



Agenda Action Form Overview

Approval of Capital Project Amendment No.24CPA00017 and Budget Ordinance Amendment No.24BCC00085 Appropriating \$300,000 of Debt Service Fund Fund Balance, Transferring \$300,000 from the Debt Service Fund to the PAYGO Fund to Create the New 826 E Pettigrew Street Renovation Capital Project (47302635DC160), and Authorize the County Manager to Execute a Contract for Architectural Design Services with Andre Johnson Architects for Building Renovation

Background/Justification

The project includes the development of the programming and conceptual planning of the 826 East Pettigrew Street property. The facility is approximately 13,767 square feet and is a multi-story building with an apparent ground-level plan that is partially exposed to daylight on multiple sides. The facility has offices, meeting rooms, support spaces, and an open gymnasium. It is noted that the design team completed a detailed facility assessment of the existing facility in 2023. During that effort, the design team developed a preliminary program that will be reevaluated during this proposed scope of work. Based on the preliminary program developed, the proposed program is approximately 15,000 gross square feet. The design team will develop programming and planning efforts and provide community engagement and public awareness. Additional scope that will be provided but not included in this scope of services will be branding, marketing, and communication services for programming delivered in the facility. The renovation will consolidate services, improve efficiency, and increase the ability to serve the Community.

Policy Impact

Completion of this project will relocate Staff from leased space and accommodate growing staff and participants. The renovation will improve space usage, increase efficiency and increase the ability to serve the community.

Procurement Background

Architects and engineers are selected using qualification-based RFQ processes as outlined in NC G.S. 143-64.31. This statute requires that State and all public subdivisions and Local Governments units thereof, except in cases of special emergency involving the health and safety of the people or their property, to announce all requirements for architectural, engineering, surveying, construction management at risk services, design-build services, and public-private partnership construction services to select firms qualified to provide such services on the basis of demonstrated competence and qualification for the type of professional services required without regard to fee other than unit price information at this stage, and thereafter to negotiate a contract for those services at a fair and reasonable fee with the best qualified firm.

Type of purchase

- Goods
- Services
- Architect, Engineer or Surveyor Services, CM@R



Durham County Government

AAF Form Supplemental Doc. – New 826 E Pettigrew Street Renovation Project
Capital Project Amendment & Budget Ordinance

Construction and Repair

Did this request for purchase go through a bid process? Yes No

Goods: Bids required if ≥ \$30,000, BOCC approval if ≥ \$90,000

Services: Bids required if ≥ \$30,000, BOCC approval if > \$40,000

Construction/Repair work: Bids required if ≥ \$30,000, BOCC approval if ≥ \$500,000

If yes, attach a copy of bid tab and the minority and women business enterprise (MWBE) compliance review form provided by the Purchasing Division.

If no, why?

- Sole source exemption
- Cooperative purchasing program exemption
- State and federal contract exemption
- Contract is an amendment to an existing contract
- Other (please explain)

If exempted from bidding, has this request been reviewed and approved by the Purchasing Division in the agenda Legistar system? Yes No

If no, why? Qualification based RFQ process as required by G.S. 143-64.31

Fiscal Impact

The total project budget will be divided between \$150K for architectural design services, reimbursables and contingency fees, and \$150K for preliminary activities including, but not limited to, surveys, geotechnical evaluations, environmental assessments, and potential pre-construction services.

Recommendation

The County Manager recommends that the Board approve Capital Project Amendment No.24CPA00017 and Budget Amendment No.24BCC00085 appropriating \$300,000 of Debt Service Fund Fund Balance, transferring \$300,000 from the Debt Service Fund to the PAYGO Fund to create the new 826 Pettigrew Street Renovation Capital Project (47302635DC160), as well as authorize the County Manager to execute a contract with Andre Johnson Architects (AJA) to provide programming and planning services for the project, which is located at 826 E Pettigrew St., Durham and consists of two parcels: 802 and 808 East Pettigrew Street. The total project budget will be divided between \$150K for architectural design services, reimbursables and contingency fees, and \$150K for preliminary activities including, but not limited to, surveys, geotechnical evaluations, environmental assessments, and potential pre-construction services.