



**Agenda Action Form Overview**

Execution of the Moving Services Contract with Cameron and Cameron, Inc. to provide moving services for the Administrative Building II Renovation (former Judicial Building) Project No.: DC073

**Background/Justification**

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 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 CBRE/Heery International, P.C. as a qualified firm providing fair pricing for the project. Similarly, Cameron and Cameron, Inc. provided move contracting services for the Human Services, Justice Center and Main Library Renovation projects which demonstrates their familiarity with the relocation of Durham County offices.

**Policy Impact**

On August 22, 2016, the BOCC authorized the County Manager to into a contract with Whiting-Turner/Holt Brothers, Inc. for the renovation and the issuance of Limited Obligation Bonds to fund the renovation and other approved projects. Funding for this service is available in the Judicial Building Renovation capital project account.

**Procurement Background**

Cameron and Cameron, Inc. has extensive experience with the relocation of Durham County offices as they provided moving services and other related services on the Human Services, Justice Center and Main Library Renovation projects. Cameron and Cameron, Inc. is a qualified firm providing fair pricing for the pricing for the project and will perform move consulting services for this project as well.

**Type of purchase**

- Goods
- Services
- Architect, Engineer or Surveyor Services
- Construction and Repair

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

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

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

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



**Durham County Government**  
**Agenda Action Form Supplemental Document – Contract Approval**

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

If no, why?

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

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

If no, why? CBRE/HEERY issued an RFP to Cameron and Cameron of which they responded to directly. Durham County elected to use Cameron and Cameron based on past project experiences with this vendor.

**Fiscal Impact**

Funding for this service contract is available in the Judicial Building Renovation Capital Project Account.

**Recommendation**

The County Manager recommends that the Board authorize the execution of a Moving Services contract with Cameron and Cameron, Inc. in the amount of \$55,000.00 for the moving consulting services for this project.