suitable space for children.

## 7. OTHER ITEMS OF BUSINESS

Ms. Cannon stated Tracy Jackson would like to give a brief update on the 911 Co-Location Study with the City of Fayetteville. Mr. Jackson stated in the spring of 2015 RFP's were solicited and a consultant was chosen. Mr. Jackson further stated the lead consultant started work in August 2015. Mr. Jackson stated a final report and recommendation to the City of Fayetteville and Cumberland County is anticipated in February 2016. Mr. Jackson explained the study consists of six key tasks: facility needs assessment, technology and equipment assessment, operations and staffing assessment, financial feasibility study, governance and location. Mr. Jackson stated the cost of the study is \$89,683 which is being shared between Cumberland County and the City of Fayetteville.



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No action taken.

MEETING ADJOURNED AT 9:24 AM.

**CUMBERLAND  
COUNTY**  
NORTH CAROLINA**ENGINEERING & INFRASTRUCTURE DEPARTMENT**

Engineering Division · Facilities Management Division · Landscaping &amp; Grounds Division · Public Utilities Division

**MEMO FOR THE AGENDA OF THE  
APRIL 7, 2016 MEETING OF THE FACILITIES COMMITTEE**

**TO:** FACILITIES COMMITTEE  
**FROM:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**THROUGH:** TRACY JACKSON, ASSISTANT COUNTY MANAGER (TV)  
**DATE:** MARCH 29, 2016  
**SUBJECT:** CONSIDERATION OF BUDGET REVISION FOR  
CRITICAL CIP PROJECTS FOR THE CROWN CENTER  
COMPLEX

**Requested by:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**Presenter(s):** JEFFERY P. BROWN, PE, E & I DIRECTOR

**Estimate of Committee Time Needed:** 10 MINUTES

**BACKGROUND:**

In the Capital Improvement Plan that was adopted along with the budget in June of 2015, there was a list of repair/replacement projects that were identified for fiscal year (FY) 2016 for the Crown Center Complex. These projects were not funded in the current FY 2016 budget.

The following four projects recently changed in priority and have become critical safety issues for the facility that must be addressed sooner in the Capital Improvement Plan:

- |   |           |
|---|-----------|
| 1. Upgrade radio system in Coliseum                     | \$142,000 |
| 2. Upgrade camera system at Coliseum                    | \$100,000 |
| 3. Repair washouts around the Coliseum                  | \$75,000  |
| 4. Re-caulk interior floor expansion joints in Coliseum | \$15,000  |

A budget revision in the amount of \$332,000 has been attached for the Committee's approval. Funds from the Prepared Food & Beverage Tax have been identified to address these critical needs for the Coliseum.

**RECOMMENDATION/PROPOSED ACTION:**

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the attached budget revision and place it on the agenda of the April 18, 2016 Board of Commissioners Meeting for approval.

<b>Budget Office Use</b>	
<b>Budget Revision No.</b>	B16-225
<b>Date Received</b>	3/29/2016
<b>Date Completed</b>	

REVENUE				
Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9901	Fund Balance Appropriated	2,102,780	332,000	2,434,780
				-
				-
				-
				-
				-
	Total	2,102,780	332,000	2,434,780

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
3870	346	Transfer to Crown Center Fund 620	4,863,472	332,000	5,195,472
					-
					-
					-
					-
					-
					-
					-
		Total	4,863,472	332,000	5,195,472

Revision to transfer funds to the Crown Center Fund 620 for building repairs/maintenance and capital outlay.

Funding Source: \_\_\_\_\_ Fund Balance: \_\_\_\_\_  
 State: \_\_\_\_\_ Federal: \_\_\_\_\_ County: \_\_\_\_\_ New: \_\_\_\_\_ Other: \_\_\_\_\_  
 Other: \_\_\_\_\_ Fees: \_\_\_\_\_ Prior Year: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_  
 Department Representative

Reviewed By: Deborah W. Shaw Date: 3/29/16  
 BT Budget Analyst

Reviewed By: Wicki Evans Date: 3/29/16  
 Finance Director

Reviewed By: W.D. Jackson Date: 3/29/16  
 Assistant County Manager

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

County Manager

Board of County  
Commissioners

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

Budget Office Use	
Budget Revision No.	B16-225A
Date Received	3/29/2016
Date Completed	

Fund No. 620 Agency No. 444 Organ. No. 4442  
Organization Name: Crown Center

## REVENUE

Revenue Source Code	Description	Current Budget	Increase (Decrease)	Revised Budget
9124	Transfer from Prepared Food & Beverage Tax	4,863,472	332,000	5,195,472
				-
				-
				-
				-
				-
	Total	4,863,472	332,000	5,195,472

## EXPENDITURES

Object Code	Appr Unit	Description	Current Budget	Increase (Decrease)	Revised Budget
3430	488	Maintenance & Repair Buildings	228,500	90,000	318,500
3610	489	Capital Outlay Equipment	0	242,000	242,000
					-
					-
					-
					-
					-
					-
					-
		Total	228,500	332,000	560,500

**Justification:**

Revision to budget transfer from Food and Beverage Tax in the amount of \$332,000 for building repairs/maintenance and capital outlay.

Funding Source: \_\_\_\_\_ Fund Balance: \_\_\_\_\_  
 State: \_\_\_\_\_ Federal: \_\_\_\_\_ County: \_\_\_\_\_ New: \_\_\_\_\_ Other: \_\_\_\_\_  
 Other: \_\_\_\_\_ Fees: \_\_\_\_\_ Prior Year: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_  
Department Representative

Reviewed By: Deborah W. Shaw Date: 3/29/16  
Budget Analyst

Reviewed By: Wickie Evans Date: 3/29/16  
Finance Director

Reviewed By: W. A. Johnson Date: 3/29/16  
Assistant County Manager

Approved By: \_\_\_\_\_ Date: \_\_\_\_\_

County Manager

Board of County Commissioners Date: \_\_\_\_\_

B16-225  
B16-225A

Crown Complex Repair/Replacement Projects						
Crown Complex Projects	FY2016	FY2017	FY2018	FY2019	FY2020+	TOTAL
Riding scrubbers for floors to be used for all buildings	\$30,000	\$30,000	\$0	\$0	\$0	\$60,000
Upgrade radio system	42,000	100,000				142,000
Replace air walls in Crown ballroom		150,000				150,000
Replace carpet in ballroom/prefunction areas		100,000				100,000
Replace carpet in suites	50,000					50,000
Replace dance floor		27,000	27,000			54,000
Suite wall resurfacing (concourse)	50,000					50,000
Suite furniture	12,000					12,000
Replace air walls in Expo Center		575,000				575,000
Replace chairs in Expo Center	125,000					125,000
Replace air handlers for Expo Center			40,000			40,000
Remodeling of bathrooms for Expo Center			100,000			100,000
Generator for Expo Center (does not currently have one)	80,000					80,000
Replace doors at Expo Center	15,000					15,000
Ice floor for Coliseum		1,250,000				1,250,000
Replace dasher system and glass for Coliseum		70,000				70,000
Repair washouts around the Coliseum	75,000					75,000
Cooling tower for ice chiller at Coliseum		20,000				20,000
Cooling towers for Coliseum			80,000			80,000
Replace Basketball Court			115,000			115,000
New stage			125,000			125,000
Installation of double door on concourse for Coliseum			10,000			10,000
Installation of double door at entrance for Coliseum			12,000			12,000
Blue padded chairs			60,000	60,000		120,000
Olympia machine for ice			102,000			102,000
Updated camera system at Coliseum	100,000					100,000
Air handlers for Coliseum			120,000			120,000
LED sports lighting upgrade at Coliseum				300,000		300,000
Fire alarm upgrade at Coliseum	26,000					26,000
HVAC units in server rooms - Coliseum			6,500			6,500
HVAC units for East Box Office - Coliseum			5,500			5,500
HVAC units for West Box Office - Coliseum			5,500			5,500
HVAC units for elevator shafts - Coliseum			13,000			13,000
Repairing sound walls at Coliseum			80,000			80,000
East curtain repair/replacement Coliseum			250,000			250,000
Replace 2,700 ton chillers at Coliseum					1,300,000	1,300,000
Replace HVAC circulation pumps at Coliseum			10,000			10,000
Coliseum burner upgrade				61,000		61,000
Refrigerant Lines & Condenser Units - Coliseum	75,000					75,000
Remodeling of team locker rooms - Coliseum		40,000				40,000
Remodeling of Coliseum dressing rooms		40,000				40,000
Recaulk interior floor expansion joints on steps	15,000					15,000
LED ribbon around interior of Coliseum					500,000	500,000
Center hung scoreboard					1,000,000	1,000,000
Subtotal	\$695,000	\$2,402,000	\$1,161,500	\$421,000	\$2,800,000	\$7,479,500
10 % Contingency	69,500	240,200	116,150	42,100	280,000	747,950
10 % Engineering Fees	69,500	240,200	116,150	42,100	280,000	747,950
Total	\$834,000	\$2,882,400	\$1,393,800	\$505,200	\$3,360,000	\$8,975,400

Critical Needs

232,000 100,000

332,000

(per Jeffrey Brown)



**CUMBERLAND**  
★ **COUNTY** ★  
NORTH CAROLINA**ENGINEERING & INFRASTRUCTURE DEPARTMENT**

Engineering Division · Facilities Management Division · Landscaping &amp; Grounds Division · Public Utilities Division

**MEMO FOR THE AGENDA OF THE  
APRIL 7, 2016 MEETING OF THE FACILITIES COMMITTEE**

**TO:** FACILITIES COMMITTEE  
**FROM:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**THROUGH:** TRACY JACKSON, ASSISTANT COUNTY MANAGER  
**DATE:** MARCH 29, 2016  
**SUBJECT:** CONSIDERATION OF APPROVAL FOR ARCHITECT  
FOR WINDING CREEK RENOVATIONS

**Requested by:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**Presenter(s):** JEFFERY P. BROWN, PE, E & I DIRECTOR

**Estimate of Committee Time Needed:** 10 MINUTES

**BACKGROUND:**

The Board of Commissioners approved a contract with Alliance Behavioral Healthcare on February 1, 2016 involving interior renovations for the County owned facility located at 711 Executive Place. Alliance Behavioral Healthcare has agreed to pay for the design work, construction of improvements and any office furnishings for the renovated space. This project is estimated to cost approximately \$1.3 million. Per the contract, the County is responsible for obtaining the services of a qualified architect to complete the necessary design work associated with the renovation.

The Engineering & Infrastructure Department selected SFLA Architects from the list of professional service consultants that the Board of Commissioners approved on December 3, 2015. This firm completed the initial design of the Winding Creek Office Building and managed the renovation project after the County purchased this facility. SFLA Architects has proposed a cost of \$101,400 for the necessary professional services required to complete this project.

**RECOMMENDATION/PROPOSED ACTION:**

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the Professional Services Agreement with SFLA Architects and place it on the agenda of the April 18, 2016 Board of Commissioners Meeting for further consideration and approval.



March 8, 2016

Jeffery P. Brown, PE  
Engineering & Infrastructure Director  
Cumberland County Engineering & Infrastructure Department  
130 Gillespie St, Fayetteville, NC 28301

**RE: Winding Creek Interior Office Renovations for Alliance Behavioral Healthcare**

Dear Jeffery:

Thank you for considering SFLA Architect for this project. This proposal is to provide complete design services for the planned 15,600 square foot renovation of two floors in the County's Winding Creek Office Building for Alliance Behavioral Healthcare. This design will be based on the conceptual drawings provided by the County. As discussed there is a difference between the conceptual budget proposed by Heery and what the County approved for the total project cost of \$1,300,000. From checking with other contractors in the community and with some furniture vendors I believe that the project can be completed for what the County Commissioner's approved in the funding resolution. Our services would include:

**Principals**

Robert W. Ferris, AIA,  
REFP, LEED® AP

Eric J. Lindstrom, AIA  
LEED® AP

Ronald A. Rice

Thomas W. Hughes, AIA,  
REFP, LEED® AP

Barry H. Buckman, AIA

**Associates**

James C. Dean

**Offices**

Fayetteville, NC

Raleigh, NC

**ARCHITECTURAL PLANS**

- Develop interior renovation plans based on the concept drawings provided by the County, to include updated code summary, life safety plan, floor plans, reflected ceiling plans, door and finish schedules, wall sections and details.
- Coordinate with design with consultants, County and Tenant.
- Conduct 2-3 design phase meetings with County and Tenant.
- Provide written project manual for project.
- Coordinate plan with furniture layout.
- Develop color board(s) for materials and color concepts in design and also CA.

**FURNITURE**

- Prepare furniture layout with system component schedule.
- Provide project description/specification allowing bidding by (3) manufacturers.
- Coordinate furniture finishes and colors with interior colors and finishes of the renovation work.

**BIDDING**

- Coordinate with the County on placing advertisements.
- Make hard copy plans available to bidders for inspection in SFLA's offices.
- Provide electronic copies of bid documents to all interested bidders.
- Will conduct the bid opening and provide certified bid tab and award recommendation to Owner.
- Will issue construction contracts utilizing AIA documents and or coordinate with Owner should Owner utilize their own form of construction contract.

110 Anderson Street  
Fayetteville, NC 28301  
Phone: 910.484.4989  
Fax: 919.573.6355  
[www.sfla.biz](http://www.sfla.biz)

#### CONSTRUCTION ADMINISTRATION

Construction is anticipated to occur in two consecutive phases estimated to take up to six months in total to complete. In addition to normal CA phase work to include: review of shop drawings; submittals; response to RFI's and monthly pay applications, the on-site field visits included within fee proposal are:

- Conduct (6) monthly meetings with the, contractor, owner and tenant.
- Up to (6) additional site visits are required for project coordination and progress review.
- (2) Final visits for punch list and project completion.

#### ITEMS PROVIDED BY CLIENT AND/OR OWNER

- Any County or tenant specific design or bidding standards related to the use, ownership or funding of the project.
- Owner or Tenant specific requirements for equipment, finishes and or furniture.
- Permit Fees
- Advertising fees for Bid

#### DELIVERABLES

- Submittals to required agencies
- Status prints during duration of the project
- One set of final printed documents
- Digital documents for bidding, construction and scanned as-built set at completion of project

#### SCHEDULE

- Will work with the owner towards a mutually agreed upon schedule anticipated to begin in April of 2016 with bid documents ready mid-June 2016.

#### FEE

Compensation for the above outlined Services shall be on a fixed fee basis as follows:

Architectural Design Documents	\$41,800.00
Furniture Specification & Bidding	\$18,000.00
Plumbing, Mechanical & Electrical	\$41,600.00
Site Civil	None Anticipated
Structural	None Anticipated
<b>Total fee for all defined services</b>	<b>\$101,400.00</b>

Please let me know if you have any questions and if you are ready for us to proceed with the work. As I mentioned I will be out of the office until March 18<sup>th</sup>, but could schedule a kick-off meeting prior to the end of the month.

Sincerely,



Eric Lindstrom, AIA, LEED AP  
Principal

Attachments: P&E, Fee Proposal



**STATE OF NORTH CAROLINA  
COUNTY OF CUMBERLAND**

**SERVICE AGREEMENT**

This Agreement, made this the 18<sup>th</sup> day of April, 2016, by and between the County of Cumberland, a body politic and corporate of the State of North Carolina, hereinafter referred to as COUNTY, and SFLA Architects, an architect with an office located at 110 Anderson Street, Fayetteville, NC, hereinafter referred to as ARCHITECT.

WITNESSETH

WHEREAS, the COUNTY wants to complete the design of an interior renovation on the first two floors of the County owned facility located at 711 Executive Place, Fayetteville, NC; and

WHEREAS, the ARCHITECT is qualified to perform the design of the interior renovations for the COUNTY; and

WHEREAS, the ARCHITECT has represented that it can provide qualified services which will meet the needs of the COUNTY; and

WHEREAS, the services are of a technical nature and are temporary in character; and

WHEREAS, funds are available in the project budget for the performance of said services.

NOW THEREFORE, the parties agree to the following terms and conditions:

PURPOSE: The COUNTY agrees to purchase and the ARCHITECT agrees to provide architectural services for the interior renovations of the County owned facility located at 711 Executive Place, Fayetteville, NC as set forth below.

TERM: The term of this Agreement shall be from April 18, 2016 through, April 18, 2017, unless sooner terminated or extended by mutual agreement. The COUNTY may terminate this Agreement prior to the expiration of the above stated period if in the judgment of the COUNTY;  
The ARCHITECT has completed all services required.

The ARCHITECT failed or neglected to furnish or perform the necessary services to the reasonable satisfaction of the COUNTY.

The COUNTY shall have given the ARCHITECT seven (7) days written notice of the COUNTY's intent to terminate this Agreement. The COUNTY will make all payments due the ARCHITECT for services rendered and/or expenses actually incurred up to and including the date of such notice of termination.

SERVICES: ARCHITECT shall perform such expert and technical services as are indicated in the proposal from SFLA Architects, dated March 8, 2016, attached and incorporated herein. ARCHITECT warrants that it shall perform such ancillary work as may be necessary to insure the effective performance of the services cited above. Insofar as practical, the ARCHITECT shall cooperate with the operation schedule of the COUNTY, and with other personnel employed, retained, or hired by the COUNTY.

PRICE: Compensation for services rendered shall be on a fixed fee as outlined in the proposal. The total contract price shall not exceed \$101,400 without the authorization from the County Manager.

PAYMENT: The COUNTY shall pay the ARCHITECT within 15 working days of receipt of invoice.

**BENEFIT:** This Agreement shall be binding upon and it shall inure to the benefit of the parties, their legal representatives, successors, and assigns, provided that the provisions with respect to assignment and delegation are fully complied with.

**ASSIGNMENT:** The ARCHITECT shall not assign all or any part its contract rights under this Agreement, nor delegate any performance hereunder, nor subcontract, without first obtaining the COUNTY's written approval.

**COMPLIANCE WITH LAW:** The ARCHITECT agrees it shall comply with all laws, rules, regulations, and ordinances, proclamations, demands, directives, executive orders, or other requirements of any government or subdivisions thereof which now govern or may hereafter govern this Agreement, including, but limited to, the provisions of the Fair Labor Standards Act of 1938, equal employment laws, and any other applicable law.

**AGENCY AND AUTHORITY:** The COUNTY hereby designates the Engineering & Infrastructure (E&I) Director as its exclusive agent with respect to this Agreement. The E&I Director is authorized, on behalf of the COUNTY, to negotiate directly with the ARCHITECT on all matters pertaining to this Agreement. The ARCHITECT agrees that all of its dealings with the COUNTY in respect to the terms and conditions of this Agreement shall be exclusively with the E&I Director. Further, the ARCHITECT specifically agrees that it shall not modify any of the specifications of any of the services subject to this Agreement except pursuant to the paragraph entitled MODIFICATIONS.

**REMEDIES:** If either party shall default with respect to any performance hereunder, it shall be liable for reasonable damages as provided by law and for all costs and expenses incurred by the other party on account of such default. Waiver by either party of any breach of the other's obligation shall not be deemed a waiver of any other or subsequent breach of the same obligation. No right or remedy of any party is exclusive of any other right or remedy provided or permitted by law or equity, but each shall be cumulative of every other right or remedy now or hereafter existing at law or in equity, or by statute, and may be enforced concurrently or from time to time.

**APPLICABLE LAW:** This Agreement shall be governed by the laws of the State of North Carolina. The parties mutually agree that the courts of the State of North Carolina shall have exclusive jurisdiction of any claim arising under the terms of this Agreement with appropriate venue being Cumberland County.

**NOTICES:** Any notices to be given by either party to the other under the terms of this Agreement shall be in writing and shall be deemed to have been sufficiently given if delivered by hand, with written acknowledgment of receipt, or mailed by certified mail return receipt requested to the other party at the following addresses or to such other addresses as either party from time to time may designate in writing to the other party for receipt of notice:

ARCHITECT:  
SFLA Architects  
110 Anderson Street  
Fayetteville, NC 28301

COUNTY:  
Jeffery P. Brown, Engineering & Infrastructure Director  
P.O. Box 1829  
Fayetteville, NC 28302

Such notice, if mailed, shall be deemed to have been received by the other party on the date contained in the receipt.

**SEVERABILITY:** If any term, duty, obligation or provision of this Agreement should be found invalid or unenforceable, such finding shall not affect the validity of any other terms, duties, obligations, and provisions, which shall remain valid, enforceable and in full force and effect.

MODIFICATION: This Agreement may be modified only by an instrument duly executed by the parties or their respective successors.

MERGER CLAUSE: The parties intend this instrument as a final expression of their Agreement and as a complete and exclusive statement of its terms. No course of prior dealings between the parties and no usage of trade shall be relevant or admissible to supplement, explain, or vary any of the terms of this Agreement. Acceptance of, or acquiescence in, a course of performance rendered under this or any prior Agreement shall not be relevant or admissible to determine the meaning of this Agreement even though the accepting or acquiescing party has knowledge of the nature of the performance and an opportunity to make objection. No representations, understandings, or agreements have been made or relied upon making this Agreement other than those specifically set forth herein.

DISPUTE RESOLUTION: The parties must resolve any claim, dispute or other matter in contention arising out of, or relating to, this Agreement through the following procedure. The parties shall first negotiate in good faith to reach an equitable settlement to the dispute. If a negotiated settlement cannot be reached within 10 business days, the parties shall submit to mediation. The parties shall select a mediator, approved by either the North Carolina or federal courts and mutually agreeable to all parties in the dispute to conduct the proceedings which shall be held at the Owner's place of business. If the parties cannot select a mediator within 10 business days, then the Owner shall select a mediator (or, if the Owner is a party to the dispute, the Cumberland County Trial Court Administrator). The mediator's cost shall be equally shared by all parties to the dispute. If a mediated settlement cannot be reached, the final recourse to the aggrieved party is legal action instituted and tried in the General Court of Justice of North Carolina under North Carolina Law with venue for trial being Cumberland County. No party shall have a right to resort to litigation until mediation shall first have occurred and not been successful.

INDEPENDENT CONTRACTOR: ARCHITECT is an independent CONTRACTOR and not an agent, officer or employee of the COUNTY and shall have no authority to act as an agent of the COUNTY, nor enter any Agreement for or in behalf of the COUNTY. The relationship of ARCHITECT with the COUNTY is as an "independent contractor" as that term is defined by the law of the State of North Carolina.

NON-APPROPRIATION CLAUSE: This agreement is subject to and contingent upon appropriation of funds for fiscal years subsequent to FY16.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the 18<sup>th</sup> day of April, 2016 by their respective duly authorized representatives.

**ATTEST**

**BY:** \_\_\_\_\_  
Clerk to the Board of Commissioners

**COUNTY**

**BY:** \_\_\_\_\_  
Marshall Faircloth, Chairman

**ATTEST**

**BY:** \_\_\_\_\_

**SFLA ARCHITECTS**

**BY:** \_\_\_\_\_  
Eric Lindstrom

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

\_\_\_\_\_  
VICKI EVANS  
County Finance Director

Approved for Legal Sufficiency  
COUNTY ATTORNEY'S OFFICE

\_\_\_\_\_  
☐ Renewable    ☐ Nonrenewable  
Expiration Date:



**ENGINEERING & INFRASTRUCTURE DEPARTMENT**

Engineering Division · Facilities Management Division · Landscaping & Grounds Division · Public Utilities Division

**MEMO FOR THE AGENDA OF THE  
APRIL 7, 2016 MEETING OF THE FACILITIES COMMITTEE**

**TO: FACILITIES COMMITTEE**  
**FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR**  
**THROUGH: TRACY JACKSON, ASSISTANT COUNTY MANAGER**  
**DATE: APRIL 1, 2016**  
**SUBJECT: APPROVAL OF BID AWARD TO HAYES, INC. FOR  
EXTERIOR WALL REPAIRS AT THE CENTRAL  
MAINTENANCE FACILITY**

**Requested by: JEFFERY P. BROWN, PE, E & I DIRECTOR**  
**Presenter(s): JEFFERY P. BROWN, PE, E & I DIRECTOR**

**Estimate of Committee Time Needed: 5 MINUTES**

**BACKGROUND:**

Informal bids were received on March 29, 2016 for exterior wall repairs at the Central Maintenance Facility (CMF) located at 426 Mayview Street. The existing exterior panels have rusted through on the bottom and the paint has been peeling off the panels for years. This project will also include repairs to some of the steel structure that has significant rust damage in isolated areas.

The certified bid tabulation from Fleming & Associates has been attached. The lowest base bid was submitted by Hayes, Inc. in the amount of \$123,500. In addition to the base bid, prices were also received on the following alternates:

Alternate #1	22 gauge wall panels	\$4,727.00
Alternate #2	Re-paint canopy	\$9,041.00
Alternate #3	Replace canopy panels	\$9,991.00

It is recommended that alternate #3 be awarded in conjunction with the base bid. Funding was approved in the Capital Improvement Projects list in the FY2016 budget process.

**RECOMMENDATION/PROPOSED ACTION:**

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee accept the bids for the Cumberland County Central Maintenance Facility Exterior Wall Repairs Project and award a contract to Hayes, Inc. in the amount of \$133,491.00 for the base bid along with alternates #3 and place it on the agenda of the April 18, 2016 Board of Commissioners Meeting for approval.



FLEMING & ASSOCIATES, P.A.  
STRUCTURAL ENGINEERING • FORENSICS • ROOFING DESIGN

Principals: Stephen Fleming, PE, RRC ■ J. Ben Rogers, PE ■ Sarah Duncan, PE ■ John L. Kells, PE, SE

March 30, 2016

Mr. Jeffery Brown, PE  
County Engineering Department  
130 Gillespie Street  
Fayetteville, NC 28301

Re: Central Maintenance Facility Exterior Wall Repairs

Dear Mr. Brown:

Enclosed is the Certified Bid Tabulation Form for the above referenced project. I recommend that Cumberland County enter into a construction contract with Hayes, Inc. to include the Base Bid and Alternate No. 3 for a total contract sum of \$133,491.00.

Fleming & Associates, P.A.

Stephen Fleming, P.E.

SF/pf

Enclosures: Certified Bid Tabulation Sheet



## Bid Tabulation Form

Central Maintenance Facility Exterior Wall Repairs

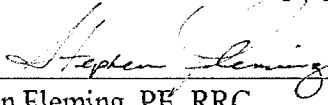
Cumberland County

Bid Date and Time: March 29, 2016 at 2pm

Engineer's Project Number: 14-82

Contractor	Add. # 1	Base Bid	Add Alt. # 1 22 gauge panels	Add Alt. # 2 Re-paint canopy	Add Alt. # 3 Replace canopy panels
Hayes, Inc.	X	\$ 123,500.00	\$ 4,727.00	\$ 9,041.00	\$ 9,991.00
Jacobs Construction	X	\$ 208,877.00	\$ 3,274.00	\$ 11,885.00	\$ 22,932.00
JDM Roofing					
M&E Contracting, Inc.	X	\$ 212,694.00	\$ 3,105.00	\$ 9,000.00	\$ 12,000.00
Shaw Construction	X	\$ 188,900.00	\$ 3,240.00	\$ 16,744.00	\$ 25,375.00
Triangle Roofing Services					

I certify that the above bids were submitted properly and are accurate as received.

  
Stephen Fleming, PE, RRC

3/29/16

Date

**Boldface** type indicates the apparent low bidder.



AMY H. CANNON  
County Manager

JAMES E. LAWSON  
Deputy County Manager



CUMBERLAND  
★ COUNTY ★  
NORTH CAROLINA


MELISSA C. CARDINALI  
Assistant County Manager

W. TRACY JACKSON  
Assistant County Manager

## OFFICE OF THE COUNTY MANAGER

### MEMO FOR THE AGENDA OF THE APRIL 7, 2016 MEETING OF THE FACILITIES COMMITTEE

**TO:** FACILITIES COMMITTEE MEMBERS

**FROM:** W. TRACY JACKSON, ASST. COUNTY MANAGER 

**THROUGH:** AMY H. CANNON, COUNTY MANAGER

**DATE:** MARCH 29, 2016

**SUBJECT:** UPDATE ON THE JOINT 9-1-1 CENTER FEASIBILITY STUDY AND CONSIDERATION OF INCLUDING A JOINT 9-1-1 CENTER AS A CAPITAL IMPROVEMENT PLAN PROJECT

**Presenter(s):** W. Tracy Jackson, Asst. County Manager

**Estimate of Committee Time Needed:** 10 Minutes

#### **BACKGROUND**

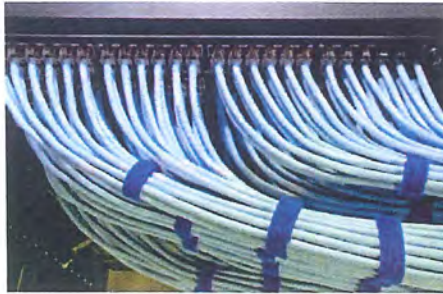
On February 15, 2015, the Finance Committee approved funding for a Joint 9-1-1 Center Feasibility Study. This study was recently completed, and the results were presented to the Fayetteville-Cumberland Liaison Committee at its February 25, 2016 meeting. At that time, representatives from Mission Critical Partners and the Schrader Group provided an overview of the study findings and recommendations. A copy of the presentation entitled *Co-location Needs Assessment and Feasibility Study* is attached to this memorandum.

The study reviewed the organizational structure of the respective City and County 9-1-1 Centers, recognized cooperative efforts currently undertaken by each agency, explained the need for a co-located facility, offered suggestions for governance of a co-located center, suggested methods for cost-sharing and funding, and described important programming and planning elements. The final analysis recommended a facility with a total area of approximately 40,000 square feet at an estimated cost ranging from \$29 million to \$34 million. The City of Fayetteville is presently discussing funding this project as part of their 2017-2021 Capital Improvement Plan.



**RECOMMENDATION/PROPOSED ACTION:**

Staff recommends adding the Joint 9-1-1 Center project to the County's Capital Improvement Plan and discussing this as a part of the FY2017 budget process.



**MissionCriticalPartners**



*Committed to Earning Your TRUST*

Fayetteville – Cumberland County 911

## Co-location Needs Assessment and Feasibility Study

**SCHRADERGROUP** architecture LLC

*Your Life Safety Mission Is Our Passion*

*Public Safety Communication Consultants*

**MCP911.com**



# Organizational Structure

## Fayetteville 911

- Division of Fayetteville PD
- 65 Employees
- Fayetteville City Hall
- Serves Fayetteville police and fire
- 2014 Statistics
  - 255,000 9-1-1 calls
  - 654,000 non-emergency/admin calls
  - 307,679 law incidents
  - 29,404 fire incidents

## Cumberland County 911

- Division of Emergency Services
- 42 Employees
- Cumberland County Sheriff's Office
- Serves 3 law enforcement agencies, 21 fire stations, and countywide EMS
- 2014 Statistics
  - 143,000 9-1-1 calls
  - 337,000 non-emergency/admin calls
  - 226,755 law incidents
  - 15,526 fire incidents
  - 66,061 EMS incidents





# Current Cooperative Efforts

- Shared CAD system
- International Academies of Emergency Dispatch (IAED) protocol usage (EMD, EFD, EPD)
- Cooperative call taking and call entry
- Some shared training
- Geographic information system (GIS) data



# Why A New Co-Located 9-1-1 Facility

- Mission critical operations
- Facility security
- Lack of room for expansion of current operations
- Technology challenges brought by changing requirements of 9-1-1
- Improved operational efficiency/information flow
- Recovery of much needed space in City Hall and the Sheriff's Office building



# Co-location Governance

## Intergovernmental Agreement

- Governance structure
- Funding model
- Supervisory oversight
- Shared services and resources (training, QA, IT support)
- Shared technology (essentially everything in facility)
- Change management, both operationally and technically
- Problem resolution with appeals process
- Facility administration

## Governance Structure

- Executive Steering Committee
  - Executive-level staff, Legal, Finance, Procurement, Facilities, and Public Safety community
- 9-1-1 Advisory Committee
  - Agency chiefs and stakeholders





# Financial Feasibility

## Cost-sharing Models

- Population-based
- Per 9-1-1 call received
- Square footage split
- Straight split

## Funding

- NC911 Board
  - Technology Reimbursement
  - NC911 Board Grant
- Other grant programs
- Plan for alternate funding











# Programming and Planning Study Content

- 1.00 Executive Summary
- 2.00 Programming Study
- 3.00 Threat Assessment
- 4.00 Proposed Systems Narrative
- 5.00 Site Analysis and Concept Options
- 6.00 Budget Estimates





# Building Programming Effort

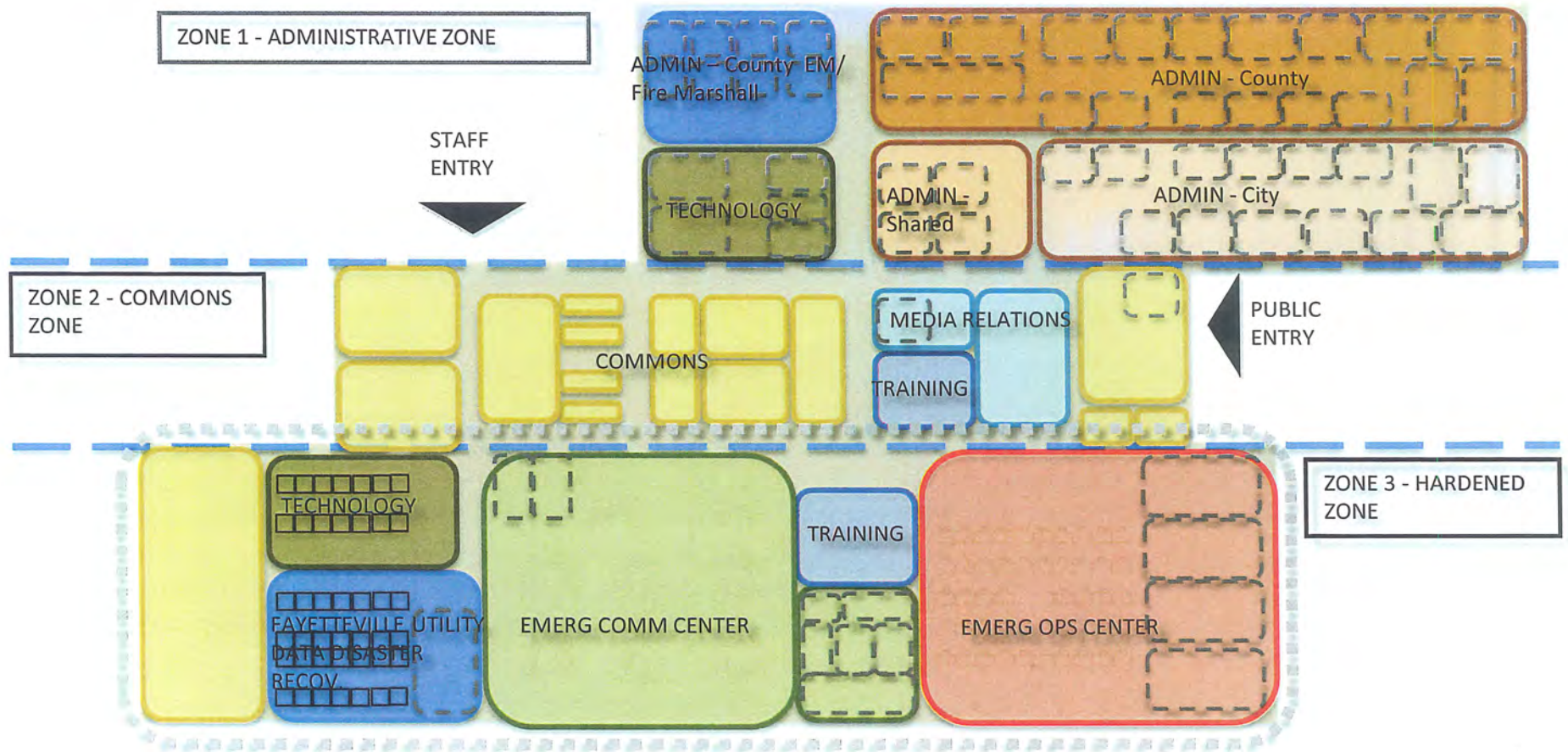
	Administrative Offices	7,830 s.f.
	Emergency Communication Center	5,313 s.f.
	Training	751 s.f.
	Emergency Operations Center	3,457 s.f.
	Media Relations	1,101 s.f.
	Technology Spaces	4,771 s.f.
	Common Spaces	6,291 s.f.
	Subtotal (Main Building)	29,514 Net Square Feet
	Net to Gross Conversion	2,951 s.f.
	<b>TOTAL MAIN BUILDING</b>	<b>32,465 Gross Square Feet</b>
	EMA Vehicle Storage Building	6,959 Net Square Feet
	Net to Gross Conversion	696 s.f.
	<b>TOTAL EMA VEHICLE STORAGE BUILDING</b>	<b>7,654 Gross Square Feet</b>
	<b>TOTAL BUILDING AREA</b>	<b>40,119 Gross Square Feet</b>



- 1.0 ADMIN - Shared
- 1.1 ADMIN - City
- 1.2 ADMIN - County
- 1.3 ADMIN - County EM/ Fire Marshall

- 2.0 EMERG COMM CENTER
- 3.0 TRAINING
- 4.0 EMERG OPS CENTER
- 5.0 MEDIA RELATIONS

- 6.0 TECHNOLOGY
- 6.3 FAYETTEVILLE UTILITY DATA DISASTER RECOV.
- 7.0 COMMONS
- 8.0 EMA VEHICLE STOR. (shown on site only)





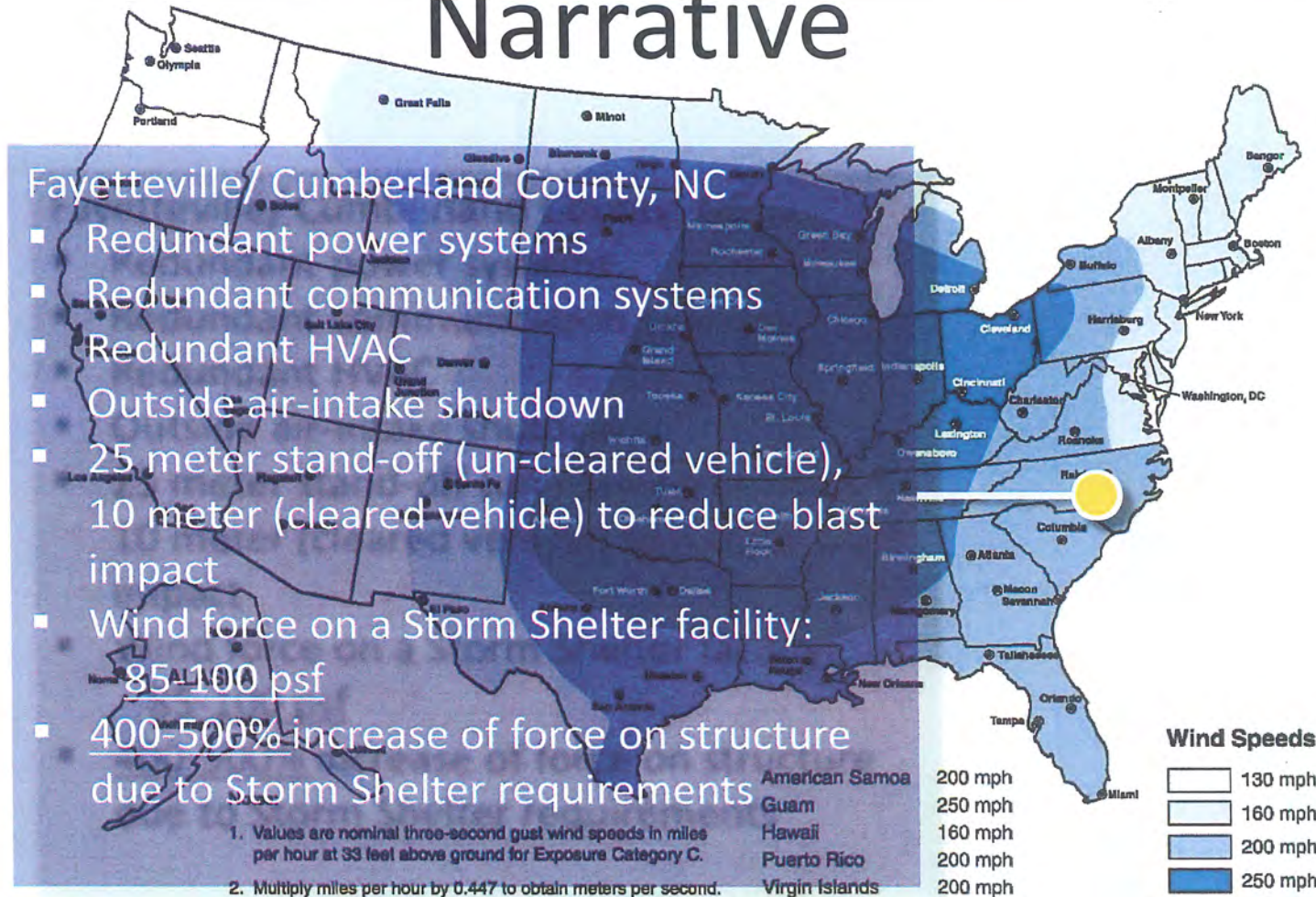


# Threat Assessment/ Systems Narrative

Fayetteville/ Cumberland County, NC

- Redundant power systems
- Redundant communication systems
- Redundant HVAC
- Outside air-intake shutdown
- 25 meter stand-off (un-cleared vehicle),  
10 meter (cleared vehicle) to reduce blast impact
- Wind force on a Storm Shelter facility:  
85-100 psf
- 400-500% increase of force on structure  
due to Storm Shelter requirements

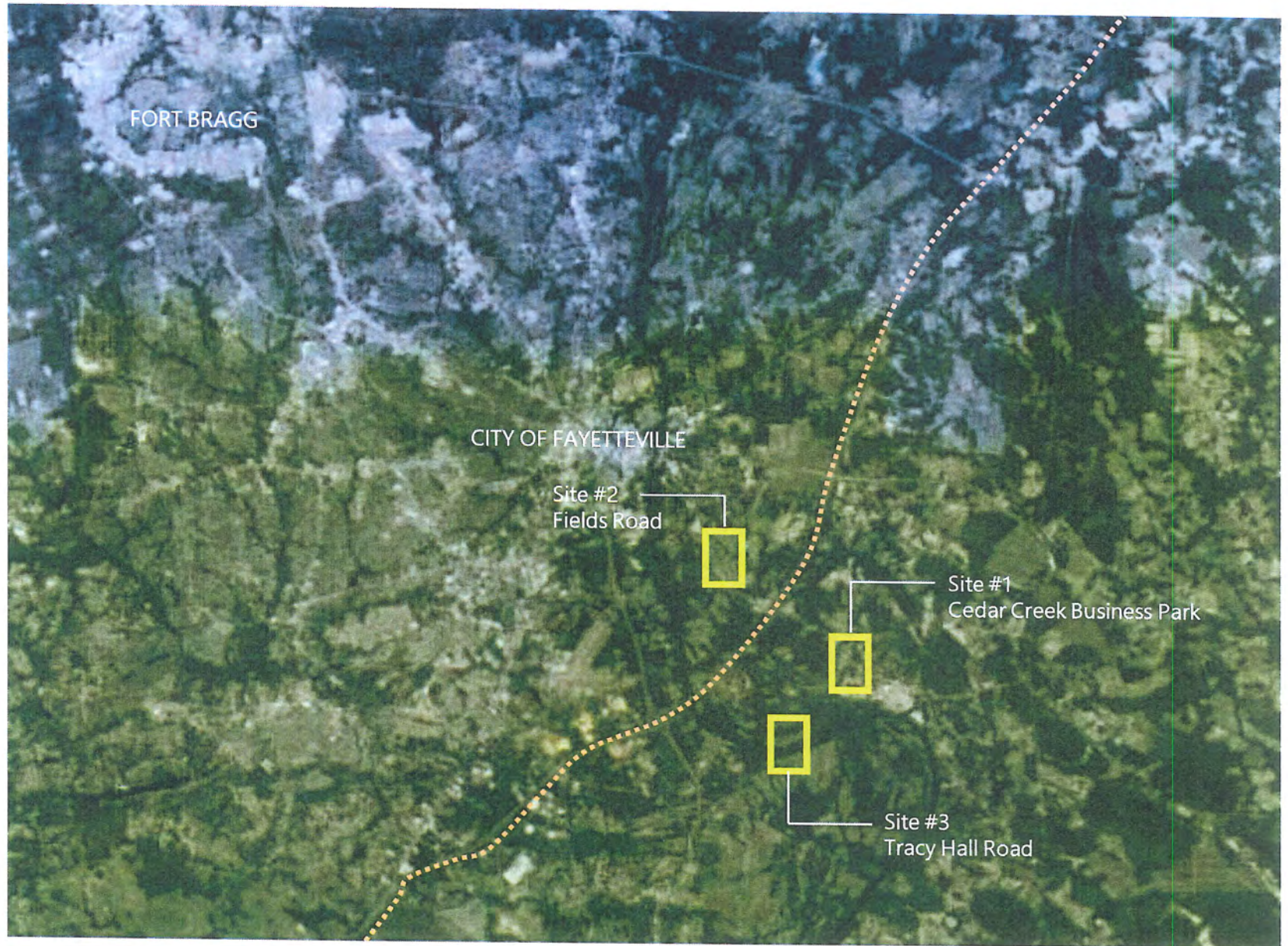
1. Values are nominal three-second gust wind speeds in miles per hour at 33 feet above ground for Exposure Category C.  
2. Multiply miles per hour by 0.447 to obtain meters per second.







## PROPOSED SITES



**SCHRADERGROUP** architecture LLC

*Your Life Safety Mission Is Our Passion*

*Public Safety Communication Consultants*

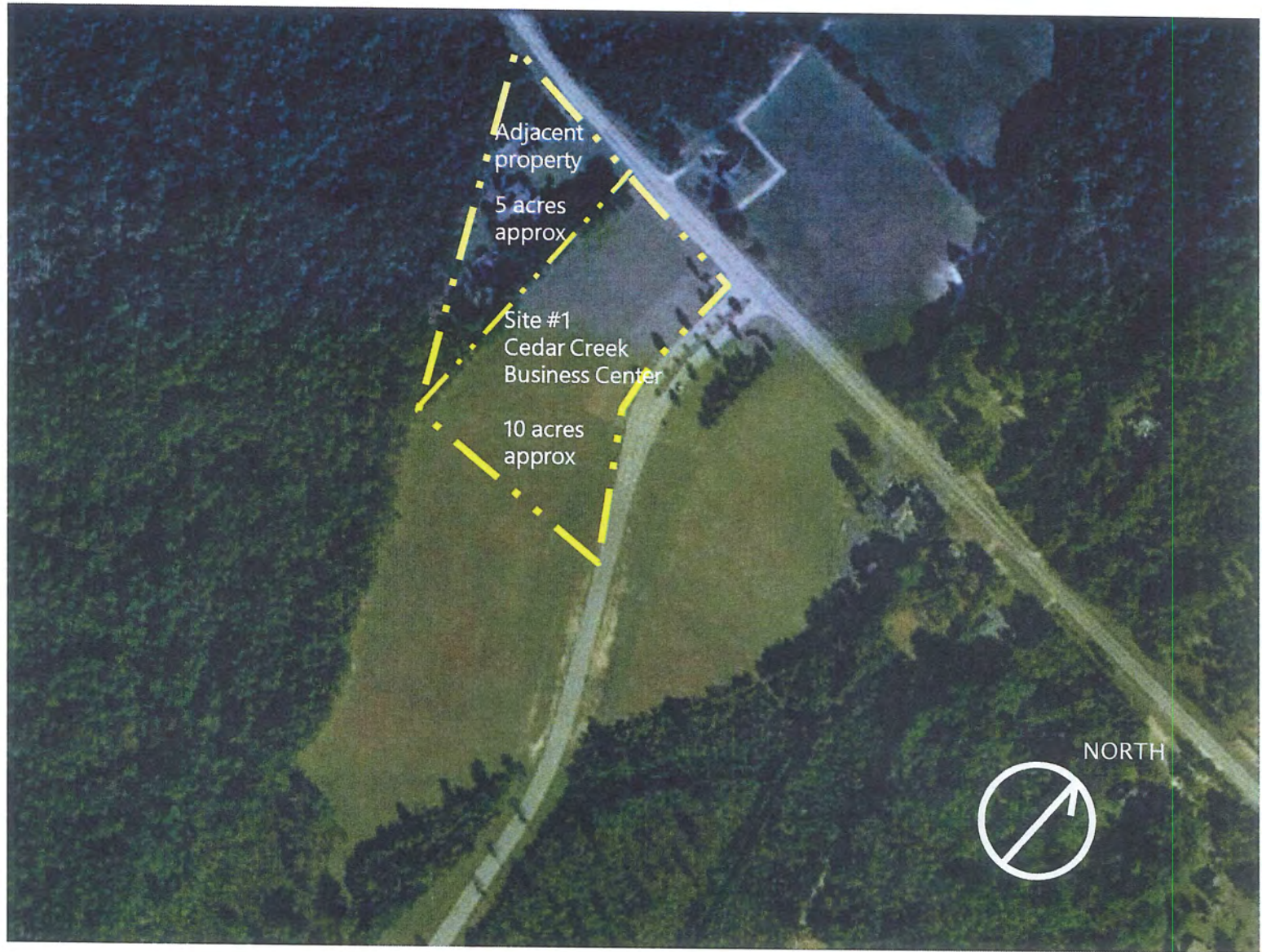




## SITE ANALYSIS #1

### Cedar Creek Business Park

- Available utilities now or in the future
- Good access
- Directly adjacent to Cedar Creek Road
- Don't know your future neighbors (vulnerability)
- Generally good buildable site



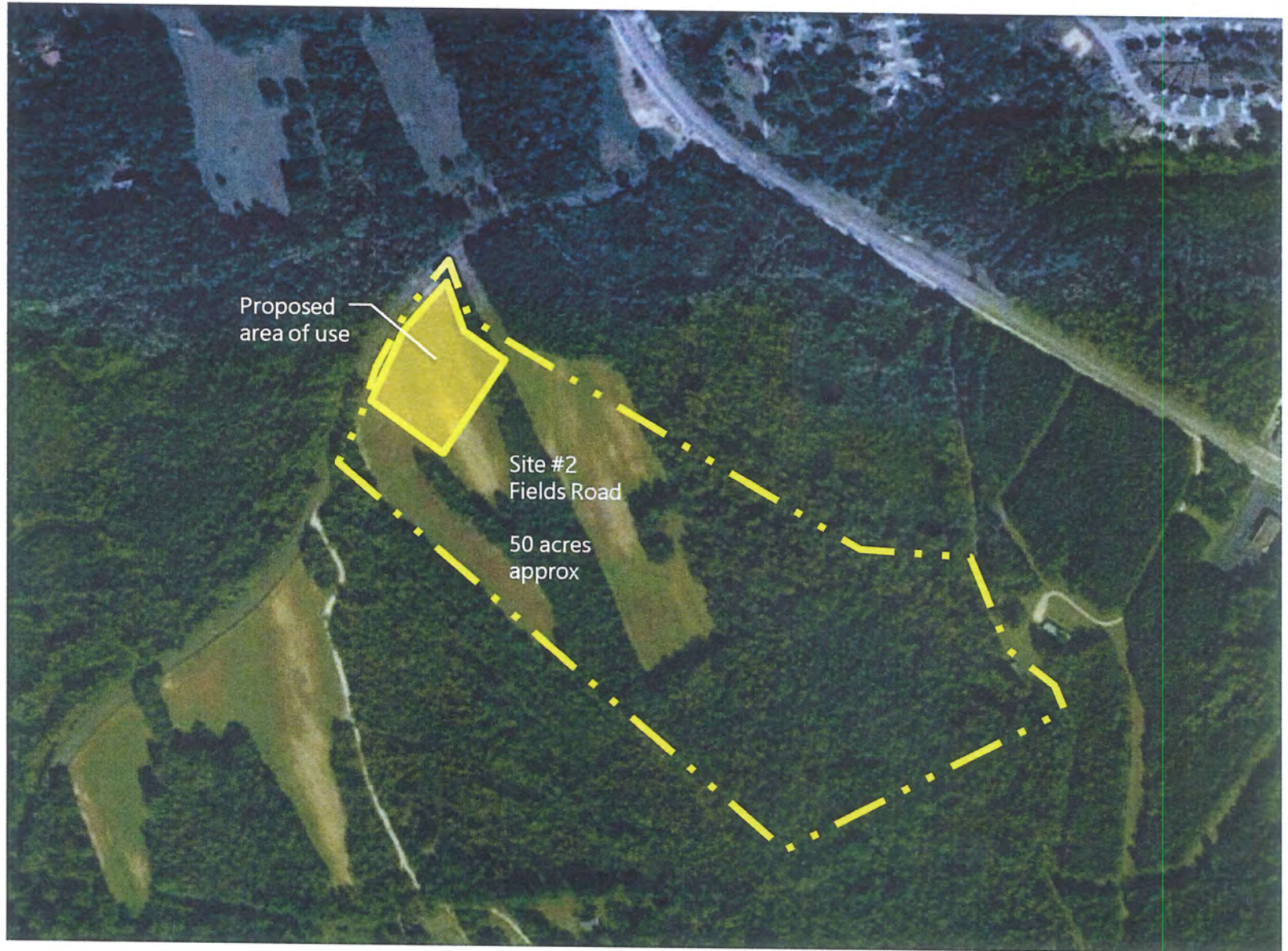




## SITE ANALYSIS #2

### Fields Road

- Available utilities
- Possible permitting required for sewer
- All access is back to Cedar Creek Road only
- Good site for sharing with other agencies
- Generally good buildable site







## SITE ANALYSIS #3

### Tracy Hall Road

- Adjacent to flood plain
- Waste water treatment and chemical company neighbors
- Only one means of access
- Less desirable site for this function

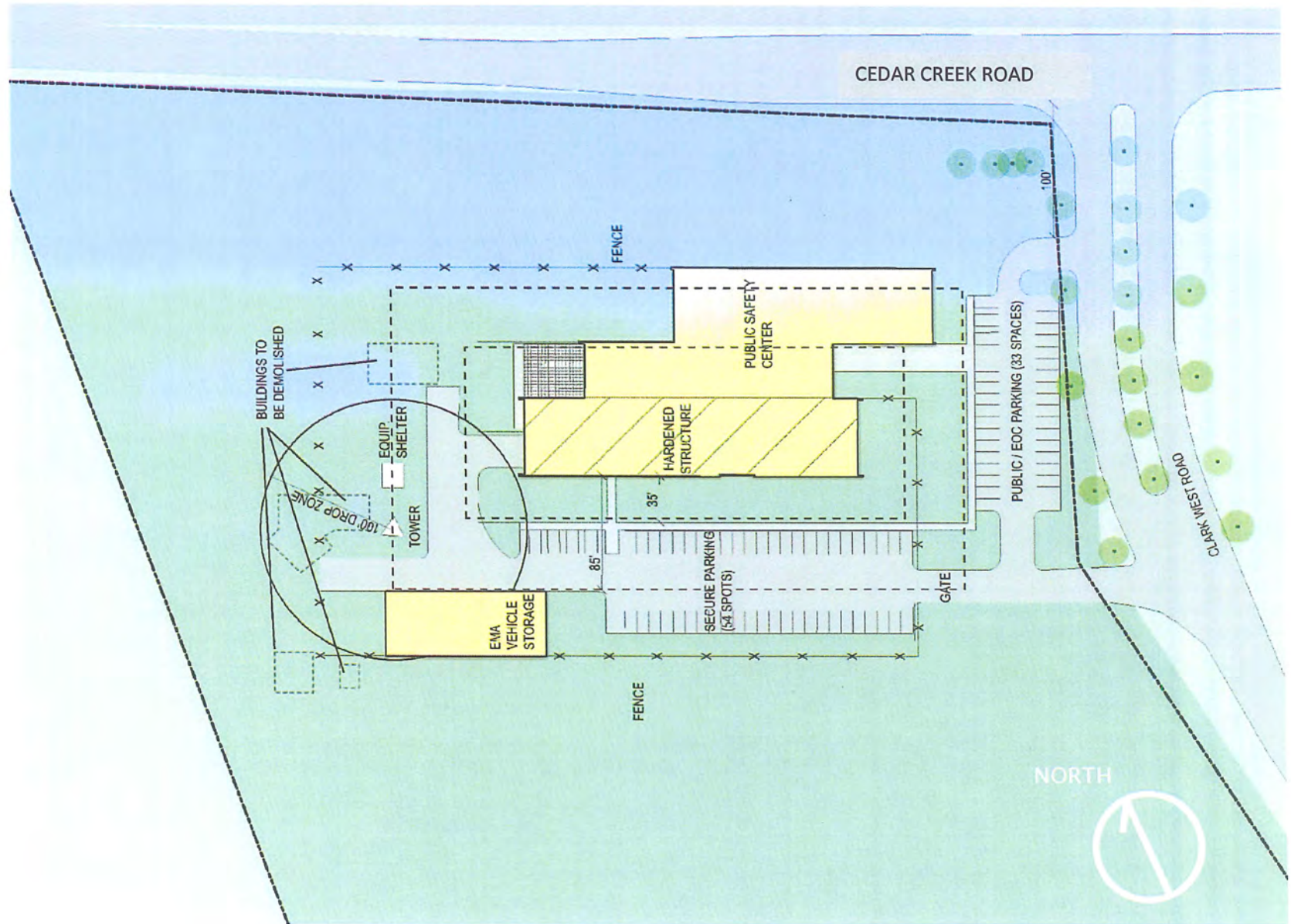






## CONCEPT SITE PLAN #1

Cedar Creek  
Business Park



**SCHRADERGROUP** architecture LLC

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*Public Safety Communication Consultants*

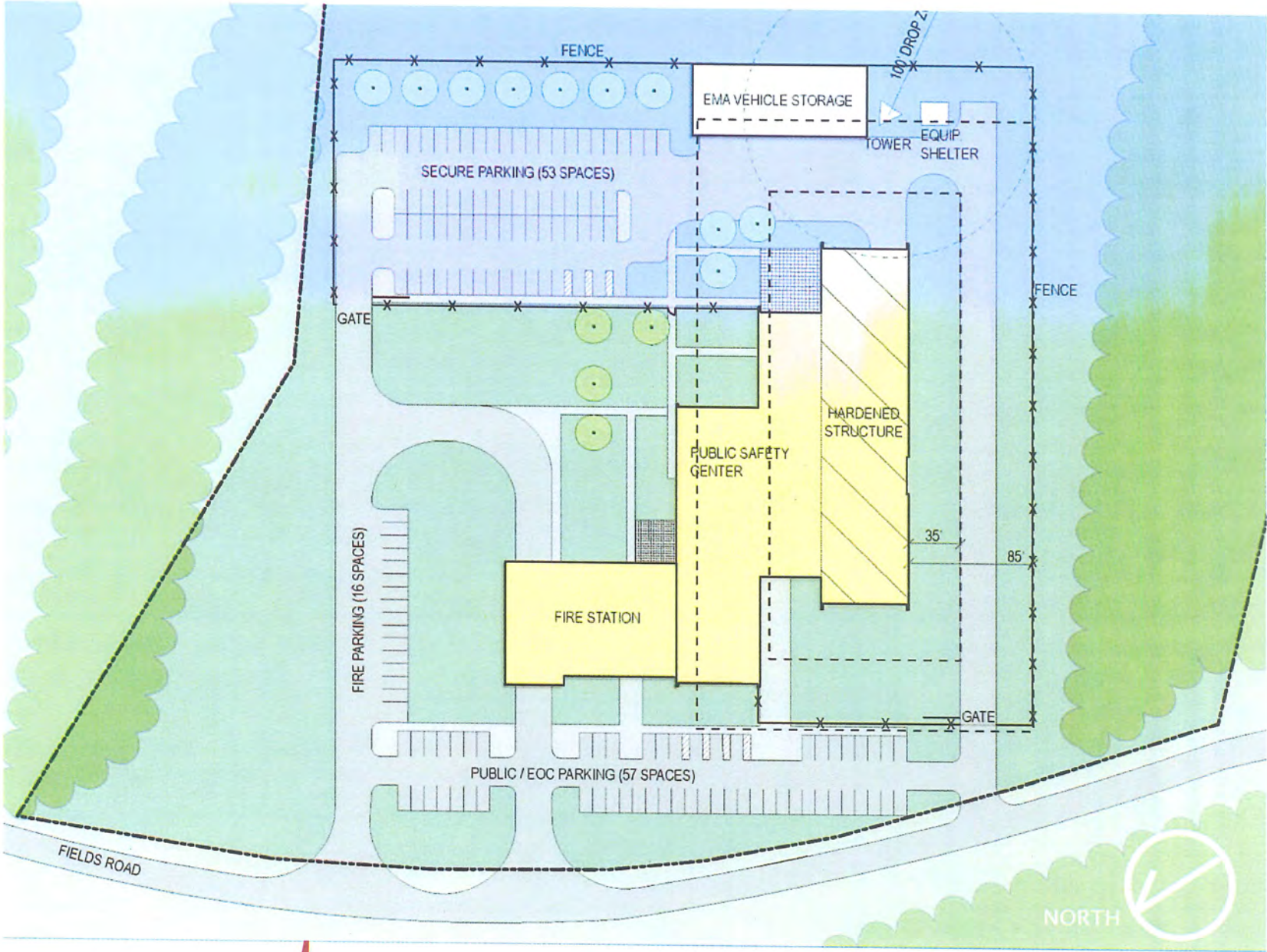
15 **MCP911.com**





CONCEPT  
SITE PLAN #2

Fields Road



**SCHRADERGROUP** architecture LLC

*Your Life Safety Mission Is Our Passion*

*Public Safety Communication Consultants*



# Conceptual Budget – Option #1 Cedar Creek Business Park

## CONCEPTUAL BUDGET

Construction	\$ 18,023,527 *
Design	\$ 1,531,382
Permits	\$ 55,000
Technology	\$ 6,512,210
Other Costs	\$ 326,000
<u>Project contingency</u>	<u>\$ 2,644,812</u>

Total Conceptual Budget \$ 29,092,931

*\* Escalated to midpoint 2018*





# Conceptual Budget – Option #2A Fields Road (Comm Center Only)

## CONCEPTUAL BUDGET

Construction	\$ 18,233,090 *
Design	\$ 1,548,147
Permits	\$ 55,000
Technology	\$ 6,512,210
Other Costs	\$ 326,000
<u>Project contingency</u>	<u>\$ 2,667,445</u>

Total Conceptual Budget \$ 29,341,892

*\* Escalated to midpoint 2018*



# Conceptual Budget – Option #2B Fields Road (With Fire Station)

## CONCEPTUAL BUDGET

Construction	\$ 21,489,938*
Design	\$ 1,808,695
Permits	\$ 55,000
Technology	\$ 6,512,210
Other Costs	\$ 626,000
<u>Project contingency</u>	<u>\$ 3,049,184</u>

Total Conceptual Budget \$ 33,541,028

*\* Escalated to midpoint 2018*



# Risks to Co-location Initiative

- Inability to agree on location and building design
- Inability to agree on cost-sharing model
- Inability to address disparities
- Breakdown in communications
- Unable to secure funding
- Loss of key staff



# Path Forward!!

- Establish Executive Committee
- Confirm site location
- Develop funding model
- Apply for NC911 Board Grant





# Questions?






**CUMBERLAND**  
★ **COUNTY** ★  
NORTH CAROLINA

**ENGINEERING & INFRASTRUCTURE DEPARTMENT**

Engineering Division · Facilities Management Division · Landscaping & Grounds Division · Public Utilities Division

**MEMO FOR THE AGENDA OF THE  
APRIL 7, 2016 MEETING OF THE FACILITIES COMMITTEE**

**TO:** FACILITIES COMMITTEE  
**FROM:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**THROUGH:** TRACY JACKSON, ASSISTANT COUNTY MANAGER   
**DATE:** MARCH 29, 2016  
**SUBJECT:** COMPILATION OF LEASE AGREEMENTS OF COUNTY OWNED PROPERTY

**Requested by:** COMMISSIONER JIMMY KEEFE  
**Presenter(s):** JEFFERY P. BROWN, PE, E & I DIRECTOR

**Estimate of Committee Time Needed:** 15 MINUTES

**BACKGROUND:**

Prior to this meeting, Commissioner Keefe requested County staff create a spreadsheet showing all leases with outside agencies and the specific costs associated with each of these lease agreements. I was also requested that any agency utilizing space within County owned property without a valid lease to be included on the spreadsheet as well. The information requested has been compiled and the spreadsheet has been included as an attachment to this memo. Staff will give a brief overview of the attached information and give Committee members an opportunity to discuss the information and ask questions.

**RECOMMENDATION/PROPOSED ACTION:**

The Facilities Committee is not being asked to take action. The purpose of this item is to provide the Committee an overview of leases that the County currently has with outside agencies utilizing space within County facilities and the costs associated with existing leases.





### Utilities and Janitorial Costs for Leased Space

[illegible]

**County's Janitorial Cost Breakdown for Leased Space**

<u>Building</u>	<u>Uniforms</u>	<u>Notes</u>	<u>Supplies</u>	<u>Notes</u>	<u>Salary</u>	<u>Notes</u>
Community Corrections	\$451.84	\$3.96/wk x 52wks/yr x 2 emp - \$411.84 // \$8/shirt x 5 shirts/wk - \$40	\$5,875.82	Supply figures based off "Restocking Custodial Supplies" work orders for FY15	\$86,427.40	\$34,097 // \$34,952 // \$11.14/hr x 30 hr wk x 52 wks/yr = \$17,378.40
109 Bradford Avenue	\$309.40	\$5.95/wk x 52 wks/yr	\$7,801.93	Supply figures based off "Restocking Custodial Supplies" work orders for FY15	\$35,016.00	
Agri-Expo	\$1,200.00	----	\$2,350.00	----	\$73,913.00	received figures from Susan at Cooperative Extension - Salary figure is for 2 custodians to include benefits - \$36,965.50 each
711 Executive Place	----	----	\$1,772.08	Supply figures based off "Restocking Custodial Supplies" work orders for FY15	----	----
J. P. Riddle Stadium	----	----	\$665.07	Supply figures based off "Restocking Custodial Supplies" work orders for FY15	----	----
Department of Social Services	\$2,200.00	----	\$53,423.33	\$31,163.61 for 7 mos - avg \$4,451.94/mo x 12 mos/yr	\$313,793.00	received figures from Kim at DSS - total staff of 9 (2 team leaders - \$73,776 - \$36,888 each; 7 housekeepers - \$240,017 - \$34,288 each)
Historic Courthouse	\$80.00	\$8/shirt x 5 shirts/wk x 2 employees	\$5,341.23	Supply figures based off "Restocking Custodial Supplies" work orders for FY15	\$34,756.80	\$11.14/hr x 30 hr/wk x 52 wks/yr x 2 employees = \$34,756.80 -


ITEM NO. 7

# CUMBERLAND COUNTY NORTH CAROLINA

## ENGINEERING & INFRASTRUCTURE DEPARTMENT

Engineering Division · Facilities Management Division · Landscaping & Grounds Division · Public Utilities Division

### MEMO FOR THE AGENDA OF THE APRIL 7, 2016 MEETING OF THE FACILITIES COMMITTEE

**TO:** FACILITIES COMMITTEE  
**FROM:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**THROUGH:** TRACY JACKSON, ASSISTANT COUNTY MANAGER   
**DATE:** MARCH 29, 2016  
**SUBJECT:** CREATION OF ADDITIONAL OFFICE SPACE FOR  
GUARDIAN AD LITEM ON LOWER LEVEL IN  
COURTHOUSE

**Requested by:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**Presenter(s):** JEFFERY P. BROWN, PE, E & I DIRECTOR

**Estimate of Committee Time Needed:** 10 MINUTES

#### **BACKGROUND:**

The Engineering & Infrastructure (E&I) Department was contacted earlier in the year by staff from Guardian Ad Litem (GAL) concerning the need to create some additional office space within their allocated space on the lower level of the Courthouse. Their desire was to remove some existing cubicles and create three offices for their attorneys. The existing cubicle configuration provided no privacy for staff attorneys when discussing confidential case information.

E&I staff met with Dwight Torrey, GAL District Administrator to discuss possible renovation options. It was determined that three offices could not be established without impacting other important uses and office spaces. The GAL District Administrator opted to only create two offices at the present time to avoid disruption in other areas. A proposed layout of the office space has been attached.

The proposed improvements, which includes the purchase of the necessary furniture, is projected to cost approximately \$13,500. There is sufficient funding within the Courts Facilities current year budget to cover the expenses of the proposed improvements thus no budget revision will be required.

#### **RECOMMENDATION/PROPOSED ACTION:**

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the proposed renovations that would create the needed office space for Guardian Ad Litem attorneys.

