



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, August 5, 2019

9:00 AM

Commissioners' Chambers

Work Session

"Public Charge"

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

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

9:00 am Work Session Agenda

1. Citizen Comments (30 min)

19-0370

Citizen Comments (30min)

Agenda Text:

The Board of County Commissioners will provide a 30-minute comment period at a meeting once a month. Any citizen of Durham County wishing to speak shall have an opportunity to do so. The Board may direct staff to research and reply to the concerns, if appropriate. Speakers 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 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: Monica W. Toomer, 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. Consent Agenda (15 min)**19-0214 Budget Ordinance Amendment No. 20BCC000003 - Recognize Durham County Grant Revenue: "ULC Partners for Middle School STEM"**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 20BCC000003 to recognize up to \$10,000.00 in grant revenue from the Urban Libraries Council (ULC).

Durham County Library has been awarded a place as a participant in ULC's Partners for Middle School STEM initiative to reach low-income middle school students to provide programs that ensure youth have fun with STEM while learning and understanding its long-term relevance and value in their lives.

The project plan is for Stanford L. Warren Branch Library's Teen Librarian Ericka Hill to offer STEAM Off After School Program at Stanford L. Warren Branch Library and the Durham County Youth Home. The four-week program will be offered to area youth at Stanford L. Warren Branch Library twice a week in the evening and once a week at Durham County Youth Home. Hill is working with community partners to ensure that participants at the library will receive dinner as part of the program as well. This theme-based enrichment program will give youth hands-on experience exploring topics such as outer space, LEGO robotics, and coding, and will culminate in a celebration of all that the students have learned and a panel of and presentations by local educators and STEAM professionals covering topics including the education needed for and careers possible in STEAM fields.

The grant is made possible by funding from the federal Institute of Museum and Library Services (IMLS) grant number LG-95-18-0025-18.

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

Resource Persons: Tammy Baggett, Library Director; Terry B. Hill, Deputy Director; and Ericka Hill, Stanford L. Warren Teen Librarian.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 20BCC000003 to recognize up to \$10,000.00 in grant revenue from the Urban Libraries Council (ULC).

Attachments: [ULC. PartnersforMiddleSchool. DCL Signed Agreement](#)
[ULC STEM Cohort Application FINAL](#)
[STEAM Off After School Program](#)
[AAF Supplemental Form Library ULC STEM Cohort](#)
[AAF-03 Legal Form Library ULC Partners for Middle School STEM Grant \(\\$10,000\)](#)
[STEAM Off Summer Camp Budget. 7.12.19](#)

19-0322

**Budget Ordinance Amendment No. 20BCC000004 - Recognize
Durham County Library Grant Revenue: "LSTA Practicing
Inclusivity"**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 20BCC000004 to recognize \$106,062 in grant revenue from the State Library of North Carolina. Durham County Library has been awarded a second year of funding to continue implementing *Practicing Inclusivity: Establishing a Multi-Sensory Environment, Inclusive Playroom, and Mobile Adaptive Technology and Sensory Units for Transformation Main*.

Practicing Inclusivity provides programs, services, resources, and spaces for all members of the community, with special emphasis on individuals with special needs. The goal of *Practicing Inclusivity* is to focus on individuals with special needs, including, but not limited to: autism, developmental delays, emotional disabilities, hearing impairments, intellectual disabilities, orthopedic impairments, specific learning disabilities, speech and/or language impairments, traumatic brain injuries, vision impairments, and other health impairments. The Multi-Sensory Environment, Inclusive Playroom, and Mobile Adaptive Technology and Sensory Units at the renovated Main Library will allow for Durham County Library to expand and improve services, spaces, and programs for individuals with special needs.

This grant is made possible by funding from the federal Institute of Museum and Library Services (IMLS) under the provisions of the Library Services and Technology Act (LSTA) as administered by the State Library of North Carolina, a division of the N.C. Department of Natural and Cultural Resources (IMLS grant number LS-00-19-0034-19).

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

Resource Persons: Tammy Baggett, Library Director; Faith Burns, Project Co-Manager and Interim Manager of Main Library; and Sarah Alverson, Project Co-Manager and Community Engagement Administrator.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 20BCC000004 to recognize \$106,062 in grant revenue from the State Library of North Carolina.

Attachments: [LSTA FY 2 - Practicing Inclusivity - Grant Application](#)
[LSTA FY 2 - Practicing Inclusivity - Award Letter](#)
[LSTA FY 2 - Practicing Inclusivity - Executed Agreement](#)
[LSTA FY 2 - Practicing Inclusivity - Agreement Executed - Confirmation Email](#)
[LSTA FY2 - Practicing Inclusivity - AAF Supplemental Form](#)
[AAF-04 Legal Form Library LSTA Grant \(\\$106,062\)](#)

19-0327 **Acceptance of \$26,149.00 CFAT Grant to the Engineering and Environmental Services Department Supporting Replacement of Nine Electric Vehicle Charging Stations**

Agenda Text: The Board is requested to accept a grant of \$26,149 from the Clean Fuel Advanced Technology (CFAT) program to replace nine electric vehicle charging stations (EVCS) used by the public.

In 2012, The County installed 12 Eaton EVCS at 5 locations. Since that time, use of the stations has steadily grown as more people purchase EVs. Eaton no longer supports these stations or provides new parts and they are not compatible with all new electric vehicles. One of the stations in the Human Services parking lot does not work at all.

The Sustainability Office applied for funding to replace the stations through the Clean Fuel Advanced Technology (CFAT) program and was awarded \$26,149. This grant requires costshare so the County partnered with ChargePoint, one of the leading EVCS companies in the country. ChargePoint will provide the equipment and installation at a discount, providing more than \$40,000 in costshare for the project. This is a reimbursement grant, so Durham County will pay the discounted cost upfront and receive \$26,149 back from CFAT. The total cost to Durham County after the rebate is \$2,849.

The new stations will each have two ports instead of the current one port per station, thus allowing for more vehicles to use the stations at the same time. These stations are fully networked so users can find them, staff can see data and manage the stations remotely, and ChargePoint staff can diagnose problems remotely.

Station that will be replaced:

- Durham County Courthouse parking deck - 510 S Dillard St (4 stations)
- South Regional Library - 4505 S Alston Ave (2 stations)
- North Regional Library - 221 Milton Road (2 stations)
- Health and Human Services (401 E Main St) (1 station)

ChargePoint stations are networked and there is an annual cost for that service. The first year's cost is included in the project, but future years will have to be included in

the County's budget. If the County is not charging visitors to use the stations, then the cost is \$120 per station (\$1,080) per year. If the County decides to charge visitors to use the stations, the cost for that connectivity and for processing the payments is \$560/station (\$5,040) per year. Staff recommends not charging visitors the first two years while we gather data on use and then consider charging a fee in year three. At that time there will be sufficient data to determine if the fees will cover the connectivity costs. Therefore, the cost in the FY21 would be \$1,080.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal 4 (Environmental Stewardship and Community Prosperity), and Goal 5 (Accountable, Efficient, and Visionary Government).

Resource Persons: Tobin L. Freid, Sustainability Manager; Peri Manns, Interim Director of Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board accept a grant of \$26,149 from the Clean Fuel Advanced Technology (CFAT) program to replace nine electric vehicle charging stations used by the public.

Attachments:

[County of Durham CFAT Award Letter R2 2019](#)

[DCo EVCS use over time](#)

19-0352

Budget Ordinance Amendment No. 20BCC000002 to Appropriate General Fund fund balance for the purchase of 10 Public Health Replacement Vehicles

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 20BCC000001 to appropriate General Fund fund balance in the amount of \$248,780 for the purchase of 10 Public Health replacement vehicles.

The BOCC approved the purchase of the vehicles on the June 10, 2019 regular session agenda with the funding source being the recognition of a portion of Medicaid Cost settlement funds received in fiscal year 2019 above the amount originally budgeted. However, due to time constraints, staff was not able to process the purchase order before June 30, 2019. This is a budgetary entry only that is necessary to amend the Public Health FY2019-20 budget in order to purchase the vehicles.

Alignment with Strategic Plan: Goal 2: Health and Well-Being for All; Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Gayle Harris, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 20BCC000002 to appropriate General Fund fund balance for the purchase of 10 Public Health Replacement Vehicles with Medicaid Cost Settlement funds received in FY2018-19.

Attachments: [AAF-02 Supplemental Form PH General Fund fund balance appropriation to purchase](#)
[AAF-02 Legal Form PH General Fund fund balance appropriation to purchase 1](#)

19-0353 **Budget Ordinance Amendment No. 20BCC00005 - Recognize \$24,500 from the Durham County Alcoholic Beverage Control Board for the Durham Drug Treatment Court**

Agenda Text: The Board is requested to approve Budget Ordinance Amendment No. 20BCC000005 in the amount of \$24,500 to appropriate restricted funds from the Durham County Alcoholic Beverage Control (ABC) Board for the Criminal Justice Resource Center's Drug Treatment Court. These revenues are unspent monies that were received in FY2019 for restricted purposes and were therefore restricted in fund balance in FY2019. Because they are restricted in fund balance, there is no impact on unassigned fund balance or the fund balance as a percentage of total general fund expenditures. This is a budgetary entry only for FY2020 to allow the spending of the restricted monies for the purposes of which they were received.

Every year, the Durham County ABC Board awards grants to programs which support the prevention of alcohol and drug abuse, as well as their effects. This is the first time that the Drug Treatment Court was eligible to apply for funding. The grant award will be used to support and enhance critical program components like alcohol and drug testing, medication assisted treatment, housing and transportation assistance, as well as client incentives. This grant does not require a match.

Alignment with Strategic Plan: This agenda item aligns with Durham County's Strategic Goal 2: Health and Well-Being for All, as well as Goal 3: Safe Community

Resource Persons: Gudrun Parmer, CJRC Director, and Roshanna Parker, Assistant CJRC Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 20BCC000005 to appropriate restricted fund balance in the amount of \$24,500 received from the Durham County ABC Board for the Durham Drug Treatment Court.

Attachments: [AAF Supplemental Document - ABC Board Grant](#)
[AAF-05 Legal Form Appropriate Restricted Fund Balance for CJRC grant \\$24,500](#)

19-0354 **Approval of Service Contract for Psychiatric Services at the Durham County Detention Facility**

Agenda Text: The Board is requested to authorize the County Manager to enter into a service contract in the amount of \$81,900.00 with Psychiatric Services and Consultation, LLC to provide psychiatric services to individuals in the Durham County Detention Facility.

Dr. Patricia Knautt with Psychiatric Services and Consultation, LLC serves as the Durham County Detention Facility's Mental Health Director, making clinical decisions concerning the care of mental health clients. This service agreement is necessary to

ensure that individuals with mental illness in the Durham County Detention Facility have access to psychiatric services, including evaluation and assessment, crisis intervention, as well as medication management and monitoring. Funding for the contract has been allocated in the Criminal Justice Resource Center's FY20 budget.

Alignment With Strategic Plan: This request supports the County's Strategic Plan's Goals 2: Health and Well-Being for All and Goal 3: Safe Community.

Resource Persons: Gudrun Parmer, CJRC Director

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into a service contract in the amount of \$81,900.00 with Psychiatric Services and Consultation, LLC to provide psychiatric services to individuals in the Durham County Detention Facility.

Attachments:

[AAF Supplemental Document - Contract Approval FY20 Psychiatric Services](#)

[Psychiatric Services, Service Contract FY20](#)

[Psychiatric Services, Scope of Services FY20](#)

[RFQ 18-033 - Psychiatric Services - Detention Facility, Tabulation Sheet](#)

[MWBE Compliance Review Form-AAF for 18-033 RFQ 071018](#)

19-0355

Approval of Service Contract for Electronic Monitoring Services

Agenda Text:

The Board is requested to authorize the County Manager to enter into a service contract in the amount of \$136,875 with Buddi US, LLC to provide Electronic Monitoring Services for individuals assigned to Durham County Pretrial Services.

Durham County Purchasing Division issued a Request for Proposals in February 2019 (RFP 19-023). After a comprehensive review, the Selection Committee recommended Buddi US, LLC. The County Attorney's Office has reviewed the contract documents.

Alignment with Strategic Plan: This agenda item supports the County's Strategic Plan Goal 3: Safe Community

Resource Persons: Gudrun Parmer, CJRC Director and Christie Long, Pretrial Services Supervisor

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to enter into a service contract in the amount of \$136,875 with Buddi US, LLC to provide Electronic Monitoring Services for individuals assigned to Durham County Pretrial Services.

Attachments:

[AAF Supplemental Document - Contract Approval FY20 Electronic Monitoring S](#)

[Contract, Buddi - Electronic Monitoring Services](#)

[Buddi, LLC Attachment 1 - Scope of Services FY2020](#)

[RFP 19-023 - Electronic Monitoring Services - Bid Tabulation](#)

[MWBE Compliance Review Form-AAF for 19-023 RFP 061819](#)

19-0356**Award Contract for Security Access Control and Video Management Systems at various County Buildings****Agenda Text:**

The Board is requested to authorize the County Manager to execute a service contract with Brady Integrated Security in the amount of \$337,894.23 (which includes a 7% contingency) for the installation of S-2 access control and video management systems at various County buildings. RFP 19-030 Security Access Control and Video Management Systems was solicited for qualified firms to provide the conversion of the existing Andover access control and DVTel Video Management Systems (VMS) to S-2 access control and VMS for the Health and Human Services Building, Stanford Warren Library, General Services Building, and the Criminal Justice Resource Center. The current Andover Continuum system is proprietary rather than open-architecture and will be at the end of its useful life in two years.

Two proposals were received for RFP 19-030 Security Access Control and Video Management Systems. Brady Integrated Security was deemed the most qualified firm for the project, based on an evaluation committee's review. An interview was held with both vendors to discuss the scope of work listed in the proposals. Brady Integrated Security either met or exceed expectations on all items listed in the scope of work. They provided a detailed approach to provide successful completion to the work outlined in RFP 19-030 Security Access Control and Video Management System.

In review of the MWBE Compliance for RFP19-030 Security Access Control and Video Management Systems, there were no participation goals achieved on this project. Brady Integrated Security will be utilizing their own workforce to perform this particular service on the project.

Alignment with Strategic Plan: Enhancing Security at Health and Human Services, Stanford Warren Library, General Services, and the Criminal Justice Resource Center. Goal 3 Safe and Secure Community.

Resource Persons: Motiryo Keambiroiro, Director of General Services and Ed Miller, Security Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a service contract with Brady Integrated Security in the amount of \$337,894.23 (which includes a 7% contingency) for the installation of S-2 access control and video management systems at various County buildings.

Attachments:

[AAF Supplemental Document - Contract Approval](#)

[RFP 19-030 - Security Access Control and Video Management Systems](#)

[Brady Bid RFP 19-030 Security Access Control & Video Management Systems](#)

[MWBE Compliance Review Form-AAF for 19-030 RFP \(2\) 071519](#)

[Service Contract, Brady Integrated Security, Install S-2 at various County Buildi](#)

19-0357**Award of Contract to Schneider Electric for Regular Preventative Maintenance Services on the BAS and Security Access System****Agenda Text:**

The Board is requested to allow the County Manager to enter into contract with Schneider Electric in the amount of \$256,702.00 for annual preventative maintenance services on the County's BAS/security access system, and to execute future annual service renewals if within the General Services budget. BAS (Building Automation System) is a proprietary system of Schneider Electric that controls the heating, air conditioning, and security card access systems in many County owned facilities.

Alignment with Strategic Plan: Upkeep of the card access system falls in line with Goal 3-Safe and Secure Community; while Maintenance of the building automation system conserves energy and resources which is in line with Goal 4-Environmental Stewardship.

Resource Persons: Motiryo Keambiroiro, Director of General Services; Shawn Swiatocha, Assistant Director of General Services; Joel Jones, Quality Control and Contract Specialist

County Manager's Recommendation: The County Manager recommends that the Board allow the County Manager to enter into contract with Schneider Electric in the amount of \$256,702.00 for annual preventative maintenance services on the County's BAS/security access system, and to execute future annual service renewals if within the General Services budget.

Attachments:

[AAF Supplemental Document - BAS Service Agreement](#)

[Schneider BAS PM Service Agreement](#)

19-0359**Contract Renewal for Westaff****Agenda Text:**

The Board is requested to approve the current contract with Westaff for \$50,000.00

Westaff is a temporary staffing agency currently used to assist in the data entry process for the closing of the 2019 General Reappraisal data entry project that required the relisting of 117,000 parcels. The County has followed the new General Reappraisal Guidelines set forth by the NC Department of Revenue requiring that all property be relisted for the reappraisal process. To ensure the department meets the timeframe for setting value for the 2019 General Reappraisal additional data entry personnel had been required to complete the task. Temporary employees also provided relief due to open vacancies in appraisal, and current collections.

Alignment with Strategic Plan: Goal 5, Accountable, Efficient, Visionary Government. Westaff has placed several temporary staff within our organization. Several of those placements have previous tax office experience resulting in minimal downtime allowing us to be more efficient in our training efforts and data entry projects.

Resource Persons: T. Dwane Brinson, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board approve the contract with Westaff for temporary staffing purposes.

Attachments: [Westaff Proposed contract](#)

19-0360

Appointment to the Criminal Justice Advisory Committee

Agenda Text:

The Board is requested to appoint Eric R. Johnson to a two-year term in the Local MCO/LME Director Designee statutory position on the Criminal Justice Advisory Committee:

The Durham County Criminal Justice Advisory Committee was established in 2012 to develop a comprehensive continuum of services for the adult criminal justice system, identify gaps and develop intervention strategies.

Alignment with Strategic Plan: The Criminal Justice Advisory Committee aligns with Goal 3 of the County's Strategic Plan

Resource Persons: Gudrun Parmer, Director of Criminal Justice Resource Center

County Manager's Recommendation: The County Manager recommends that the Board appoint Eric R. Johnson, Alliance Health, to serve a two-year term in a statutory position on the Criminal Justice Advisory Committee.

19-0361

Removal of Citizen Board Member Due to Poor Attendance

Agenda Text:

The Board is requested to remove the following member in keeping with the Attendance Policy approved by the Board of County Commissioners in August 2014. "If an appointee has absences (excused or unexcused) which constitute more than 50 percent of the meetings in any calendar year or three (3) consecutive unexcused absences or five (5) consecutive excused absences in any calendar year, he or she is obligated to resign."

- City-County Appearance Commission - Charles Douglas

The Clerk's Office was notified by the City-County Appearance Commission of Mr. Douglas's absences and has attempted to contact the board member. There has been no response.

Alignment with Strategic Plan: When citizens are engaged and partners on our boards and Commissions, the vision of our Strategic Plan is achieved - a thriving, vibrant, diverse community with abundant opportunity for all residents to live, work, learn, play and grow.

Resource Persons: Monica Toomer, Clerk to the Board of Commissioners

County Manager's Recommendation: The County Manager recommends that the Board suspend the rules and take action to remove the above listed individual from the City-County Appearance Commission due to poor attendance.

19-0362

Budget Ordinance Amendment No. 20BCC000006 - Recognize \$9,500 in Grant revenue from NC Tier II Grant from NC Emergency

Management**Agenda Text:**

The Board is requested to approve Budget Ordinance Amendment No.20BCC000006 to recognize \$9,500 in grant revenue from the North Carolina Department of Emergency Management. The funding will be used to purchase software for the Local Emergency Planning Committee's Plan Development, A/V equipment for LEPC meetings and LEPC promotional materials.

Please note that this amendment requires no additional County funds.

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 Budget Ordinance Amendment No. 20BCC000006 recognizing \$9,500 in grant revenue from the North Carolina Department of Emergency Management.

Attachments:

[AAF Supplemental Document - Non-contract v. 1](#)

[AAF-06 Legal Form Recognize Tier II Grant from NC Emergency Management](#)

[FY2019 Tier II competitive signed](#)

19-0365**Board of Elections Computer Rental Contract Approval****Agenda Text:**

The Board is requested to approve the Durham County Board of Elections request to acquire rental laptops from Electro Rent dba Rush Computer Rentals. Service will include rental laptops for processing voters during One-stop and Election day using the State Board of Elections electronic poll book system.

One-Stop Dates:

September 18, 2019 - October 4, 2019

October 16, 2019 - November 2, 2019

February 12, 2020 - February 29, 2020

April or May 2020 - Second Primary (if necessary)

Election Day Dates:

October 8, 2019 - Municipal Primary

November 5, 2019 - Municipal Election

March 3, 2020 - Primary Election

April or May 2020 - Second Primary (if necessary)

The total cost of the request is: \$92,400.00.

Also, the Durham County Board of Elections would like to request the following:

The Durham County Board of Elections requests the BOCC to approve the contract and give the Manager authority to execute the contract in the amount not to exceed

\$92,4000.

The Durham County Board of Elections requests that BOCC give the Manager authority to execute any other related contracts such as amendments within the budgeted appropriations, not to exceed \$92,400.

Alignment with Strategic Plan: This request is consistent with Goal 5 of the county strategic plan.

Resource Persons: Derek L. Bowens, Board of Elections Director and Brenda Baker, Elections Compliance Manager

County Manager's Recommendation: The County Manager recommends that the Board approve the Durham County Board of Elections request to acquire rental laptops from Electro Rent dba Rush Computer Rentals per the terms established herein.

Attachments: [2019_AAF Supplemental Document Rush Computer Rentals Contract Approval](#)
[2019_RUSH Contract.pdf](#)

19-0366 **Board of Elections Voting Equipment Maintenance Contract Approval**

Agenda Text: The Board is requested to approve the Durham County Board of Elections request to enter into a contract with Elections Systems and Software for hardware, firmware, maintenance and support fees for current voting equipment inventory. This service contract will cover a 3-year term for the dates of 07/01/2020 - 06/30/2023. This request is consistent with the requirement of N.C. General Statute §§163A-1117 (b) (2), which states, "The County Board of Elections shall annually maintain software license and maintenance agreements necessary to maintain the warranty of its voting systems." Outside of the statutory guidelines, the continued maintenance and support of voting equipment and software will also help to ensure fair and accurate elections in Durham County. The total cost of the request is: 66,045.77.

Alignment with Strategic Plan: This request is consistent with Goal 5 of the county strategic plan.

Resource Persons: Derek L. Bowens, Board of Elections Director and Brenda Baker, Elections Compliance Manager

County Manager's Recommendation: The County Manager recommends that the Board approves the Durham County Board of Elections request to enter into a maintenance, hardware and firmware agreement with Elections Systems and Software.

Attachments: [2019_AAF Supplemental Document ES&S Maintenance Contract Approval.do](#)
[2019_ES&S Maintenance Contract.pdf](#)

19-0367 **Execution of the Contract Amendment with CBRE/Heery, for Additional Services for the Moving Consulting and GovDeals**

Process Services for the Administrative Building II , 7th floor Upfit Renovation (former Judicial Building) Project No.: DC073**Agenda Text:**

The Board is requested to authorize the County Manager to amend the contract with CBRE/Heery to include additional moving and GovDeals surplus process services for the 7th floor Upfit Renovation project located in the Administrative Building II (former Judicial Building) located at 201 E. Main St. in the amount of \$27,345, thus increasing the overall total compensation for move planning, coordination, GovDeals and implementation services not to exceed \$83,595.00. (Funding for this amendment is available in the Capital Project account. The previous contract amount with CBRE/Heery is \$56,250.00. (See Attachment 1, Pages 1-3).

On January 8, 2018, the BOCC awarded the Move consulting Services contract to CBRE/Heery for the Administration Building II Renovation. (former Judicial Building) located at 201 E. Main St. in the amount not to exceed \$56,250.00. That contract involved relocation services for departments located on the Lower Level through 6th floors, including 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 into the newly renovated space from various facilities throughout the County.

In the amendment the consultant will plan and execute the successful relocation of the Durham County Finance department to the newly renovated 7th floor of the Admin II Building. The move should be accomplished with a minimum loss of productive time for each agency. The consultants scope of work is to include but is not limited to the following: initial project mobilization, site building surveys, data collection, inventory of all items to be moved and stored as surplus properties, development of a detailed relocation plan and move schedule (timeline), move implementation services to include scope of work for moving services, pre-move meetings & workshops, plus GovDeals process activities including tagging, markings, coding, numbering, and other related tasks; coordination of the actual move schedule for each agency with movers, County staff, project architect and contractors; post-move management (punch-list warranty issues, etc.) and other related services.

In review of the M/WBE participation for this project, CBRE/Heery is not a certified M/WBE company and is capable of performing the associated services utilizing its own workforce. However, CBRE/Heery understands Durham County's established M/WBE goals and has committed to utilizing M/WBE firms for assistance on this project if the opportunity prevails (See Attachment 2, Page 1). Funding for this service is available in the Durham County Administrative Building II Renovation (Judicial Building Renovation) account.

It is recommended that the County proceed with all work described in the proposal dated July 10, 2019 in an amount up to \$27,345.00.

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. Improvements to this facility also addresses Goal 5 by providing more efficient service delivery and better customer service.

Resource Persons: Peri Manns, ASLA, Deputy Director of Engineering and Environmental Services, Brenda Hayes-Bright, Assoc AIA, CDT, Project Manager, Engineering Department; Sara Gilbert, LEED AP, Executive Associate, CBRE/Heery

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to amend the Move services contract with CBRE/Heery, to include the additional move planning, coordination, GovDeals process and implementation services for the Relocation of the Durham County Finance department to the 7th floor of the Admin II Building in the amount of \$27,345.00, thus increasing the overall total compensation for services not to exceed \$83,595.00.

Attachments:

[Attachment 1 CBRE Heery 7th floor Moving Consulting081209](#)

[Attachment 2 MWBE CBRE Heery 7th Floor Moving Consultant 081219](#)

[AAF Supplemental Document CBre Heery- Contract Amendment Admin II, 71](#)

19-0368

Execution of the Contract Amendment with Cameron & Cameron, for Additional Services for the Moving Services for the Administrative Building II , 7th floor Upfit Renovation (former Judicial Building) Project No.: DC073

Agenda Text:

The Board is requested to authorize the County Manager to amend the contract with Cameron and Cameron, Inc. for the moving services for the 7th floor Upfit Renovation project located in the Administrative Building II (former Judicial Building) located at 201 E. Main St. in the amount of \$8,780, thus increasing the overall total compensation for move services not to exceed \$63,780. This fee includes post construction and surplus moves (See Attachment 1, Pages 1-5).

This fee was evaluated by representatives from CBRE/Heery International, P.C., Durham County Engineering and Environmental Services and the Purchasing Division. Cameron and 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 Admin II, 7th floor upfit Renovation project. Similarly, Cameron and Cameron, Inc. provided move contracting services for the Human Services, Justice Center, Main Library Renovation and Admin II Building projects demonstrating extensive familiarity with the relocation of Durham County offices.

On June 11, 2018, the BOCC awarded the Move Services contract to Cameron & Cameron, Inc. for the Administration Building II Renovation. (former Judicial Building) located at 201 E. Main St. in the amount not to exceed \$55,000.00. 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.

In the amendment the consultant will provide moving services to include floor protection, boxes, supplies and labor, for the successful relocation of the Durham County Finance department to the newly renovated 7th floor of the Admin II Building. The move should be accomplished with a minimum loss of productive time for the department. The move is targeted for August 23, 2019.

In review of the M/WBE participation for this project, Cameron and Cameron, Inc. has been identified as a certified Durham based MBE firm and will be utilizing their own workforce to perform 100 % 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. Funding for this service is available in the Durham County Administrative Building II Renovation (Judicial Building Renovation) account.

It is recommended that the County proceed with all work described in the proposal dated July 26, 2019 in an amount up to \$8,780.

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. Improvements to this facility also addresses Goal 5 by providing more efficient service delivery and better customer service.

Resource Persons: Peri Manns, ASLA, Deputy Director of Engineering and Environmental Services, Brenda Hayes-Bright, Assoc AIA, CDT, Project Manager, Engineering Department; Sara Gilbert, LEED AP, Executive Associate, CBRE/Heery

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to amend the Move Services contract with Cameron & Cameron, to include the additional move services for the Relocation of the Durham County Finance department to the 7th floor of the Admin II Building in the amount of \$8,780, thus increasing the overall total compensation for services not to exceed \$63,780.

Attachments:

[Attachment 1 Cameron and Cameron 7th floor Move Services 081209](#)

[Attachment 2 MWBE Cameron and Cameron 7th Floor Move Services 081219](#)

[AAF Supplemental Document Cameronand Cameron- Contract Amend Adm](#)

3. Discussion Items (40min)**19-0371****SNAP Resolution (10min)****Agenda Text:**

The Board is requested to consider a resolution regarding a federal rule change proposal to update the regulation to refine categorical eligibility requirements based on the receipt of TANF (Temporary Assistance to Needy Families) benefits. The USDA is considering a rule change and has published the proposed change to limit and create a narrower definition of categorical eligibility in order to receive public comment.

The Durham County Board of Commissioners adopted a resolution in March of 2019 opposing such a change in the program when it was a legislative proposal. This recommended change is now coming via a rule change. Public comment is being accepted through September 23, 2019 and is found at the following website: <https://www.regulations.gov/document?D=FNS-2018-0037-0001> . Such a change would potentially impact eligibility for SNAP for over 3 million citizens nationwide, impacting the working poor and seniors.

Alignment with Strategic Plan: Goal 2, Health and Well-being for All

Resource Persons: Ben Rose, Director

County Manager's Recommendation: The County Manager recommends that the Board consider a resolution regarding a federal rule change proposal to update the regulation to refine categorical eligibility requirements based on the receipt of TANF benefits.

Attachments:

[Joint Resolution SNAP and other federal nutrition programs - Aug 2019](#)

19-0373**Paris Declaration to End the AIDS Epidemic and the Durham-Specific Fast Track Cities Resolution (10min)****Agenda Text:**

The Board is requested to review the Paris Declaration to End the AIDS Epidemic and the Durham-Specific Fast Track Cities Resolution prior to officially signing the documents during the August 12th regular session meeting.

During the March 12, 2019 Joint City/County meeting at the invitation of Mayor Pro-Tempore Jillian Johnson, Mr. Ace Robinson, Senior Director, Fast-Track Cities Stakeholder Engagement made a presentation supporting his request that the BOCC and City Council join the international efforts to end the AIDS Epidemic. This effort would achieve the 90-90-90 targets (90% of people living with HIV knowing their HIV status; 90% of people who know their HIV-positive status on treatment; and 90% of people on treatment with suppressed viral loads) on a trajectory to get to zero by 2030. He also requested that the BOCC sign the Paris Declaration and adopt a Durham-Specific Fast-Track Cities Resolution. The BOCC requested that the Board of Health receive the presentation and make a recommended action to the

BOCC.

After receiving a presentation from Mr. Robinson during the April 11, 2019 Board of Health meeting, the Board voted to recommend that the BOCC sign the Paris Declaration and adopt a Durham-Specific Fast-Track Cities Resolution. The Board also recommended that additional resources (1 FTE Navigator/Coordinator position and operational expenses) be allocated to support the recommended activities. The requested resources were approved and included in the County's FY19-20 budget

Alignment with Strategic Plan: Goal 2: Health and Well-Being for All

Resource Persons: Gayle B. Harris, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board review the Paris Declaration to End the AIDS Epidemic and the Durham-Specific Fast Track Cities Resolution prior to officially signing the documents during the August 12th regular session meeting

Attachments: [Paris Declaration 2.0 - Durham NC County_JUL2019](#)
[Resolution - Durham Specific Fast Track Cities](#)
[BOH Fast Track Cities handout](#)

19-0376 **Revision to the Alcoholic Beverage Control Board Description (10min)**

Agenda Text:

The Board is requested to review the recommended changes to the Alcoholic Beverage Control Board Description.

At the July 8, 2019 Regular Session meeting the Board requested changes to the Alcoholic Beverage Control Board Description. An update was made to the description and vacancy announcement to provide more detailed information. We have provided the recommended wording to reflect those changes.

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

Resource Persons: Lowell Siler, County Attorney; Macio Carlton, Deputy Clerk and Monica Toomer, Clerk to the Board.

County Manager's Recommendation: The County Manager recommends that the Board review the recommended changes to the Alcoholic Beverage Control board Description.

Attachments: [ABC Board Description](#)
[ABC Board Vacancy Announcement](#)

19-0380 **Review of BOCC Directives (10min)**

Agenda Text: The Board is requested to review the report showing staff responses to BOCC

directives and ask any questions they wish.

Board directives from previous meetings as well as staff follow-up are reviewed at monthly work Sessions. Staff strive to have all directives input into the system as accurately as possible as soon after they are issued as possible and to follow-up with the board and/or with other relevant parties in an appropriate time frame.

Alignment with Strategic Plan: Specific directives can relate to any goal area, but overall, timely response to Commissioner directives aligns with Goal 5 - Accountable, efficient, and visionary government.

Resource Persons: Drew Cummings, Chief of Staff (and other staff, as appropriate)

County Manager's Recommendation: The County Manager recommends that the Board review the report showing staff responses to BOCC directives and ask any questions they wish.

4. Closed Session

[19-0369](#)

Closed Session

Agenda Text:

The Board is requested to adjourn to Closed Session to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to G.S 143-318.11(a)(3); in the matter of the following:

- Rodriguez vs. Michael Andrews, et al., Case Number 18-CVS-3012

Alignment with Strategic Plan: The item aligns with Strategic Plan Goal 5: Accountable, Efficient and Visionary Government

Resource Persons: Lowell Siler, County Attorney

County Manager's Recommendation: The County Manager recommends that the Board adjourn to Closed Session and direct staff as appropriate.

5. Adjournment