



# Durham County

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

## Meeting Agenda Board of County Commissioners

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Thursday, March 8, 2018

9:00 AM

Commissioners' Chambers

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Worksession (Thursday Meeting date)

### "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.

As a courtesy to others, please turn off cell phones during the meeting.

### 9:00 am Worksession Agenda

#### 1. Citizen Comments

[18-0674](#)

**Citizen Comments - 30 min**

**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 must sign in prior to the start of the meeting providing a mail/email address and telephone number so that staff may reply to comments and/or questions. Citizens who request an immediate response from the Board are encouraged to submit a brief description of the issue to the Clerk to the Board two weeks prior to the meeting to allow an opportunity for research prior to the meeting. **All speakers shall have three (3) minutes to speak and 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:** V. Michelle Parker-Evans, County 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. Discussion Items:****18-0635****Update on Park Center Re-development from Mr. Scott Levitan, C.E.O. of Research Triangle Foundation - 45 min****Agenda Text:**

The Board is requested to receive an update on the Park Center Re-development project from Mr. Scott Levitan, C.E.O of Research Triangle Foundation (RTF).

The Park Center project was first envisioned several years ago by RTF as a bold step to redevelop a part of Research Triangle Park (RTP). RTP was initially planned and built as a research, manufacturing, and commerce park with no provision for residential. Park Center is planned as a live-work-play node within RTP to aid in continuing RTP's place as a premier site for employment and economic development by providing a more modern, holistic approach to development and community.

The County has been a significant partner to RTF in this visionary re-development process, having provided a funding commitment of \$20,000,000 in 2015 via a Public-Private Partnership (PPP) agreement to aid in site infrastructure and amenity development (BoCC item 15-680, Attachment 1) and in the provision of offsite infrastructure to serve the project site (BoCC Item 15-202, Attachments 2a & 2b). More recently, the County's commitment to this project was re-affirmed by maintaining these commitments while providing certain flexibility as was requested by RTF via an amended agreement (BoCC Item 16-1245, Attachment 3). Additionally, the County has also created new zoning districts and taken other land-use related actions to facilitate this important work to create new land-use and development concepts that facilitate RTP's redevelopment to remain a relevant and vibrant economic engine well into the future.

**Alignment with Strategic Plan:** Goal 4 - Environmental Stewardship and Economic Prosperity; Goal 5- Visionary Government

**Resource Persons:** Scott Levitan, CEO, Research Triangle Foundation; Wendell Davis, County Manager; Jay Gibson, General Manager

**County Manager's Recommendation:** The County Manager recommends that the Board receive the update from Mr. Levitan and provide feedback as may be appropriate.

**Attachments:**

[Attachment 1 RTF Park Center PPP 15\\_680](#)

[Attachment 2a Utility Extension Contract RTF Park Center 15\\_202](#)

[Attachment 2b Utility Extension Map RTF Park Center 15\\_202](#)

[Attachment 3 Amedment to RTF Park Center PPP 16\\_1245](#)

**18-0681****Update #3 from the Development Finance Initiative on the Pre-development Process for the 300 and 500 Blocks of East Main St.**

**(Presentation and Request for Board Endorsement of Guiding Public Interests) - 30 min****Agenda Text:**

The Board is requested to receive a report from the UNC School of Government's Development Finance Initiative on the Pre-development Process for the 300 and 500 Blocks of East Main Street. More specifically, this report details community input received on the preliminary draft Guiding Public Interests previously discussed with the Board and requests that the Board now endorse these final draft Guiding Public Interests to allow timely progress on this important project to continue.

During the first update (September 5, 2017), the project team reviewed the pre-development process, preliminary draft guiding public interests, stakeholder engagement, parcel/site analysis and next steps for the project.

Update #2 (January 2, 2018) provided another update on the pre-development efforts to date with a more specific focus on the market analysis.

The public engagement process has included numerous meetings that have taken place with community stakeholders to gain input from a cross-section of community interest groups over a period of several months. Most recently, three public forums were also held at various locations in the community and both public and employee web portals were opened to allow for input from a diverse cross-section of the community on the draft guiding public interests previously discussed with the Board. The purpose of this update (Update #3) is to present the final draft guiding public interests for BOCC discussion, to receive any additional input from the BOCC as appropriate, and to request the Board provide endorsement of the final draft guiding public interests as this endorsement is a critical path item for the project work at this juncture.

**Alignment with Strategic Plan:** This update is in accordance with Strategic Goal #5 - Accountable, Efficient and Visionary Government.

**Resource Persons:** Sarah Odio, Project Manager, DFI; Marcia Machado Perritt, Associate Director, DFI; Tyler Mulligan, J.D, Director, DFI, & Associate Professor of Public Law - UNC-CH School of Government; Jay Gibson, P.E., CFM, General Manager; Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services;

**County Manager's Recommendation:** The County Manager recommends that the Board receive the update, provide input if appropriate, and endorse the final draft guiding public interests so that work can timely proceed.

**Attachments:**

[03.08.18 BoCC Worksession Public Interests](#)

**18-0677****DCVB Activities with Proceeds from County Payment for 101 E. Morgan St.****Agenda Text:**

The Board is requested to receive this update from the Durham Convention and

Visitors Bureau (DCVB) and ask any questions they wish.

Durham County purchased the building at 101 E. Morgan St. in August 1994 for \$536,500 using certificates of participation that were paid down over a twenty year time period. The County purchased it for DCVB use because it was unclear if DCVB's legal status enabled it to own real property. DCVB entered into a long-term lease arrangement with the County, and lease payments from the DCVB were essentially equivalent to what twenty year's worth of mortgage payments (principal and interest) would have been on the building. DCVB also paid for all of the maintenance required over the 22 years they occupied the building (before their 2016 move to the W. Main St. offices).

On Nov.14, 2011, the BOCC agreed to convey ownership of the building to DCVB since they in essence had already paid us back for it. There was general agreement that because DCVB never received the benefit of building ownership (i.e. the money they would have received upon selling it when they moved), the County would compensate them in some other way. Due to ongoing legal questions, however, that conveyance was never finalized. Instead, at their Sept. 6, 2016 meeting, the BOCC agreed to pay the DCVB an amount equivalent to the current appraised value of the building, which at that time was \$1,021,641, through three payments over three years. The DCVB, in return, was to come back and provide a report of what they intended to do with the funds, which is the purpose of this agenda item.

**Alignment with Strategic Plan:** An adequately funded and properly functioning DCVB is a powerful tool for economic and workforce development and community prosperity.

**Resource Persons:** Drew Cummings, Chief of Staff

**County Manager's Recommendation:** The County Manager recommends that the Board receive this update from the Durham Convention and Visitors Bureau (DCVB) and ask any questions they wish.

**Attachments:** [AAF Supplemental Document re DCVB bldg payments 3-8-18](#)  
[DCVB Usage of Building Funds.dotx](#)

### **18-0680**

#### **Discussion of Pre-K Expansion Management Contracting and Request to Initiate Contract Negotiations - 45 min**

**Agenda Text:**

The Board is requested to discuss the proposal received for management of the expansion of Durham County Pre-K and direct staff how to proceed, including possibly approving initiation of contract negotiations with the submitters of the single, joint proposal.

Durham County Pre-K is a concept and program long in the making, as universal pre-k has long been recognized here as a powerful intervention with the power to improve lives. In seeking to move beyond the state's NCPK allocation of subsidized

seats in Durham (themselves only partial subsidies that do not meet the full cost of providing high quality pre-k), the Durham County Board of County Commissioners made a commitment to an initial 8 classrooms in the renovated Whitted School. These classrooms opened in the fall of 2017 with a County investment of \$1.5 million. During FY17-18 budget deliberations, the County Commissioners and County Manager also committed to put up to \$3.7 million in additional funding into the expansion of Durham County Pre-K in FY18-19. Staff were directed to take a variety of appropriate and necessary steps to prepare for this ongoing expansion.

In the fall of 2017, Durham County went under contract with Child Care Services Association to conduct a “supply and demand study” related to pre-k in Durham, a study which had been one of the principal recommendations of the Durham County Pre-School Task Force Report presented in the spring of 2017. That study and all its component parts is still underway, with interim information available over the course of the spring and final report due before the end of the fiscal year. It is also true, however, that we already know a good deal about the supply and demand for pre-k in Durham which can inform our expansion plans.

In December of 2017 Durham County issued an RFP for “Pre-K Expansion Management Services.” Proposals were due in late January and single, joint proposal from Child Care Services Association and Durham’s Partnership for Children was received. The proposal has been getting reviewed by a number of internal and external partners over the course of February and early March.

Staff are cognizant that multiple proposals might have been better and that more information is always better, all other things being equal. In this case, however, a very complex Durham task was proposed and the universe of potential Durham proposers was well known and relatively small. Additionally, knowing that we learn most by doing and that we believe we know enough to continue a thoughtful, informed expansion of Durham County Pre-K, County staff are recommending that we negotiate a contract with the submitters of the joint proposal received so that the effort to carefully and thoughtfully expand high quality pre-k in Durham can be fully resourced and proceed apace.

**Alignment With Strategic Plan:** A strong, high-quality pre-k program available at low or no cost to all lower income Durham four year olds will help educational success and quality of life for the individuals and households that receive it, but will have ripple effects (and be affected) across multiple County goal areas.

**Resource Persons:** Drew Cummings, Chief of Staff; Laura Benson, Executive Director of Durham’s Partnership for Children; Linda Chappel, Senior Vice President of Child Care Services Association

**County Manager’s Recommendation:** The County Manager recommends that

the Board discuss the proposal received for management of the expansion of Durham County Pre-K and direct staff how to proceed, including possibly approving initiation of contract negotiations with the submitters of the single, joint proposal.

**Attachments:**

[Summary of CCSA and DPfC PreK Expansion Mgmt. Proposal](#)

[Key Thoughts on Moving Forward Expeditiously](#)

[Proposed Position Breakdown](#)

[Non-Personnel Pre-K Expansion Mgmt Costs](#)

[Bases for Indirect Cost Allocation from US Dept. of Labor](#)

[Organization and Staffing](#)

[PreK Collaborative Org Chart.v. 6](#)

**18-0668**

**2018 Farmland Protection Advisory Board Update - 45 min**

**Agenda Text:**

The Board is requested to receive the 2018 update from the Farmland Protection Advisory Board. Over the past few years Durham County agriculture has been in a transformation to a diversified small farming sector focusing on local marketing opportunities. The county is making efforts with these local producers on creating more marketing avenues through such programs as institutional purchasing. This report will give an update on the inaugural Agricultural Economic Development Grant Program (small farmer grant) funded during last year's budget cycle and how county funds targeted to institutional purchasing has played a role thus far. Additionally, this update will touch on cost of community services, marketing, land conservation programs, Ag tours, grants received, trainings and school programs. Finally, the update will cover the Farmland Board's top three retreat goals for the upcoming year and future priorities.

**Alignment with Strategic Plan:** This program aligns with Goal 2 Health and Well-being for All, Goal 4 Environmental Stewardship and Community Prosperity and Goal 5 Accountable Efficient and Visionary Government.

**Resource Persons:** Neil Frank, Farmland Board Chair, Kathryn Spann, Farmland Board Vice- Chair, Eddie Culberson, Director Durham Soil and Water Conservation, Mike Dupree, Ag Development and Environmental Services Manager

**County Manager's Recommendation:** The County Manager recommends that the Board receive the 2018 update from the Farmland Protection Advisory Board.

**Attachments:**

[2018 FARMLAND ppt-final](#)

**18-0603**

**Security Services Contract Amendment - HHS Screening Officer Additions, Specialty Pay and Insurance Increases - 30 min**

**Agenda Text:**

The Board is requested to receive the staff report and provide staff with policy guidance towards the implementation of a security screening pilot program at the Health and Human Services building, the creation of a sergeant and dispatcher specialty designation with hourly pay increases, and the inclusion of insurance costs.

Staff is requesting policy direction regarding the aspects of a proposal to provide additional security officers and screening equipment to implement a security screening process in the main lobby of the Health and Human Services building.

The Department of Social Services board has requested that the county add a security screening process at the HHS main entry lobby to mitigate the threat of weapons and other prohibited items from being brought into the facility. Security vulnerability assessments conducted in 2014 by Security Management Consultants as well as a subsequent assessment performed by the Durham County Security Manager in 2015 and 2016 identified this concern as a risk to employees, contractors, and visitors to HHS.

To properly provide a screening process it will be necessary to install two walk-through metal detectors, provide the electrical infrastructure for this equipment, and increase security staffing by five full-time and two part-time officers at a cost of \$83,903.05.

The pilot project will occur from April 16, 2018 to October 2018. The fiscal year 2017-18 costs total \$83,903.05. The annualized costs total \$299,140.94, if implemented beyond the pilot phase. Reallocated dollars will support the expense. The security screening pilot will help evaluate the safety issues mitigated due to increased security levels. In addition, it will provide invaluable insight as the County seeks to establish long-term strategies for improved security measures in the HHS Complex and other county building locations.

Further contract adjustments are recommended to address span of control for Nighthawk site leadership and increased dispatcher responsibility \$4,453.33. Further, the contract adjustment offsets a pass-through expense for insurance of \$23,000.

**Alignment with Strategic Plan:** Goal 3 Safe and Security Community

**Resource Persons:** Motiryo Keambiroiro, General Services Director; Ed Miller, Security Manager

**County Manager's Recommendation:** The County Manager recommends that the Board approve the contract amendment for \$111,356.38. The funds allow for increased security officers needed to support a pilot security screening project at the HHS Complex (\$83,903.05). In addition, \$23,000 covers the pass-through insurance expense for security employees, with the remaining \$4,453.33, allocated to address span of control issues and to improve operational efficiencies.

**Attachments:**

[Security Contract Amendment PowerPoint - March 8, 2018](#)

[Supplemental Form - Security Contract Amendment](#)

[Nighthawk Security Organizational Structure](#)

**18-0684**

**Joint Resolution Supporting the Supplemental Nutrition Assistance**

**Program****Agenda Text:**

The Board is requested to review this draft resolution prepared by staff to forward to North Carolina's Congressional Delegation. News reports are indicating that the proposed 2019 Budget would cut food assistance for millions and restructure the Supplemental Nutrition Assistance Program that so many rely on. The unemployed, the elderly and low income working families would bear the brunt of the proposed cuts in the President's budget. This SNAP program, better known as food stamps, would be cut by \$17.2 billion in 2019.

Congress has the final say over developing the federal spending package and this resolution has been crafted to seek a more positive response on this critical issue. These federal dollars help mitigate food insecurity for millions of our state's most vulnerable residents.

**Alignment with Strategic Plan:** This resolution aligns with Goal 2: Health and Well-being for All

**Resource Persons:** Chair Wendy Jacobs and Gayle B. Harris, General Manager for Health and -Wellbeing and Public Health Director

**County Manager's Recommendation:** The County Manager recommends that the Board review the resolution, direct staff to make any edits/suggestions that are offered and place the item on the March 12th agenda for approval.

**Attachments:**

[Joint Resolution SNAP and other federal nutrition programs March 8](#)

**18-0683****BOCC Directives - 15 min****Agenda Text:**

The Board is requested to review all follow-up items and ask any questions they wish.

For board meetings, follow-up tasks should be finalized in most cases by the day after a given board meeting, with time frames for follow-up established appropriate to each task. Follow-up items will be tracked by meeting, month, and year and will be saved on the cloud to give editing and viewing abilities to all appropriate staff.

**Alignment with Strategic Plan:** Board follow-up items may relate to any of the five strategic plan goal areas.

**Resource Persons:** Drew Cummings, Chief of Staff ; other management staff

**County Manager's Recommendation:** The County Manager recommends that the Board review all follow-up items and ask any questions they wish.

**Attachments:**

[Links to Directives](#)

**18-0641****Commissioner Comments - 15 min****Agenda Text:**

The Board is requested to allow each Commissioner three minutes to report on conferences or make comments regarding issues that may be of interest or concern to the Board.



**Alignment with Strategic Plan:** Goal 5

**Resource Persons:** Board of County Commissioners

**County Manager's Recommendation:** The County Manager recommends that the Board allow comments from each commissioner and direct staff accordingly.

### 3. LUNCH

### 4. Consent Agenda

**18-0604**     **Durham Open Space and Trails (DOST) Commission Matching Grants Funding Recommendation for FY 2017-2018**

**Agenda Text:**     The Board is requested to approve the Durham Open Space and Trails (DOST) Commission Matching Grants funding recommendation for FY 2017-2018.

The DOST Commission received five applications for the Matching Grants Program to assist nonprofit community organizations with recreational and open space projects. The Matching Grants committee of the DOST Commission and County staff examined the proposed projects to ensure compliance with the program's goals and guidelines. The DOST Commission approved these five projects and funding recommendation at its meeting on February 21, 2018: The recommendation to allocate \$70,746.85 of County funds represents a gain to the County of \$242,947 in matching funds as more than half the projects' proposed value of \$320,148. The Matching Grants program budget was approved in the FY 2017-2018 Budget.

A detailed list of projects recommended for approval by the BoCC for funding as part of the FY17-18 program is attached as well as a list of projects that the Matching Grants program has funded for the past 27 years.

**Alignment With Strategic Plan:** Goal 2: Health and Well-being for All which promotes physical activities for County residents and staff and Goal 4: Environment to protect open space and preserve rural character.

**Resource Persons:** Annette Montgomery, Matching Grants Committee Chair and Brendan J. Moore, Open Space Land Manager

**County Manager's Recommendation:** The County Manager recommends that the Board approve the Durham Open Space and Trails (DOST) Commission Matching Grants funding recommendation for FY 2017-2018.

**Attachments:**     [FY18 History of Matching Grants Projects.pdf](#)  
                              [2017-18 Matching Grant Applicant Summary.pdf](#)

**18-0633**     **Budget Ordinance Amendment No. 18BCC000021 to Recognize \$10,000 from Duke University for Racial Equity Training**

**Agenda Text:**     The Board is requested to approve Budget Ordinance Amendment No.

18BCC000021 to recognize \$10,000 from Duke University to support racial equity training.

Racial equity is the condition achieved when one's racial identity is no longer a predictor, in a statistical sense, of how one fares. An overwhelming weight of evidence makes it clear that racial inequities are still present, and are still being created by current systems, institutions, policies and laws.

Organizations often work for equity with multiple understandings of racial inequities that rely more on personal feelings and popular opinion. The lack of a common understanding creates complications to the goal of eliminating racial and ethnic disparities and producing equitable outcomes. Training will help individuals and organizations move the focus from individual bigotry and bias to historical, cultural, structural and institutional analyses. With a clear knowledge of how institutions and systems are producing unjust and inequitable outcomes, we are able to work toward social transformation, racial justice, and improved outcomes for all.

**Alignment with Strategic Plan:** Funding for racial equity training aligns with Strategic Goal 2: Health and Well-being for All, Goal 4: Environmental Stewardship and Community Prosperity and Goal 5: Accountable, Efficient and Visionary Government.

**Resource Persons:** Gayle B. Harris, MPH, Health Director

**County Manager's Recommendation:** The County Manager recommends that the Board approve Budget Ordinance Amendment No. 18BCC000021 to recognize \$10,000 from Duke University to support racial equity training.

**Attachments:**

[AAF-21 Legal Form PH Recognize revenue from Duke University for Racial Eq](#)

**18-0634**

**Budget Ordinance Amendment No. 18BCC000022 to Recognize \$16,600.15 in Donations to Support Project BUILD**

**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 18BCC000022 to recognize funds in the amount of \$16,600.15 in donations for Project BUILD.

These donations were previously held in the NC Agricultural Foundation when Project BUILD was a part of Cooperative Extension. In FY 2017, Project BUILD moved to the Durham County Department of Public Health. These donations will now be moved to Durham County Department of Public Health's budget.

Donations will be used to support any Project BUILD program services/activities or costs such as meeting the needs of program youth (e.g. equipment to participate in sports, clothing and ID needs for work, school supplies), costs to support Project BUILD families who are impacted by violence.

The Board of Health has approved this amendment.

Please note that this amendment requires no additional County funds.

**Alignment with Strategic Plan:** This grant aligns with Strategic Goal 2: Health and Well-being for All and Strategic Goal 3: Public Safety.

**Resource Persons:** Gayle B. Harris, MPH, Health Director

**County Manager's Recommendation:** The County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment No. 18BCC000022 to recognize funds in the amount of \$16,600.15 in donations for Project BUILD.

**Attachments:** [AAF-22 Legal Form PH Recognize revenue from donations held by NC Ag Four](#)

**18-0636**

**Replacement of the Pneumatic Control System Serving the 5th Floor of the Administration Building**

**Agenda Text:**

The Board is requested to approve a contract with Schneider Electric in the amount of \$71,970.00 to replace the existing pneumatic control system and devices that control Air Handler Units (AHU's) 5, 6, 6-A, & 7 on the fifth floor of the Administration Building. Funds are budgeted in the Ongoing HVAC Replacement Capital Project. The current HVAC control system is pneumatic, which is now obsolete. The pneumatic control devices and repair parts are no longer available, making it extremely difficult to make repairs when needed. Currently, we are unable to control the space temperatures effectively through-out the fifth floor of the Administration Building. This proposed contract with Schneider Electric will replace the pneumatic controlled devices with electric driven devices, which are readily available.

**Alignment with Strategic Plan:** The proposed policy aligns with Goal 5: Accountable, Efficient, and Visionary Government

**Resource Persons:** Motiryo Keambiroiro, Director of General Services; Shawn Swiatocha, Assistant Director of General Services, Thomas Dougherty, Project Facilitator

**County Manager's Recommendation:** The County Manager recommends that the Board approve a contract with Schneider Electric in the amount of \$71,970.00 to replace the pneumatic controls with electric driven devices serving the fifth floor (IS&T department) of the Administration Building.

**Attachments:** AAF Supplemental Document - Schneider Electric

Schneider Proposal

Service Contract, Schneider Electric, Replace HVAC Controls in Admin Building

**18-0644**

**Employment of Experts North Carolina General Statutes 105-299 - Contract Amendment for Vincent Valuations, LLC**

**Agenda Text:**

The Board is requested to approve the Tax Administrators Office request for Employment of Experts as indicated under N.C. General Statutes 105-299 or contracted services. The request is by amendment to the current contract with Vincent Valuations LLC to increase the previously approved amount of \$660,000.00 to an amount not to exceed \$846,000.00 for FY 2017-18.

Vincent Valuations LLC continues to assist Durham County with appeals related to the 2016 Revaluation before the NC Property Tax Commission. Additionally, they are providing appraisal assistance, consultation, technical assistance, data confirmation and expert testimony for 2018 commercial appeals.

The Tax Administration Office requests approval to amend the current contract with Vincent Valuations LLC for an additional \$186,000.00 for a total not to exceed \$846,000.00 to ensure staffing levels and completion of the 2019 general reappraisal meet NC Department of Revenue Standards and Guidelines for General Reappraisals.

**Alignment With Strategic Plan:** Goal 5, Accountable, Efficient, Visionary Government. Durham County endeavors to contract with appraisers with expert training to ensure that not only is the data correct but defensible. Our contractors demonstrate leadership, exceptional customer service, and transparency.

**Resource Persons:** Kimberly H. Simpson, Tax Administrator

**County Manager's Recommendation:** The County Manager recommends that the Board amend the contract with Vincent Valuations LLC and approve the Contract Amendment to increase the contract amount by \$186,000.00 not to exceed \$846,000.00.

**Attachments:**

[Vincent Valuations Contract Amendment](#)

[Contract Admendment Vicent Valuations - Supplemental Form.pdf](#)

[GS\\_105-299](#)

**18-0665****Adecco USA, Inc. Contract - Additional Funding for Temporary Employment Services****Agenda Text:**

The Board is requested to approve a contract amendment between Adecco USA, Inc. and the County on behalf of the Risk Management Division of the Office of the County Attorney in an amount not to exceed \$90,000.00. The County and Adecco USA, Inc. entered into a contract on August 23, 2017 in the amount of \$30,000.00. The intent of this contract is to provide temporary staffing services for the Risk Management Division through FY17-18 to insure that services to the County are not hindered.

The Office of the County Attorney - Risk Management Division desires to amend the terms of the original agreement for additional temporary services. The additional

services are estimated at 60,000.00. The amended contract is not to exceed \$90,000.00 total.

**Alignment With Strategic Plan:** Goal 5 - Accountable, Efficient and Visionary Government

**Resource Persons:** Lowell L. Siler, County Attorney; Ngat Awass, Interim Safety & Risk Manager

**County Manager's Recommendation:** The County Manager recommends that the Board approve the contract amendment between Adecco USA, Inc. and the County in an amount not to exceed \$90,000.00.

### **18-0666**

### **Budget Ordinance Amendment 18BCC000023 for the Department of Social Services to Recognize Additional Home and Community Care Block Grant (HCCBG) Funds in the Amount of \$47,659**

**Agenda Text:**

The Board is requested to approve the Department of Social Services request to recognize additional Home and Community Care Block Grant (HCCBG) Funds subsequent to adoption of the FY2017-2018 Budget. The Department (DSS) and the Durham Center for Senior Life (DCSL) are co-lead agencies for receiving the HCCBG funds and administering the programs. The goal of services provided under this grant is to enable recipients to stay at home longer; receiving the care and services they need in their own homes, thus reducing the necessity for out of home placement. Services provided are Adult Day Care Services, Congregate Meals, Senior Center Operations, Information and Case Assistance, Transportation, Home Delivered Meals and In-Home Aide Services.

Durham County's initial allocation was \$1,362,307 and the revised allocation is \$1,450,168 which is an increase of \$87,861. These funds are divided between DCSL and DSS. DCSL will receive \$40,202 and Social Services will receive \$47,659 which includes a 10% County contribution of \$4,719 which will be funded by fund balance appropriation.

<u>HCCBG</u>	<u>Initial Allocation</u>	<u>Increase/Decrease</u>	<u>Revised Allocation</u>
Durham Center for Senior Life	\$719,829	\$40,202	\$760,031
Durham Co. Dept. Of Social Services	\$642,478	\$47,659*	\$690,137
TOTAL ALLOCATION	\$1,362,307	\$87,861	\$1,450,168

\*Local match of \$4,719 included

**Alignment With Strategic Plan:** Goal 2: Health and Well-being for All which decrease the health disparities within the community.

**Resource Persons:** Joan Pelletier, Chair, Durham Partnership for Seniors; Judy Kinney, Executive Director, Durham Center for Senior Life; and Janeen Gordon, Assistant Director for Aging and Adult Services, Durham County Department of Social Services.

**County Manager's Recommendation:** The County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment 18BCC000023 to recognize the additional Home and Community Care Block Grant Funds in the amount of \$47,659 for the Department of Social Services.

**Attachments:**

[HCCBG Additional Funds AAF Supplemental Doc](#)

[AAF-23 Legal Form DSS Recognize revenue for Home and Community Care BI](#)

**18-0667**

**Execution of the Public Art Agreement with David Wilson for the Fabrication/Installation of the Public Art at the Administrative Building II Renovation (former Judicial Building) Project No.: DC073**

**Agenda Text:**

The Board is hereby requested to authorize the County Manager to enter into a contract with David Wilson for the fabrication and installation of the Public Art at the Administrative Building II Renovation (former Judicial Building) located at 201 E. Main St. in the amount not to exceed \$60,500.00 (See Attachment 1, page 1).

**Background:**

On August 18, 2016, the Site Plan for the project was approved which included language from the City-County Unified Development Ordinance (UDO) related to Public Art. This section of the UDO requires all building and building renovation projects designated as “monumental projects” shall provide “a minimum of one element of (public) interest (i.e. fountain, art, clock, etc.) ...”. As this was the first DCo building downtown so designated via the UDO, County staff began the process of recruiting an artist for the project. Assistance and input were sought from Chris Ogden of the Durham Arts Council, following which a Request For Qualifications (RFQ) for Public Art was advertised by the County on October 14, 2016. Only one (1) response was received on November 15, 2016, from the art/design team of Wilson and Utley. In an attempt to solicit more interest and gain additional responses to this RFQ, the selection committee revised the RFQ. This revised RFQ was advertised on March 3, 2017. Only one (1) response was received on April 4, 2017 in response to this revised RFQ, again from the team of Wilson and Utley. The selection committee evaluated the response, interviewed the team and agreed to enter into a contract with the Wilson & Utley firm for the Public Art design based on the body of work highlighted by the firm during the evaluation and interview process.

Following this selection, Durham County authorized Wilson & Utley to proceed with

development of the design concept phase referenced in the RFQ. On June 21, 2017, the Public Art Committee received a design concept presentation from Wilson and Utley and voted unanimously to approve the concept (See Attachment 1, pages 2 & 3). Durham County then executed a design contract with Wilson and Utley on July 18, 2017 to begin the conceptual design/preliminary activities associated with the development of the approved public art. Subsequently, a presentation on the final concept was made to the BoCC by the Wilson & Utley team at the December 2017 worksession. Following feedback from the BoCC, along with further technical input related to the scale and anchorage of the art, certain minor revisions were made that preserve the integrity of the approved concept while improving integration of the proposed art into the site design.

The Judicial Building renovation project is currently well-underway and is scheduled for substantial completion in the early Summer of 2018, with occupancy by the County in late Summer/early Fall 2018. The execution of this Public Art contract contemplated by this AAF is required in order to allow the fabrication/installation of the Public Art. The UDO requires that the Public Art be installed prior to issuance of a Certificate of Occupancy for the building. M/WBE information is contained within Attachment 1, on page 4. Funding for this contract is available in the Durham County Administrative Building II Renovation (Judicial Building Renovation) account.

**Alignment With Strategic Plan:** This aligns with Goal 4 - Environmental Stewardship - through the improvement of the environmental performance of County buildings to reduce energy use and greenhouse gas emissions from the built environment. The relocation of various departments into this facility also addresses Goal 5 - Visionary Government by providing more efficient service delivery and better customer service.

**Resource Persons:** Jay Gibson, P.E., General Manager, Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services, Brenda Hayes, Bright, Assoc. AIA, CDT, Project Manager and David Wilson, Wilson and Utley

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the execution of a Public Art Agreement with David Wilson for the fabrication/installation of Public Art at the Administrative Building II Renovation (former Judicial Building) located at 201 E. Main St., Durham North Carolina in the amount not to exceed \$60,500.00 as outlined in the proposal dated February 19, 2018.

**Attachments:**

[AAF - Supplemental Document Form - Administrative Building II Renovation Pul](#)

[AAF - Backups - Administrative Building II Renovation - Public Art Fabrication a](#)

**18-0670**

**Execution of Architectural Services Agreement with Little Diversified Architectural Consulting Ltd. for the Redevelopment of Two**

**Downtown Sites (300 and 500 blocks of East Main St.) Project No. 4730DC138****Agenda Text:**

The Board is requested to authorize the County Manager to enter into a contract with Little Diversified Architectural Consulting, Ltd. (Little) of Durham to provide architectural services for the Redevelopment (Massing Studies/Conceptual Layouts) of Two Downtown Sites, located at the 300 and 500 Block of East Main Street, Durham, in the amount of \$104,280.00 plus a rendering, cost estimating, printing and expenses allowances in the amount of \$6,000.00 thus totaling a not to exceed amount of \$110,280.00 (See Attachment 1, Pages 1-4).

Durham County is seeking to re-develop two (2) County-owned sites just east of the downtown core. A contract was executed on June 29, 2017 with the UNC School of Government's Development Finance Initiative (DFI) for a multi-phase pre-development process for the 300 and 500 blocks of East Main St. Over the past several months, DFI has held numerous meetings with the County and community stakeholders to develop draft Guiding Public Interests to facilitate a vision and preliminary programming scope for these two sites based on the input received during these listening and feedback sessions.

The UNC School of Government's Development Finance Initiative (DFI) will be exploring multiple, mixed-use development scenarios for new construction on these two sites in order to determine the costs and benefits of these options for the County and its stakeholders. To this end, DFI requires architectural services to advise on the opportunities and constraints of these desired scenarios, which may involve retail, residential, office, parking, and civic uses. These development scenarios will also consider project context with the surrounding area (adjacent streets, proximate buildings, and downtown context), resulting in a schematic design that can also continue the activation of East Main Street. Services to be provided via this architectural contract may include: site visits, streetscape analysis, illustrative conceptual plans, presentations to County Staff and County Officials, 3-d perspective renderings, test fits, UDO assessment(-s), and potential collaboration with other design and engineering firms as necessary.

The request for qualifications (RFQ) for architectural services for the project was advertised in local newspapers on December 10, 2017. Seven (7) responses were received on January 16, 2018 and were evaluated by a selection committee representing the Development Finance Initiative and County Engineering. The firm of Little Architectural Consulting, Ltd. was determined to be the most qualified firm to provide design services for this project. Little is located within the American Tobacco Campus of Durham, NC. For M/WBE participation information (See Attachment 2, Page 1).

It is recommended that the County proceed with the work in the proposal dated



February 21, 2018 in the total amount not to exceed \$110,280.00. Funding for this service is available in the Downtown Parking Deck Capital account.

**Alignment With Strategic Plan:** This request aligns with Strategic Plan Goal #5 - (Accountable, Efficient and Visionary Government) - by providing a phased predevelopment process to address parking needs which will allow more efficient service delivery and better customer service through the development of these community resources.

**Resource Persons:** Jay Gibson, P.E., General Manager/Director of Engineering and Environmental Services; and Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services; Sarah Odio, Project Manager, Development Finance Initiative, and Julie McLaurin, AIA, NCARB, LEED AP, Community Studio Principal, Little Diversified Architectural Consulting.

**County Manager's Recommendation:** The County Manager recommends that the Board authorize the execution of an architectural service agreement with Little Diversified Architectural Consulting, Ltd. in the amount of \$104,280.00 plus a rendering, cost estimating, printing and expenses allowances in the amount of \$6,000.00 thus totaling a not to exceed amount of \$110,280.00.

**Attachments:**

[AAF - Backups - Architectural Design Services for the 300 and 500 Block Redevel](#)

[AAF - Supplemental Document Form - Architectural Design Services for the Re](#)

[MWBE Compliance Review Form-AAF for Redevelopment of Two Downtown Si](#)

**18-0671**

**Approval of Contract with Carolinas IT to Provide a HIPAA Privacy & Security Risk Assessment & GAP Analysis**

**Agenda Text:**

The Board is requested to approve a new contract with Carolinas IT in an amount not to exceed \$52,160.00 for the annual HIPAA Privacy & Security Risk Assessment & GAP Analysis. The Health Insurance Portability and Accountability Act of 1996 (HIPAA), and the regulations promulgated thereunder by the United States Health and Human Services, establishes standards to protect the privacy and security of individually identifiable health information. The HIPAA Security Regulations require all covered entities to conduct an accurate and thorough assessment of potential risks and vulnerabilities to the confidentiality, integrity, and availability of the electronic protected health information it holds (45 C.F.R. 164.308(a)(1)(ii)(A)).

The County Attorney's Office, Risk Management Division, has prepared a Request for Proposal (RFP #18-012) and Carolinas IT presented the most cost effective proposal. Carolinas IT was deemed the most qualified firm for the project based on the company having significant experience in working with governmental entities, including various NC Counties and health departments. The company is local which makes them more accessible to Durham County and eliminates the need to pay travel expenses. In addition, the company offers follow up assistance as well as assistance with Office of Civil Rights audits.

**Alignment with Strategic Plan:** Goal 5: Accountable, Efficient and Visionary Government.

**Resource Persons:** Lowell L. Siler, County Attorney; Ngat Awass, Interim Risk Manager; Kierra Simmons, Compliance and Privacy Officer; and Lyvon Garth, Chief Information Security Officer.

**County Manager's Recommendation:** The County Manager recommends that the Board approve the contract with Carolinas IT in an amount not to exceed \$52,160.00 for the annual HIPAA Privacy & Security Risk Assessment & GAP Analysis.

**Attachments:**

[Service Contract - Carolinas IT](#)

[MWBE Compliance Review Form-AAF for 18-012 RFP 021518](#)

[Contract Attachments\\_CarolinasIT](#)

[AAF Supplemental Document - Contract Approval-Carolinas IT123](#)

[Hybrid Entity Designation 3.09.07](#)

**18-0672**

**Budget Ordinance Amendment No. 18BCC000024 to Recognize \$80,000 in Grant Awards to Support the Welcome Baby Resource Program for the Purpose of Expanding the Incredible Years Program**

**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No. 18BCC000024 to recognize funds in the amount of \$80,000 made payable to Durham County Cooperative Extension.

Welcome Baby Resource Center Received a \$240,000 Grant from the Duke Endowment for the purpose of expanding the Incredible Years Program. The grant will span a three-year award period providing \$80,000 a year to Welcome Baby beginning with the current fiscal year.

The funds were awarded to help expand The Incredible Years Program. The funds will be used to support the program services and costs such as program specific supplies and needs, training, a percentage of employee salaries.

Please note that this amendment requires no additional County funds.

**Alignment with Strategic Plan:** This grant aligns with Strategic Goal 2: Health and Well-being for All.

**Resource Persons:** Morris White III, Cooperative Extension Director

**County Manager's Recommendation:** The County Manager recommends that the Board of County Commissioners approve Budget Ordinance Amendment No. 18BCC000024 to recognize revenue in the amount of \$80,000 for a grant received from the Duke Endowment to support the Welcome Baby Program for the purpose of expanding the Incredible Years Program.

**Attachments:**     [AAF-24 Legal Form CES Recognize Revenue for Welcome Baby Incredible Year](#)  
[Welcome Baby Grant from Duke Endowment](#)

## 5. Adjournment