



Durham County

200 E. Main Street
Durham, NC 27701
(919) 560-0025

Meeting Agenda Board of County Commissioners

Monday, April 7, 2025

9:00 AM

Commissioners' Chambers

Work Session

"Public Charge"

The Board of Commissioners asks its members and citizens to conduct themselves in a respectful, courteous manner, both with the Board and fellow citizens. At any time, should any member of the Board or any citizen fail to observe this public charge, the Chair will ask the offending person to leave the meeting until that individual regains personal control. Should decorum fail to be restored, the Chair will recess the meeting until such time that a genuine commitment to the public charge is observed.

"Land Acknowledgment"

As we convene for the Durham County Commissioners meeting, it's crucial to recognize the painful truth of history. We stand on the stolen ancestral lands of the Catawba, Eno, Occaneechi, Shakori, and Tuscarora peoples, whose deep connection to this land predates our arrival. We acknowledge with humility the unjust displacement and violence that occurred, leading to the dispossession of indigenous peoples from their homelands. Their resilience in the face of such adversity is a testament to their strength and spirit.

May we humbly honor the ancestors and elders of these nations, both past and present, by committing ourselves to fostering understanding, healing, and justice for all who inhabit this land. Let us walk forward together with open hearts, acknowledging the past and embracing a future guided by compassion, respect, and unity.

9:00 am Work Session Agenda

1. Citizen Comments (30 min)

[25-0192](#)

Citizen Comments (30min)

Agenda Text:

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers were asked to provide comments prior to the start of the meeting so that staff may reply to comments and/or questions. All speakers are

requested to refrain from addressing issues related to personnel matters.

Alignment with Strategic Plan: Citizen engagement aligns with all five of the strategic goals by allowing the Board to receive comments and concerns from the community related to important issues in Durham County.

Resource Persons: Monica W. Wallace, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the board receive citizen comments and direct staff to respond, as deemed appropriate.

2. Ceremonial Items (5 min)

25-0188 Proclamation - National Public Health Week (5min)

Agenda Text:

The Board is requested to proclaim April 7-13, 2025, as National Public Health Week. The theme "It Starts Here" emphasizes the importance of making a positive impact on our homes, communities, and state.

The 30th anniversary of National Public Health Week celebrates significant achievements, including:

- A dramatic decline in HIV/AIDS-related deaths, with treatment advancements allowing many people with HIV to live full, healthy lives.
- A decrease in smoking rates from 25.5% in 1994 to 11.4% today through public awareness, smoking bans, and tobacco taxes.
- A reduction in childhood mortality, from 13.8 to 5.4 deaths per 1,000 live births, thanks to vaccines, improved healthcare, and better nutrition.
- Progress in mental health care, with more individuals receiving support thanks to expanded services and a growing understanding of mental health needs.
- A significant reduction in childhood lead exposure, from 4.4% to under 0.5%, due to important policy changes.
- Increased recognition of how environmental factors, like climate change, can affect health, with efforts like cooling centers and public health campaigns to address these concerns.
- Advancements in preparedness for health threats, including innovations like mRNA technology and global vaccine distribution.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Healthy and Inclusive Community.

Resource Persons: Rodney Jenkins, DrPH, MHA, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board proclaim April 7-13, 2025, as National Public Health Week. The theme "It Starts Here" emphasizes the importance of making a positive impact on our homes, communities, and state.

Attachments: [AAF Form - Proclamation for National Public Health Week - FY 24-25](#)
[2025_NPHW_Proclamation](#)

3. Consent Agenda (30 min)

25-0074 **Award of Contract with Innovative Emergency Management (IEM) in the Amount of \$99,853 for the Joint City and County Crisis Communications Plan**

Agenda Text: The Board is requested to authorize the County Manager to award a contract to Innovative Emergency Management (IEM) in the amount of \$99,853 to develop and provide a completed Joint City and County Crisis Communications Plan, applicable training and workshops that outline a clear and concise communications strategy during emergencies, disasters, and crisis events. IEM is the selected vendor following a competitive bid process.

Alignment with Strategic Plan: This item aligns with Durham County's Strategic Goal: Safe and Resilient Community.

Resource Persons: Nate Sanders, Office of Emergency Services Deputy Chief of Emergency Management and Mark Lockhart, Office of Emergency Services Director.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to award a contract to Innovative Emergency Management in the amount of \$99,853 to develop and provide a completed Joint City and County Crisis Communications Plan, applicable training and workshops that outline a clear and concise communications strategy during emergencies, disasters, and crisis events.

Attachments: [NC Durham - Service Contract with IEM \(002\)_COD edits County Approved to F](#)
[County Legal Approval](#)
[City Approved to Form](#)
[MWBE Compliance Review Form-AAF RFP 25-003 Joint City-County Commun](#)
[AAF Supplemental Document -Joint Crisis Comms Contract Approval Feb 2025](#)

25-0103 **Approval of Updated Memorandum of Agreement (MOA) with Durham Public Schools (DPS) for Shelter Sites**

Agenda Text: The Board is requested to approve the updated Memorandum of Agreement (MOA) with Durham Public Schools (DPS) for the use of school facilities as mass care shelters and authorize the County Manager to execute the MOA. The original MOA was approved by the DPS Board of Education on August 9, 2021. The primary revisions include staff updates, schools that will be utilized as a sheltering site, and language regarding insurance and the process for repair or replacement related to associated property damages.

Alignment with Strategic Plan: This item aligns with Durham County's Strategic Goal: Safe and Resilient Community.

Resource Persons: Jinizha Johnson, Emergency Management Planner; Elizabeth Schroeder, Chief of Emergency Management; Mark Lockhart, Director of Office of Emergency Services

County Manager's Recommendation: The County Manager recommends that the Board approve the updated Memorandum of Agreement (MOA) with the Durham Public Schools (DPS) for the use of school facilities as mass care shelters and authorize the County Manager to execute the MOA.

Attachments: [2025 Sheltering MOA - DPS and DCo Legal Approval](#)
[DCEM DPS Mass Care Sheltering MOA 2024 Final](#)
[Sheltering MOA - Supplemental Contract Approval](#)

25-1108

Approval of the Contract to Install a Partial Roof Replacement at Durham County Southwest Library Using Capital Funds Set Aside for the Purpose of Roofing Life Cycle Replacement in the Amount of \$71,000.

Agenda Text:

The Board is requested to authorize the County Manager to enter into an \$71,000 contract to install a Partial Roof Replacement at Durham County Southwest Library. The approved funding to support this project uses Pay-As-You-Go capital funds allocated to support the County's Roofing Life Cycle Replacement program.

The roof of the Durham County Southwest Library is approaching the end of its warranty period and is showing signs of aging. As the roof ages, it becomes increasingly susceptible to leaks and other forms of damage. The library's roof has served its purpose well over the years, but it is now at a critical juncture where proactive measures are necessary to prevent potential issues. Given the roof's age and the expiration of its warranty, it is crucial to replace it to safeguard the library's infrastructure.

The selected vendor, Wayne Roofing & Sheet Metal Co. has worked successfully on similar size projects among other NC local jurisdictions.

Alignment with Strategic Plan: Sustainable Infrastructure and Environment by maintaining, protecting, and improving natural and built systems to support a sustainable community.

Resource Persons: Motiryo Keambiroiro, Director of General Services, Shawn Swiatocha, Assistant Director of General Services, and Lee Duncan, Project Facilitator of General Services.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract with Wayne Roofing & Sheet Metal Co for \$71,000 with Roofing CIP funds.

Attachments: [AAF Supplemental Document - 2_26_25](#)
[MWBE Compliance Review Form-AAF for 25-019 RFP 021425](#)
[REI Engineers-Award Recommendation-1-30-25](#)
[RFP 25-019 Addendum 1 - Partial Roof Replacement DCo SW Library](#)
[RFP 25-019 Partial Roof Replacement at DCo SW Library](#)
[RFQ 25-0191 - Bid Tabulation - Partial Roof Replacement - DCo Southwest Libr](#)
[Wayne Roofing Bid](#)

25-0114 **Approve Lease Agreement Between Bakers Dozen LLC and Durham County at Shoppes at Hope Valley for a 10-year term, with an Annual Lease Amount of \$30,250 and Annual Common Area Maintenance in the Amount of \$4,875, with Other Terms as Noted in the Attached Lease Agreement**

Agenda Text: The Board is requested to approve a lease agreement between Bakers Dozen LLC and Durham County at 3825 S. Roxboro Road Suite 150 at the Shoppes at Hope Valley for a 10-year term, with an annual lease amount of \$30,250 with a 3 percent annual escalation rate, and annual Common Area Maintenance fee of \$4,875, with other terms as noted in the attached lease agreement.

Baker's Dozen has submitted a Letter of Intent to lease 1625 square feet of vacant space at the Shoppes of Hope Valley to relocate from their current location on Highway 98. The proposed lease is for ten years. Any renewal of the lease beyond that period is subject to negotiation.

Landlord shall provide \$10,000 in a tenant improvement allowance to upgrade the space. This allowance will be paid 45 days after tenants open for business, inspection of work is completed and receipt of copies of any plans, permits and a signed lien waiver.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal: Sustainable Infrastructure & Environment Plan for long-term use of County land, facilities, and equipment.

Resource Persons: Nancy Mitchell, Senior Real Estate Officer; Peri Manns, Deputy Director Engineering and Environmental Services; Jay Gibson, Director, Engineering and Environmental Services; Julio Delgado, Assistant County Manager.

County Manager's Recommendation: The County Manager recommends that the Board approve a lease agreement between Bakers Dozen LLC and Durham County at 3825 S. Roxboro Road Suite 150 at the Shoppes at Hope Valley for a 10-year term, with an annual lease amount of \$30,250 with a 3 percent annual escalation rate, and annual Common Area Maintenance fee of \$4,875, with other terms as noted in the attached lease agreement.

Attachments: [Final SHV Lease form - Bakers Dozen Tenant Response 3-25-25](#)

25-0116**Authorization to Execute Amendments to the Service Agreement and Cooperative Agreement for Participation in Duke Energy's Green Source Advantage Program in Alignment with the County's Renewable Energy Plan****Agenda Text:**

The Board is requested to authorize the County Manager to execute Amendments to the Service Agreement and Cooperative Agreement for participation in Duke Energy's Green Source Advantage program in alignment with the County's Renewable Energy Plan.

Duke Energy's Green Source Advantage program (GSA) allows participants to partner with a solar developer to build a solar farm, agreeing to pay a set amount to offset their electricity purchases for up to 20 years. Duke Energy pays the customer back a credit on their bills that covers part of the cost of the payment to the developer. The customer does not pay any upfront capital costs, on-going maintenance, or decommissioning costs of the facility. Durham County is partnering with the City of Durham and Durham Public Schools on this project. Pine Gate Renewables is the solar developer selected to construct and maintain the solar farm. Once operational, it is anticipated that the solar farm will provide renewable energy to offset approximately 70% of the electricity used in Durham County facilities.

The Board approved participation in the program in January 2021 and the Service Agreement and Cooperative Agreement were signed in September 2022. Since that time, there have been market changes that necessitate amendments to the agreements. At the same time, staff have negotiated new terms with Duke Energy that are expected to lower the cost of participation to the county over the 20-year project period as compared to the original agreement terms.

Alignment with Strategic Plan: This request aligns with Durham County Strategic Goal: Sustainable Infrastructure and Environment.

Resource Persons: Tobin L. Freid, Sustainability Manager; and Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services; Jay Gibson, P.E., Director of Engineering and Environmental Services.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute Amendments to the Service Agreement and Cooperative Agreement for participation in Duke Energy's Green Source Advantage program in alignment with the County's Renewable Energy Plan.

Attachments:

[2025 GSA Cooperative Agreement amendment legal approval \(County\)](#)

[2025 GSA Service Agreement amendment legal approval \(County\)](#)

[Duke DCo Green Source Advantage Solar Program 2021 Overview](#)

25-0123**Authorization to Enter into a Contract with Siemen's Industry for the Replacement of Fire Alarm Systems at Six Durham County Facilities in the Amount of \$335,149.00**

Agenda Text: The Board is requested to authorize the County Manager to enter into a contract with Siemen's Industry for the purpose of replacing the fire alarm systems in the 6 facilities, owned by Durham County, in the amount of \$335,149.00. The County Manager also recommends the Board to allow the County Manager to sign off on subsequent extensions, change orders or amendments associated with this contract, as necessary, so long as funds are available.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment- SIIa Develop and implement a sustainable and equitable infrastructure plan.

Resource Persons: Motiryo Keambiroiro- Director General Services, Shawn Swiatocha- Assistant Director General Services, Lee Duncan- Project Facilitator.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into a contract with Siemen's Industry for the purpose of replacing the fire alarm systems in the 6 facilities, owned by Durham County, in the amount of \$335,149.00. The County Manager also recommends the Board to allow the County Manager to sign off on subsequent extensions, change orders or amendments associated with this contract, as necessary, so long as funds are available.

Attachments: [AAF Supplemental Document - Contract Approval](#)
[MWBE Compliance Review Form-AAF for 25-018 RFP 022725](#)
[RFP 25-018 Fire Alarm Replacement - Multiple County Facilities- Bid Tabulator](#)
[RFP- 25-018 Fire alarm replacement- multiple County Facilities Final](#)
[Siemen's Proposal](#)

25-0138 **Approval of Contract Amendment for Sanford Electrical Contractors, LLC, for Electrical Services in the Amount of \$19,504.97 Bringing the Total Amount to \$139,504.97**

Agenda Text: The Board is requested to authorize the County Manager to enter into a service contract amendment (FR# 24-484) with Sanford Electrical Contractors, LLC to provide scheduled and emergency electrical services (RFP# 23-031R1) for the Triangle Wastewater Treatment Plant (TWWTP), Collection System, and Rougemont Water System in an amount of \$19,504.97, bringing the total contract amount from \$120,000 to \$139,504.97. The funding will be from the Sewer Utility Enterprise Fund operating budget.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment as this contract ensures electrical controls are maintained in a continual state of readiness.

Resource Persons: Jay Gibson PE, E&ES Director; and Stephanie Brixey, E&ES Deputy Director

County Manager's Recommendation: The County Manager recommends the

Board authorize the County Manager to enter into a service contract amendment (FR# 24-484) with Sanford Electrical Contractors, LLC to provide scheduled and emergency electrical services (RFP# 23-031R1) for the Triangle Wastewater Treatment Plant (TWWTP), Collection System, and Rougemont Water System in an amount of \$19,504.97, bringing the total contract amount from \$120,000 to \$139,504.97.

Attachments: [Sanford Electric AAF Supplemental Document Amendment](#)
[Quote \\$19,504.97](#)
[SANFORD CONTRACTS FOR LEGISTAR APRIL 2025 BOCC](#)

25-0143 **Execution of a Contract with Summit Design & Engineering Services, Inc. for Construction Materials Testing (CMT) and Special Inspections for the New Durham County Sheriff's Training Facility in the amount of \$128,550 plus ten percent (10%) contingency in the amount of \$12,855 for a total contract not to exceed \$141,405.**

Agenda Text: The Board is requested to authorize the County Manager to execute a contract with Summit Design & Engineering Services, Inc. to provide Construction Materials Testing (CMT) and Special Inspections Services for the New Durham County Sheriff's Training Facility, in the amount of \$128,550 (See Attachment 1) plus ten percent (10%) contingency in the amount of \$12,855, for a total contract not to exceed \$141,405.

The Request for Qualifications (RFQ) for Construction Materials Testing/Special Inspections services was advertised on October 20, 2023. Five (5) responses were received on November 21, 2023, and were evaluated by a selection committee represented by County Engineering, Sheriff's Office, and the Supplier Diversity Office. Summit Design & Engineering was rated as the most qualified firm for the project. Summit Design & Engineering will provide observation and testing services of the construction materials during the project, including but not limited to soils and earthwork, utility installation and trench backfill, footings and foundations, cast-in-place concrete, concrete and steel reinforcing, mortar, unit masonry, structural steel framing, cold-formed steel, firestopping and fire-resistive joint sealants, acoustical panel ceilings, acoustical wood ceilings and asphalt paving. In addition to the CMT services, this project will require Special Inspections per the current North Carolina Building Code.

Summit Design and Engineering will be self-performing all activities, therefore there is no MWBE participation for this scope of work. Funding for this contract is budgeted and available in the Durham County Sheriff's Training Facility capital project account.

Alignment with Strategic Plan: This aligns with the Strategic Plan Goal - Sustainable Infrastructure and Environment - through the improvement of an existing

facility while repurposing land that is the site of a closed landfill and by providing consolidated Basic Law Enforcement Training (BLET) services into one facility, providing more efficient training/service delivery.

Resource Persons: Joel T. Jones, Project Manager; Jim Faress, Senior Project Manager; Peri D. Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board approve execution of a contract with Summit Design & Engineering Services, Inc. for Construction Materials Testing and Special Inspections Services for the New Durham County Sheriff's Training Facility, in the amount of \$128,550 plus ten percent (10%) contingency in the amount of \$12,855 for a total contract amount not to exceed \$141,405.

Attachments: [T25-0012 Durham County Sheriff Training Facility](#)
[RFQ 24-016 CMT Services for DCo Sheriff's Training Facility JTJ R1 10.19](#)
[AAF Supplemental Document](#)

25-0144 **Approval of Sole Source Exemption for Utilities Division Purchase of Reclaimed Water System Compressor in the Amount of \$23,409.11**

Agenda Text: The Board is requested to provide approval for sole source exemption for the purchase of an Ingersoll Rand 15 horsepower two-stage T30 reciprocating air compressor and a PolySep PSG-15 oil water separator in the amount of \$23,409.11. Attached is the sole source letter and quote.

This item has been reviewed by the Purchasing Division for compliance with the request for sole source exemption. North Carolina General Statute 143-129(e)(6) ii allows local governments to be exempted from competitive bidding requirements when a sole source is available, performance or price competition for a product is not available, a needed product is available from only one source of supply, or standardization or compatibility is the overriding consideration.

This purchase will be funded by the Sewer Enterprise Fund.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: "Environmental Stewardship and Community Prosperity," as this will result compliance with Reclaimed Permit WQ0032821.

Resource Persons: Jay Gibson PE, Director of E&ES; and Stephanie Brixey, Deputy Director of E&ES

County Manager's Recommendation: The County Manager recommends the Board approve the sole source exemption for the purchase of an Ingersoll Rand 15 horsepower two-stage T30 reciprocating air compressor and a PolySep PSG-15 oil water separator in the amount of \$23,409.11.

Attachments: [AAF Supplemental Document for Compressor](#)
 [Sole Source Ingersoll Rand](#)
 [Quote Ingersoll Rand \\$23,409.11](#)

25-0146 **Authorization of an Amendment to Design Contract with RND Architects, PA for Design Development and Construction Administration Services Related to the Durham County Sheriff's Training Facility (Project No. 4310DC091) in the Amount of \$186,000, plus approval of a 5% design contingency in the amount of \$47,425 for a Total Revised Contract Amount not to exceed \$995,925.**

Agenda Text: The Board is requested to authorize the County Manager to execute a contract amendment in the amount of \$186,000, plus 5% design contingency (\$47,425) for a total revised contract amount not to exceed \$995,925 for additional design and construction admin services related to the Sheriff's Training Facility project.

The additional cost stems from unforeseen conditions related to a Dominion Energy gas line easement that conveys through a portion of the property and site re-design to relocate the vehicle impound. The fee also covers extended construction admin services (8 months) that have been incurred as a result of the unforeseen conditions. Funding for this amendment is available within the Durham County Sheriff's Training Facility project account.

Alignment with Strategic Plan: This aligns with the Strategic Plan Goal - Sustainable Infrastructure and Environment - through the improvement of an existing facility while repurposing land that is the site of a closed landfill and by providing consolidated Basic Law Enforcement Training (BLET) services into one facility, providing more efficient training/service delivery.

Resource Persons: Joel T. Jones, Project Manager; James Faress, P.E., Senior Project Manager; Peri Manns, ASLA LEED GA, Deputy Director of Engineering and Environmental Services; Charles Nickelson, AIA, Principal, RND Architects

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract amendment in the amount of \$186,000, plus 5% design contingency (\$47,425) with RND Architects, PA, for a total revised contract amount not to exceed \$995,925 for additional design and construction admin services related to the Sheriff's Training Facility project.

Attachments: [Fee 07.05.2023 Durham Firing Range Fee Amend03 Rev1 09.06.2023](#)
 [Fee 10.29.2024 Durham Firing Range Fee Amend04 Rev0](#)
 [DCSO TF Supplemental Document](#)

25-0153 **Authorize the County Manager to execute a Standard Non-Reimbursable Utility Agreement and any other required documents for the Relocation and Upsizing of a Durham County Lift Station and Related Appurtenances for Lumley Road Multifamily**

Agenda Text: The Board is requested to authorize the County Manager to execute the Utility Agreement for the relocation and upsizing of a Durham County Lift Station and related appurtenances for Lumley Road Multifamily. The scope of work includes a new Page Pointe lift station; abandonment of existing Page Pointe lift station; gravity sewer extension from existing lift station to new lift station; construction of new force main from new lift station to discharge manhole T-12-092 in Rathie Drive; and abandonment of existing force main per the County Utilities' approved construction plans.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment, as this lift station serves multiple home sites and businesses.

Resource Persons: Larissa Williamson, County Attorney; Curtis Massey, Deputy County Attorney; Jay Gibson PE, Director of E&ES; Stephanie Brixey, Deputy Director; Vince Chirichella PE, Senior Project Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute the Utility Agreement and any other required documents for the relocation and upsizing of a Durham County Lift Station and related appurtenances for Lumley Road Multifamily.

Attachments: [250318 AAF Lumley Multifamily Supplemental Document - Non-contract](#)
[250318 Lumley Multifamily UEA - Clean](#)

25-0154

Approve and Authorize the Manager to Sign the Interlocal Cooperation Agreement between the County of Durham and City of Durham for the Purchase and Storage of Sodium Chloride (salt)

Agenda Text: The Board is requested to approve the Interlocal Cooperation Agreement (ILA) between the County of Durham and City of Durham ("City") for the purchase and storage of Sodium Chloride (salt) for the fiscal years of 2024-2025 through 2027-2028, and to authorize the County Manager to sign the ILA. For the fiscal year 2024-2025, the County will purchase the salt from City at a cost of \$160.00 per ton of consumption for use by the County during winter weather operations, up to 200 tons to the extent such quantities are available. For the subsequent three (3) fiscal years (2025-2026, 2026-2027, 2027-2028) the per-ton unit price for the salt will be computed by the City as the actual per ton cost to City to purchase the salt from its suppliers plus a storage and handling fee of thirty dollars (\$30) per ton.

The City has the appropriate facilities to acquire, store, and dispense road salt. A joint agreement negotiated by staff allows the County General Services Department to address snow and ice conditions at County facilities, parking lots, and walkways. The General Services Department has budgeted funds in its Miscellaneous Contracted Services line to cover costs associated with this agreement Department.

The City Council approved the ILA at its February 17, 2025, session.

Attachments: Proposed ILA.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Safe and Resilient Community.

Resource Persons: Larissa Williamson, County Attorney; Motiryo Keambiroiro, Director General Service; Shawn Davis, Assistant Director of General Services.

County Manager's Recommendation: The County Manager recommends that the Board approve the Interlocal Cooperation Agreement and authorizes the County Manager to sign the Agreement.

Attachments: [ILA with City of Durham, Salt Sale and Storage Agreement](#)
[AAF Supplemental Document - ILA Salt wirh City of Durham](#)

25-0156 **Upgrade BAS Building Automation System with Schneider Electric for the HHS and Courthouse Buildings for the amount of \$774,045.00**

Agenda Text: The Board is requested to approve a contract with Schneider Electric in the amount of \$774,045.00 to upgrade the building automation system. Schneider Electric was selected because the system is sole proprietary. Schneider Electric will provide all the removal of old equipment and the installation of the new controls. The new controls will make the system more environmentally friendly. We will be able to access the system via IP address, giving us easier access to make the necessary changes to equipment in these buildings for customer comfort.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure and Environment Maintaining, protecting and improving natural and built systems to support a sustainable community.

Resource Persons: Motiryo Keambiroiro, Director General Services, Shawn Swiatocha, Assistant Director General Services, Claude Eubanks HVAC Supervisor.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into contract with Schneider Electric in the amount of \$774,045.00 to upgrade the Building Automation System in the HHS building and the Courthouse. The County Manager also recommends the Board to allow the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract as necessary to continue service as required as long as funds are available in the CIP Programs.

Attachments: [AAF for BAS system upgrade for HHS and Courthouse](#)
[Schneider contract .docx](#)

25-0163 **Approval of Easement Deed to City of Durham for a Sidewalk Easement at 750 Stadium Drive**

Agenda Text: The Board is requested to approve an Easement Deed and its Exhibits for a Sidewalk Easement on County property at North Duke Street near Stadium Drive. (See

attachments).

The City is requesting a Temporary Construction Easement (TCE) of 2,554 square feet (0.0586 acres) and a Right-of-Way (ROW) of 593 square feet (0.0136 acres) from the County of Durham. This is for the construction of a new 5-foot sidewalk along N. Duke St., between Wisteria Ave. and Crutchfield St. The Deed and its easement provision would grant permission and access for the construction of the sidewalk. Plat/drawings are shown on Page 5 of Attachment 4.

Attachments: 1. Deed; 2. Exhibit A (Fee Simple Area); 3. Exhibit B (Temporary Construction Easement); 4. Plat; 5) All project plats - see Page 5.

Alignment with Strategic Plan: The project is in accordance with Strategic Plan Goal 4 - Environmental Stewardship and Community Prosperity particularly Strategy 4.2.C - Regional Planning: Participate in smart growth practices and support regional planning partnerships to promote a high quality of life for all.

Resource Persons: Peri Manns, Engineering and Environmental Services; Larissa Williamson, County Attorney.

County Manager's Recommendation: The County Manager recommends that the Board Approve the Deed of Easement for the conveyance to City of Durham for a Sidewalk Easement and Right of Way.

Attachments:

[County to City 750 Stadium Drive](#)

[FINAL Exhibit A - Fee Simple Area](#)

[Exhibit B - Temporary Construction Easement](#)

[2025-03-20 updated SW-50 exhibit 8](#)

[Duke St Rev Prelim Plat 250228](#)

25-0167

Budget Ordinance Amendment No. 25BCC086 - Appropriate General Fund Fund Balance Totaling \$452,437.63 to Increase Expenditure Authority for the Sheriff's Office Medication-Assisted Treatment (MAT) grant and to Classify These Funds as Restricted

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 25BCC086 recognizing \$452,437.63 of General Fund fund balance to increase expenditure authority for the Sheriff's Office MAT in Jails grant. MAT in Jails is a North Carolina Department of Public Safety Grant received by the Durham County Sheriff's Office to be used at the County Detention Center. In addition to the requested spending authority, the DCSO is requesting that the funds be classified as restricted and any remaining funds at the end of FY2025 be placed in a restricted fund reserve for future use. This is due to the grant specifications that the grant funds be spent on MAT related purposes in the Detention facility. This grant received initial funding approval during the July 10, 2023, BOCC meeting through Budget ordinance 23BCC00004, approving \$226,600 of the total \$458,700 for Year 1 of this grant. Year 1 expenditures totaled \$6,262.37. Due to the initial appropriation not being expended

by the end of the fiscal year 6/30/2024, these funds were returned to the general fund. The Sheriff Office has developed a plan to expend the remaining funds and are now requesting the spending authority to be able to do so.

This funding will increase opioid use disorder treatment and add support for individuals suffering from alcoholism by introducing Vivitrol into the treatment program. North Carolina continues to experience the harmful effects of the opioid epidemic. Researchers examined rates of fatal drug overdose among justice-involved individuals in North Carolina and found opioid overdose mortality rates more than 40 times higher than the general population. Those rates were highest during the first two weeks following release from custody. In accordance with Session Law 2021-180, the North Carolina Department of Public Safety (DPS) is soliciting applications from Sheriffs' Offices to establish, expand or maintain medication-assisted treatment (MAT) programs of non-opioid, long-acting, injectable medication for the treatment of alcohol and/or opioid use disorder as part of reentry programming in county jails.

Alignment with Strategic Plan: This request aligns with Durham County Strategic Goal: Financial Stewardship

Resource Persons: Keisha Gaither, Finance Manager, Durham County Sheriff's Office; Crystally Wright, Chief Finance Officer, Durham County; Clarence Birkhead, Durham County Sheriff.

County Manager's Recommendation: The County Manager recommends approval of Budget Ordinance Amendment No. 25BCC086 appropriating \$452,437.63 of General Fund fund balance to Increase Expenditure Authority for the Sheriff's Office Medication-Assisted Treatment (MAT) grant and to classify these funds as restricted.

Attachments: [AAF-86 LEGAL FORM Appropriate \\$452,437.63 of General Fund Fund Balance](#)

25-0173

The Board is Requested to Approve the Department of Public Health (DPH) to Administratively Write-Off \$996,162.75 in Uncollectible Debt from Two Electronic Health Records (EHR) Systems No Longer in Use

Agenda Text:

The Board is requested to approve the Department of Public Health (DPH) to administratively write-off \$996,162.75 in uncollectible debt from two electronic health records (EHR) systems no longer in use.

DPH used Patagonia as the department's medical EHR from 2013-2021 and Dentrix as the department's dental EHR from 2009-2021. Since they are no longer in use DPH would like to sunset these systems as a cost savings measure. Just in FY 25, DPH spent \$55,810 to maintain these systems and these costs rise each year. DPH has been able to recover only \$1,448.51 (or 0.02%) of the debt from Patagonia in 2024 as most patients are no longer reachable at the addresses listed in these legacy

systems. Due to the age of these debts, the funds DPH is requesting be written-off are not included in DPH's budget as anticipated revenue. DPH now uses EPIC for both medical and dental clinics and will continue to focus debt recovery efforts there, including utilization of MyChart, payment plans, and the NC Debt Setoff program.

The Board of Health has approved this request.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Healthy and Inclusive Community.

Resource Persons: Rodney Jenkins, DrPH, MHA, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board approve the Department of Public Health (DPH) to administratively write-off \$996,162.75 in uncollectible debt from two electronic health records (EHR) systems no longer in use.

Attachments:

[AAF Form - Debt Write Off FY 24-25](#)

[AAF Supplemental Document - Debt Write Off FY 24-25](#)

[DCoDPH HD 32 Debt Collection-Debt Set-Off Policy 2024 FINAL](#)

[Debt Write Off Analysis FY 24-25](#)

[FW External PH debt write-off question](#)

25-0180

Approval of Contract Amendment with Brame Specialty Company in the amount of \$100,000 for the Durham County Detention Center

Agenda Text:

The Board is requested to approve a contract amendment with Brame Specialty Company in the amount of \$25,000 to purchase janitorial and cleaning supplies for the Durham County Detention Center. This brings the total contract amount to \$100,000.

Brame Specialty Company has provided janitorial and cleaning supplies to the Sheriff's Office for many years. During the last several years costs have increased requiring amendments to the contract amount. Funding for this request has been identified within the operating budget of the Sheriff's Office.

Alignment with Strategic Plan: This item aligns with Goal 3: Safe Community

Resource Persons: Bryce Meyers, Major of Detention Services, Durham County Sheriff's Office; David LaBarre, Director of Planning and Development, Durham County Sheriff's Office.

County Manager's Recommendation: The County Manager recommends that the Board approve a contract amendment with Brame Specialty Company in the amount of \$100,000 to purchase janitorial and cleaning supplies for the Durham County Detention Center.

Attachments:

[Brame Contract Amendment FY2025](#)

25-0181

Authorize the County Manager to Execute an Amendment to the

Interlocal Cooperation Agreement with the City of Durham Governing the Development of a New Durham Cultural Roadmap by the Durham Cultural Advisory Board

Agenda Text:

The Board is requested to approve the Amendment to authorize the County Manager to execute the first amendment to the interlocal agreement with the City of Durham governing development of the Durham Cultural Roadmap. The amendment to the Interlocal Cooperation Agreement would extend the date of the agreement until December 30, 2027, to complete all activities related to this project including presenting to Boards and Commissions and initial implementation of the plan. **The Durham City Council approved the amendment on December 16th, 2024.**

Background

On October 2, 2022, the Board suspended the rules and voted to authorize the County Manager to execute the Interlocal Cooperation Agreement (ILA) with the City of Durham governing the development of a new Durham Cultural Roadmap by the Durham Cultural Advisory Board.

In June 2022, the City and County each allocated \$150,000 (\$300,000 total) in FY23 funding to support the creation of a cultural plan for Durham. On October 3, 2022, the City and County approved the Cultural Roadmap ILA authorizing the City to develop the Durham Cultural Roadmap in partnership with the DCAB. By April 2024, the City and County, with AMS Planning and Research, heard from over 1,300 residents through interviews, surveys, focus groups and events. This engagement resulted in the Durham Cultural Roadmap Phase I Report, completed in late April 2024. Following Phase I completion, the City and AMS Planning and Research ended the consultant contract through the Termination for Convenience. In September 2024, the City published a Request for Proposals (RFP) for cultural planning services for Phase II and Phase III and is proposing to enter a contract with MJR Partners, LLC (Consultant) to engage with the community and develop a cultural plan.

The City anticipates that Phase II and Phase III of the cultural plan will include review and collection of data, Phase I Report assessment, equitable engagement, funding analysis, plan recommendations, and strategies for implementation, ending in a plan presented for adoption for City Council and County Commissioners in May 2026. Extending the agreement end date until December 30, 2027 will support City and County's efforts to align with the plan creation and implementation timeline. The Consultant's proposed revised timeline is as shown in Exhibit 4, attached.

Alignment with Strategic Plan: This ILA aligns with Strategic Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Brenda Hayes-Bright, Assoc. AIA, CDT, MPM, Project manager/Public Art Manager and County Liaison to the Cultural Roadmap Planning

group, Peri Manns, ASLA, LEED GA, Deputy Director of E&ES, Jay Gibson, PE, Director of E&ES, Rebecca Holmes, Cultural and Public Art Manager, City of Durham, E'Vonne Coleman, DCAB, Joseph Jordan, DCAB Chair, Jaci Field, City of Durham Division Manager, Arts Culture, Sustainable Communities

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute the first amendment to the interlocal agreement with the City of Durham governing development of the Durham Cultural Roadmap. The amendment to the Interlocal Cooperation Agreement would extend the date of the agreement until December 30, 2027, to complete all activities related to this project including presenting to Boards and Commissions and initial implementation of the plan.

Attachments: [AAf Supplemental Doc Cultural Roadmap Amendment](#)
[Attachment - 17424 - CONTRACT AMENDMENT - 2 - PROPOSED AMENDME](#)
[Attachment - 17424 - EXHIBIT - 3 - 2022 DURHAM CULTURAL ROADMAP DE](#)
[25-0181 Cultural Roadmap Exhibit 4 Amended Timeline](#)

25-0183 **Approve Acceptance of Impervious Surface Conservation Easement (19.302 acres, a portion of REID 237256 at 2421 Stagville Road) for Permanent Open Space**

Agenda Text: The Board is requested to approve the County's acceptance of a conservation easement to permanently protect 19.302 acres, a portion of REID 237256 located at 2421 Stagville Road, to offset excess impervious area at 105 Snow Hill Road (REID 187910) for the construction of the new Bahama Veterinary Medical Center.

As permitted by Durham County Unified Development Ordinance (UDO) Section 8.7.2, impervious limitations can be exceeded through an impervious surface credit transfer. In this case the permanent conservation easement will prohibit any impervious area on the 19.302-acre "donor parcel" transferring 50,488 square feet of impervious to 105 Snow Hill Road. The easement will also require that areas remain vegetated or natural, or as well-managed agricultural land. Durham County's Open Space Program staff assessed the proposed easement area and determined that the site meets the criteria for acceptance (Attachment 2). The easement area is entirely wooded, includes a perennial stream, is adjacent to the future Durham-to-Roxboro Rail Trail, is located along the North Durham Scenic Byway, and near other protected open space. The Durham Planning Department is currently reviewing this impervious surface credit transfer through their site plan and subdivision review processes.

There is no fiscal impact to the County's acceptance of this impervious surface conservation easement. The developer and/or landowner will incur any costs/fees related to conveying the conservation easement to Durham County.

Alignment with Strategic Plan: The acquisition of conservation easements for

permanent open space aligns with Strategic Plan Focus Area: Sustainable Infrastructure and Environment, Objective SI 3: Preserve and restore the natural and built environment, and SI 3d: Protect and restore natural resources, land, recreational, historical, and rural spaces.

Resource Persons: Celeste Burns, Open Space & Real Estate Manager; Peri Manns, Deputy Director of Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board approve the County's acceptance of a conservation easement to permanently protect 19.302 acres, a portion of REID 237256 located at 2421 Stagville Road, to offset excess impervious area at 105 Snow Hill Road (REID 187910) for the construction of a new Bahama Road Veterinary Hospital.

Attachments:

[AAForm - Supplemental - Impervious Surface Easement - 2421 Stagville Rd](#)

[Attachment 1 - Impervious Surface Conservation Easement - April 2025](#)

[Attachment 2 - DURHAM COUNTY IMPERVIOUS SURFACE ACCEPTANCE C](#)

25-0186

Approval of Subaward Agreement to Central Pines Regional Council in the Amount of \$142,799 to Implement the Client Intake Process and Manage Contractors Conducting Low-Income Residential Energy Efficiency Improvements and Minor Home Repair Associated with the Energy Burden and Emissions Reduction Program

Agenda Text:

The Board is requested to authorize the County Manager to enter into a Subaward Agreement with Central Pines Regional Council in the amount of \$142,799 to implement the client intake process and manage contractors conducting low-income residential energy efficiency improvements and minor home repair associated with the Energy Burden and Emissions Reduction Program (EBERP). The funding is provided through a \$1.5 million Department of Energy Grant for this purpose.

EBERP is a new program to provide energy efficiency retrofits and limited home repair to low-to-moderate income households in Durham, Orange, and Granville Counties over a 3-year period. The goal is to retrofit at least 200 homes in the three-county area to reduce energy use, greenhouse gas emissions, and energy burden.

Alignment with Strategic Plan: This request aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment.

Resource Persons: Tobin L. Freid, Sustainability Manager; Megan Pendell, Sustainability Specialist; Peri Manns, Deputy Director Engineering and Environmental Services.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into a Subaward Agreement with Central Pines Regional Council in the amount of \$142,799 to implement the client intake process and manage contractors conducting low-income residential energy

efficiency improvements and minor home repair associated with the Energy Burden and Emissions Reduction Program (EBERP).

Attachments: [DCo Legal - Full Contract Approval 8.14.24 - CPRC](#)
[EECBG Subaward Agreement - CPRC revised final 3 25](#)

25-0187 **Authorize the County Manager to execute a Subaward Agreement with the North Carolina Sustainable Energy Association for \$49,820 to Provide Program Design and Support for the Energy Burden and Emissions Reduction Program**

Agenda Text: The Board is requested to authorize the County Manager to execute a Subaward Agreement with the North Carolina Sustainable Energy Association (NCSEA) in the amount of \$49,820 to provide program design and support for the Energy Burden and Emissions Reduction Program (EBERP). The funding is provided through a \$1.5 million Department of Energy Grant for this purpose.

EBERP is a new program to provide energy efficiency retrofits and limited home repair to low-to-moderate income households in Durham, Orange, and Granville Counties over a 3-year period. The goal is to retrofit at least 200 homes in the three-county area to reduce energy use, greenhouse gas emissions, and energy burden. NCSEA will use their applicable experience assist County staff in designing and implementing EBERP, specifically providing help with marketing, community engagement strategies, data collection and analytics, and overall program design.

Alignment with Strategic Plan: This request aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment.

Resource Persons: Tobin L. Freid, Sustainability Manager; Megan Pendell, Sustainability Specialist; Peri Manns, Deputy Director Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a Subaward Agreement with the North Carolina Sustainable Energy Association (NCSEA) in the amount of \$49,820 to provide program design and support for the Energy Burden and Emissions Reduction Program (EBERP).

Attachments: [EECBG Subaward Agreement - Revised NCSEA Final](#)
[NCSEA legal approval EECBG subaward](#)

4. Discussion Items (170 min)

25-0184 **Request to Suspend the Rules and Authorize the County Manager to Enter into a Contract with Premier Sports Lighting, LLC, in the Amount of \$535,000 for the Replacement and Upgrade of the Field**

Lighting System at Durham County's Memorial Stadium.**Agenda Text:**

The Board is requested to authorize the County Manager to enter into a contract with Premier Sports Lighting, LLC, in the amount of \$535,000 for the replacement and upgrade of the field lighting system at Durham County's Memorial Stadium. The County Manager also recommends the Board allow the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract as necessary to continue services as required as long as funds are available in the CIP fund source. We are asking that the Board suspend the rules, with this submission's timeliness, to allow us to fast track the process and mitigate any additional tariff costs that may be levied for materials purchased.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure and Environment Maintaining, protecting and improving natural and built systems to support a sustainable community.

Resource Persons: Evan Kramer- Stadium Manager, Shawn Swiatocha- Assistant Director General Services, Chrystal Thomas- Deputy Director General Services, Motiryo Keambiroiro- Director General Services

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into a contract with Premier Sports Lighting, LLC, in the amount of \$535,000 for the replacement and upgrade of the field lighting system at Durham County's Memorial Stadium. The County Manager also recommends the Board allow the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract as necessary to continue services as required as long as funds are available in the CIP fund source. We are asking that the Board suspend the rules, with this submission's timeliness, to allow us to fast track the process and mitigate any additional tariff costs that may be levied for materials purchased.

Attachments:

[AAF Supplemental Document-Field Lighting Replacement @ Memorial Stadium](#)

[RFP25-022 Evaluation Package](#)

[MWBE Compliance Review Form-AAF for 25-022 RFP 030425](#)

[Premier Sports Lighting Proposal](#)

[RFP 25-022 Field Lighting Replacement Upgrade at DCo Memorial Stadium-1](#)

[RFP 25-022 Addendum 1 - Field Lighting Replacement & Upgrade at DCo Mem](#)

25-0140**Presentation from the Museum of Life + Science (30min)****Agenda Text:**

The Board is requested to receive a presentation from the Museum of Life and Science. This report will update the commission on the 80-year-old institution's efforts to inspire curiosity for nature and science as a venue of lifelong learning for Durham County citizens. It includes the latest findings of how the Museum serves Durham and its unique demographics, highlighting evolving programming and exhibits addressing issues most relevant to our community and focusing on the Museum's commitment to co-creation of programs in partnership with a broad range of

community organizations.

The presentation also explores the Museum's efforts to celebrate and support biosciences, both by incorporating emerging scientific and technological advancements into public programs and creating a broad "top of the funnel" for workforce development by inspiring all youth, from pre-K to high school, to see themselves in science. The Museum's accessibility programs support this aspiration, and the presentation will include expansion in this area as well.

Finally, the presentation provides an update to projects funded by the 2022 bond referendum, with status of the capital projects underway, as the Museum endeavors to provide amenities for its growing visitor base (640K in FY24).

Alignment with Strategic Plan: The Museum of Life and Science's work aligns with Durham County strategic plan focus area: Empowered Community, to provide and promote high-quality, equitable, and universal year-round educational enrichment and development opportunities to children and youth (EC 2c).

Resource Persons: Carrie Heinonen, Executive Director

County Manager's Recommendation: The County Manager recommends that the Board receive this presentation from the Museum of Life and Science.

Attachments: [MLS County Commissioners Presentation 2025](#)

25-0168

Presentation from Made in Durham on the BULLS Academies (30min)

Agenda Text:

The Board is requested to receive an update presentation on the BULLS Academies from Made in Durham.

The goals of the BULLS Academy - Life Sciences are to align, strengthen and scale the current system that supports Durham residents in obtaining a life science credential and career that provides the higher incomes essential to their ability to create wealth, while scaling a dedicated track that provides Durham young adults with this transformational opportunity.

In January, the Board of County Commissioners approved \$3 million in ARPA funding to support the continuation and scaling of BULLS Biotech stipends and comprehensive support services that are administered in partnership with Durham Technical Community College (DTCC). Funding will also support the creation of a second industry certificate program that will follow the same BULLS model of providing financial and academic support as well as connection to resources.

In early 2020, a collaborative of Durham organizations banded together to form what is now known as the BULLS Academy. The initiative's purpose was to explore ways to scale and connect Durham's Education-to-Career system to the Triangle's high growth-high wage industry sectors. The effort grew in response to concern that area

talent demand was outpacing workforce development supply systems in the region, especially in specific growth industry sectors.

The BULLS collaborative engaged key institutions in the community that played a role in the current Education-to-Career system in a series of discussions to identify the most effective solutions. The goal was to learn how to scale best practices while also addressing the system's existing inequities, specifically for Durham's opportunity youth and young adults of color. The result was a BULLS System Scale Plan that identified the process for creating Academies within existing Durham Tech's industry certification programs designed specifically for these population groups by addressing those inequities in the design. Employing this process, the BULLS collaborative identified Biopharma Manufacturing as the most appropriate first industry sector to scale and create the BULLS Biotech Academy to support.

Today's presentation will provide an update on program accomplishments to date as well as future milestones.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal - Regional Leadership

Resource Persons: Maurice Jones, Deputy County Manager, Durham County; Andrew Miracle, Economic Development Director, Durham County; Casey Steinbacher, Executive Director, Made in Durham

County Manager's Recommendation: The County Manager recommends that the Board receive an update presentation on the BULLS Academies from Made in Durham.

Attachments: [1. FR 24-257 Made In Durham \(Bulls Initiative\)](#)
[Made In Durham BULLS Presentation 4-7](#)

25-0172 **Presentations from Forward Cities and Knox Street Studios on Small Business Support Programming (45min)**

Agenda Text: The Board is requested to receive presentations from Forward Cities and Knox Street Studios to update on their ARPA-funded programs to support Durham entrepreneurs.

As part of the Board's strategic plan for administering the County's American Rescue Plan (ARPA) funding, the Board initially authorized the use of \$1,500,000 to implement a comprehensive entrepreneurial ecosystem that included targeted support for small businesses negatively impacted by the pandemic. After the applications were reviewed, staff recommended, and the Board approved the initial award to Forward Cities (FC), as well as a second grant award of \$750,000 to Knox St. Studios (KSS).

In September, 2023, Durham County issued a Request for Proposal for a Small Business Support Program (RFP) to create and maintain a comprehensive

entrepreneurial support system that provides targeted support for qualifying small business operating in Durham County. The two main priorities of the RFP are stated below with the full RFP is attached to the agenda item.

- **Establish and Maintain an Entrepreneurial Support System for Small Business Owners Impacted by the COVID-19 Pandemic**
 - The first priority for the grant program to be operated under this RFP is for an organization to create and maintain a comprehensive entrepreneurial support system for qualifying small business operating in Durham County that have been negatively impacted by the pandemic. The organization that receives funding will be responsible for the following activities:
- **Provide Targeted Small Business Support for Qualifying Small Business**
 - In addition to creating the entrepreneurial support system, the second priority will be for the project to include specific strategies for targeted support for qualifying small businesses within Durham County. Targeted support activities should include the following:

Funding for both awards was approved by the BOCC on December 11, 2023. The FC contract was approved on March 25, 2024, and the KSS contract was approved on April 29, 2024. Both contracts have an end date of June 30, 2026.

Forward Cities intends to leverage their E3 Durham experience and this funding opportunity to scale the program by transitioning to a community-informed model that will maintain the navigation function at no-cost to entrepreneurs and add:

- Design a ‘learn to earn’ program that incentivizes clients to accumulate entrepreneurial education and network connection ‘credits’ to procure subsidized professional services from local Business-to-Business (B2B) service providers;
- Stand-up cohort accelerators that address gaps identified by entrepreneur intake forms, which function as a needs assessment;
- Provide entrepreneurs with front-end counseling and navigation of Durham’s small business landscape;
- Develop a data-informed and community-designed Ecosystem Strategic Plan;
- Leverage an intentional focus on expanding supports for capital access, certifications and procurement, and;
- Create a vibrant physical hub of activity based in a culturally rooted downtown coworking community.

KSS programming and services will prioritize technology companies and

growth-stage companies (4-8 years in operation) while also supporting the broader needs of the ecosystem. A high-level summary of contracted services include:

- Hosting Start-Up Weekends as part of the Early Stage Accelerator cohorts that focus on topics ranging from Sustainability to Health and Wellness;
- Hosting the Support to Scale Incubator cohorts that includes a Commercial Real Estate Track and a venture Capital Track;
- Digital Certification programming and support to include an 8-week cohort focused on AI skill development;
- Tech Skills Workshops and Industry Awareness Campaign to include Prototyping with AI and Building Where the Billions Are;
- Provision of 1:1 Counseling through Trusted Advisors;
- Access to Capital through third-party support.

The preceding text was shared as part of the respective agenda items where the awards were approved. For a more current update on the status of the programs, please refer to the attached presentations.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal - Regional Leadership 1c.

Resource Persons: Andy Miracle, Economic Development Director, Durham County; Maurice Jones, Deputy County Manager, Durham County; Magalie Yacinthe, Senior Director of Programs, Forward Cities; Jacinta Walker, E3 Durham Program Director, Forward Cities; Lee Gray, Associate Director; Knox Street Studios.

County Manager's Recommendation: The County Manager recommends that the Board receive presentations from Forward Cities and Knox Street Studios to update on their ARPA-funded programs to support Durham entrepreneurs.

Attachments:

[Durham County ARPA Small Business RFP](#)

[FR 24-1279 Forward Cities Inc.](#)

[FR 24-1416 AB Community dba Knox Street Studios](#)

[Forward Cities E3 Durham Presentation 4-7 \(PPT 1\)](#)

[Knox Street Studios Presentation 4-7 \(PPT 2\)](#)

[Forward Cities E3 Durham Extended PPT - Supplemental Resource](#)

[Knox Street Studios Start-Up Weekend Testimonial](#)

LUNCH BREAK

25-0182

Durham-to-Roxboro Rail Trail Plan Preliminary Findings Update (45min)

Agenda Text:

The Board is requested to receive a presentation on the Durham-to-Roxboro Rail

Trail Plan.

The Durham-to-Roxboro Rail Trail Plan, which explores the 18-mile inactive rail corridor from Downtown Durham north to the Person County line, formally kicked-off in October 2024. The first round of public engagement and research and analysis is now complete. Destination by Design, the project consultant lead, will present results of the community engagement planning phase and highlight preliminary findings such as key connections and potential complementary project opportunities.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Regional Leadership

Resource Persons: Ellen Beckmann, AICP, Transportation Director; Brooke Roper, AICP, Transportation Planner, Eric Woolridge, Director of Planning and Business Development, Destination by Design

County Manager's Recommendation: The County Manager recommends that the Board receive a presentation on the Durham-to-Roxboro Rail Trail Plan.

Attachments:

[Durham-to-Roxboro Rail Trail Plan Action Agenda 4_07_2025](#)

[\[FINAL\] 04_07_25 Durham County Commissioner Durham to Roxboro Framev](#)

25-0189

Presentation on the Durham County Naming/Renaming Policy (15 minutes)

Agenda Text:

The Board is requested to receive a presentation on the Durham County Naming/Renaming Policy that was adopted in 2016.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal - Regional Leadership, to help County departments, celebrate achievements and success stories (RL3).

Resource Persons: Shannon Trapp, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board receive this presentation on the Durham County Naming/Renaming Policy.

Attachments:

[DCo Naming Renaming Policy](#)

[Durham County Naming and Renaming Application](#)

[DCo Naming Renaming Policy Presentation to the BOCC April 7, 2025](#)

5. Adjournment