

CUMBERLAND COUNTY FACILITIES COMMITTEE
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
MAY 4, 2017 - 8:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Glenn Adams
Commissioner Jeannette Council
Commissioner Larry Lancaster

OTHER COMMISSIONERS PRESENT:
Commissioner Jimmy Keefe

OTHERS PRESENT: Amy Cannon, County Manager
Melissa Cardinali, Assistant County Manager
Sally Shutt, Assistant County Manager
Rick Moorefield, County Attorney
AJ Riddle, Assistant County Engineer
Vicki Evans, Finance Director
Geneve Mankel, Communications & Outreach Coordinator
Jim Ammons, Superior Court Judge
Lee Warren, Register of Deeds
Callie Gardner, Pretrial Services
Candice White, Clerk to the Board
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Glenn Adams called the meeting to order.

1. APPROVAL OF MINUTES – APRIL 6, 2017 FACILITIES COMMITTEE
REGULAR MEETING

MOTION: Commissioner Lancaster moved to approve the minutes as presented.
SECOND: Commissioner Council
VOTE: UNANIMOUS (3-0)

2. CONSIDERATION OF APPROVAL OF PAVING/RESURFACING
CONTRACTS

A. HISTORIC COURTHOUSE PARKING LOT

BACKGROUND:

The repairs/resurfacing of the parking lot at the Historic Courthouse is a project that was identified as part of the Parking Lot/Repair Capital Improvement Plan (CIP). On August 17, 2015, the Board of Commissioners adopted a reimbursement resolution allowing

projects to get started in advance of the planned installment financing plan. The repaving of the parking lot at the Historic Courthouse along with some other critical projects were identified as projects to move forward with first.

A pre-bid meeting was held on March 30, 2017, in which all local contractors were invited to attend. Informal bids were received on April 11, 2017 for the repairs/resurfacing of the Historic Courthouse parking lot. The certified bid tabulation along with a letter of recommendation from Draper Aden Associates, the project engineer, were provided at the Facilities Committee meeting. The lowest, responsible and responsive bid was submitted by Diamond Constructors, Inc. in the amount of \$148,122.20.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the following recommendations and forward them to the Board of Commissioners for its consideration at their May 15, 2017 meeting.

1. Accept the bids for the repairs/resurfacing of the parking lot at the Historic Courthouse and award a contract to Diamond Constructors, Inc in the amount of \$148,122.20.
2. Establish a contingency in the amount of \$14,000 to be used for additional work recommended by the E&I Director and approved by the County Manager.

AJ Riddle, Assistant County Engineer, reviewed the background information and recommendation as recorded above.

MOTION: Commissioner Lancaster moved to recommend to the full board approval to accept the bids for the repairs/resurfacing of the parking lot at the Historic Courthouse and award a contract to Diamond Constructors, Inc. in the amount of \$148,122.20 and establish a contingency in the amount of \$14,000 to be used for additional work recommended by the Engineering and Infrastructure Director and approved by the County Manager.

SECOND: Commissioner Council

VOTE: UNANIMOUS (3-0)

Chairman Adams asked if there was a priority list regarding these projects because he did not feel the parking lot at the Historic Courthouse would have been a high priority. Vicki Evans, Finance Director, stated the priority is based on an engineering firm's study done in the past. Chairman Adams stated the study and list may need to be reviewed. Ms. Cannon stated the information would be brought back to the Facilities Committee at a later date.

B. SOLID WASTE CONTAINER SITE DRIVEWAYS

BACKGROUND:

The repairs/resurfacing of multiple Solid Waste Convenience Sites is a project that was identified as part of the Solid Waste Parking Lot/Repair Capital Improvement Plan (CIP). Funding for this project is included in the FY 17 Solid Waste budget.

The County invited nine prospective bidders to bid on the project on April 10, 2017. Informal bids were received on April 25, 2017 at 1:00 PM at the Solid Waste Administration Office for the repairs/resurfacing of the Solid Waste Convenience Sites. Of nine prospective local bidders, the County received one bid from Diamond Constructors, Inc. in the amount of \$200,160. The bid tabulation was provided at the Facilities Committee meeting. Diamond Constructors, Inc. has been the lowest bidder for the last three paving projects that the County has bid. Therefore, Engineering & Infrastructure staff feel that the submitted bid is in-line with current industry pricing for the scope of work for this project.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director and County Management recommend that the Facilities Committee approve the following recommendations and forward them to the Board of Commissioners for its consideration at their May 15, 2017 meeting.

1. Accept the bids for the repairs/resurfacing of the parking lot at the Historic Courthouse and award a contract to Diamond Constructors, Inc in the amount of \$200,160.
2. Establish a contingency in the amount of \$20,000 to be used for additional work recommended by the E&I Director and approved by the County Manager.

Mr. Riddle reviewed the background information and recommendation as recorded above.

MOTION: Commissioner Lancaster moved to recommend to the full board approval to accept the bids for the repairs/resurfacing of the asphalt drives at Solid Waste Container Sites and award a contract to Diamond Constructors, Inc. in the amount of \$200,160 and establish a contingency in the amount of \$20,000 to be used for additional work recommended by the Engineering and Infrastructure Director and approved by the County Manager.

SECOND: Commissioner Council

VOTE: UNANIMOUS (3-0)

3. CONSIDERATION OF LEASE RENEWALS

A. NC DEPARTMENT OF PUBLIC SAFETY – ADULT PROBATION

BACKGROUND

The NC Department of Public Safety – Adult Probation Division wishes to renew an existing lease agreement with Cumberland County for office space at the Cumberland County Community Corrections Center located at 412 Russel Street in Fayetteville. This agreement will expire June 30, 2017. The lease includes 1,034 square feet of office space. The lease terms would be as follows: a three (3) year term and annual rent in the amount of \$15,510.00 or \$15.00 per square foot payable in monthly installments of \$1,292.50. A copy of the proposed agreement was provided at the Facilities Committee meeting.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends approval of the intent to lease. Advertising is not required in this situation since the lease involves a unit of government. It is proposed that staff would subsequently bring the lease agreement to the Board of Commissioners at their May 15, 2017 meeting if the Facilities Committee approves this item.

Ms. Cannon reviewed the background information and recommendation as recorded above.

MOTION: Commissioner Council moved to recommend to the full board approval of the intent to lease with the NC Department of Public Safety – Adult Probation.

SECOND: Commissioner Lancaster

VOTE: UNANIMOUS (3-0)

B. COASTAL HORIZONS CENTER, INC.

BACKGROUND

Coastal Horizons Center, Inc., a provider who offers the Treatment Accountability for Safer Communities program (TASC), wishes to renew an existing lease agreement with Cumberland County for office space at the Cumberland County Community Corrections Center located at 412 Russel Street in Fayetteville. This agreement will expire June 30, 2017. The lease includes 1,773 square feet of office space. The lease terms would be as follows: a three (3) year term and annual rent in the amount of \$26,595 or \$15.00 per square foot payable in monthly installments of \$2,216.25. A copy of the current agreement was provided at the Facilities Committee meeting.

RECOMMENDATION/PROPOSED ACTION:

Staff recommends approval of the intent to lease and required thirty (30) day advertising. It is proposed that staff would subsequently bring a resolution to the Board of Commissioners at their May 15, 2017 meeting with a second and final resolution, and the actual lease agreement, being brought to the Board of Commissioners at their June 19, 2017 meeting.

Ms. Cannon reviewed the background information and recommendation as recorded above.

- MOTION: Commissioner Council moved to recommend to the full board approval of the intent to lease with Coastal Horizons Center, Inc. and the required thirty (30) day advertising.
SECOND: Commissioner Lancaster
VOTE: UNANIMOUS (3-0)

4. CONSIDERATION OF REQUEST TO NAME THE CUMBERLAND COUNTY COURTHOUSE IN HONOR OF JUDGE E. MAURICE BRASWELL

BACKGROUND

Superior Court Judge James Ammons, Jr. has presented a request and petition to name the Cumberland County Courthouse in honor of retired Judge E. Maurice Braswell. Based upon research conducted by the Clerk to the Board, it does not appear that the Board of Commissioners has a formal policy for the naming of County facilities, and the last such request to be considered was for the old Public Health Building which was named after E. Newton Smith. The current practice appears to be to petition the Facilities Committee who then makes its consideration and then a recommendation to the full Board if approved at the Committee level.

RECOMMENDATION/PROPOSED ACTION:

Staff presents this information for the Facilities Committee's review and consideration.

Ms. Cannon reviewed the background information and recommendation as recorded above.

- MOTION: Commissioner Lancaster moved to refer this item to the June 1, 2017 Policy Committee meeting and requested County staff to gather background information and prepare a proposed policy on naming County buildings and distribute to the Policy Committee prior to the June 1, 2017 meeting.
SECOND: Commissioner Council
VOTE: UNANIMOUS (3-0)

5. UPDATE ON MISDEMEANOR DIVERSION PROGRAM

Callie Gardner, Pretrial Services, provided an update on the Misdemeanor Diversion Program. Ms. Gardner stated the program has been running since September 2016. Ms. Gardner stated since the start of the program they have received 71 referrals from local

law enforcement agencies. The Misdemeanor Diversion Program has had 50 active participants and 15 participants successfully completed.

The Facilities Committee received the update and no action was taken.

6. OTHER ITEMS OF BUSINESS

There were no other items of business.

MEETING ADJOURNED AT 8:50 AM.