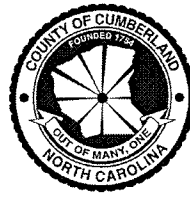


JEANNETTE M. COUNCIL  
Chairman

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: August 29, 2014

SUBJECT: Facilities Committee Meeting – September 4, 2014

**There will be a regular meeting of the Facilities Committee on Thursday, September 4, 2014 at 8:30 AM in Room 564 of the Cumberland County Courthouse.**

**AGENDA**

1. Approval of Minutes – August 7, 2014 Regular Meeting **(Pg. 2)**
  2. Report on JCI Guaranteed Energy Savings Project Annual Report **(Pg. 11)**
  3. Consideration of Approval to Enter into a Professional Services Contract with US Infrastructure of Carolina, Inc. to Evaluate Pavement Conditions of County Parking Lots **(Pg. 12)**
  4. Consideration of Approval of Expansion of Courthouse Parking at Former Legal Aid Site **(Pg. 17)**
  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  
COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564  
AUGUST 7, 2014 - 8:30 A.M.  
MINUTES

MEMBERS PRESENT: Commissioner Billy King, Chairman  
Commissioner Kenneth Edge

MEMBERS ABSENT: Commissioner Charles Evans

OTHER COMMISSIONERS  
PRESENT: Chairman Jeannette Council

OTHERS PRESENT: Amy Cannon, County Manager  
James Lawson, Deputy County Manager  
Melissa Cardinali, Assistant County Manager for Finance /  
Administrative Services  
Sally Shutt, Governmental Affairs Officer  
Phyllis Jones, Assistant County Attorney  
Jeffery Brown, Engineering and Infrastructure Director  
Vicki Evans, Finance Accounting Manager  
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 – MAY 8, 2014 MEETING

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

2. CONSIDERATION OF APPROVAL OF FTCC’S REQUEST TO UTILIZE  
SPACE AT THE SPRING LAKE FAMILY RESOURCE CENTER

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.

On Wednesday, July 30, 2014, 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

# DRAFT

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.

\*\*\*\*\*

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

Commissioner Edge asked if the agreement would just be for one year. Mr. Brown indicated to his understanding this is a one year agreement and if FTCC desires to use the space after the year agreement expires, then FTCC would need to bring the request back to the Facilities Committee for consideration.

MOTION: Commissioner Edge moved to recommend to the full board consideration of approval of FTCC's request to utilize space at the Spring Lake Family Resource Center for the next year.

SECOND: Commissioner King

VOTE: UNANIMOUS (2-0)

## 3. UPDATE ON THE DEVELOPMENT OF A COMPREHENSIVE CAPITAL IMPROVEMENT PLAN

### BACKGROUND:

In September of last year the Facilities Committee was presented with a plan of action in which the Engineering and 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 Facilities Committee an update as to what steps have been completed to date.

Listed below are the critical actions that were presented to the Facilities 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.

# DRAFT

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 Facilities Committee on August 7<sup>th</sup>.*

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 Engineering and Infrastructure 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 7<sup>th</sup>.*

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 1<sup>st</sup> and submittal deadline is set for August 27<sup>th</sup>.*

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 Engineering and Infrastructure Department began this process last fiscal year with evaluating chillers and generators. This fiscal year 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 idea.*

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 Engineering and Infrastructure 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

# DRAFT

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 and Infrastructure Department is not as far along 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 the Engineering and Infrastructure Director felt that it was imperative to provide the Facilities 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 Facilities Committee on what actions had been taken by the Engineering and Infrastructure Department in the development of a comprehensive Capital Improvement Plan.

\*\*\*\*\*

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

Mr. Brown discussed the 2013 Space Utilization Survey Results below:

<b>Department</b>	<b>Square Ft.</b>	<b>Space Ok</b>	<b>Space Efficient</b>	<b>Anticipate Growth</b>	<b>Anticipate Reorganization</b>
Animal Control	28,872	No	No	Yes	Yes
Board of Elections	10,750	No	Yes	Yes	No
Emergency Services	4,340	No	No	Maybe	Maybe
Finance	3750	No	No	Yes, Short Term	No
Governing Body (BOC)	5,480	No	No	No	No
Human Resources	2,500	No	No	Yes	Yes
Information Services	3,740	No	No	Yes	Maybe
Legal	1,600	No	No	Maybe	No
Pretrial Services (Rm. 214)	704	No	No	Yes	Yes
Public Library	190,240	No	No	Yes	Maybe
Register of Deeds	6,239	No	No	Maybe	Maybe
Tax Administration	13,330	No	No	Yes	Yes

**Note:** 8 of the 12 Departments needing additional space are located within the New Courthouse

Mr. Brown further referenced the following information:

## COMPLETELY VACANT BUILDINGS:

# DRAFT

- Arnette Park Admin. Building (2165 Wilmington Hwy)
  - 2,990/SF available
- Communicare Building (226 Bradford Ave)
  - 4,965/SF available
- Wells House (111 Bradford Ave)
  - 3,398/SF available

## PARTIALLY VACANT BUILDINGS:

- Community Corrections Center (412 W Russell St.)
  - 2,619/SF available
  - Occupies Probation/TASC
- E. Newton Smith Center (227 Fountainhead Lane)
  - 54,900/SF available
  - Occupies Board of Elections/Wellness Clinic/Pharmacy
- Spring Lake Resource Center (103 Laketree Blvd)
  - 3,420/SF available
  - Occupies DSS/WIC
- Winding Creek Executive Place (711 Executive Place)
  - 8,196/SF available
  - Occupies Alliance Behavioral Healthcare/Cape Fear Valley

Commissioner King asked about Judge Keever's request and need for additional space in the courthouse and what would be done with the county offices. Mr. Brown stated initially the plan was for the county offices in the courthouse to be moved to the E. Newton Smith Center but money programmed for the renovations of the E. Newton Smith Center had to be used for the Jail Expansion Project.

Amy Cannon, County Manager, stated this is preliminary information and the Capital Improvement Plan will be extremely comprehensive. Ms. Cannon stated she feels Judge Keever's request will stay at the forefront but feels the County does not have the financial resources to move forward in the near future due to the significant amount of money it will take to renovate the E. Newton Smith Center along with the courthouse up fits for the needs of the court system. Ms. Cannon stated Judge Keever's request will need to be placed in the County's long term capital project plan.

Commissioner Edge stated a Capital Improvement Plan really needs to be put in place as soon as possible. Commissioner Edge stated he feels we need this plan in place to visualize where we are going with capital improvements. Mr. Brown stated there have been several other developing needs arise since the plan was first discussed about a year ago but still wanted to give the Facilities Committee an update on the progress of what plans have been made. Mr. Brown stated he hopes some breaks will come over the next few months to really give this plan more attention. Commissioner Edge stated he feels like some of the renovations should be done by in-house employees or sub-contractors that may be a little cheaper rather than major companies.

# DRAFT

Mr. Brown summarized the status of the Capital Improvement Plan by stating the available space has been identified, the needs have been identified, the evaluation of roofs and parking lots has been done and an RFQ has been issued on the parking lots and a firm has been selected. Mr. Brown further stated an RFQ was issued August 1<sup>st</sup> as far as roofs and a firm will be selected.

No action was necessary from the Facilities Committee. This item was for information only.

## 4. UPDATE ON FRONT STEPS OF NEW COURTHOUSE

### BACKGROUND:

At the Facilities Committee meeting in May, the committee was briefed on the issue with the front steps of the courthouse and the failures that were taking place. Over the last two months, Engineering and 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 Facilities Committee on what actions were being taken by the Engineering and Infrastructure Department to address the issue.

\*\*\*\*\*

Mr. Brown reviewed the background information as an update and responded to questions.

Mr. Brown stated the courthouse steps pre-bid is scheduled for August 14, 2014 and the bids are scheduled to open on August 26, 2014. Mr. Brown stated he anticipates the project to take about forty-five (45) days to repair.

# DRAFT

Chairman Jeannette Council stated the public is complaining about the steps of the courthouse and she would like to see this project completed in less than 45 days. Chairman Council stated the County is being criticized and are liable for the safety of the citizens.

No action was taken by the Facilities Committee. This item was for information only.

## 5. CONSIDERATION OF APPROVAL OF BID AWARD TO CLASSIC WINDOW AND GLASS, INC. FOR DEPARTMENT OF SOCIAL SERVICES WINDOW PROJECT

### 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 Facilities Committee was informed that Walter Vick, architect of record, was going to be working with the Engineering and 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 9<sup>th</sup> for the work described above. 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 Engineering and Infrastructure Director and approved by the County Manager.



# DRAFT

\*\*\*\*\*

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 to award a contract to Carolina Classic Window and Glass, Inc. in the amount of \$464,505 for the DSS Window Replacement Project and establish a contingency in the amount of \$46,000 to be used for additional work recommended by the Engineering and Infrastructure Director and approved by the County Manager.

SECOND: Commissioner King

VOTE: UNANIMOUS (2-0)

## 6. CONSIDERATION OF APPROVAL OF THE DURHAM ALLIANCE BEHAVIORAL HEALTHCARE LEASE

### 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 space 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/PROPOSED ACTION:

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

\*\*\*\*\*

# DRAFT

James Lawson, Deputy County Manager, 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 to authorize County Management to lease to the Alliance the designated space located at 711 Executive Place for one year, from July 1, 2014 to June 30, 2015, in accordance with the terms set forth above.

SECOND: Commissioner King

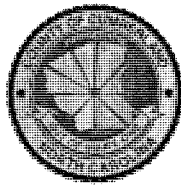
VOTE: UNANIMOUS (2-0)

## 7. OTHER ITEMS OF BUSINESS

Commissioner Edge stated he attended a meeting in Durham, North Carolina, with James Lawson and the Alliance Behavioral Healthcare Board. Commissioner Edge stated he heard a two hour presentation from the staff there in which they were giving an update and also asking for help. Commissioner Edge stated he would like to see the Alliance Behavioral Healthcare Board meet with each county and give an update and educational session on what is going on with the Alliance and include county staff, administrators, board of commissioners, court systems, Communicare, DSS, Health Services, CIT, local staff and the general public. Commissioner Edge stated he feels this would be very meaningful. Commissioner Edge stated he would like to involve the legislative delegation as much as possible in the process. Commissioner Edge stated he tasked County staff to work on setting this meeting up.

There were no other items of business.

MEETING ADJOURNED AT 9:35 AM.



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

**ENGINEERING & INFRASTRUCTURE DEPARTMENT**

**JEFFERY P. BROWN, PE**  
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE  
SEPTEMBER 4, 2013 MEETING OF THE FACILITIES COMMITTEE**

**TO:** FACILITIES COMMITTEE  
**FROM:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**THROUGH:** AMY H. CANNON, COUNTY MANAGER  
**DATE:** AUGUST 28, 2014  
**SUBJECT:** JCI GUARANTEED ENERGY SAVINGS PROJECT ANNUAL REPORT

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

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

**BACKGROUND:**

In November 2004, the Board of Commissioners partnered with Johnson Controls, Inc. (JCI), to install energy conservation measures in select county facilities through a guaranteed energy savings contract. The conservation measures included energy efficient lighting retrofits, water conservation measures, energy efficient motor replacements, new chiller/cooling towers, boilers, and heat exchangers, and new HVAC controls. The work was completed in January 2006. The cost of the work will be paid back over 12 years through the energy savings guaranteed by JCI. As a part of the continued services provided by JCI, they monitor the energy usage and savings for the duration of the guarantee period (12 years).

Chuck James, Solutions Engineer, with JCI will present the results of the report. A copy of the report for calendar year 2013 will be provided to the Committee at the time of the presentation.

**RECOMMENDATION/PROPOSED ACTION:**

No action required. This is for informational purposes only.



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

**ENGINEERING & INFRASTRUCTURE DEPARTMENT**

**JEFFERY P. BROWN, PE**  
Engineering & Infrastructure Director

**MEMO FOR THE AGENDA OF THE  
SEPTEMBER 4, 2014 MEETING OF THE FACILITIES COMMITTEE**

**TO:** FACILITIES COMMITTEE  
**FROM:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**THROUGH:** AMY H. CANNON, COUNTY MANAGER  
**DATE:** AUGUST 28, 2014  
**SUBJECT:** APPROVAL TO ENTER INTO A PROFESSIONAL SERVICES CONTRACT WITH US INFRASTRUCTURE OF CAROLINA, INC. TO EVALUATE PAVEMENT CONDITIONS OF COUNTY PARKING LOTS

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

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

**BACKGROUND:**

The Engineering and Infrastructure Department issued a Request for Qualifications (RFQ) for the services of a consultant to provide a pavement condition survey for all County parking lots at the end of May. Firms submitted their qualifications to the County for review toward the end of June. All submittals were reviewed and ranked by a selection panel based on the qualifications that each firm had submitted. US Infrastructure of Carolina, Inc. (USI) was the top ranked firm by each member of the selection team.

An initial meeting was conducted with representatives of USI to discuss in detail the scope of the project. Following this meeting, the Engineering & Infrastructure Department began negotiating a fee with USI to complete the project as outlined initially in the RFQ and subsequently in the scoping meeting. USI has submitted a formal proposal in the amount of \$130,000 to complete a pavement condition survey for all paved County parking lots. The proposal has been attached for your convenience. It is important to note that 30% of the overall contract (\$39,000) will be charged to the Crown as the paved parking at the Crown represents 30% of all the County's paved parking areas. Funding in the amount of \$75,000 was budgeted in the FY 15 budget. Savings from the DSS Window Project will be used to make up the cost difference between what was budgeted and the proposed cost.

**RECOMMENDATION/PROPOSED ACTION:**

The Engineering and Infrastructure Director along with County Management recommend that the Facilities Committee approve awarding a contract to US Infrastructure of Carolina, Inc. in the amount of \$130,000 for a pavement condition survey of all paved County parking lots and forward this to the Board of Commissioners for its consideration at their September 15, 2014 meeting.



# US INFRASTRUCTURE OF CAROLINA, INC.

## CONSULTING ENGINEERS

August 11, 2014

Mr. Jeffery P. Brown, P.E.  
Engineering and Infrastructure Director  
Cumberland County  
130 Gillespie Street, Room 214  
Fayetteville, North Carolina 28301

**Re: Proposal for Professional Services  
Pavement Condition Survey on All County Parking Lots**

Dear Mr. Brown:

US Infrastructure of Carolina, Inc. (USI) is pleased to submit this fee proposal to perform a pavement condition rating survey on all County parking lots for Cumberland County. This is in response to our July 3, 2014 meeting, our follow-up August 4, 2014 telephone conversation, and our August 8, 2014 email exchange. We look forward to working with the County in managing the investment Cumberland County has in its parking lot system.

### **Scope of Work:**

USI will perform a pavement condition survey of all asphalt pavement parking lots currently owned or maintained by Cumberland County. Based on the spreadsheet attached to your July 7, 2014 email, as revised during our August 4, 2014 telephone conversation, and as revised during our August 8, 2014 email exchange, it is our understanding that the County currently owns or maintains 41 parking lots located throughout Cumberland County. The list of parking lots has been attached to this fee proposal for reference. The pavement condition survey will involve inspecting each parking lot and observing and quantifying pavement distresses as well as other data as follows:

- All asphalt parking lots shall be evaluated for raveling, patching, rutting, traverse cracking, and alligator cracking.
- The square footages of each of the parking lots will be verified during this process.
- Sidewalks for ingress/egress shall be evaluated for cracks, trip hazards, and general failures.
- Determine the existing condition of all striping to determine if it is currently adequate.

This fee proposal makes the following assumptions:

- Cumberland County will supply USI with current aerial photographs and GIS files showing the existing edge of pavement of each of the parking lot locations to serve as a base map.

- Cumberland County will also provide USI with current unit maintenance costs for use in our calculations.
- Cumberland County owns or maintains 41 parking lots as listed in the attachment. Each of these parking will be treated as one individual parking lot. If large parking lots need to be divided into two or more portions to meet the needs of Cumberland County, these additional parking lots will be considered additional services outside the scope of this fee proposal.
- Three of the parking lots listed in the attachment (12) Crown Arena & Theater, 13) Crown Expo Center, and 14) Crown Coliseum) are part of the overall Crown complex and will be handled separately in regards to compensation.

**Deliverables:**

A Pavement Condition Index (PCI) will be calculated by pavement management software for each parking lot based on field observation of the above referenced pavement distresses. USI will compile and summarize the condition rating data from the collected field data for each of the County parking lots. USI will provide three (3) copies of a report that will identify parking lot pavement conditions by major distress. The report will provide recommended maintenance activities and estimated costs by activity based on unit maintenance costs to be supplied by the County. The report shall provide the following:

- A list of corrective actions and the necessary cost associated for both the asphalt parking lots and sidewalks. This will be broken out for each parking lot.
- A prioritized list of corrective actions with cost shall also be included.
- The above referenced corrective actions and costs will be built into a five year Capital Improvement Plan (CIP) based on budgetary data provided by the County.
- A list of preventive maintenance steps that the County can take to extend the life cycle of the asphalt parking areas and the annual cost that need to be allocated for such.

The results of the pavement condition survey shall be provided to Cumberland County during the following meetings:

- After surveying and analyzing one selected parking lot as a test, the results of the survey will be discussed in a meeting with Cumberland County to determine that the rating procedures meet the expectations of the County prior to proceeding with the remainder of the survey.
- Upon completion of the entire pavement condition survey, USI will meet with the County engineering staff to discuss and review the report.
- Report findings shall be presented at a regular scheduled Facilities Committee Meeting.
- Report findings shall also be presented at a regular scheduled Board of Commissioners Meeting.



**Compensation:**

USI will perform the services described above for a pavement condition survey of all County parking lots for a lump sum fee of **\$130,000.00** as follows:

- **\$39,000.00** for the three parking lots associated with the Crown complex, and
- **\$91,000.00** for the remaining thirty-eight parking lots on the attached list.

USI will invoice the County monthly for work performed, with final payment due upon the County's acceptance of the completed project.

**Schedule:**

USI is available to begin this work approximately two weeks following a notice to proceed. We estimate that the field data collection will take approximately six to seven weeks depending on weather conditions. We estimate it will take approximately six to eight weeks to perform the data computations and complete the report after completing the field data collection.

Thank you again for the opportunity to work with Cumberland County. If you have any questions or need additional information, please contact me at (336) 272-3402.

Sincerely,  
**US Infrastructure of Carolina, Inc.**

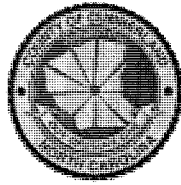


John D. Fersner, III, P.E.  
Project Manager



#	NAME	ADDRESS	OCCUPANTS	PARKING LOT SF
1	AG-OFFICE BLDG	301 E MOUNTAIN DR.	COOPERATIVE EXTENSION/SOIL CONSERVATION	46,000
2	ALPHIN HOUSE	2736 CEDAR CREEK RD.	FORT BRAGG REGIONAL ALLIANCE	7,800
3	ANIMAL SERVICES CENTER	4704 CORPORATION DR.	ANIMAL SERVICES	36,500
4	ANN ST LANDFILL (ADMIN BLDG)	704 ANN ST.	SOLID WASTE	254,000
5	ARNETTE PARK ADMIN BUILDING	2165 WILMINGTON HWY	VACANT - CITY/COUNTY RECREATION	19,200
6	BACOTE HOUSE	2130 BURNETT AVE.	MENTAL HEALTH GROUP HOME	13,000
7	BUILDING MAINTENANCE FACILITY (BMF)	420 MAYVIEW ST.	FACILITES MANAGEMENT/PRINT SHOP/SIGN SHOP	35,300
8	VETERANS SERVICES	301 E RUSSELL ST.	VETERANS SERVICES	13,800
9	BORDEAUX LIBRARY	3711 VILLAGE DR.	LIBRARY SERVICES	35,000
10	CLIFFDALE LIBRARY	6882 CLIFFDALE RD.	LIBRARY SERVICES	41,500
11	CENTRAL MAINTENANCE FACILITY (CMF)	426 MAYVIEW ST.	VEHICLE MAINTENANCE	53,500
12	CROWN ARENA & THEATER	US HIGHWAY 301 S	CROWN VENUE	350,850
13	CROWN EXPO CENTER	EAST MOUNTAIN DRIVE	CROWN VENUE/OFFICES	405,300
14	CROWN COLISEUM	1960 COLISEUM DRIVE	CROWN ADMINISTRATION/VENUE	805,000
15	COMMUNITY CORRECTIONS CENTER (C5)	412 W RUSSELL ST.	PROBATION/TASC	47,500
16	DETENTION CENTER	204 GILLESPIE ST.	JAIL ADMINISTRATION	109,000 /Not Including New Part
17	DEPARTMENT OF SOCIAL SERVICES (DSS)	1225 RAMSEY ST.	DSS	548,000
18	EAST REGIONAL LIBRARY	4809 CLINTON RD.	LIBRARY SERVICES	117,800
19	EASTOVER REC CENTER	3637 PEMBROKE LN.	CITY/COUNTY RECREATION	27,500
20	HOPE MILLS LIBRARY	3411 GOLFVIEW RD.	LIBRARY SERVICES	42,700
21	HQ LIBRARY	300 MAIDEN LN.	LIBRARY SERVICES/LIBRARY ADMINISTRATION	31,500
22	LANDSCAPING	807 GROVE ST.	LANDSCAPING	31,500
23	BRADFORD PLACE	109 BRADFORD AVE.	CHILD ENFORCEMENT/FUTURE COMMUNICARE	54,500
24	NEW COURTHOUSE	117 DICK ST.	COUNTY ADMIN/BCC/JUDICIAL SYSTEM	303,500
25	NORTH REGIONAL LIBRARY	855 MCHARTHUR RD	LIBRARY SERVICES	111,000
26	OLD COURTHOUSE	130 GILLESPIE ST.	PLANNING/INSPECTIONS/ENGINEERING	18,800
27	PUBLIC HEALTH (NEW)	1235 RAMSEY ST.	PUBLIC HEALTH	135,000
28	E. NEWTON SMITH CENTER	227 FOUNTAINHEAD LN.	BOARD OF ELECTIONS/WELLNESS CLINIC/PHARMACY	120,500
29	CRISIS STABILIZATION CENTER (ROXIE)	1724 ROXIE AVE.	CAPE FEAR VALLEY HOSPITAL	22,500
30	SHERIFF ANNEX	1515 S EASTERN BLVD.	LAW ENFORCEMENT	40,500
31	SHERIFF FIRING RANGE (CROWN)	3351 OWEN DRIVE	LAW ENFORCEMENT	20,500
32	SHERIFF TRAINING CNTR	4710 CORPORATION DR.	LAW ENFORCEMENT	230500/Includes Track
33	SPRING LAKE LIBRARY	101 LAKETREE BLVD.	LIBRARY SERVICES	166,500
34	COMMUNICARE BUILDING	226 BRADFORD AVE.	COMMUNICARE - TO BE VACANT	14,500
35	CONVENTION & VISITORS BUREAU	245 PERSON ST.	CONVENTION & VISITORS BUREAU	14,000
36	WINDING CREEK EXECUTIVE PLACE	711 EXECUTIVE PL.	ALLIANCE BEHAVIORAL HEALTHCARE	72,800
37	FULLER BUILDING	314 JASPER STREET	LAW ENFORCEMENT	11,800
38	JP RIDDLE STADIUM	2823 LEGION ROAD	SWAMPDOGS - CITY/COUNTY RECREATION	283,200
39	WILKES ROAD LANDFILL	771 WILKES ROAD	SOLID WASTE	55,800 /Includes Road
40	DORTHY SPAINHOUR SCHOOL	223 HULL ROAD	EASTER SEALS	20,000
41	GROUP HOME	800 OLD WILMINGTON ROAD	RHA GROUP HOMES	1,800





CUMBERLAND  
★ COUNTY ★  
NORTH CAROLINA

ENGINEERING & INFRASTRUCTURE DEPARTMENT

JEFFERY P. BROWN, PE  
Engineering & Infrastructure Director

MEMO FOR THE AGENDA OF THE  
SEPTEMBER 4, 2014 MEETING OF THE FACILITIES COMMITTEE

**TO:** FACILITIES COMMITTEE  
**FROM:** JEFFERY P. BROWN, PE, E & I DIRECTOR  
**THROUGH:** AMY H. CANNON, COUNTY MANAGER  
**DATE:** AUGUST 28, 2014  
**SUBJECT:** EXPANSION OF COURTHOUSE PARKING AT FORMER  
LEGAL AID SITE

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

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

**BACKGROUND:**

At the Board of Commissioners Meeting held December 21, 2009, the Board unanimously approved the demolition of the Legal Aid Building and to convert the property into paved parking. As you are aware, the structure has now been demolished. At the May 8, 2014 the Facilities Committee voted to approve the hiring of Call Sign Engineers to design the expansion of the courthouse parking into this area. This was approved by the Board of Commissioners on May 19, 2014.

At this time, Call Sign Engineers have developed two different schematic layouts of how this vacant parcel can be utilized for parking. The schematic layouts have been attached for your review.

**RECOMMENDATION/PROPOSED ACTION:**

The Facilities Committee is being asked to provide County staff direction as to which parking layout they would prefer to move forward with in constructing in the vacant space of the former Legal Aid Building.



**CUMBERLAND  
COUNTY, NC**

**CALL SIGN  
ENGINEERS**  
104 Gillespie Street  
Fayetteville, NC 28301  
Ph: 910.488.0700 Fax: 910.488.8900  
www.callsignengineers.com  
NC Firm License No. C-3485

SEAL

PRELIMINARY -  
NOT RELEASED  
FOR CONSTRUCTION

NO.	DATE	DESCRIPTION

DATE: AUGUST 11, 2014

CSE PROJ. # CUM\_0003

DRAWN: JBR

DESIGNED: JBR

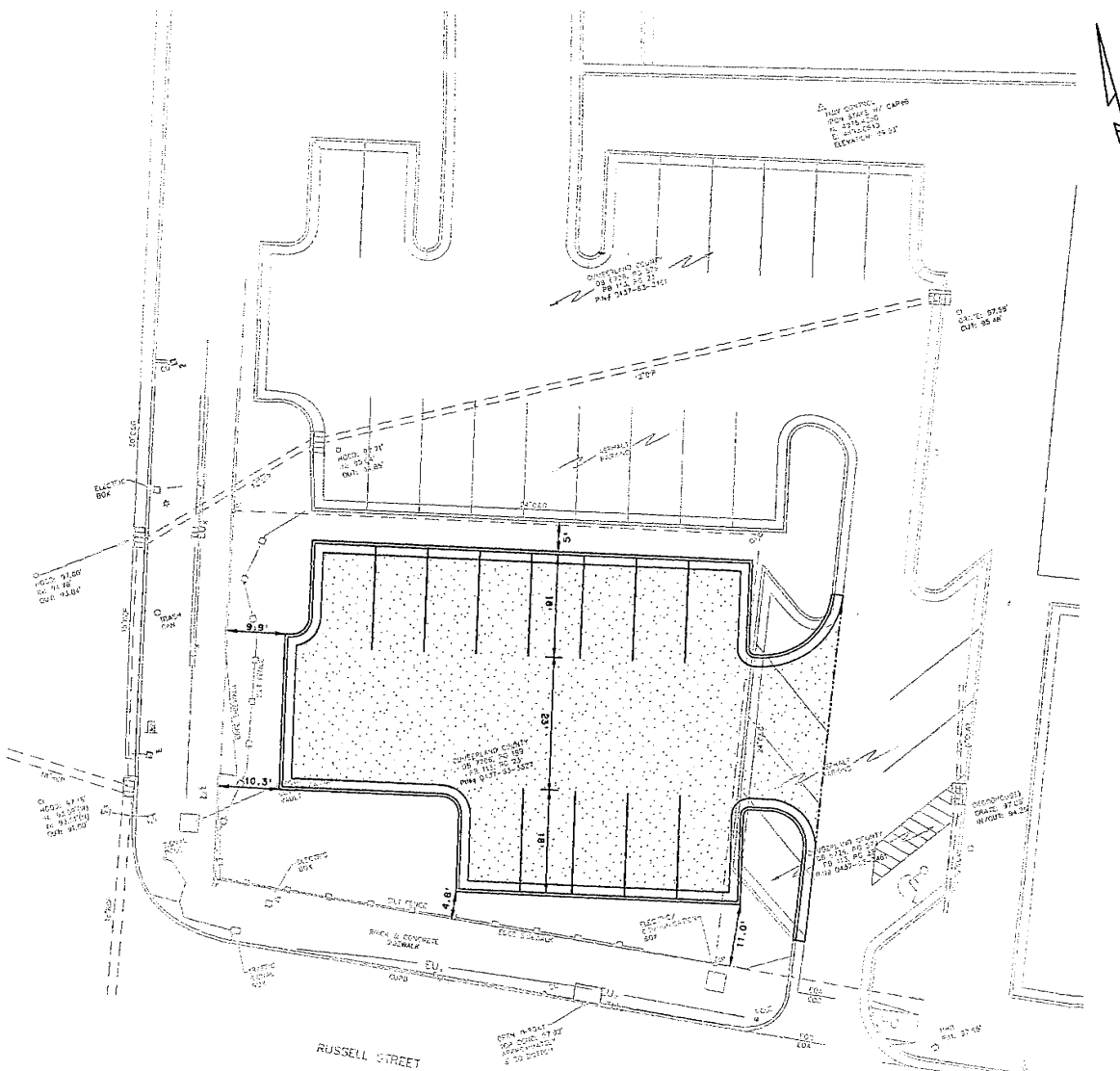
CHECKED: JBR

PROJ. MGR: GAR

**COUNTY PARKING  
LOT EXPANSION**

**PRELIMINARY  
PRELIMINARY  
SITE PLAN**

CS-01



**LEGEND:**

--- CUMBERLAND COUNTY RIGHTS OF WAY

--- 12" DRAINAGE TRENCH

--- 18" DIA. CULVERT

--- 24" DIA. CULVERT

--- 30" DIA. CULVERT

--- 36" DIA. CULVERT

--- 42" DIA. CULVERT

--- 48" DIA. CULVERT

--- 54" DIA. CULVERT

--- 60" DIA. CULVERT

--- 66" DIA. CULVERT

--- 72" DIA. CULVERT

--- 78" DIA. CULVERT

--- 84" DIA. CULVERT

--- 90" DIA. CULVERT

--- 96" DIA. CULVERT

--- 102" DIA. CULVERT

--- 108" DIA. CULVERT

--- 114" DIA. CULVERT

--- 120" DIA. CULVERT

--- 126" DIA. CULVERT

--- 132" DIA. CULVERT

--- 138" DIA. CULVERT

--- 144" DIA. CULVERT

--- 150" DIA. CULVERT

--- 12" WATER MAIN

--- 18" WATER MAIN

--- 24" WATER MAIN

--- 30" WATER MAIN

--- 36" WATER MAIN

--- 42" WATER MAIN

--- 48" WATER MAIN

--- 54" WATER MAIN

--- 60" WATER MAIN

--- 66" WATER MAIN

--- 72" WATER MAIN

--- 78" WATER MAIN

--- 84" WATER MAIN

--- 90" WATER MAIN

--- 96" WATER MAIN

--- 102" WATER MAIN

--- 108" WATER MAIN

--- 114" WATER MAIN

--- 120" WATER MAIN

--- 126" WATER MAIN

--- 132" WATER MAIN

--- 138" WATER MAIN

--- 144" WATER MAIN

--- 150" WATER MAIN

--- 12" ELECTRIC

--- 18" ELECTRIC

--- 24" ELECTRIC

--- 30" ELECTRIC

--- 36" ELECTRIC

--- 42" ELECTRIC

--- 48" ELECTRIC

--- 54" ELECTRIC

--- 60" ELECTRIC

--- 66" ELECTRIC

--- 72" ELECTRIC

--- 78" ELECTRIC

--- 84" ELECTRIC

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--- 108" ELECTRIC

--- 114" ELECTRIC

--- 120" ELECTRIC

--- 126" ELECTRIC

--- 132" ELECTRIC

--- 138" ELECTRIC

--- 144" ELECTRIC

--- 150" ELECTRIC

--- 12" GAS

--- 18" GAS

--- 24" GAS

--- 30" GAS

--- 36" GAS

--- 42" GAS

--- 48" GAS

--- 54" GAS

--- 60" GAS

--- 66" GAS

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