



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, June 4, 2018

9:00 AM

Commissioners' Chambers

Worksession

"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 (30 min)

[18-0846](#)

Citizens Comments (30mins)

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: Terri Lea Hugie, 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:**18-0821 Update on Economic Development Policy: Presentation on Economic Development Components, Incentive Negotiations and Legal Parameters (60 mins)****Agenda Text:**

The Board is requested to receive a presentation from Tyler Mulligan and Jonathan Morgan, Associate Professors with the University of North Carolina's School of Government, on Economic Development components, incentive negotiations and legal parameters that will serve as an update to the conversation at the February Board retreat. At the retreat, conversation on the County's Economic Development policy included discussion with the Board on strategies to enhance policy effectiveness, desired policy outcomes and questions about working within existing, established legal framework to accomplish the first two objectives.

To help understand where opportunities and challenges may lie as it relates to implementing potential policy changes, Tyler Mulligan and Jonathan Morgan have been invited to share their professional expertise on the subject. Tyler Mulligan is an Associate professor of Public Law and Government with the School of Government and has been there since 2007. Prior to that time, he worked with Womble Carlyle Sandridge & Rice, PLLC where he represented corporations and local governments in site location and economic development incentive matters. Jonathan Morgan is an Associate Professor of Public Administration and Government with UNC's School of Government since 2003. Previously he has worked for Regional Technology Strategies, Inc., an economic and workforce development consulting firm and has served as director of economic policy and research for the NC Department of Commerce.

Alignment with Strategic Plan: This item aligns with Goal 4: Environmental Stewardship and Community Prosperity: Promote and support the community and economic vitality for all residents

Resource Persons: Tyler Mulligan, UNC's School of Government; Jonathan Morgan, UNC's School of Government; Wendell Davis, County Manager; Jay Gibson, General Manager and Andy Miracle, Economic Development Officer

County Manager's Recommendation: The County Manager recommends that the Board receive a presentation from Tyler Mulligan and Jonathan Morgan, Associate Professors with UNC's School of Government, on Economic Development components, incentive negotiations and legal parameters that will serve as an update to the conversation at the February Board retreat. The Manager also recommends that the Board provide feedback and direction to the Manager, County Attorney, and staff as appropriate regarding potential changes to this policy.

Attachments: [Economic Development Policy Supplemental Form](#)
[Joint City County Economic Development Strategic Plan](#)
[Durham County Economic Development Policy](#)
[Economic Development Presentation](#)

18-0790 **Durham-Chapel Hill-Carrboro-Metropolitan Planning Organization (DCHC-MPO) Quarterly Transit Update (30mins)**

Agenda Text: The Board is requested to receive this transit plan and financial activity update from Durham-Chapel Hill-Carrboro-Metropolitan Planning Organization (DCHC-MPO) staff.

Due to ongoing legislative activity, the normally scheduled light rail update will be rescheduled for June 25th. In the future, the light rail and transit plan updates will be coordinated and presented at the same time.

Alignment with Strategic Plan: With its impacts on housing, economic development, and the sustainability of our community, strong transit options are closely tied to the objectives of Goal 1: Community Empowerment and Enrichment and Goal 4: Environmental Stewardship and Community Prosperity.

Resource Persons: Mo Devlin, DCHC-MPO Staff Working Group Coordinator and Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board receive this transit plan and financial activity update from DCHC-MPO staff.

Attachments: [Durham Board of Commissioners Memo for Quarterly Reporting](#)
[FY 2018 Quarterly Report through 3.31.18 Durham Only DRAFT](#)
[FY 2019 Work Plans, Durham and Orange Counties Full 5232018](#)

18-0815 **Discussion of the Durham County Public Art Policy Study Draft Document (45mins)**

Agenda Text: The Board is requested to receive an update from Durham County Engineering and Environmental Services Project Management Division regarding the Durham County Public Art Policy Study draft document.

Commissioners were introduced to the draft report and given an overview of its creation process and content during regular monthly one-on-one meetings with the Manager. The update will provide opportunity for in-depth group discussion now that Commissioners have read the full document, answer questions from the briefing sessions, any additional questions and propose next steps for consideration.

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

Resource Persons: Jay Gibson, P.E., General Manager, Peri Manns, ASLA, LEED GA, Deputy Director of Engineering and Environmental Services and Linda Salguero, AIA, Project Manager.

County Manager's Recommendation: The County Manager recommends that the Board receive the update and provide direction if appropriate.

Attachments: [Durham-Cultural-Master-Plan-PDF](#)

18-0823

Approval of Contract with Child Care Services Association for Pre-K Expansion Management Contract (60mins)

Agenda Text:

The Board is requested to approve the proposed contract with Child Care Services Association for pre-K expansion management and authorize the County Manager to execute it.

Durham County has been working towards the expansion of high quality pre-K for a long time. Eight new, County-funded pre-K classrooms were opened in the fall of 2017. It is with the bringing on of expert assistance to help the County manage this expansion, however, that the County expects to reap the full benefits of those classrooms as well as additional new and converted classrooms. Converted classrooms are existing classrooms at public or private facilities that receive NCPK, County, and/or other public subsidies and agree to be a part of our Durham Pre-K expansion. The proposed expansion covers 13 new Pre-K classrooms and 25 conversion classrooms (including Whitted's 8 classrooms) over the next two fiscal years.

The total costs of Durham Pre-K expansion in FY18-19 is estimated to be \$2.15 million and \$3.75 million in FY19-20. The costs of expansion management and system building in those two years are approximately \$770,000 and \$815,000, respectively.

Increased reimbursements to providers are a central, procedural component of the Durham Pre-K expansion. These increases will provide for many of the quality improvements we hope to see in Durham Pre-K, including teacher experience and quality (attracted through higher pay and improved benefits), teacher training / professional development, supplemental staff (e.g. ESL-certified staff), site modifications, and improved instructional materials. The reimbursements also cover the cost of additional reporting requirements, as all participating providers will be required to participate in intensive evaluation of this program.

The attached scope of work for the proposed contract includes a detailed plan by which Child Care Services Association proposes to carefully manage the expansion of Durham Pre-K over the next two fiscal years.

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

County Manager's Recommendation: The County Manager recommends that the Board approve the proposed contract with Child Care Services Association for pre-K expansion management and authorize the County Manager to execute it.

Attachments:

[Updated Presentation for Pre-K Contract Approval 6-4-18](#)

[AAF Supplemental Document - Contract Approval](#)

[Scope of Work cover sheet and MWBE Compliance Review](#)

[PreK Expansion Detailed SOW and Timeline 5-31-18](#)

[PreK Deliverables Timeline Graphic 5-31-18](#)

[UPDATED Prek Durham County Proposal Jul 2018 - June 2020.final](#)

[Prek Bid presentation CCSA\(2\)](#)

18-0828

MOU for Community Use of Renovated WG Pearson Building (20mins)

Agenda Text:

The Board is requested to ask any questions they wish about the proposed MOU but ultimately to approve it and authorize the manager to execute any necessary documents for this MOU to be legally appended to the Public Private Partnership agreement for renovation and use of the old WG Pearson building.

The Board of County Commissioners contributed \$4.25 million towards the nearly \$11 million purchase and renovation costs for the old WG Pearson building to receive new life as the headquarters of Student U. Part of the Public Private Partnership (PPP) agreement stipulated that an MOU describing public / community use of certain parts of the building at certain times. Student U has provided periodic updates on their community engagement process and the progression of their own thinking on this question. The proposed MOU represents the culmination of that thinking and is proposed as a legal addendum to the PPP.

Student U agrees through this MOU to provide regular updates on their program metrics as well as community use of this facility. They hope to make their first presentation to the County about the impact and utilization of the building in the fall of 2019, about a year after the renovated building is in full operation.

Alignment with Strategic Plan: Strong support services for Durham students are strongly aligned with Goal 1, but also support and are supported by objectives in multiple other goal areas of the County Strategic Plan.

Resource Persons: Alexandra Zagbayou, Executive Director of Student U; Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board ask any questions they wish about the proposed MOU but ultimately to approve it and authorize the manager to execute any necessary documents for this MOU to be legally appended to the Public Private Partnership agreement for renovation and use of the old WG Pearson building.

Attachments:

[AAF Supplemental Document for MOU 6-4-18](#)

[WGPC Memo to DCO 6.4.18](#)

[June 2018 Student U DCO Presentation](#)

[Student U County MOU Update Feb. 2017](#)

[WGPC Memo to DCO 10.27.17](#)

[executed MOU w DCO Self Help and Student U for WG Pearson](#)

18-0837

Update on the Retail Leasing Plan for Admin Building II (45mins)

Agenda Text:

The Board is requested to receive the Admin II retail plan update and endorse the Guiding Principles and Request for Qualifications and Proposal (RFQ/P) leasing process for the Admin II retail component so that work can timely proceed. The County is in the process of renovating the Administration Building at 201 E Main Street, with Board direction on the programming and conceptual design given in August 2015, with multiple updates since then. This renovation includes two 3,000 square foot retail spaces on the first floor of the building that will be leased to private retail businesses for operating restaurants and activating the streetscape along this stretch of Main Street.

The Board has provided past feedback on its desire for the type of potential tenant, and there are additional financial considerations the County needs to factor in to achieve the best tenant fit for these highly visible spaces. The process of securing tenants that will help the County achieve these objectives is best assisted by a set of Guiding Principles that spells out the County's objectives for the new restaurant spaces, including: activation of East Main Street, strong business plans and solid financials, diverse and small business participation, quality options at affordable prices and uniqueness. These guiding principles are further explained in the attached memo.

Since the County seeks to achieve additional community goals spelled out in the Guiding Principles that are not typically considered in a standard leasing scenario, the County will secure restaurant tenants through a two-step RFQ/P process rather than traditional leasing with a broker. The RFQ/P process will include the input of Downtown Durham Inc (DDI) and the MSH Consultant Group, a restaurant consulting firm retained to assist the County. Potential restaurateurs who desire

technical assistance in drafting their proposals can receive assistance from The Institute, the County's Minority and Women-owned Business Enterprise (MWBE) Consultant (Executive Director Farad Ali), as well as from the North Carolina's Small Business and Technology Development Center at North Carolina Central University, an extension service of the University of North Carolina System. Both groups have agreed to assist with business and financial planning for small and medium sized businesses that might be interested in the leased spaces. The RFQ/P process will provide an opportunity for the County to choose the best fit for these highly visible spaces. Selected tenants and draft lease terms will be brought back to the Board for approval according the schedule in the attached memo.

Alignment with Strategic Plan: The attached policy supports Goal 1: Community Empowerment and Enrichment and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Jane Korest, Open Space & Real Estate Manager; Nancy Mitchell, Senior Real Estate Officer and Jay Gibson, General Manager

County Manager's Recommendation: The County Manager recommends that the Board receive the update and endorse the Guiding Principles and RFQ/P leasing process for the Admin II retail component so that work can timely proceed.

Attachments:

[BOCC WS Admin II Retail Memo 6-4-18](#)

[Attach 1 Elements of a Successful Business Plan](#)

[BOCC WS on Admin Retail 06-04-18 powerpoint](#)

18-0829

Board Directive Updates (15mins)

Agenda Text:

The Board is requested to review follow-up for earlier Board directives and ask any questions they wish.

County staff are getting more accustomed to the new directive management and follow-up system. Staff continue to draft the follow-up items during meetings and firm them up in the day or two following the meeting. Follow-up items will require different amounts of time for appropriate follow-up, but the noted staff have been asked to note current status and expected time frames in all cases.

Alignment With Strategic Plan: Quick effective follow-up on board directives resonates powerfully as part of Goal 5 of the County's Strategic Plan - Accountable, Efficient, and Visionary Government.

Resource Persons: Drew Cummings, Chief of Staff

County Manager's Recommendation: The County Manager recommends that the Board review the follow-up for earlier Board directives and ask any questions they wish.

Attachments: [Links to Directives](#)

18-0847 **Commissioner Comments (15mins)**

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: This item aligns with Goal 5: Accountable, Efficient and Visionary Government.

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 (15 min)

18-0743 **Request to Award Contract for Sole Source Purchase of COOP Plan and Data Repository**

Agenda Text: The Board is requested to provide approval for sole source exemption for the purchase of a Continuity of Operations Plan and data repository from BOLDplanning, Inc. in the amount of \$78,500. This sole source request is for the purchase from the original provider. There is no other vendor that provides the data repository service needed for the plan.

Durham City/County Emergency Management will use the data repository to assist County and City departments responsible for operating in the Emergency Operations Center (EOC) during an emergency by creating a Continuity of Operations Plan and maintaining required data. Emergency Management Preparedness Grant (EMPG) funding will be utilized for this contract.

This agenda item has been reviewed by the Purchasing Division for compliance with the request for sole source exemption and has been reviewed and approved by the County Attorney's Office.

Alignment with Strategic Plan: This purchase aligns with Goal 3: Safe Community and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: Leslie O'Connor, Division Chief of Emergency Management

County Manager's Recommendation: The County Manager recommends that the Board approve the sole source exemption and authorize the County Manager to enter into a contract with BOLDplanning, Inc. in the amount of \$78,500.

Attachments: [AAF Supplemental BOLDplanning](#)
 [Revised BOLDplanning Agreement](#)
 [BOLDPlanning COOP Proposal](#)
 [BOLDplanning Sole Source Documentation](#)

18-0774 **Approval of the Contract for the Installation of a Fire Alarm Replacement at the Criminal Justice Resource Center in the Amount of \$89,512**

Agenda Text: The Board is requested to authorize the County Manager to enter into an \$89,512 contract to install a new fire alarm system from FESS Fire Protection at the Criminal Justice Resource Center Building. The approved funding to support this project comes from previously budgeted funds in Contracted Services.

The current fire alarm system in the Criminal Justice Resource Center building was installed during the renovation in 2005. The panel is now 13 years old and has been discontinued. Over the last year it has continually given General Services alarm problems on a weekly basis, the last trouble was the need for a new power supply. Since the panel is discontinued, the manufacturer had to bring the part in from another division that had one on the shelf. It is in General Services best interest to upgrade the system to mitigate future problems on the existing system.

Alignment with Strategic Plan: This item aligns with Goal 3: Safe Community, to partner with stakeholders to prevent and address unsafe conditions, protect life and property, respond to emergencies and ensure accessible and fair justice.

Resource Persons: Motiryo Keambiroiro, Director General Services; Shawn Swiatocha, Assistant Director General Services-Operations; and Charles King, Project Facilitator.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into an \$89,512 contract to install a new fire alarm system from FESS Fire Protection at the Criminal Justice Resource Center Building

Attachments: [Fire Alarm AAF](#)
 [MWBE Compliance Review Form-AAF for 18-013Rebid RFP 050718](#)
 [Service Contract FESS FIRE PROTECTION](#)
 [RFP 18-013Rebid Bid Tabulation - Fire Alarm Replacement at the CJRC](#)

18-0797 **Approval of Interlocal Agreement between the County of Durham and the City of Durham for the International City/County Management Association (ICMA) Local Government Management Fellowship Position**

Agenda Text: The Board is requested to authorize the County Manager to execute the attached

Interlocal Agreement with the City of Durham for the International City/County Management Association (ICMA) Fellow.

As part of the fiscal year 2018-2019 Budget, the City of Durham and the County of Durham have proposed continuing to host an ICMA Local Government Fellow for one year (July 2018 through June 2019). The ICMA Local Government Management Fellowship Program links aspiring local government professionals with a local host government or governments for a year. The local government or governments provide the Fellow with professional work experience, while ICMA offers professional development opportunities and a Fellows network so that the Fellows can all connect with and learn from each other. The County of Durham and the City of Durham collaborate to offer an ICMA Fellow the opportunity to work in City and County government on a variety of projects throughout the year. The position is a County position, but will be paid on a 50/50 basis from both the County and the City. The amount to be contributed by the County is \$33,469, and the City will contribute the same amount. The attached Interlocal Agreement formalizes the agreement between the City and County for the ICMA Fellowship.

Alignment with Strategic Plan: The ICMA Local Government Fellowship Program closely aligns with Goal 5 (Accountable, Efficient and Visionary Government), as the ICMA Fellowship is one way in which the County works to develop the next generation of local government leaders.

Resource Persons: Michael Davis, Strategic Initiative Manager

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to execute the attached Interlocal Agreement with the City of Durham for the International City/County Management Association Fellow.

Attachments: [FY18-19 ICMA Fellow interlocal agreement](#)

[AAF Supplemental Document - ICMA Fellow interlocal agreement](#)

18-0801

Execution of the Moving Services Contract With Cameron & Cameron, Inc. for 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 Cameron & Cameron, Inc. to provide moving services for the Administrative Building II Renovation (former Judicial Building) located at 201 E. Main St. in an amount not to exceed \$55,000 (See Attachment 1, pages 1 -11).

This fee was evaluated by representatives from CBRE/Heery International, P.C., Durham County Engineering and Environmental Services and the Purchasing Division. Cameron & Cameron, Inc. was recommended by the CBRE/Heery as a qualified firm providing fair pricing for the project and will perform moving services for the Administrative Building II Renovation project. Cameron & Cameron, Inc. has previously provided move contracting services to the County for the Human Services,

Justice Center and the Main Library Renovation projects demonstrating extensive familiarity with the relocation of Durham County offices.

The scope of this contract is for the post-construction moves for the various Durham County departments relocating into the newly-renovated facility including the following: Register of Deeds, Tax Administration, Engineering and Environmental Services, Soil and Water, NC Forest Service, EMS Administration, NC Department of Juvenile Justice and Delinquency Prevention and General Services Security. The moves are targeted to start on September 4, 2018 and will be completed by September 25, 2018

In review of the M/WBE participation for this project, Cameron & Cameron, Inc. has been identified as a certified Durham based MBE firm and will be utilizing their own workforce to perform 100 percent African American participation for the moving services on this project. For additional M/WBE participation information (See Attachment 2, Page 1). Funding for this service is available in the Durham County Administrative Building II Renovation (Judicial Building Renovation) account.

Alignment with Strategic Plan: This item aligns with Goal 4: Environmental Stewardship and Community Prosperity - 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: Accountability; Efficient and 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 Leisa Wilson, Project Manager, CBRE/Heery

County Manager's Recommendation: The County Manager recommends that the Board authorize the execution of a Moving Services Agreement with Cameron and Cameron, Inc. to provide moving services for the Administrative Building II Renovation (former Judicial Building) located at 201 E. Main St., Durham North Carolina in the amount not to exceed \$55,000 as outlined in the attached proposal signed April 20, 2018.

Attachments:

[AAF - Backups - Administration Building II Renovation Move Contract - Camero](#)
[MWBE Compliance Review Form-AAF for Admin Bldg Relocation-Move Service](#)
[AAF - Supplemental Document Form - Administrative Building II Renovation - M](#)

18-0806

Public Hearing on the Fiscal Year 2018-2019 County Manager's Recommended Budget

Agenda Text:

The Board is to conduct a public hearing to receive citizen input on the Fiscal Year 2018-2019 County Manager's Recommended Budget. To be able to hear from all

interested citizens, the Commissioners usually set a time limit of three minutes for each speaker; however, the time limit may be adjusted at the discretion of Chair Jacobs.

Alignment with Strategic Plan: Public hearings align with Goal 5: Accountable, Efficient and Visionary Government. The objective of fostering informed public engagement.

Resource Persons: Claudia Hager, General Manager of Financial Affairs, Process Improvement and Government Efficiency and Keith Lane, Budget Director

County Manager's Recommendation: The County Manager recommends that the Board conduct a public hearing to receive citizen input on the FY18-19 County Manager's recommended budget and consider the received comments in the deliberations prior to finalization of the budget.

18-0814

Budget Ordinance Amendment No. 18BCC000038 - Lebanon Fire Tax District Fund Balance Appropriation in the amount of \$36,425

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 18BCC00038 appropriating \$36,425 of Lebanon Fire Tax District Fund Balance to offset costs for unanticipated personnel expenditure associated with part-time staffing at Lebanon Volunteer Fire Department during the current fiscal year. These funds will be distributed to the district at their request. The Lebanon Fire District has a fund balance of \$310,334.

The unanticipated personnel cost were incurred while covering an injured employee's position on shift. Extensive overtime and part-time costs have been realized since late 2017 in order to cover the vacant position.

Alignment with Strategic Plan: This request aligns with Goal 3: Safe Community and Goal 5: Accountable, Efficient and Visionary Government.

Resource Persons: James Groves, Fire Marshal/Emergency Management Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 18BCC00038 appropriating \$36,425 of Lebanon Fire Tax District Fund Balance to offset costs for unanticipated personnel expenditure associated with part-time staffing at Lebanon Volunteer Fire Department. These funds will be distributed to the district at their request.

Attachments:

[AAF Supplemental Document - Lebanon18 36k](#)

[AAF-38 Legal Form Lebanon Fund Balance Appropriation.docx](#)

[LVFD Fund Balance Justification\(2\)](#)

18-0816

Request to Reallocate \$10,000 to Durham Center for Senior Life

Agenda Text:

The Board is requested to approve the reallocation of \$10,000 from the Durham County Social Services budget to provide additional county funding for Adult Day

Health Services provided by the Durham Center for Senior Life.

The Durham Center has requested additional funds from the Department due to the authorized daily rate for Adult Day Health services set by the state does not provide adequate reimbursement to cover the cost of Adult Day Health services to clients served through Social Services. The Department worked to identify an additional \$10,000 within the DSS budget, primarily from Work First services, to reallocate for this purpose. These additional funds will assist the Durham Center for Senior Life in delivering these critical services for seniors. It also help prevent potential placement into an adult care facility and support the seniors remaining at home for as long as possible. While this additional allocation does not fully reach the daily rate of services provided, it will provide additional revenue to offset the costs so that the Center can provide the quality services it does to our citizens.

Alignment with Strategic Plan: This item aligns with Strategic Goal 2: Health and Well-being for All by providing additional funding. The Durham Center for Senior Life enhances the well-being for seniors being served and allows them to remain at home.

Resource Persons: Ben Rose, Social Services Director

County Manager's Recommendation: The County Manager recommends that the Board approve the reallocation of \$10,000 from the DSS budget to be paid to the Durham Center for Senior Life for Adult Day Health services provided this fiscal year.

Attachments: [Durham Center for Senior Life Reallocation AAF Supplemental Form](#)

18-0817

Award of Chemical Purchase Contracts for the Triangle Wastewater Treatment Plant, Invitation for Bid (IFB) 18-030

Agenda Text:

The Board is requested to authorize the County Manager to enter into purchase of goods contracts for the following chemicals for the Triangle Wastewater Treatment Plant for the 2019 fiscal year:

1. \$137,600 with Southern Ionics, Inc. for sodium aluminate;
2. \$114,000 with Brenntag Southeast, Inc. for methanol;
3. \$35,000 with Amerochem Corp. for sodium hypochlorite;
4. \$41,595 with Brenntag Southeast, Inc. for sodium hydroxide; and

to authorize the County Manager to execute annual renewals, for up to four additional one year periods in accordance with the terms and conditions of the original contract and subject to budget availability.

Alignment with Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: Environmental Stewardship and Community Prosperity. As these chemicals are necessary for the Triangle Wastewater Treatment Plant to meet all permit limitations as specified in the facility's National Pollutant Discharge

Elimination Systems permit.

Resource Persons: Jay Gibson PE, General Manager; Kyle Manning PE, Senior Project Manager and Greg Johnson, Utility Superintendent

County Manager's Recommendation: The County Manager recommends the Board authorize the County Manager to enter into purchase of goods contracts for the following chemicals for the Triangle Wastewater Treatment Plant for the 2019 fiscal year:

1. \$137,600 with Southern Ionics, Inc. for sodium aluminate;
2. \$114,000 with Brenntag Southeast, Inc. for methanol;
3. \$35,000 with Amerochem Corp. for sodium hypochlorite;
4. \$41,595 with Brenntag Southeast, Inc. for sodium hydroxide; and

to authorize the County Manager to execute annual renewals, for up to four additional one year periods in accordance with the terms and conditions of the original contract and subject to budget availability.

Attachments:

[AAF Supplemental Document - FY19 TWWTP Chemicals](#)

[IFB 18-030 Bid Tabulation - Chemicals -TWWTP\(AAF\)](#)

[MWBE Compliance Review Form-AAF for 18-030 IFB 050118](#)

18-0818

Sole Source Service Contract With Source Technologies for Pump Station Odor Control

Agenda Text:

The Board is requested to authorize the County Manager to enter into a service contract with Source Technologies for the operation and maintenance of the STX and hydrogen peroxide odor control system for Slater Road, Stirrup Iron, and Page Point wastewater pump stations for fiscal year 2019 in the amount of \$128,370.50.

Background:

Historically Durham County has used a combination of calcium nitrate tetrahydrate and calcium ammonium nitrate to minimize the generation of hydrogen sulfide gases produced by bacteria in the sewer system. To further decrease total effluent nitrogen at the Triangle Wastewater Treatment Plant (TWWTP), staff investigated several technologies to eliminate intentional introduction of nitrate compounds into the wastewater.

In December of 2017, TWWTP staff completed a pilot program with Source Technologies to demonstrate the effectiveness of STX and hydrogen peroxide to control hydrogen sulfide generation. STX is a catalyst manufactured by Advanced Oxidation Technology. The initial results of the pilot study indicated STX and hydrogen peroxide would be able to provide an equal amount of protection against sulfide generation when compared to the calcium nitrate solutions (study attached). In addition, STX and hydrogen peroxide do not introduce any additional nitrate or

ammonia into the collection system that must be removed at the TWWTP.

The STX and Hydrogen Peroxide System is comparable in cost to calcium nitrate. The cost of the Source Technologies system is approximately \$0.100 per gallon of wastewater treated compared with the cost of calcium nitrate of approximately \$0.095 per gallon of wastewater treated. However, Source Technologies provides all equipment and operates the chemical feed system, thus freeing up Durham County staff for other operations and tasks.

Source Technologies LLC is a sole source provider of Advanced Oxidation Technology's products in the state of North Carolina, thus this service was not advertised. The sole source letter is attached for reference.

Alignment With Strategic Plan: This action is in accordance with Durham County Strategic Plan Goal 4: Environmental Stewardship and Community Prosperity, as STX and hydrogen peroxide will provide odor and corrosion control within the wastewater collection system resulting in an increase in the useful life of pump stations and gravity sewer lines, thus minimizing the risk of system failures due to corrosion.

Resource Persons: Jay Gibson PE, General Manager; Kyle Manning PE, Senior Project Manager and Greg Johnson, Utility Superintendent

County Manager's Recommendation: The County Manager recommends the Board authorize the County Manager to enter into a service contract with Source Technologies for the operation and maintenance of the STX and hydrogen peroxide odor control system for Slater Road, Stirrup Iron, and Page Point wastewater pump stations for fiscal year 2019 in the amount of \$128,370.50.

Attachments:

[AAF Supplemental Document - FY19 Source Technologies](#)
[Durham Chemical Costing FY18-19](#)
[Durham Slater Pilot study](#)
[sole source Durham](#)

18-0819

Department of Social Services Home and Community Care Block Grant (HCCBG) Plan for Fiscal Year 2018-2019

Agenda Text:

The Board is requested to suspend the Rules of Procedure to approve the Home and Community Care Block Grant Plan (HCCBG) for FY2018-2019. The HCCBG, as authorized in G.S. 143B-181.1 (a) (11), is designed to improve the planning and coordination of in-home and community based services provided to North Carolina's older adults. It is also intended to promote the visibility of aging programs at the local level by giving counties increased flexibility with respect to funding aging services available through the Block Grant. The majority of funding comprising the HCCBG is authorized by the federal Older Americans Act. There are federal mandates and priorities established by the Older Americans Act. However, the legislation provides for state and local discretion in the funding of particular services and programs.

The Durham County Department of Social Services and the Durham Center for Senior Life are co-lead agencies for receiving the 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.

The funding has been incorporated into the FY19 Budget.

Alignment with Strategic Plan: This item aligns with Goal 2: Health and Well-being for All which decrease health disparities within the community.

Resource Persons: Margaret Keller and Joan Pelletier, Co-chairs, Durham Partnership for Seniors; Judy Kinney, Executive Director, Durham Center for Senior Life and Lee Little, Adult Protective Services Supervisor, Aging and Adult Services.

County Manager's Recommendation: The County Manager recommends that the Board suspend the Rules of Procedure to approve the Home and Community Care Block Grant Plan for FY2018-2019.

Attachments: [HCCBG FY19 Plan AAF Suppl Doc for 6-4-18](#)

[HCCBG FY19 Co Funding Plan signed by Ben](#)

18-0831

Capital Project Amendment No. 18CPA000010 for the new Rougemont Community Water System (RCWS) pH Control System Capital Project and Budget Ordinance Amendment No. 18BCC000039 Transferring \$107,175 from the Capital Financing Plan Fund to the PAYGO Fund to Fund the RCWS pH Control System Project

Agenda Text:

The Board is requested to approve Capital Project Ordinance No. 18CPA000010 for the new Rougemont Community Water System (RCWS) pH Control System Project and Budget Ordinance Amendment No. 18CPA000039 transferring \$107,175 from the Capital Financing Plan Fund to the PAYGO Fund to fund the RCWS pH Control System Project.

The RCWS became operational in September of 2016. The existing treatment system consists of sodium hypochlorite for disinfection and zinc orthophosphate for corrosion inhibition. Durham County completed an Optimum Corrosion Control Treatment (OCCT) study in June of 2017 at the request of the North Carolina Department of Environmental Quality (NCDEQ). NCDEQ requested the OCCT study based upon previous sampling events that indicated copper samples from individual homes were above the regulatory Action Level of 1.3 mg/l and a system pH of less than 6.8 s.u.

In response to the OCCT study, NCDEQ issued a letter dated October 24, 2017 approving of the following treatment methods to minimize the copper corrosion within the distribution system:

1. Increase the pH of the water to a range between 7.2 and 7.8 s.u. using soda ash within the distribution system; and
2. Continue orthophosphate based corrosion inhibitor to maintain a residual of 1.0 mg/l in the distribution system.

Increasing the pH from 6.8 s.u. to between 7.2 and 7.8 s.u. will result in increased efficiency of the zinc orthophosphate for corrosion inhibition.

The letter issued by NCDEQ stated the pH adjustment system must be operational by October 2019. County staff prepared and issued RFQ 18-011 in October of 2017 to select an engineering firm to design a small pH control system to meet the requirements put forward by NCDEQ. There were no responses primarily due to the small size of the RCWS. In November of 2017, County staff reached out to Advanced Water Systems, Inc. (AWS) to install an off the shelf system as recommended by one of the non-responsive engineering firms. After studying the system, AWS determined an engineering review and design would be required due to the size of the system, however, they did not have the appropriate staff to perform the work in-house.

After reaching out to several firms, Dewberry Engineers, Inc. (Dewberry) put together an engineering design proposal for the pH control system at a cost of \$34,740. After Dewberry performs the design work, the County will bid out the construction of the pH control system. The total estimated project costs that includes the \$34,740 engineering design is \$107,175.

Please note that failure to install the pH control system would be a violation of G.S. 130A-325 (1). For each violation of GS 130A-325, the Secretary of Environmental Quality may impose a fine of \$25,000 per day as outlined in G.S. 130A-22 (b). Therefore, County staff respectfully request the Board approve moving forward with this project at this time to ensure we do not violate general statute but also to ensure that we meet the October 2019 required deadline.

Also, with the proposed funding method, no appropriation of fund balance is necessary in the Capital Financing Fund. The budget within the Finance cost center will be reduced and the transfer to PAYGO will be increased by the \$107,175 amount within the general government functional area.

Alignment with Strategic Plan: 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: Jay Gibson, General Manager, Stephanie Brixey, Deputy Director of Engineering, Kyle Manning, Senior Project Manager

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No. 18CPA000010 for the new RCWS pH Control System Project and Budget Ordinance Amendment No. 18BCC000039 transferring \$107,725 from the Capital Financing Plan Fund to the PAYGO Fund to fund the RCWS pH Control System Project.

Attachments:

[OCCT Study Results Form](#)

[NCDEQ October 24 2017 issued letter](#)

[2018.02.06 Proposal from Drewberry Engineers Inc for the Design](#)

[CPA-10 Legal Form Rougemont Community Water System pH Control System](#)

[AAF-39 Legal Form Transfer from CFP Fund to PAYGO fund for the Rougemont](#)

[AAF-39 Supplemental Document - RCWS pH Control System Project](#)

18-0833

Budget Ordinance Amendment No. 18BCC000040 - Approve Amendment to the Benefits Plan Fund Budget of \$3,350,000

Agenda Text:

In analyzing the Benefits Plan Fund and assessing where the County's costs for these benefits will be at fiscal year end, it is County staff's belief that expenditures will exceed the current amount budgeted for medical (health) costs. As such, the Board is requested to approve Budget Ordinance Amendment No. 18BCC000040 to increase the Benefits Plan Fund expenditure budget in the amount of \$3,350,000 for medical (health) self-insured costs and increase the budget amount of the Benefits Plan Fund funding sources of medical revenues (employee out-of-pocket contributions) in the amount of \$264,000 and General Fund transfers into the Benefits Plan Fund (County contributions) in the amount of \$255,000 and a one-time County contribution transfer of \$2,831,000. The General Fund will be amended as follows: Increase the transfer to health benefits \$3,086,000 and increase fund balance appropriated by \$3,086,000.

Please note that while County staff does estimate the need for additional budget for FY17-18 for the medical (health) costs, the requested budgetary increase is a conservative estimate. County staff does not anticipate the need for the entire amount; however, the Local Government Commission will not allow amendments to the budget after June 30th for the current fiscal year. Therefore, staff is requesting this amount to ensure that we do not exceed budget appropriations. This amendment is consistent with an amendment that was brought before the board in FY15-16 in the amount of \$3,000,000. Of this amount, \$2,560,000 was required.

Alignment With Strategic Plan: This request relates to the following elements of the Durham County Strategic Plan: the amendment aligns with Goal 5 (Accountable, Efficient, and Visionary Government).

Resource Persons: Kathy Everett-Perry, Chief Human Resources Officer; Claudia

Hager, General Manager; Susan Tezai, Chief Financial Officer; Deidre Gonzales, Interim Benefits Manager.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 18BCC000040 to increase the Benefits Plan Fund expenditure budget in the amount of \$3,350,000 for medical (health) self-insured costs and increase the budget amount for the Benefits Plan Fund funding sources of medical revenues (employee out-of-pocket contributions) in the amount of \$264,000 and General Fund transfers into the Benefits Plan Fund (County contributions) in the amount of \$255,000 and a one-time County contribution transfer of \$2,831,000. The General Fund will be amended as follows: Increase the transfer to health benefits \$3,086,000 and increase fund balance appropriated by \$3,086,000.

Attachments: [AAF-40 Legal Form Benefits Plan Fund \(\\$3,350,000\)](#)
[AAF-40 Benefits Plan Supplemental Document](#)

18-0836

Contract Renewal of Dell SecureWorks with Terms From July 1, 2018 to August 31, 2019 Using Fiscal Year (FY) 2019 Operational Funds.

Agenda Text:

The Board is requested to authorize the County Manager to enter into a \$96,304.08 contract to renew the Advance Threat Protection security services IS&T has contracted with Dell SecureWorks through Fiscal Year (FY) 19 and give the County Manager authority to sign subsequent renewals. The IS&T Department is seeking approval for this contract at the end of FY18 however the terms of this contract will cover FY19 and funding will be processed during FY19.

Dell SecureWorks provides Durham County Government (DCG) with 24-hour x 365-day, around the clock, real-time firewall and server monitoring, log retention and packet inspection to prevent, detect and respond to cyber threats and, Co-managed firewall services from a Dell Security Operations Center (SOC). With visibility into global network traffic Dell SecureWorks assists the IS&T Department with identifying real-time threats and responding quickly to prevent and minimize malicious attacks and data breaches. Security information is correlated across our environment and analyzed by certified security analysts, using global threat intelligence and proven expertise to assess threats. The SOC employ's security experts to provide investigative, remediation and consultative support around the clock. Log retention services aid the County in meeting security and compliance requirements for log collection, storage and reporting through the capture and aggregation logs generated every day. Co-managed firewall services provide DCG 24-hour x 365-day firewall administration, log monitoring, and response to security and device health events. These contracted services are a necessary layer of security that helps prevent and minimize large scale outages and data breaches and also reduces a need for additional County staffing. Staff recommends approval of this renewal contract with Dell SecureWorks and the Board of County Commissioners.

Alignment with Strategic Plan: Efficient and effective operations of business

applications supporting citizens across our County departments aligns with Goal 5 (Accountable, Efficient and Visionary Government) of the Strategic Plan.

Resource Persons: Greg Marrow, Chief Information Officer

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract renewal and give the County Manager authority to sign subsequent renewals with Dell SecureWorks for a total of \$96,304.08 to be paid for with fund in the IS&T operational budget. The IS&T Department is seeking approval for this contract at the end of FY18 however the terms of this contract will cover FY19 and funding will be processed during FY19.

Attachments:

[DELL CONTRACT 060418](#)

[Secureworks AAF Supplemental Document - Contract Approval\[1\]](#)

18-0840

Budget Ordinance Amendment No. 18BCC000041 - Social Services Budget Reduction of \$16.3 Million Dollars for Fiscal Year 2017-18 Child Care Subsidy

Agenda Text:

The Board is requested to reduce the child care budget by \$16,362,968 because Durham County has now been fully integrated into the State NC FAST system for child care. Moving forward Durham County will no longer issue child care payments as this is a state function. NC FAST includes a Provider Self Service Portal where providers accept children into their care, update rates for services and record attendance.

Alignment with Strategic Plan: This item aligns with Goal 2: Health and Well-being for All which decrease health disparities within the community and Goal 3: Safe Community to improve outcomes for vulnerable, children, youth and adults.

Resource Persons: William Rose, Director and Rhonda Stevens, Assistant Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 18BCC000041 to reduce the Social Services budget \$16.3 million dollars for Fiscal Year 2017-18 Child Care Subsidy.

Attachments:

[Child Care Budget Reduction AAF Supplemental Doc](#)

[Child Care backup state estimates](#)

[AAF-41 Legal Form Reduce DSS Child Care Subsidy budget \(\\$16.3M\)](#)

18-0841

Durham County Juvenile Crime Prevention Council Appointment

Agenda Text:

The Board is requested to appoint Angela Nunn, Durham County Youth Home Director to serve a two-year term on the Juvenile Crime Prevention Council.

To receive funding for juvenile court services and delinquency prevention programs from the North Carolina Department of Public Safety, the Board of County

Commissioners must appoint a Juvenile Crime Prevention Council. The council includes the local school superintendent(s), a chief police, the local sheriff, the district attorney, chief court counselor, the director of the area mental health, the director of the county department of social services, the county manager, a substance abuse professional, a member of the faith community, a county commissioner, two persons under the age of 18, a juvenile defense attorney, the chief district court judge, a member of the business community, the local health director, a representative from the United Way or other nonprofit agency, a local parks and recreation program, youth home director, and up to six members of the public to be appointed by the Board of County Commissioners. The statute allows for some of the listed public agency heads to designate a representative from their agency for the council.

Alignment with Strategic Plan: This appointment aligns with the County's Strategic Goal 3: Safe Community.

Resource Persons: Nisha Williams, Chair of the Juvenile Crime Prevention Council and Gudrun Parmer, Criminal Justice Resource Center Director.

County Manager's Recommendation: The County Manager recommends that the Board appoint Angela Nunn, Durham County Youth Home Director, to serve a two-year term on the Juvenile Crime Prevention Council.

18-0849**Contract Amendment for Inmate Meal Preparation and Food Services at the Durham County Detention Facility****Agenda Text:**

The Board of County Commissioners is requested to authorize the County Manager to execute an amendment to the service contract for the provision of inmate meal preparation and food services at the Durham County Detention Facility. On May 13, 2016, RFP #16-021 was advertised and four bidders responded with proposals. Following submittal, a selection committee was formed consisting of key personnel from the Detention Center, Sheriff's Office Administration, the Nutrition Division of Public Health, and assistance by the Purchasing Division of the Durham County Finance Department. A contract for the selected contractor, ABL now Summit Food Services LLC, was awarded by the Board of County Commissioners on August 26, 2016 for a one year term with four one year renewals.

The stated needs of the service contract include the daily preparation of and food services for breakfast, lunch and dinner for an approximate population of 500 inmates, with a potential capacity of 736 inmates. In addition, the service contract will include the preparation of and food services for staff meals, Monday through Friday, which includes breakfast and lunch at no cost to the County. Under this scope of services, the anticipated Fiscal Year 2017-18 contract amount was executed for \$700,000; however, special dietary needs of the current population has driven costs beyond what was anticipated, resulting in this amendment.

This request increases the current year contract from \$700,000 to \$780,000, which

will provide sufficient funding to close out the fiscal year. No additional appropriation is required for this contract amendment.

Alignment with Strategic Plan: This item aligns with the County's Strategic Goal 2: Health and Well Being for All and Goal 3: Safe Community.

Resource Persons: David McNulty, Finance Officer, Durham County Sheriff's Office; Anthony Prignano, Detention Services Director, Durham County Sheriff's Office.

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to execute a contract amendment in the amount of \$80,000 with Summit Food Services LLC for inmate meal preparation and food services at the Durham County Detention Facility.

Attachments: Summit Contract Amendment.docx
AAF Supplemental Document - Summit.docx

18-0851 Budget Ordinance Amendment No. 18BCC000042 - Approval of Fund Balance Appropriation From Parkwood Fire Tax District, Bethesda Fire Tax District, Bethesda Service Tax District, and Durham County Fire and Rescue Service Tax District and Transfer \$698,483 to General Fund to Support Durham County Fire and Rescue Fund Center Expenditures

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 18BCC000042 appropriating \$25,096 of Parkwood Fire Tax District Fund Balance, \$11,386 of Bethesda Fire Tax District Fund Balance, \$87,958 of Bethesda Service Tax District, and \$574,042 of Durham County Fire and Rescue Service Tax District and transferring these funds to the General Fund to offset unanticipated expenditures in the Durham County Fire and Rescue Fund Center and decreased revenue from budgeted funds in Durham County Fire and Rescue Service Tax District.

Additional personnel expenditures were necessary in order to train employees and prepare facilities for the consolidation of DCFR with the City of Durham. These unanticipated expenses are for personnel overtime and part-time costs associated with training employees, and increased costs needed to renovate two stations (Stations 81 and 83) for their continued use by DFD after the consolidation. DFD will use Stations 81 and 83 until the new DFD Stations 18 and 19 are built within the next five years.

The difference in projected revenue is due to reductions in the personal property valuation (assets previously listed in the incorrect district and adjustments resulting from ruling of the Board of Equalization and Review and Property Tax Commission) and lower collected tax revenue from the Interlocal Agreement with Chatham County.

The Interlocal agreement with the City of Durham for consolidated fire protection and first responder services in the southern part of the County is under final review. We anticipate having the agreement on the June 11 Board agenda for consideration and

approval.

Alignment with Strategic Plan: Goal 3: Safe Community

Resource Persons: James E. Groves, Fire Marshal/Emergency Management Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 18BCC000042 appropriating \$25,096 of Parkwood Fire Tax District Fund Balance, \$11,386 of Bethesda Fire Tax District Fund Balance, \$87,958 of Bethesda Service Tax District, and \$574,042 of Durham County Fire and Rescue Service Tax District and transferring these funds to the General Fund to offset unanticipated expenditures in the Durham County Fire and Rescue Fund Center and decreased revenue from budgeted funds in Durham County Fire and Rescue Service Tax District.

Attachments: AAF Supplemental Document - DCFR Budget Amendment 6-2018

5. Adjournment