

McBurrows, Reginald

From: Rachel Wadsworth <rwadsworth@durhamabc.com>
Sent: Thursday, November 17, 2022 11:24 AM
To: McBurrows, Reginald
Cc: Darby Dietrich; Lou Sordel; Kutch, Tom; Keambiroiro, Motiryo; Swiatocha, Shawn P.; Thomas, Chrystal L.; Bullock, Vinita L.
Subject: RE: ABC ILA Durham County
Attachments: 2022-2023 GS CONTRACT JAN -AUGUST.pdf

Reginald and Team,

Thanks again for getting the updated information to us and we were able to present it to our board on 11-15-2022. They did approve the new amount till August 2023 then we will revisit the contract to see if it still works for both parties involved. I have attached our signed copy.

Thanks



Rachel Wadsworth
Interim Fiscal Services Director
Durham County ABC Board
3620 Shannon Rd., Ste. 200
Durham, NC 27707-2800
Phone: (919) 419-6217, Ext. 9068
Direct Line: (919) 694-0895
Cell: (919)259-5095
Email: Rwadsworth@durhamabc.com

From: McBurrows, Reginald [<mailto:rmcburrow@dconc.gov>]
Sent: Thursday, November 3, 2022 4:27 PM
To: Rachel Wadsworth <rwadsworth@durhamabc.com>
Cc: Darby Dietrich <ddietrich@durhamabc.com>; Lou Sordel <lsordel@durhamabc.com>; Kutch, Tom <tkutch@dconc.gov>; Keambiroiro, Motiryo <mkeambiroiro@dconc.gov>; Swiatocha, Shawn P. <sswiatocha@dconc.gov>; Thomas, Chrystal L. <cthomas@dconc.gov>; Bullock, Vinita L. <vbullock@dconc.gov>; McBurrows, Reginald <rmcburrow@dconc.gov>
Subject: RE: ABC ILA Durham County

Good Afternoon Rachel & Team,

I have updated our list based upon your update.

I apologize if we were not clear regarding the routine services and the charges that are associated with it.

The routine service rates is made up of the Basic Grounds routine service which includes:

- Picking up the trash.(Mondays and Fridays)
- Mowing and trimming the grass. (Every two weeks)

- Removing the leaves in the fall of each year.
- It also includes sweeping or blowing away the debris. (Mondays and Fridays)

The cost for the basic ground routine service charge is \$2,819.11. This charge is designed to cover the cost of labor for our Grounds team that comes to service the various properties.

The Pest control service is a monthly inspection. The service charge for this service is \$316.04. In this routine monthly inspection there is a pesticide application that is applied on a quarterly basis. The quarterly application last for 90 days. If an additional application is requested there will be an additional service charge (\$316.04) to cover the cost of the additional application.

Equipment usage/depreciation is not built in the monthly rate. Please keep in mind, that we only bill you as we use the equipment. If we include the equipment rates in the monthly rate, then you will be paying for rental rates for all equipment whether our grounds team use it or not.

The charges on the invoices for July 2022, August 2022 and September 2022 are billed correctly.

As it relates to the equipment rates charges, ABC has agreed to these equipment rates charges as far back as 2013. We did not err in charging ABC for equipment rates. Once again, you only pay for equipment rates when we actually use the equipment.

I think the missing element that was not brought out in the meeting is that we were using a different billing system prior to March 2021 and I believe this is the reason why it appears that on the invoice summary you were not seeing the equipment rate charges however if you look back in your historical documents the equipment rate charges were being assessed.

If you would like, I am happy to come and go over the invoices with you and your team to make sure we are all on the same page.

I hope this brings more clarity and if not please let me know. We value ABC as a customer and partner of Durham County.

Kind regards,

Reggie

Reginald McBurrows | Senior Administrative Officer | General Services



DURHAM COUNTY
General Services

310 South Dillard Street
Durham, North Carolina 27701

Office (919) 560-0509 | Fax (919) 560-0438 | Email rmcburrow@dconc.gov

From: Rachel Wadsworth <rwadsworth@durhamabc.com>
Sent: Thursday, November 3, 2022 11:28 AM
To: Kutch, Tom <tkutch@dconc.gov>; McBurrows, Reginald <rmcburrow@dconc.gov>
Cc: Darby Dietrich <ddietrich@durhamabc.com>; Lou Sordel <lsordel@durhamabc.com>
Subject: RE: ABC ILA Durham County

Good Afternoon Tom & Reggie,

I have gone thru the new scope of services for F/Y 2022/2023 I have a few things that I have notice that are wrong or need to be made very clear. First are the location that are leased verse owned and the address are not all correct either. The following chart has all off our locations and buildings that we need the services at and states if they are owned by us or leased. Also per our meeting your side stated that the basic grounds and pest control amount includes any and all equipment that was being used to perform the basic services should be already included in the rate we pay not separated out as extra charges on the invoices. The three invoices for the months of July 2022; August 2022; and September 2022 we are still being charged the for all the equipment that is being used to perform the basic services. This was something back in March of 2021 that started showing up on invoicing without anyone on our side having any clue why we all of a sudden started getting charge for equipment on our basic services for grounds. I just want it clearly stated that the equipment charges start only on services that are beyond our basic service. Will Durham County be going back and looking at all the extra equipment charges we have paid from March 2021- September 2022 invoices and correct/ credit these equipment charges back to Durham County ABC Board. I just want to know the final decision on this issue prior to us taking this agreement to our Board for final approval. Also we need the location chart cleaned up from what is currently on the Attachment 1 the county sent over.

Location Name	Location Address	Owned/ Leased	Usage	Needs For Location:
Store 1	1928 Holloway Street Durham, NC 27703	Own	Retail	Basic Grounds mow & trash Pest control
Store 3	2806 Hillsborough Road Durham, NC 27705	Own	Retail	Basic Grounds mow & trash Pest control
Store 4	2121 TW Alexander Dr Morrisville, NC 27560	Leased	Retail	Pest control
Store 5	115 Sherron Rd. Durham, NC 27703	Own	Retail	Basic Grounds mow & trash Pest control
Store 8	5122 N. Roxboro St. Unit 100 Durham, NC 27704	Leased	Retail	Pest control
Store 10/ New Location	5608 Highway 55 Durham NC 27713	Own	Retail/ Mixed beverage	New location can't be mowed until the spring at the earliest due to new landscaping. Still need to have trash picked up. Pest Control
Store 10/ Old location	5202 HWY 55 Durham NC 27713	Own	Empty/ retail space	Basic grounds mow & trash Pest control Need to maintain till we sale building

Store 11/ Store 9	3620 Chapel Hill Blvd. Durham, NC 27707	Own	Retail/ Mixed beverage	Basic Grounds mow & trash Pest control This is one location you currently have it as two separate locations.
Store 12	1515 North Pointe, Suite 101 Durham, NC 27705	Leased	Retail	Pest control
Store 14	4717 Hope Valley Rd Durham, NC 27707	Own	Retail	Basic Grounds mow & trash Pest control
WHS	1645 Cooper St Durham, NC 27703	Own	Warehouse	Basic Grounds mow & trash Pest control
ALE Office	905 Fayetteville St. Durham, NC 27701	Own	Law Enforce Offices	Basic Grounds mow & trash Pest control
Admin Office	3620 Shannon Rd Suite 200 Durham NC 27707	Own	Admin Office	Pest Control

Thank you for being so quick for getting this back to us so quick that we had the time to go over prior to our next board meeting on November 15th

Thanks for all that you do.



Rachel Wadsworth
Interim Fiscal Services Director
Durham County ABC Board
3620 Shannon Rd., Ste. 200
Durham, NC 27707-2800
Phone: (919) 419-6217, Ext. 9068
Direct Line: (919) 694-0895
Cell: (919)259-5095
Email: Rwadsworth@durhamabc.com

From: Kutch, Tom [<mailto:tkutch@dconc.gov>]
Sent: Wednesday, November 2, 2022 12:43 PM
To: Lou Sordel <lsordel@durhamabc.com>
Subject: ABC ILA Durham County

Good afternoon Lou,

Hope this email finds you well. Attached is the revision for your review. Please let me know if you have any questions or concerns.

Thank you,
Tom

Tom Kutch | QC & Contract Specialist, General Services



310 S. Dillard Street
Durham, North Carolina 27701
Office (919) 560-0467 | Fax (919) 560-0438
tkutch@dconc.gov

This electronic communication (and attachments, if applicable) from the Durham County General Services Department – It is confidential and intended solely for the use of the individual or entity to whom it is addressed. If you are not the intended recipient or the employee or agent responsible for delivering this information to the intended recipient, the unauthorized disclosure, copying, forwarding, printing, distribution, dissemination or use of the contents of this transmission is strictly prohibited. If you have received this transmission in error, please notify the sender immediately at the following e-mail address: tkutch@dconc.gov and delete the original message and its attachment.

CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. Emails sent to or from this e-mail address that relate to the Durham County ABC Board’s work may be considered public records and may be subject to public access under the North Carolina public records law. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. Emails sent to or from this e-mail address that relate to the Durham County ABC Board’s work may be considered public records and may be subject to public access under the North Carolina public records law. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

Caution: Do not click links or open attachments unless you recognize the sender and know the content is safe.

CONFIDENTIALITY NOTICE: The contents of this email message and any attachments are intended solely for the addressee(s) and may contain confidential and/or privileged information and may be legally protected from disclosure. Emails sent to or from this e-mail address that relate to the Durham County ABC Board’s work may be considered public records and may be subject to public access under the North Carolina public records law. If you are not the intended recipient of this message or their agent, or if this message has been addressed to you in error, please immediately alert the sender by reply email and then delete this message and any attachments. If you are not the intended recipient, you are hereby notified that any use, dissemination, copying, or storage of this message or its attachments is strictly prohibited.

Caution: Do not click links or open attachments unless you recognize the sender and know the content is safe.

