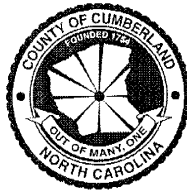


JEANNETTE M. COUNCIL
Chairman

KENNETH S. EDGE
Vice Chairman

CHARLES E. EVANS
MARSHALL FAIRCLOTH
JIMMY KEEFE
BILLY R. KING
EDWARD G. MELVIN



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: February 28, 2014

SUBJECT: Facilities Committee Meeting – March 6, 2014

There will be a regular meeting of the Facilities Committee on Thursday, March 6, 2014 at 8:30 AM in Room 564 of the Cumberland County Courthouse.

AGENDA

1. Election of Facilities Committee Chairman **(NO MATERIALS)**
 2. Approval of Minutes – December 5, 2013 **(Pg. 2)**
 3. Consideration of Issuance of Requests for Qualifications for Roof Assessments and Parking Lot Pavement Evaluation for County Buildings **(Pg. 5)**
 4. Update on Issues Concerning Windows at the Department of Social Services **(Pg. 6)**
 5. 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
DECEMBER 5, 2013 - 9:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Billy King, Chair
Commissioner Ed Melvin
Commissioner Charles Evans

OTHER COMMISSIONERS
PRESENT: Commissioner Kenneth Edge
Commissioner Jimmy Keefe

OTHERS PRESENT: James Martin, County Manager
Amy Cannon, Deputy County Manager
James Lawson, Assistant County Manager
Sally Shutt, Chief Public Information Officer
Rick Moorefield, County Attorney
Melissa Cardinali, Finance Director
Howard Abner, Assistant Finance Director
Jeffery Brown, Engineering and Infrastructure Director
Jim Murphy, Metcon-Balfour Beatty
Russell Giles, Moseley Architects
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Billy King called the meeting to order.

1. APPROVAL OF MINUTES – SEPTEMBER 5, 2013 MEETING

MOTION: Commissioner Melvin moved to approve the minutes.
SECOND: Commissioner Evans
VOTE: UNANIMOUS (3-0)

2. UPDATE ON DETENTION CENTER EXPANSION PROJECT

James Martin, County Manager, stated he recently learned there was a failure on his part to make sure the final amount of money was budgeted for the capital construction of the Detention Center Expansion Project. Mr. Martin stated \$423,433 was necessary to be put into the budget in June to cover the contractual cost that was already obligated for the project and it failed to be done. Mr. Martin further stated a budget revision for \$423, 433 less sales tax would need to come back to the full board. Questions followed.

DRAFT

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. 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. It is currently projected that the expansion will be ready to turn over to the county on January 2, 2014.

Included within this 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. Currently there is a balance of \$23,016.43 remaining within owner contingency and a balance of \$62,836 remaining in contractor contingency. The owner contingency was substantially impacted by a \$123,781 cost of enclosing the west stairwell; a request originated by detention center staff. However, there are outstanding request for change orders that have been submitted against both the owner and contractor contingencies that have yet to be approved by the Architect and Owner at this time. Based on a meeting on December 3rd with Balfour Beatty and Moseley Architects, it is believed that a consensus will be reached that would allow the project to be completed within budget.

Russell Giles with Moseley Architects along with Jim Murphy with Balfour Beatty will be present to provide an overview which will include significant challenges faced during construction, a summary of the project budget, and a schedule for completion. They will also be available to answer any questions that the Committee may have concerning the project.

RECOMMENDATION/PROPOSED ACTION:

This item is for informational purposes only and therefore no action is required by the Committee at this time.

Jeffery Brown, Engineering and Infrastructure Director, reviewed the background information and recommendation as recorded above. Mr. Brown stated due to additional requests and unexpected rain delays, the project would not be completed on time and may have the potential to exceed the original price. Russell Giles, Mosley Architects, stated the contractors were held up due to fifty-six (56) rain days that negatively impacted the project.

DRAFT

Mr. Brown stated at the time the Detention Center Expansion Project was bid by the contractor, the design that was prepared by Moseley Architects did not include an enclosed stairwell. Mr. Brown further stated the Detention Center staff requested an enclosed stairwell that was not part of the original price. Commissioner Edge stated he feels the Detention Center staff should have made the request for the enclosed stairwell during the initial planning meetings. Commissioner Melvin stated he feels when you give someone a set price you stick with it and the directive was for nothing over \$15 million dollars. Commissioner King stated he feels getting this close to the final completion date and being within \$100,000 of a \$15 million dollar project is good. Questions followed.

Commissioner Evans asked how long it would be before the project is completed. Jim Murphy, Metcon-Balfour Beatty, stated furniture could be brought in around the end of December and he feels full occupancy could begin around the beginning of January. Commissioner Evans stated his only concern is that the committee is just now finding out about the project not being on time and possibly being over budget. Commissioner King stated he should not hear about a potentially delayed county project in the local newspaper. Commissioner Keefe stated he did not receive notice that the project was not on time and potentially over budget until two weeks ago.

Commissioner Keefe asked if the Detention Center staff would be ready to move into the building when the project is completed. Mr. Brown stated the Detention Center staff is ready and has a plan in place to move furniture and fixtures into the building. Mr. Brown stated once the facility is turned over to the Detention Center staff, the relocation of existing inmates should begin within thirty (30) days.

3. OTHER MATTERS OF BUSINESS

Mr. Brown stated in December of 2009 the full board approved the demolition of the Legal Aid building which is on the corner of Gillespie Street and Russell Street. Mr. Brown stated a budget revision would be submitted on the December 16, 2013 Board of Commissioners agenda for \$66,975 to move forward with the demolition of the building. Mr. Brown stated asbestos abatement would be included in the demolition contract. Mr. Brown stated the current plan is for the demolished area to be utilized for additional parking.

MEETING ADJOURNED AT 10:29 AM.




CUMBERLAND
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ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

MEMO FOR THE AGENDA OF THE
MARCH 6, 2014 MEETING OF THE FACILITIES COMMITTEE

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: JAMES E. MARTIN, COUNTY MANAGER 
DATE: FEBRUARY 26, 2014
SUBJECT: ISSUANCE OF REQUESTS FOR QUALIFICATIONS FOR
ROOF ASSESSMENTS AND PARKING LOT PAVEMENT
EVALUATION FOR COUNTY BUILDINGS

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

Estimate of Committee Time Needed: 10 MINUTES

BACKGROUND:

Over the last several months there have been several discussions on developing a Comprehensive Capital Improvement Plan. At the September 5th Facilities Committee a three step action plan was presented to the Committee in order to develop this much needed plan. The first two steps which were; complete a space utilization survey for all County Departments and compile a list of unoccupied space within County buildings have been completed. The Department is now in the process of analyzing the results of the survey to determine if any of the available space will meet the space needs of those Departments needing additional space.

The third step of this action plan was to complete a comprehensive facility assessment (inventory) of all County buildings. Two major components of this step will be to analyze the current conditions of all County parking lots and roofs and then to develop a priority lists on how to best address the noted deficiencies. The best way to accomplish these tasks would be to issue two separate Requests for Qualifications (RFQs) for Architecture/Engineering Services to have the roofs and parking lots evaluated. Once staff has selected a firm and successfully negotiated a price for each of these services, both of these will be brought back to the Facilities Committee for approval.

RECOMMENDATION/PROPOSED ACTION:

The Engineering and Infrastructure Director along with County Management recommend that the Facilities Committee authorize the Engineering and Infrastructure Department to move forward with developing and issuing Requests for Qualifications for Architecture/Engineering Services for a pavement evaluation survey along with a roof survey for County facilities.


ITEM NO. 4

CUMBERLAND
★ **COUNTY** ★
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE
MARCH 6, 2014 MEETING OF THE FACILITIES COMMITTEE**

TO: FACILITIES COMMITTEE
FROM: JEFFERY P. BROWN, PE, E & I DIRECTOR
THROUGH: JAMES E. MARTIN, COUNTY MANAGER 
DATE: FEBRUARY 28, 2013
SUBJECT: ISSUES CONCERNING WINDOWS AT THE DEPARTMENT
OF SOCIAL SERVICES

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

Estimate of Committee Time Needed: 15 MINUTES

BACKGROUND:

Construction of the Department of Social Services building was completed in 1999 and there have been issues with leaking windows on the north face of the building since it was constructed. Due to the leaking window system, water has come into building and caused interior damage to the walls in several locations. The architect who designed the building was Walter Vick with the LSV Partnership. Ellis Walker Builders, Inc. was the general contractor for the building. The window system was installed by Glass Contractors (local contractor) that is no longer in business. There is correspondence in the file dated as far back as April 2000 where the County requested the general contractor to make the necessary repairs to prevent water from entering the building. Several attempts and repairs were attempted by the General Contractor over the years. Unfortunately, at this point, the County has missed the window of opportunity in holding the contractor responsible in getting the windows repaired.

In 2008, the County had an independent firm complete an evaluation of the window system to determine what the issues were and what corrective actions could be taken to cease water from entering the building. The window system is designed so that what water enters the system has the ability to drain out instead of entering the building. However, the window system was not installed correctly thus allowing water to enter the inside of the building. The independent report verified that the window system was incorrectly installed and suggested that the window system be sealed in its entirety from the outside to eliminate any water from entering the window system.

Walter Vick has been contacted for suggestions on how to move forward with determining the best approach to rectify the situation. As the design architect, he has the most knowledge of the construction issues. Our Department will work with the LSV Partnership, to develop a plan of action to move forward with to finally get the issue resolved.

RECOMMENDATION/PROPOSED ACTION:

The Facilities Committee is not being asked to take action at this time. The purpose for this item was to make the Committee aware of the ongoing issue. This item will be brought back before the Committee once a final decision has been made on how to move forward with corrective actions.