

CUMBERLAND COUNTY FACILITIES COMMITTEE
NEW COURTHOUSE, 117 DICK STREET, 5TH FLOOR, ROOM 564
MARCH 6, 2014 - 8:30 A.M.
MINUTES

MEMBERS PRESENT: Commissioner Kenneth Edge
Commissioner Charles Evans

MEMBERS ABSENT: Commissioner Billy King, Chair

OTHER COMMISSIONERS

PRESENT: Commissioner Ed Melvin
Commissioner Jeannette Council (came in at 8:50 a.m.)

OTHERS PRESENT: James Martin, County Manager
Amy Cannon, Deputy County Manager
James Lawson, Assistant County Manager
Quentin McPhatter, Assistant County Manager
Sally Shutt, Chief Public Information Officer
Rick Moorefield, County Attorney
Jeffery Brown, Engineering and Infrastructure Director
Kelly Autry, Budget and Management Analyst
Kellie Beam, Deputy Clerk to the Board
Press

Commissioner Kenneth Edge called the meeting to order.

1. ELECTION OF FACILITIES COMMITTEE CHAIRMAN

MOTION: Commissioner Edge moved to appoint Commissioner King as Chairman of the Facilities Committee.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (2-0)

2. APPROVAL OF MINUTES – DECEMBER 5, 2013

MOTION: Commissioner Evans moved to approve the minutes.

SECOND: Commissioner Edge

VOTE: UNANIMOUS (2-0)

3. CONSIDERATION OF ISSUANCE OF REQUESTS FOR QUALIFICATIONS FOR ROOF ASSESSMENTS AND PARKING LOT PAVEMENT EVALUATION FOR COUNTY BUILDINGS

BACKGROUND:

Over the last several months there have been several discussions on developing a Comprehensive Capital Improvement Plan. At the September 5, 2013 Facilities Committee meeting 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 list of priorities on how to best address the noted deficiencies. The best way to accomplish these tasks would be to issue two separate Requests for Qualifications (RFQ's) 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.

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

MOTION: Commissioner Edge moved to recommend to the full board consideration of approval to authorize staff 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.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (2-0)

4. UPDATE ON ISSUES CONCERNING WINDOWS AT THE DEPARTMENT OF SOCIAL SERVICES

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 the building and caused interior damage to the walls in several locations. The architect who designed the building was Walter Vick with 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.

Mr. Brown reviewed the background information and recommendation as recorded above and responded to questions. Mr. Brown stated no action was necessary by the Facilities Committee. Commissioner Edge asked Mr. Brown to work with Mr. Vick and bring a proposal back to the committee once a decision is made on how to move forward.

5. OTHER ITEMS OF BUSINESS

Mr. Brown informed the Facilities Committee that the Legal Aid building would be demolished within the next thirty (30) days.

Commissioner Evans asked how Judge Ammons' memorandum regarding additional courtroom personnel and space issues would be handled. James Martin, County Manager, stated he feels there needs to be an extensive discussion between the commissioners, sheriff and judicial system to comply with Judge Ammons' request of additional bailiffs and court security personnel along with space issues. Discussion followed. Mr. Martin stated funding would be the determining factor on how the issues are resolved and the goal is to determine how to best meet the need to the maximum extent that is financially feasible. Mr. Martin stated county management would have a discussion with the Sheriff and his staff within the next few weeks to evaluate the needs of the judicial system.

MEETING ADJOURNED AT 9:10 AM.