

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

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

COMMISSIONERS PRESENT:  
Commissioner Larry Lancaster  
Commissioner Jeannette Council

OTHERS PRESENT: Amy Cannon, County Manager  
James Lawson, Deputy 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  
Deborah Shaw, Budget Analyst  
Randy Beeman, Emergency Services Director  
Heather Harris, Budget Analyst  
Jim Grafstrom, Crown Complex General Manager  
Seth Benalt, Crown Complex Assistant General Manager  
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 – JANUARY 7, 2016 FACILITIES COMMITTEE

MOTION: Commissioner Edge moved to approve the minutes as presented.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (4-0)

2. CONSIDERATION OF BUDGET REVISION FOR CRITICAL CIP PROJECTS  
FOR THE CROWN CENTER COMPLEX

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  |

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 proposed budget revision and place it on the agenda of the April 18, 2016 Board of Commissioners meeting for approval.

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

Commissioner Keefe asked about the upgrade to the radio system in the Coliseum. Mr. Brown stated the radio system is an internal employee communication system that the employees use to communicate with each other. Mr. Brown further stated the radio system has not been updated and is not working properly and the employees are having a difficult time communicating with each other in the Coliseum.

Commissioner Edge asked about the upgrade to the camera system in the Coliseum. Mr. Brown stated there are certain areas in the Crown Complex that have no cameras and are complete blind spots and upgrading the camera system will cover the critical areas that do not currently have coverage. Commissioner Adams suggested Mr. Brown coordinate the new camera system with the Sheriff's Office. Mr. Brown stated he would have a discussion with the Sheriff's Office before moving forward with the new camera system at the Coliseum.

**MOTION:** Commissioner Keefe moved to recommend to the full board approval of the proposed budget revision to address the critical safety issues at the Crown Center Complex.

**SECOND:** Commissioner Edge

**VOTE:** UNANIMOUS (4-0)

3. CONSIDERATION OF APPROVAL OF ARCHITECT FOR WINDING CREEK RENOVATIONS

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.

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Mr. Brown reviewed the background information and recommendation as recorded above. Commissioner Adams stated he would like to point out SFLA Architects is a local business located in the City of Fayetteville.

MOTION: Commissioner Edge moved to recommend to the full board approval of the Professional Services Agreement with SFLA Architects.

SECOND: Commissioner Evans

VOTE: UNANIMOUS (4-0)

4. CONSIDERATION OF APPROVAL OF BID AWARD TO HAYES, INC. FOR EXTERIOR WALL REPAIRS AT THE CENTRAL MAINTENANCE FACILITY

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 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 alternate #3 and place it on the agenda of the April 18, 2016 Board of Commissioners meeting for approval.

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Mr. Brown reviewed the background information and recommendation as recorded above. Mr. Brown passed out a budget revision which would transfer additional funds to move forward with the contract with Hayes, Inc.

Commissioner Adams stated he noticed Hayes, Inc. bid was so much lower than the others. Mr. Brown stated when there is a large disparity he contacts the lowest bid and has them review the bid to make sure nothing has been missed. Mr. Brown stated the contract will state the amount is not to exceed the bottom line number.

**MOTION:** Commissioner Keefe moved to recommend to the full board approval to 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 to approve the proposed budget revision.

**SECOND:** Commissioner Edge

**VOTE:** UNANIMOUS (4-0)

**5. UPDATE OF THE JOINT 911 CENTER FEASIBILITY STUDY AND CONSIDERATION OF A JOINT 911 CENTER AS A CAPITAL IMPROVEMENT PLAN PROJECT**

**BACKGROUND:**

On February 15, 2015, the Finance Committee approved funding for a Joint 911 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.

The study reviewed the organizational structure of the respective City and County 911 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 911 Center project to the County's Capital Improvement Plan and discussing this as a part of the FY2017 budget process.

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Tracy Jackson, Assistant County Manager, reviewed the background information and recommendation as recorded above.

Commissioner Keefe stated he would rather be discussing consolidation rather than co-location. Mr. Jackson stated consolidation is a potential to work towards but co-location is more of a starting point in order to bring the two agencies together into one facility.

Ms. Cannon stated staff is mainly looking for feedback from the Facilities Committee today and during the upcoming budget work session to find out what direction the Board of Commissioners would like to move in regarding a Joint 911 Center. Ms. Cannon stated the Guilford-Greensboro model started out co-locating and eventually consolidated. Ms. Cannon stated if we decided to co-locate it would not lock us down forever and co-location could be a step one if the board decided to go that route with a goal to consolidate.

Commissioner Edge asked if there are any grants available to help fund a Joint 911 Center. Commissioner Edge stated he feels the greatest cost will be the construction and the building and asked how this would be funded. Ms. Cannon stated staff recommends putting this in the Capital Improvement Plan (CIP) and then try to marry it together with the other CIP projects. Ms. Cannon further stated this issue will have to be reviewed in totality with the other CIP projects as the County's debts fall off.

Commissioner Adams asked if anyone has looked towards federal funding through the Sheriff's Department and Justice Department for a Joint 911 Center. Mr. Jackson stated if the board decides to move forward, staff will look into federal funding and work with

the consultants to try to find available funding. Mr. Jackson stated the consultants have worked all across the nation and are very familiar with funding that is out there.

Commissioner Edge stated he has no problem moving forward with this concept but he feels there needs to be consideration given to shared costs and consolidation. Commissioner Edge stated there is a difference in compensation for City and County employees and that would be a cost to think about if moving forward with consolidation. Commissioner Edge stated the board can recommend going forward with consolidation but the board has no control over whether the City of Fayetteville wants to partner on the Joint 911 Center. Mr. Jackson stated the City of Fayetteville is currently studying the information.

**MOTION:** Commissioner Edge moved to recommend to the full board approval to add the Joint 911 Center project to the County's Capital Improvement Plan and discuss as a part of the FY2017 budget process with a recommendation for consolidation.

**SECOND:** Commissioner Adams

**VOTE:** UNANIMOUS (4-0)

## 6. DISCUSSION REGARDING LEASE RATES BETWEEN GOVERNMENTAL BODIES

### 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. It 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. Staff will give a brief overview of the 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.

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Ms. Cannon reviewed the background information and recommendation as recorded above. Commissioner Keefe stated he wanted there to be a standard lease rate which meant staff would only bring matters regarding lease rates to the Facilities Committee when it was not in line with the standard lease rate. Commissioner Keefe further stated aside from a few leases it looks like the County is consistently working in that matter.

No action taken.

## 7. REPORT ON OFFICE SPACE FOR THE GUARDIAN AT-LITEM PROGRAM

### 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.

Engineering and Infrastructure 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.

The proposed improvements, which include 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.

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

**MOTION:** Commissioner Evans moved to recommend to the full board approval of the proposed renovations that would create the needed office space for the Guardian Ad Litem attorneys.

**SECOND:** Commissioner Keefe

**VOTE:** UNANIMOUS (4-0)

## 8. OTHER ITEMS OF BUSINESS

No other items of business.

MEETING ADJOURNED AT 9:22 AM.