



Durham County

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

Meeting Agenda Board of County Commissioners

Monday, January 13, 2025

7:00 PM

Commissioners' Chambers

Regular 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.

"Land Acknowledgment"

As we convene for the Durham County Commissioners meeting, it's crucial to recognize the painful truth of history. We stand on the stolen ancestral lands of the Catawba, Eno, Occaneechi, Shakori, and Tuscarora peoples, whose deep connection to this land predates our arrival. We acknowledge with humility the unjust displacement and violence that occurred, leading to the dispossession of indigenous peoples from their homelands. Their resilience in the face of such adversity is a testament to their strength and spirit.

May we humbly honor the ancestors and elders of these nations, both past and present, by committing ourselves to fostering understanding, healing, and justice for all who inhabit this land. Let us walk forward together with open hearts, acknowledging the past and embracing a future guided by compassion, respect, and unity.

7:00 pm Regular Session

1. Opening of Regular Session - Pledge of Allegiance (5 min)
2. Agenda Adjustments (5 min)
3. Announcements (5 min)

[25-0014](#)

Announcements (5min)

Agenda Text:

1. DCo Thrives Guaranteed Income Program Application Launching

Soon - DCo Thrives, a program that will give no-strings attached payments to randomly selected low-income families in Durham, will be launching soon! Durham Children's Initiative is administering the county-funded Guaranteed Income program, which will provide 125 randomly selected applicants with \$750 per month for 12 months. An additional 125 families will be randomly selected to take a monthly survey for 12 months and will receive \$100 for each monthly survey they complete. For more information about the application launch date, eligibility requirements, and to sign up for notifications about the program, please visit <https://dci-nc.org/dco-thrives/>.

2. **Durham Bike+Walk Community Session** - Join the City of Durham Transportation Department and the Durham County Transportation Department in making biking, walking or rolling safe and convenient all over Durham! The Durham Bike+Walk Plan Update team will be at the Avila Retreat Center, 711 Mason Road, from 6-7:30 p.m., on Thursday, Jan. 16. Register to join here: <https://bit.ly/bikewalkevents>. Can't attend? Give your feedback at <https://bit.ly/durhambikewalk> by Friday, Jan. 17.
3. **Most DCo Government Offices Closed for MLK Holiday** - Most Durham County Government offices will be closed in observance of the Dr. Martin Luther King, Jr., Day Holiday on Monday, January 20. All offices will reopen with normal business hours on Tuesday, Jan. 21. Read about impacts to specific services at www.dconc.gov <http://www.dconc.gov>.
4. **Help Write Kids Voting Durham Community Poem** - Join Kids Voting Durham in creating a community poem for MLK Day! In honor of Dr. King, Langston Hughes and all those - past and present - have dared to dream of a more just and equitable world, Kids Voting Durham invites you to share your dream for our community to be included in the poem. It's simple: submit your dream for our Durham community by Friday, January 17, at <https://www.kidsvotingdurham.org/blog-1/dreams2025> and Kids Voting will weave your dreams into a collective poem celebrating our hope for Durham and its dreamers. Visit www.kidsvotingdurham.org <http://www.kidsvotingdurham.org> on Monday, January 20 to see the finished poem and be inspired by the dreams of our community!
5. **Durham City-County MLK Employee Observance Program on Jan. 28** - Everyone is invited to celebrate the life and legacy of Rev. Dr. Martin Luther King, Jr., during the 20th Annual Durham City-County MLK Employee Observance Program on Tuesday, January 28. The event will begin promptly at 11:30 a.m. inside First Presbyterian Church located at 305 E. Main Street. Dr. Anthony S. Lewis, Superintendent for Durham Public Schools, will be the keynote speaker for the event. Musical selections will be

provided by singer, songwriter, and classically trained violinist Kimberly Michelle.

6. Durham County Food Security Grants Application Deadline is Jan. 22

- The Durham County Cooperative Extension wants everyone to know that the Durham County Food Security Grants program is accepting applications to support community food security efforts in our community. Grants will be administered by Communities in Partnership, utilizing equitable Food-Oriented Development Framework™. Info and application at <https://communitiesinpartnership.org/grants-and-funding>. Application deadline is Wednesday, January 22, 2025, at 3 p.m. Contact Kendrick Petty at Kendrick@cipoed.org <<mailto:Kendrick@cipoed.org>> with questions.

- 7. Dementia and Caregiving Education Programs** - Join the Alzheimer's Association - Eastern North Carolina Chapter and Durham County Library for a year of informative programs designed to support and educate caregivers helping to provide them with the tools they need to successfully provide compassionate care for individuals living with dementia and themselves. The first session, "Healthy Living for your Brain and Body", is Friday, Jan. 24 at 12 p.m. Registration required at <https://durhamcountylibrary.libcal.com/event/13538464>. More information, call 919-560-9311.

8. Open Office Hours with Planning Staff - The Durham City-County Planning Department is updating the Unified Development Ordinance (UDO)! The UDO sets the rules for how land is developed in Durham, and we want your input! We will be hosting recurring office hours throughout the project. Drop in with your questions and feedback at the Durham County Main Library (300 N. Roxboro St.) on First Thursdays 3-6 p.m. and Third Thursdays, 10 a.m.-1 p.m., through August 2025. Website: <https://engagedurham.com/35/New-UDO>. Contact: NewUDO@DurhamNC.gov <<mailto:NewUDO@DurhamNC.gov>>.

4. Minutes (5 min)

25-0015

Minutes (5min)

Agenda Text:

The Board is requested to approve the December 9th Regular Session Meeting minutes.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal: High Performing Organization

Resource Persons: Monica W. Wallace, Clerk to the Board

County Manager's Recommendation: The County Manager recommends that the Board approve the December 9th Regular Session Meeting minutes.

Attachments: [Regular Session - December 9, 2024](#)

5. Ceremonial Items (5 min)

[25-0016](#) Resolution - Celebrating & Honoring Dr. Martin Luther King, Jr. (5min)

Agenda Text: The Board has been requested to issue a resolution celebrating and honoring the life and legacy of Dr. Martin Luther King, Jr. in Durham County.

The purpose of this resolution is to acknowledge and honor the life and legacy of Dr. Martin Luther King, Jr. as we approach the MLK Day holiday in Durham County, bringing awareness and celebration to the contributions of Dr. King to our community in Durham County and across our country and world. We are committed to fostering a culture of inclusivity, diversity, and understanding within Durham County. Together, we strive to acknowledge, learn from, and appreciate the diverse narratives that shape our collective history.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal - Healthy & Inclusive Community

Resource Persons: Dr. Brent Lewis, Director of Equitable Well-being

County Manager's Recommendation: The County Manager recommends that the Board issues a resolution celebrating and honoring Dr. Martin Luther King, Jr., in January 2025.

Attachments: [Resolution - Celebrating and Honoring Dr Martin Luther King Jr](#)

6. Consent Agenda (15 min)

[24-0645](#) Capital Project Amendment No.25CPA022 Appropriating \$16,555,735 of Limited Obligation Bond (LOBs) Funding to the Durham County Sheriff's Training Facility Capital Project (4310DC091); and Authorizing the Execution of the Construction Manager At-Risk Guaranteed Maximum Price Contract with CT Wilson Construction for the Construction of the Sheriff's Training Facility at a Total Amount Not-To-Exceed \$15,929,463 (Base Bid, Alternates, Plus Owner Contingency)

Agenda Text: The Board is requested to approve Capital Project Amendment No.25CPA022 appropriating \$16,555,735 of Limited Obligation Bond (LOBs) funding to the Durham County Sheriff's Training Facility Capital Project (4310DC091), and authorizing the County Manager to enter into a contract with the team of CT Wilson Construction Company/Rankin III Grading for the Durham County Sheriff's Training Facility project located at 100 Electra Road, Durham NC, at the Guaranteed Maximum Price (GMP) of \$15,465,498 (Bid Package plus alternates, allowances);

as well as execute any other related contracts - including change orders if necessary - for a not-to-exceed budget of \$15,929,463.

The remaining balance of funding from total appropriated LOBSs and CT Wilson Construction Company/Rankin III Grading Contract - \$1,090,237 - will be used to purchase furnishings, fixtures and equipment, code required Construction Materials and Testing/Special Inspections, mechanical and envelope commissioning, network equipment and other necessary occupancy requirements.

Project	Current Budget	Increase/Decrease	Revised Budget	Project Status
Sheriff's Training Facility (4310DC091)	\$ 1,604,608	\$ 16,555,735	\$ 18,160,343	Amending

On October 9, 2023, the team of CT Wilson Construction Company/Rankin III Grading was selected as the Construction Manager at Risk (CM@R) for Pre-construction Services. The Pre-Construction Services phase of the project was the first step in the Construction Manager at Risk process, during which the contracting team provided cost estimating, constructability reviews, schedule development and value analysis of the project design. Following the pre-qualification of subcontractors, bids were received, publicly opened and read by CT Wilson Construction on August 22, 2024. Fourteen (14) packages did not receive the statutory requirement of three (3) bids necessary to open them, thus a second bid opening was scheduled for the remaining packages. Those packages were publicly opened and read by CT Wilson Construction on September 5, 2024. Bids for the various subcontractor packages are incorporated into the Guaranteed Maximum Price (GMP) proposal submitted for the project. The contractor is currently tracking MWBE participation at 19.7%. For M/WBE information, See MWBE attachment. The contractor is also pursuing additional MWBE participation if the opportunity is available.

This project will pursue LEED Silver certification and will incorporate technologies aligned with the adoption of the Renewable Energy Resolution (Durham County's commitment to be off the grid by 2050). The current project budget includes rooftop photovoltaics, EV charging stations, and other sustainability strategies that will have budget implications now but will result in markedly reduced energy costs, carbon footprint, and maintenance for the duration of the building's anticipated life span.

At the March 3, 2025, meeting, staff will present a framework for evaluating the potential expansion of the HEART program county-wide. The City of Durham operates the "HEART" (Holistic Empathetic Assistance Response Teams) initiative. HEART's four crisis response units are Crisis Call Diversion, Community Response Teams, Care Navigation, and Co-Response.

Alignment with Strategic Plan: This aligns with the Strategic Plan Goal -

Sustainable Infrastructure and Environment - through the improvement of an existing facility while repurposing land that is the site of a closed landfill and by providing consolidated Basic Law Enforcement Training (BLET) services into one facility, providing more efficient training/service delivery.

Resource Persons: Joel T. Jones, Project Manager; Jim Faress, Senior Project Manager; Peri Manns, Deputy Director Engineering & Environmental Services; David LaBarre, DCSO Director of Planning and Development; Courtney Burkett, CT Wilson Construction; and Charles Nickelson, RND Architects.

County Manager's Recommendation: The County Manager recommends approval of Capital Project Amendment No.25CPA022 appropriating \$16,555,735 of Limited Obligation Bond (LOBs) funding to the Durham County Sheriff's Training Facility Capital Project (4310DC091), and authorizing the County Manager to enter into a contract with the team of CT Wilson Construction Company/Rankin III Grading for the Durham County Sheriff's Training Facility project located at 100 Electra Road, Durham NC, at the Guaranteed Maximum Price (GMP) of \$15,465,498 (Bid Package plus alternates, allowances); as well as execute any other related contracts - including change orders if necessary - for a not-to-exceed budget of \$15,929,463. At the March 3, 2025, meeting, staff will present a framework for evaluating the potential expansion of the HEART program county-wide.

Attachments:

[Final GMP Proposal \(Rev-3\) - CT Wilson 10-11-24](#)

[AAF Supplemental Document](#)

[DCSO Training Facility PowerPoint - January 6, 2025](#)

[MWBE Compliance Review Form-AAF for RFQ 24-016 Engineering and Environ](#)

[CPA-22 LEGAL FORM Sheriff Trainging Facility \(\\$16,555,735\)](#)

24-0720

Approval to enter into a contract with BFPE International Inc., in the amount of \$137,825 for annual maintenance, servicing and repairs of County Life Safety Systems in our facilities. This contract will be funded from General Service annual operational budget. The County Manager also recommends the Board allow the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract as necessary to continue services as required as long as funds are available.

Agenda Text:

The Board is requested to authorize the County Manager to approve to enter into a contract with BFPE International Inc., in the amount of \$137,825 for annual maintenance, servicing and repairs of County Life Safety Systems to include fire extinguishers in our facilities. This total cost includes \$5,000 for emergency repairs, not listed in the proposal. This contract will be funded from General Service annual

operational budget. The County Manager also recommends the Board allow the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract as necessary to continue services as required as long as funds are available.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment - Maintaining, protecting and improving natural and building systems to support a sustainable community.

Resource Persons: Motiryo Keambiroiro, Director General Services, Shawn Swiatocha, Assistant Director, Lee Duncan, Project Facilitator._

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to approve to enter into a contract with BFPE International Inc., in the amount of \$137,825 for annual maintenance, servicing and repairs of County Life Safety Systems in our facilities. This contract will be funded from General Service annual operational budget. The County Manager also recommends the Board allow the County Manager to sign off on subsequent extensions, change orders, or amendments associated with this contract as necessary to continue services as required as long as funds are available.

Attachments: [AAF Supplemental Document - BFPE RFP](#)
[MWBE Compliance Review Form-AAF RFP 25-009 General Services](#)
[RFP 25-009 BFPE Proposal_no W9](#)

24-0737 **Approval of Contract Renewal with EmployBridge Holding Company (dba Westaff) in the amount of \$59,373.75 to extend Temporary Staff contract**

Agenda Text: The Board is requested to authorize the County Manager to approve the renewal of a contract with EmployBridge Holding Company (dba Westaff) to continue contracted services for temporary staff (Account Technician) augmentation in the IST Business Unit in the amount of \$59,373.75 using IS&T's FY 2024-2025 operational funds.

The renewal of the contract with EmployBridge Holding Company (dba Westaff) is necessary to maintain the stability of the Durham County's IS&T business department accounts payable function which also supports many of the other departments within the County.

This is a critical area of expertise and knowledge of the SAP financial system to review, process and pay invoices. Given the complexity of the environment, this contract extension is necessary to ensure critical ongoing accounts payable support and to ensure billing is processed timely. This request aligns with Durham County Strategic Goal: High Performing Organization.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: High Performing Organization.

Resource Persons: Greg Marrow, CIO, Tamara Minor, IS&T Contract Administrator

County Manager's Recommendation: The County Manager recommends that the Board authorize County Manager to approve the renewal of a contract with EmployBridge Holding Company (dba Westaff) to continue contracted services for temporary staff (Account Technician) augmentation in the IST Business Unit in the amount of \$59,373.75 using IS&T's FY 2024-2025 operational funds. The County Manager also recommends the Board allow the County Manager to sign off on subsequent renewals, extensions or amendments associated with this contract as necessary to continue services as required.

Attachments: [AAF Supplemental - Westaff - Diane Cooper 11-13-24](#)

[Account Technician - Diane Cooper - 01-01-25 thru 07-31-25](#)

24-0754

Approve Contract with the City of Durham to accept Municipal Solid Waste and Yard Waste from Durham County at the City's Transfer Station in an Amount not to exceed \$236,000.

Agenda Text:

The Board is requested to authorize the County Manager to approve the contract with the City of Durham to accept municipal solid waste and yard waste from Durham County at the City's Transfer Station in an amount not to exceed \$236,000.

The County collects yard waste and municipal solid waste from unincorporated residents at the Durham County Convenience Sites as well as during roadside litter clean up and illegal dump remediation. That material is then hauled to the City of Durham's transfer station at 2115 E. Club Blvd. The current tipping fees for municipal solid waste are \$60.00 per ton and the tipping fees for yard waste are \$35.00 per ton. The total amount spent per year is dependent upon the amount of solid waste and yard waste collected but is expected not to exceed \$236,000.

Alignment with Strategic Plan: This item aligns with Strategic Plan Focus Area: Sustainable Infrastructure and Environment.

Resource Persons: Motiryo Keambiroiro, Director General Services; Chrissie Koroivui, Solid Waste Program Manager

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to approve the contract with the City of Durham to accept municipal solid waste and yard waste from Durham County at the City's Transfer Station in an amount not to exceed \$236,000.

Attachments: [Contract MSW YW FY2025](#)

[Scope of Services MSW YW FY2025](#)

[Supplemental AAF](#)

**24-0766 Budget Ordinance Amendment No.25BCC057 to Recognized
Additional State Fiscal Recovery Funds Allotment of \$11,331 to
Durham County Library**

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No.25BCC057 to recognize additional funds in the amount of \$11,331 from the State Library of North Carolina for State Fiscal Recovery Funds, bringing the total allotment to Durham County Library to \$164,513.

Public Libraries in North Carolina suffered adverse economic impacts due to the COVID-19 Pandemic. The State Budget Act of 2021 (SL 2021-180, as amended by SL 2021-189) appropriated federal funds as one-time state financial assistance to libraries in North Carolina. Durham County Library received \$153,182 on September 7th, 2022 as part of State Fiscal Recovery Funds. The Library received notification of eligibility for the additional allotment of \$11,331 in June of 2024. All money must be fully expended by December 31st, 2026.

Alignment with Strategic Plan: This aligns with Strategic Goal 3: Empowered Community and Goal 7: High Performing Organization

Resource Persons: Tammie Hall, Assistant County Manager; Kathy Makens, Assistant Library Director and Stephanie Fennell, Deputy Director.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No.25BCC057 to recognize additional funds in the amount of \$11,331 from the State Library of North Carolina for State Fiscal Recovery Funds, bringing the total allotment to Durham County Library to \$164,513.

Attachments:

[Additional FY25 Disbursement](#)

[Durham County Library-Nonrecurring Aid to Libraries Agreement](#)

[24-0766 AAF Supplemental Form Additional State Fiscal Recovery Funds](#)

[AAF-057 Legal Form](#)

**24-0768 Approval of Contract with NWN Corporation in the Amount of
\$719,856.22 for Server Room Upgrades at the Durham County
Sheriff's Office.**

Agenda Text:

The Board is requested to approve a contract with NWN Corporation in the amount of \$719,856.22 for server room upgrades at the Durham County Sheriff's Office. Funding for this contract currently exists within the IT Sheriff Server Room Upgrade Capital Project.

In today's fast-paced business environment, IT agility, cost efficiency, and scalability are critical to maintaining a competitive edge. Our current IT infrastructure, composed of separate systems for computing, storage, and networking, presents challenges in

terms of management complexity, operational inefficiencies, and escalating costs. The currently installed data system is more than 4 years old and has reached end of life. Per technology best practices, the replacement lifecycle is 3 years. By transitioning to a hyper-converged infrastructure (HCI), we can consolidate these functions into a single, unified platform that simplifies management, reduces costs, and enhances performance. Nutanix offers excellent performance by combining key IT functions-like computing, storage, and networking into a single solution.

Transitioning to a hyper-converged infrastructure is a strategic move that will position the Sheriff's Office for long-term success, and in line with systems County IS&T currently have adopted. The benefits of cost savings, improved efficiency, enhanced performance, and increased flexibility far outweigh the initial investment, making HCI a compelling choice for our IT future. By adopting this modern infrastructure, we will not only streamline our operations but also create a more agile and responsive IT environment that can support growth and innovation objectives for the Sheriff's Office. G.S. 143-129(e) allows local governments to be exempted from the competitive bidding requirements and purchase furnishings/equipment through group purchasing programs.

Alignment with Strategic Plan: This agenda item aligns with Goal 3: Safe Community

Resource Persons: Vincent Ritter, IT Director, Durham County Sheriff's Office

County Manager's Recommendation: The County Manager recommends that the Board approve a contract with NWN Corporation in the amount of \$719,856.22 for server room upgrades at the Durham County Sheriff's Office. Funding for this contract currently exists within the IT Sheriff Server Room Upgrade Capital Project.

Attachments:

[NWN \(Nutanix\) Service Contract Template FY2025](#)

[Attachment 1 NWN \(Nutanix\) Scope of Services Form FY2025](#)

[Attachment 1A NWN quote #Q-137789_DurhamCoSheriff_Nutanix DC Refresh](#)

[Attachment 1B Summary info NWN Corporation Choice Partners Cooperativ](#)

[Attachment 1C NWN Corp Award Letter](#)

[Attachment 1D Co-Op Vendor List September 2024](#)

[Attachment 1E TX RFP# 21-031KN Choice Partners](#)

[NWN Supplemental - Nutanix](#)

24-0771

Sole Source Exemption Approval for Utilities Division Purchase of 75 HP Nord Motor for BNR Rotor from Veolia Water Technologies, Inc. (dba Kruger) in the amount of \$13,383.79

Agenda Text:

The Board is requested to provide approval for sole source exemption for the purchase of a replacement OEM Nord Motor from Veolia Water Technologies, Inc. (dba Kruger) in the amount of \$13,383.79. Attached is the sole source letter and quote.

This item has been reviewed by the Purchasing Division for compliance with the request for sole source exemption. North Carolina General Statute 143-129(g) (3) allows local governments to be exempted from competitive bidding requirements when a sole source is available, performance or price competition for a product is not available, a needed product is available from only one source of supply, or standardization or compatibility is the overriding consideration. This purchase will be funded by the Sewer Enterprise Fund.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment and will result in compliance with NPDES Permit NC0026051.

Resource Persons: Jay Gibson PE, Director of E&ES; Stephanie Brixey, Deputy Director of E&ES; Wade Shaw, Utilities Superintendent

County Manager's Recommendation: The County Manager recommends the Board approve the sole source exemption for the purchase of a replacement OEM Nord Motor from Veolia Water Technologies, Inc. (dba Kruger) in the amount of \$13,383.79.

Attachments: [AAF Supplemental Document for rotor motor](#)
[Triangle Sole Source 24-25](#)
[QTriangleDurhamNC_112624REV1_motor](#)

24-0772

Approval of Carolina Management Team, LLC Contract Amendment for Painting and Coating Services for Utilities Division in the Amount of \$110,000 Bringing the Contract Amount from \$190,000 to \$300,000 and to Execute any other Related Contract Amendments not to exceed \$325,000

Agenda Text: The Board is requested to authorize the County Manager to enter into a service contract amendment with Carolina Management Team, LLC for painting and coating services (RFP 21-039) (FR 25-129) for the Utilities Division in the amount of \$110,000, bringing the total contract amount from \$190,000 to \$300,000 and to execute any other related contract amendments not to exceed \$325,000. Funding for these services comes out of the Sewer Enterprise Fund.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment.

Resource Persons: Jay Gibson PE, Director of E&ES; Stephanie Brixey, Deputy Director of E&ES; Wade Shaw, Utility Superintendent

County Manager's Recommendation: The County Manager recommends the Board authorize the County Manager to enter into a service contract amendment with Carolina Management Team, LLC for painting and coating services (RFP 21-039) (FR 25-129) for the Utilities Division in the amount of \$110,000, bringing the total

contract amount from \$190,000 to \$300,000 and to execute any other related contract amendments not to exceed \$325,000.

Attachments: [AAF Supplemental Doc](#)
[24246-Durham County RAS Structure Rehab](#)
[CMT_FR25-129_for Legistar](#)

24-0774

Approval of Capital Project Amendment No.25CPA030 and Budget Ordinance Amendment No.25BCC064 Reducing the Main Library Capital Project (6110DC094) Budget to \$0, Transferring \$105,768 in Combined PAYGO and 2016 GO Bond Funds to the Judicial Building Annex Renovation Capital Project (47302635DC141) to Cover the Final Change Orders and Increased Construction Administration Expenses for the Ground Water Intrusion Repairs Project, Amending the Contracts with Enterprises G and RND Architects, as well as Transferring \$6,474.52 in Unused Capital Project Funding to the Debt Service Fund for Future Use

Agenda Text:

The Board is requested to approve Capital Project Amendment No.25CPA030 and Budget Ordinance Amendment No.25BCC064 reducing the Main Library Capital Project (6110DC094) budget to \$0, transferring \$105,768 in combined PAYGO and 2016 GO Bond Funds to the Judicial Building Annex Renovation Capital Project (47302635DC141) to cover the final Change Orders and increased construction administration expenses for the Ground Water Intrusion Repairs Project, as well as amending the construction contract with Enterprises G by \$105,037.89 to a total not-to-exceed amount of \$404,037.89, and amend the RND Architects' design contract by \$20,920.00 to a total not-to-exceed amount of \$441,813.00. The amendment also transfers \$6,474.52 in unused capital project funding to the Debt Service Fund.

Durham County Capital Projects	Current Budget	Increase/Decrease	Updated Budget
Main Library Upgrade Project (61102511DC094)	\$47,761,290.22	(\$112,273.20)	\$47,649,017.02
Judicial Annex Building Renovation (47302635DC141)	\$4,996,084.00		\$105,798.68
	\$5,101,882.68		

The Durham County Judicial Annex Building is located at 201 N. Roxboro Street and is the office of the Durham County Veteran Services Department. The Ground Water Intrusion Repairs Project is the most recent portion of a larger renovation to the Judicial Annex that started in 2022. This follow-on Project installed a trench drain around the building to divert stormwater to the City stormwater system in order to address long-standing below-grade water intrusion issues at the facility. The Architect's contract referenced above is for design of the entire building renovation to date, while the General Contractor's contract referenced above is for this trench drain portion of the work only.

The General Contractor encountered multiple concealed conditions that required increased materials and labor for the contractor, and the design of in-field modifications by the architect and engineer, during the installation of a trench drain around the Judicial Annex Building. At the south side of the building, an undocumented active roof drain leader 4-inch pipe required modification to the trench drain with an additional outlet pipe and modification to the existing cast iron roof drain leader pipe. At the east side of the building, shallow footings and undocumented underground utilities necessitated modification to the trench drain and lengthening of its outlet pipe. At the west side of the building, additional concrete demolition work was required to demolish a portion of a reinforced concrete vault structure adjacent to the building, and the exposed shallow void of the vault structure had to be backfilled with stone. Additionally, the County added landscape plantings to the scope of work, and work modifying the existing drop inlet. These modifications to the scope of work are included in a set of Change Orders that net an increased charge from the General Contractor to the County of \$105,037.89.

This project work was completed in December 2023 and the contractor is owed funding from the County. The Contractor is a first-time vendor to the County and a certified MWBE Hispanic American business. The quality of their work is excellent; however, the contractor struggled with the contract administration requirements of the project. Additionally, the General Contractor experienced an adverse life event as the project was being completed and did not follow up with the Change Orders or paperwork for several months which delayed closeout of the project. The additional construction administration needed from the architect beyond the scope of their contract totaled \$20,920.00. Please see attachment 1 for a description of the Change Orders including the architect's recommendation for approval, and attachment 2 for the Fee Amendment Proposal from the architect. The additional work was justified and the contractor was directed to proceed while the work was ongoing to prevent additional mobilization and re-work in these areas.

The requested project increase amount of \$105,798.89 is the total of the Change Orders and the increased construction administration minus \$32,755.00 remaining in the Capital Project account.

Alignment with Strategic Plan: This aligns with Sustainable Infrastructure and Environment Initiative 3 to preserve and restore our built environment.

Resource Persons: Christy Raulli, Project Manager, Jim Faress, P.E., Senior Project Manager, Peri Manns, ASLA, LEED GA, Deputy Director, Engineering and Environmental Services Department; Jay Gibson, P.E., Director, Engineering and Environmental Services; Charles Nickelson, AIA, Principal, RND Architects, PA

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No.25CPA030 and Budget Ordinance Amendment No.25BCC064 reducing the Main Library Capital Project

(6110DC094) budget to \$0, transferring \$105,768 in combined PAYGO and 2016 GO Bond Funds to the Judicial Building Annex Renovation Capital Project (47302635DC141) to cover the final Change Orders and increased construction administration expenses for the Ground Water Intrusion Repairs Project, as well as amending the construction contract with Enterprises G by \$105,037.89 to a total not-to-exceed amount of \$404,037.89, and amend the RND Architects' design contract by \$20,920.00 to a total not-to-exceed amount of \$441,813.00. The amendment also transfers \$6,474.52 in unused capital project funding to the Debt Service Fund.

Attachments:

[Change Order descriptions and recommended approval - S. Pulling](#)

[RND Fee Amend Request 04 DCO Judicial Annex](#)

[AAF-64 Reducing Main Library and Transferring to Judicial Building Annex Cap](#)

[CPA-30 LEGAL FORM Reduce Main Library and Increase Judicial Annex](#)

[Contract Amendment 1 Template FY2025 - RND extend term and fee](#)

[RND Amendment - approval 12.19.2024](#)

24-0776

Budget Ordinance Amendment No. 25BCC058 to Recognize Funds in the Amount of \$13,555 from the Division of Child and Family Well-Being, North Carolina Department of Health and Human Services for Durham's Innovative Nutrition Education (DINE) Program

Agenda Text:

The Board is requested to recognize Budget Ordinance Amendment No. 25BCC058 to Recognize Funds in the Amount of \$13,555 from the Division of Child and Family Well-Being, North Carolina Department of Health and Human Services for Durham's Innovative Nutrition Education (DINE) Program

DINE contract funds are used to develop and implement the DINE Program, a school- and community-based nutrition education program targeting SNAP-eligible Durham families. DINE provides nutrition education through in-person and virtual workshops, cooking demos, social media, videos, and e-newsletters. The DINE program is administered out of the Durham Department of Public Health's Nutrition Division. In addition to previously approved staffing and programming, these funds will be used to support staff travel/training, food demonstrations/taste tests, and supplies for educational programming.

No additional County funds are requested.

The Board of Health has approved this amendment.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Healthy and Inclusive Community.

Resource Persons: Rodney Jenkins, DrPH, MHA, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 25BCC058 to Recognize Funds in the Amount of \$13,555 from the Division of Child and Family Well-Being, North Carolina Department of Health and Human Services for Durham's Innovative Nutrition Education (DINE) Program

Attachments:

[AAF Form- DINE-contract FY24-25](#)

[AAF Supplemental Document - DINEContract FY24-25](#)

[DINE- SNAP-ED-DCFw Contract Reimbursement Request \(CRR\) Template - 1](#)

[EXECUTED-47938 Durham County Department of Public Health](#)

[AAF-58 Legal Form](#)

24-0781

Approval of Capital Project Amendment No.25CPA031 Re-Designating the Current Fleet Maintenance Facility Capital Project (4730DC164) - Currently Named Seaton Road Maintenance Facility Capital Project - to the Ellis Road Fleet Maintenance Facility Capital Project; as well as Execution of a Contract for Architectural Design Services with HH Architecture for the Ellis Road Fleet Maintenance Facility Project

Agenda Text:

The Board is requested to approve Capital Project Amendment No.25CPA031 to re-designate and re-name the current Fleet Maintenance Facility capital project (4730DC164) - currently named Seaton Road Maintenance Facility Capital Project - to the Ellis Road Maintenance Facility Capital Project, as well as authorize the County Manager to execute a contract with HH Architecture to provide architectural services for the Ellis Road Maintenance Facility Capital Project, located at 712 Ellis Road, Durham, for a fee of \$546,900.00 plus reimbursables and contingency fees not to exceed the total budget of \$601,590.00 (See attachment 1, Page 8). The additional budget will be used for 3rd party services required for the project, and pre-construction work to be completed by the Construction Manager at Risk.

In early November 2024, the Board of County Commissioners approved Capital Project Amendment No.25CPA021 to appropriate \$1M of PAYGO funding for a new Fleet Maintenance Facility at 1409 Seaton Road. The project involves renovating and upfitting an existing warehouse facility to suit the needs of the County. However, the Seaton Road site faced significant challenges, including flood plain issues, zoning and other regulatory approvals that negatively impact our delivery schedule for continued service of the County's fleet of ambulances and support vehicles by the established deadline. The need for this facility is urgent as the current OES Fleet Maintenance Facility (122 Stone Park Court) needs to be vacated in August 2025 as it will be demolished for railroad construction. Thus, the County has found a long-term lease space suitable for our needs at 712 Ellis Road.

The 712 Ellis Road facility will allow the Office of Emergency Services (OES) to continue maintenance activities for their ambulances, support vehicles, and

administration vehicle fleet. In addition, General Services will use this facility to provide maintenance for County vehicles across all departments until the permanent Fleet Maintenance Facility is constructed at the Junction Road site. Currently, County departments use a variety of automotive service centers across the county. Bringing these services in-house will have many benefits including cost efficiency, improved compliance, increased reliability, optimized performance, better planning, aid in right-sizing the County Fleet and a positive environmental impact.

Alignment with Strategic Plan: The implementation of this project aligns with our strategic goal: Safe & Resilient Community for allowing us to maintain our fleet of emergency vehicles that provide critical services to our residents.

Resource Persons: Dan Nosbusch, Project Manager, Engineering & Environmental Services and Peri Manns, ASLA, Deputy Director of Engineering & Environmental Services, Jay Gibson, P.E., Director of Engineering and Environmental Services.

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project Amendment No.25CPA031 to re-designate and re-name the current Fleet Maintenance Facility capital project (4730DC164) - currently named Seaton Road Maintenance Facility Capital Project - to the 712 Ellis Road Maintenance Facility Capital Project, as well as authorize the County Manager to execute a contract with HH Architecture to provide architectural services for the Ellis Road Maintenance Facility Capital Project, located at 712 Ellis Road, Durham, for a fee of \$546,900.00 plus reimbursables and contingency fees not to exceed the total budget of \$601,590.00 (See attachment 1, Page 8). The additional budget will be used for 3rd party services required for the project and pre-construction service work to be completed by the Construction Manager at Risk.

Attachments: [24-066 - Durham County OES&GS Fleet Maintenance Facility - Fee Proposal F](#)

24-0788

Approve the Execution of Pre-Construction Services Contract with Samet Corporation Project No. DC164 in an amount Not to Exceed \$99,824.00 for the Ellis Road Fleet Maintenance Services Facility

Agenda Text:

The Board is hereby requested to authorize the County Manager to enter into a contract with Samet Corporation (Samet) for Pre-Construction Services for the Ellis Road Fleet Maintenance Facility capital project located at 712 Ellis Road, in the amount not to exceed \$99,824.00. (See Attachment 1, Pages 3).

The Request for Qualifications (RFQ) for Construction Manager at Risk Services for the Fleet Maintenance Facility capital project was advertised in local newspapers on September 15, 2024. Four proposals were received on October 15, 2024. A Selection Committee comprised of representatives from General Services, Office of Emergency Services, and Engineering Departments reviewed the proposals. (See Attachment 2, Page 1). The selection committee deemed the Samet Corporation the most qualified team for the project. The Pre-Construction Services phase of the project is the first step in the Construction Manager at Risk process in which the

contracting team will provide cost estimates, constructability reviews, schedule development and value analysis of the project design. This initial contract is necessary for the C, M @ R to provide analysis of the schematic and design development of the project. Due to the expedited schedule for this project due to the current lease (122 Stone Park Court) expiring on August 2025, our intent is to follow-up with a contract authorizing the procurement of early packages to mitigate the long lead times and supply chain issues associated with electrical equipment and others prior to requesting a C, M @R contract for the final GMP.

The goal of the Ellis Road Fleet Maintenance Facility project is to renovate approximately 32,000 square feet of warehouse space and approximately 3,000 square feet of office space to vehicle maintenance operations for the County's ambulance fleet, Office of Emergency Services support vehicles, and through General Services the remainder of the County's vehicles.

In review of the M/WBE participation for the pre-construction portion of the project, Samet Corporation will be self-performing this phase of the project with no M/WBE participation. Samet has a strong M/WBE participation program and their goal of 35% will be pursued during the construction phase. Funding for the pre-construction services are included in the capital project account.

Alignment with Strategic Plan: The implementation of this project aligns with our strategic goal: Safe & Resilient Community for allowing us to maintain our fleet of emergency vehicles that provide critical services to our residents.

Resource Persons: Dan Nosbusch, Project Manager, Engineering & Environmental Services, Peri Manns, ASLA, Deputy Director of Engineering & Environmental Services, Jay Gibson, P.E., Director of Engineering and Environmental Services.

County Manager's Recommendation: The County Manager recommends that the Board authorizes the County Manager to enter into a contract with Samet Corporation for the Pre-Construction Services for the Ellis Road Fleet Maintenance Facility capital project located at 712 Ellis Road, in the amount not to exceed \$99,824.00.

Attachments: [2024.12.13 DCo OES Fleet Precon Proposal](#)

24-0783

Receive Environmental Affairs Board 2024 Annual Report

Agenda Text: The Board is requested to receive the Environmental Affairs Board 2024 Annual Report.

Alignment with Strategic Plan: This request aligns with the Durham County Strategic Goal: Sustainable Infrastructure and Environment.

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

Engineering and Environmental Services.

County Manager's Recommendation: The County Manager recommends that the Board accept the Environmental Affairs Board 2024 Annual Report.

Attachments: [EAB Annual Report 2024 final.docx](#)

24-0789

Authorize the County Manager to execute a contract with the team of Bordeaux Construction Company and Vistabution for Pre-Construction Services for the New Durham County EOC, Backup 911, & Sheriff's Backup Call Center, Project No. DC-158, in an amount not to exceed \$275,000

Agenda Text:

The Board is hereby requested to authorize the County Manager to execute a contract with Bordeaux Construction Company/Vistabution for Pre-Construction Services for the New Durham County EOC, Backup 911, & Sheriff's Backup Call Center in an amount not to exceed \$275,000.00.

The Request for Qualifications (RFQ# 24-049) for Construction Manager at Risk Services for the Emergency Operations Center, Backup 911, and Sheriff's Call Center was advertised in local newspapers on May 19, 2024. A pre-proposal conference was held on May 28, 2024, and eight (8) proposals were received on June 18, 2024. A Selection Committee comprised of representatives from the Emergency Management Office, Durham County Sheriff's Office, City General Services, 911 Communications, and Durham County Engineering & Environmental Services Department reviewed the proposals. The selection committee deemed the Bordeaux Construction/Vistabution team as the most qualified for the project.

The Pre-Construction Services phase of the project is the first step in the Construction Manager at Risk (CMAR) process in which the contracting team will provide cost estimates, constructability reviews, schedule development and value analysis of the project design. This initial contract is necessary for the CMAR to provide analysis of the schematic design and design development of the project. Funding for this service is available in the Emergency Operations Center capital project account.

This project will replace the existing Durham County Emergency Operations Center with a new, secure, 2-story, 38,500 sf facility at the existing 1.5-acre site which is adjacent to the Durham County Youth Home. The new facility will consist of an Emergency Operations Center, Fusion Center, Emergency Management support offices, City/County Backup 911 Call Center, and Sheriff's Backup Call Center. The existing EOC Facility will be demolished as part of this project after the new facility is complete and occupied.

In accordance with the County's High Performance Building Policy, this project will pursue LEED® Gold Certification.

This agenda item has been reviewed and approved by the Purchasing Division (See MWBE Attachment). In review of the M/WBE participation for this project, The Bordeaux Construction/Vistabution Team has committed to minority participation of \$68,750 or 25% of the preconstruction contract.

Alignment with Strategic Plan: This request aligns with the following strategic goal areas: Sustainable Infrastructure & Environment; Safe & Resilient Community

Resource Persons: Joel T. Jones, Project Manager; Peri D. Manns, Deputy Director of Engineering and Environmental Services, Jay Gibson, P.E., Director of Engineering and Environmental Services; Elizabeth Schroeder, Chief Emergency Manager; and Blair Bordeaux, President of Bordeaux Construction Company.

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to execute a contract with Bordeaux Construction Company/Vistabution for Pre-Construction Services for the New Durham County EOC, Backup 911, & Sheriff's Backup Call Center in an amount not to exceed \$275,000.00.

Attachments:

[Durham EOC Precon Proposal rev 1](#)

[Supplemental Document](#)

24-0791

Approve Contract Award for RFQ #24-045 Miscellaneous Outfalls Improvements Project funded by SE051 Collection System Rehabilitation and Appropriating \$153,500.00 with Kimley-Horn and Associates, Inc., to Provide Phase 1 Professional Engineering Services in the Amount of \$153,500.00 and to Authorize the County Manager to Execute the Contract and Any Related Contract Amendments not to exceed \$168,500.00.

Agenda Text:

The Board is requested to approve Contract Award for RFQ #24-045 Miscellaneous Outfalls Improvements Project funded by SE051 Collection System Rehabilitation and appropriating \$153,500.00 with Kimley-Horn and Associates, Inc., to provide Phase 1 professional engineering services in the amount of \$153,500.00 and to authorize the County Manager to execute the Contract and any related contract amendments not to exceed \$168,500.00.

In order to maintain compliance with the Durham County (DCo) Collection System Permit #WQCS00038, DCo is soliciting professional engineering services to improve access to sanitary sewer outfalls so that County personnel can continue to properly provide equipment and perform maintenance. In some cases, streams have backed up and/or meandered over sewer infrastructure, potentially undermining, and exposing manholes and pipe. In other cases, streams have meandered in a way that hinders, threatens, and could eventually inhibit access to the infrastructure.

It is intended for the selected consultant to provide evaluation (Phase 1), design,

permitting, bidding services and construction-related services at DCo-selected outfalls along various creeks. Phase 1 services will evaluate ingress/egress, the ability to traverse, realignment of stream or sewer mains (or both), costs, environmental ramifications, potential grants funding and prioritization. Phase 1 services will result in a professional engineering report that presents the findings and recommended alternatives.

The following sanitary sewer outfall areas are included in Phase 1:

1. Unnamed Tributary to Northeast Creek:
 - a. From Frontier Way to 200 linear feet (LF) downstream of Grandhaven Dr.
 - b. Total of 1,400 LF
2. Unnamed Tributary to Stirrup Iron Creek:
 - a. From Lumley Rd to 1,500 LF downstream of TW Alexander Dr.
 - b. Total of 3,800 LF
3. Burden's Creek:
 - a. From I-886 to the confluence of Northeast Creek
 - b. Total of 7,700 LF
4. Stirrup Iron Creek:
 - a. From Manhole T-24-011.01 to Manhole T-24-014
 - b. Total of 1,000 LF

It is possible that other DCo outfalls will be added to the scope of services as they become identified.

Future phases of this project (design, permitting, bidding and construction-related services) will proceed as an amendment(s) to this contract once high-priority outfalls are identified and their recommended rehabilitation methods selected.

In response to RFQ #24-045 for Professional Engineering Services, seven (7) Statement of Qualifications were received. Kimley-Horn and Associates, Inc., were deemed the most qualified team for the project due to experience in sewer and stream restoration, as well as in grants assistance for sewer and stream projects.

Alignment with Strategic Plan: This action is in accordance with Durham County's DCo Forward 2029 Strategic Plan: Strategic Plan Goal "Sustainable Infrastructure & Environment" by maintaining, protecting, and improving natural and built systems to support a sustainable community. Strategic Plan Goal "Financial Stewardship" by improving access for routine and preventive maintenance, prolonging infrastructure life span, and reducing response times for emergency repairs.

Resource Persons: Jay Gibson PE, Director of Engineering and Environmental Services; Stephanie Brixey, Deputy Director of Engineering and Environmental Services; Jerry Morrone, Project Manager, Vincent Chirichella, Sr. Project Manager

County Manager's Recommendation: The County Manager recommends that the

Board approve Contract Award for RFQ #24-045 Miscellaneous Outfalls Improvements Project funded by SE051 Collection System Rehabilitation and appropriating \$153,500.00 with Kimley-Horn and Associates, Inc., to provide Phase 1 professional engineering services in the amount of \$153,500.00 and to authorize the County Manager to execute the Contract and any related contract amendments not to exceed \$168,500.00.

Attachments:

[_AAF Supplemental Document - Contract Approval - Outfalls Improvements Co](#)
[RFQ 24-045 Legal Notice- Outfall Improvements-Streams & Sewer Infrastructur](#)
[Final Scores Combined Avg](#)
[Durham County Outfall Scoping 2024-10-15](#)
[Durham County Outfall MWBE Breakdown 2024-10-21](#)
[Kimley-Horn Durham County Outfall Improvements Projects](#)
[MWBE Compliance Review Form-AAF RFQ24-045 Miscellaneous Outfalls Impr](#)

24-0792

Approval of Capital Project Amendment No.25CPA032 Increasing the Budget for Stanford L. Warren Library (6110DC097) to \$5,378,082, and Budget Amendment No.25BCC065 Appropriating \$200,000 of Debt Service Fund Fund Balance, Transferring Those Funds to the PAYGO Fund to Pay for Construction Repairs and Interior Upgrades; as well as Executing a Construction Change Order in an Amount Not to Exceed \$285,000 with Muter Construction for Unforeseen Conditions Related to the Interior Repairs and Upgrades at the Stanford L. Warren Library including Owner's Contingency for a Total Not-to-Exceed Contract Amount of \$4,425,324

Agenda Text:

The Board is requested to approve Capital Project No.25CPA032 Amendment increasing the budget for Stanford L. Warren Library (6110DC097) to \$5,378,082, and Budget Amendment No.25BCC065 appropriating \$200,000 of Debt Service Fund fund balance, transferring those funds to the PAYGO Fund to pay for construction repairs and interior upgrades. The Board is also requested to authorize the County Manager to execute a construction contract change order with Muter Construction in the amount of \$285,000 for unforeseen conditions encountered during "Phase 2" interior repairs and upgrades at the S.L. Warren Library and approve owner's construction contingency for a total not-to-exceed contract amount of \$4,425,324.

Project	Current Budget	Increase/ Decrease	Revised Budget
Stanford L. Warren Library Upgrade (6110DC097)	\$5,178,082.00	\$200,000.00	\$5,378,082.00
TOTAL	\$5,178,082.00	\$200,000.00	\$5,378,082.00

While creating a space for a new Mother's room in an area that was previously closed off and unused under the north stair tower of Stanford L. Warren Library, additional water intrusion was discovered as evidenced by pools of water in the floor

under the stairwell. Separate from the work that was completed in phase 1 of the project, this source of water was found to be coming from above ground, through the existing weather barrier that was incorrectly installed during a previous renovation in the early 2000s. To correct the deficiency of water infiltration, the exterior of the north stair tower must be stripped down to the metal studs/columns which include removal of the Trespas panels, brick veneer, weather barrier, densglass, and insulation. This task also entails a temporary disconnection of power from the building given the location where the Duke Energy service enters the building.

Once all defective/damaged materials are removed, the exterior façade of the north stair tower must be reconstructed with new materials and proper application of the weather barrier membrane. While this task is currently ongoing and final pricing has not yet been provided, it is estimated that the cost of the repairs will not exceed \$285,000. Therefore, it is recommended to pursue this work on a time and materials basis by creating a not-to-exceed change order. All material and labor charges will be reviewed and approved by the project manager and Architect prior to payment to the contractor.

Alignment with Strategic Plan: This request aligns with the County's Strategic Goal 3: Safe Community, Goal 4: Environmental Stewardship & Community Prosperity, and Goal 5: Accountable, Efficient, and Visionary Government.

Resource Persons: Joel T. Jones, Project Manager; James Faress, Senior Project Manager; Peri D. Manns, Deputy Director E, E & S, Jay Gibson, P.E., Director of E, E & S.

County Manager's Recommendation: The County Manager recommends that the Board approve Capital Project No.25CPA032 Amendment increasing the budget for Stanford L. Warren Library (6110DC097) to \$5,378,082, and Budget Amendment No.25BCC065 appropriating \$200,000 of Debt Service Fund fund balance, transferring those funds to the PAYGO Fund to pay for construction repairs and interior upgrades. The Board is also requested to authorize the County Manager to execute a construction contract change order with Muter Construction in the amount of \$285,000 for unforeseen conditions encountered during "Phase 2" interior repairs and upgrades at the S.L. Warren Library and approve owner's construction contingency for a total not-to-exceed contract amount of \$4,425,324.

Attachments:

[AAF-65 & CPA-32 Appropriating Debt Service for Stanford L Warren Repairs \(\\$](#)

[CPA-32 LEGAL FORM Stanford L. Warren REPAIRS \(\\$200K\)](#)

[SL Warren Supplemental Doc](#)

[2024_00733BES Henry BES Observation Report](#)

24-0794

Approve Two Conservation Easement Projects - Wesley and Cristan Poole for 25 acres at 1800 and 1801 Tilley Farm Road, Rougemont and Billy and Toni Stevens for 40 acres at 3500 Bahama Road, Rougemont, using County Open Space funds for 25% of the total

project costs.**Agenda Text:**

The Board is requested to approve two options to purchase two conservation easements, one farmland easement with Wesley and Cristan Poole at 1800 and 1801 Tilley Farm Road, and one habitat conservation easement with Billy and Toni Stevens at 3500 Bahama Road, to use existing open space capital project funds to support 25% of the easements' costs, and to authorize the Manager to execute funding agreement documents if funds are awarded.

The Poole conservation easement is an addition to an existing 239-acre County-held conservation easement and supports agriculture and forestry uses. Billy and Toni Stevens want to protect their historic farm to preserve wildlife and natural habitats. The protection of both areas preserves scenic, rural, wildlife, and water quality resources. Durham County has an existing Cooperative Agreement with the Army National Guard (ARNG) to protect land around Camp Butner. Both the Poole and Stevens farms are located within the one-mile buffer area and are eligible for up to 75% funding through the Department of Defense's REPI (Readiness and Environmental Protection Integration) Program.

To move forward with these land protection projects the County needs a signed commitment (real estate option) securing the County's and owner's intent to proceed as funding is approved. ARNG funds would pay up to 75% of the appraised conservation easement values. The County's estimated total costs for both easements should not exceed \$230,000. The County's open space and farmland capital project account has sufficient funds to pay the County's share, so no additional funding is needed for these easements. As ARNG funds are committed, final budgets will be brought to the Board for approval prior to closing.

Alignment with Strategic Plan: The acquisition of conservation easements for permanent open space aligns with Strategic Plan Focus Area: Sustainable Infrastructure and Environment, Objective SI 3: Preserve and restore the natural and built environment, and SI 3d: Protect and restore natural resources, land, recreational, historical, and rural spaces.

Resource Persons: Celeste Burns, Open Space & Real Estate Manager; Peri Manns, Deputy Director of Engineering and Environmental Services; Jay Gibson, Director of Engineering and Environmental Services.

County Manager's Recommendation: The County Manager recommends that the Board approve two options to purchase two conservation easements, one farmland easement with Wesley and Cristan Poole at 1800 and 1801 Tilley Farm Road, and one habitat conservation easement with Billy and Toni Stevens at 3500 Bahama Road, to use existing open space capital project funds to support up to 25% of the easements' costs, and to authorize the Manager to execute funding agreement documents if funds are awarded.

Attachments:

[AAF Supplemental Document - Two Conservation Easements - January 6 2025](#)

[Attachment - Two Conservation Easement Projects \(Poole and Stevens - Janua](#)

24-0796

Approve acquisition of 15.5 acres at 4350 Garrett Road as

permanently protected open space within the New Hope Creek Corridor with a County Open Space cost of \$118, 450 as part of a Total acquisition cost of \$301,953

Agenda Text:

The Board is requested to approve the purchase of 15.5 acres at 4350 Garrett Road, to use existing open space capital project funds to support 39% of project costs, and to authorize the Manager to execute the purchase agreement and grant documents as funding is awarded.

Over the past year Durham County Open Space Program staff have worked with the listing agent of land for sale at 4350 Garrett Road that includes ecologically significant bottomland forests along Sandy and New Hope Creeks. After applying to the NC Land & Water Fund in February for support, Durham County was recently notified of a \$183,503 award (61% of project cost) to support the County's acquisition and permanent protection of the land. The County's estimated total costs should not exceed \$118,450. The County's open space and farmland capital project account has sufficient funds to pay the County's share, so no additional funding is needed. As grant funds are committed and the project continues, a final budget will be brought to the Board for approval prior to closing.

Acquisition and protection of this property preserves significant natural resources including water quality, unique plant and animal habitats, and wildlife connectivity. The site supports two State Natural Heritage Area bottomland forest types and a state-endangered tree species, shellbark hickory (*Carya laciniosa*).

Alignment with Strategic Plan: The acquisition of land as permanent open space aligns with DCo Forward 2029 Strategic Plan Focus Area: Sustainable Infrastructure and Environment, Objective SI 3: Preserve and restore the natural and built environment, and SI 3d: Protect and restore natural resources, land, recreational, historical, and rural spaces.

Resource Persons: Celeste Burns, Open Space & Real Estate Manager; Peri Manns, Deputy Director of Engineering and Environmental Services; Jay Gibson, Director of Engineering and Environmental Services.

County Manager's Recommendation: The County Manager recommends that the Board approve the purchase of 15.5 acres at 4350 Garrett Road, to use existing open space capital project funds to support 39% of project costs, and to authorize the Manager to execute the purchase agreement and grant documents as funding is awarded.

Attachments:

[AAF Supplemental Document - Sandy Creek Confluence - January 6, 2025 WS](#)

[Attachment - Land Protection - Sandy Creek Confluence - January 6, 2025 WS](#)

24-0797

Interlocal Cooperation Agreement for the Division of Sales Tax Between the County of Durham and the City of Durham July 1, 2025 to June 30, 2026

Agenda Text:

The Board is requested to approve a one-year interlocal cooperation agreement for

the division of sales tax between the County of Durham and the City of Durham for the period July 1, 2025 through June 30, 2026. This interlocal pertains to Sales Tax Articles 39, 40, & 42 and 44 (including Local Government Hold Harmless Provisions). City administration has agreed to amending the current interlocal agreement per agreed upon guidelines for an additional year.

The updated agreement, renewed annually, splits collected sales tax (except Article 46) for both the City and County, with the County receiving 55.5% of the total amount and the City 44.5%. Per state statute the County Commissioners have the authority to set the distribution method for Sales Tax Articles. This agreement continues the use of the Per Capita Distribution method which is best for both local governments due to the nuances of the Ad Valorem method.

This will be the second year in a row for this percentage split. The actual split will vary over fiscal years based on a variety of factors from each government's tax rate changes to population shifts. The budget offices of both governments work together each Fall to establish an agreement for future years. This agreement is then reviewed with both Management teams before being brought forward to the elected officials of each respective government.

The Durham City Council is set to approve this annual interlocal cooperation agreement at an upcoming City Council meeting for the next fiscal year (FY 2025-26).

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Financial Stewardship

Resource Persons: S. Keith Lane, Director of Budget and Management Services, David N. Ades, Assistant Director of Budget and Management Services.

County Manager's Recommendation: The County Manager recommends that the Board approve a one-year interlocal cooperation agreement for the division of sales tax between the County of Durham and the City of Durham for the period July 1, 2025 through June 30, 2026 and authorize the County Manager to sign of this agreement.

Attachments: [AAF Supplemental - FY 2025-26 Sales Tax ILA Update 55.5 County 45.5 City FY 2025-26 Sales Tax ILA.pdf](#)

24-0799

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% 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 - Katina Rogers
- Durham County Women’s Commission - Ashley Marshall

The Clerk’s Office was notified of the absences and made attempts to contact the board members; there was no response.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal: High Performing Organization. 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 Wallace, Clerk to the Board

County Manager’s Recommendation: The County Manager recommends that the Board approve the removal of Katina Rogers from the City-County Appearance Commission and Ashley Marshall from the Durham County Women’s Commission due to poor attendance.

24-0804

Approval of the 500 E. Main St. Affordable Housing Development Documents

Agenda Text:

The Board is requested to authorize the County Manager to execute any and all documents (including but not limited to those shown in the table of Attachment ‘A’ to this agenda item) for the 500 East Main Street Affordable Housing Project.

A summary description of each document item is provided in the attached “Description of Documents.” All documents will be finalized and approved to form prior to execution. These documents are included and/or are supplemental to the Master Declaration and Development Agreements for the project. Minor changes are being made to align with the U.S. Department of Housing and Urban Development (HUD) regulations and/or comments from the lending authorities participating in the project.

Alignment with Strategic Plan: This aligns with the Durham Strategic Plan Goal of Sustainable Infrastructure and Environment

Resource Persons: Peri Manns, ASLA, LEED GA, Deputy Director; Nathan McKinney, Senior Assistant County Attorney; Greg Smith, Senior Development Manager, Laurel Street Residential; Crystally Wright, Interim Chief Financial Officer; Jay Gibson, P.E. Director of E, E&S; Sherrod Banks, Principal, Banks Law Firm; Deirdre Denechaud, Partner, Parker Poe Attorneys and Counselors at Law.

County Manager’s Recommendation: The County Manager recommends that the Board authorize the County Manager to execute the documents and amendments

required for the 500 E. Main St. Affordable Housing Development Project, upon legal review and approval by private counsel and the County Attorney's Office.

Attachments:

[Attachment A Item 24-0804, 500 E Main Aff Housing table of documents](#)

[Description of Documents - Dec 2024 \(004\)](#)

[Redline - ASSIGNMENT OF CONTRACTS, PLANS, PERMITS \(County of Durham - 500 E Main\)](#)

[Redline - ASSIGNMENT OF LEASES AND RENTS \(County of Durham - 500 E Main\)](#)

[Redline - LANDLORD WAIVER parking lease \(Truist\) \(County of Durham - 500 E Main\)](#)

[Redline - LEASEHOLD DEED OF TRUST \(County of Durham - 500 East Main\)](#)

[Redline - LOAN AGREEMENT \(County of Durham - 500 East Main\) v. 300](#)

[Redline - PROMISSORY NOTE \(County of Durham - 500 East Main\) v. 300](#)

[Redline - TRUIST \(GRANDBRIDGE\) SUBORDINATION AGREEMENT \(County of Durham - 500 East Main\)](#)

[Tri-Party Agreement 12.11.24.Clean](#)

[Ground Lease \(redlined 082924\)](#)

[HUD Addendum to Ground Lease \(redlined 060624\)](#)

[Memo of Ground Lease \(clean 060624\)](#)

[Ground Lease Estoppel Certificate \(060624\)](#)

[First Amendment to Master Declaration of Covenants Restrictions and Reciprocity](#)

[NCLTA Form 1](#)

[NCLTA Form 5](#)

[Binder - Docs from Parker Poe as of 01.03.2025](#)

24-0805

Budget Ordinance Amendment No.25BCC068 to Appropriate \$152,740 in General Fund fund balance to Urban Ministries of Durham to Cover Increased Security Expenses Bringing the Total Contract Amount to \$533,096.

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No.25BCC068 to Appropriate one-time funding of \$152,740 in General Fund fund balance to Urban Ministries of Durham to cover increased security expenses bringing the total contract amount to \$533,096 for FY 2024-2025.

Durham County has played a vital role in Urban Ministries' operations from its inception in 1983, providing substantial annual operating support. The County owns the shelter side of the facility and leases it to UMD for \$1 per year, while maintaining ownership of critical building systems. UMD is Durham's primary, publicly funded shelter for the unhoused. The County recognizes the importance of UMD's non-profit services to the Durham community, as the number of individuals experiencing unsheltered homelessness in Durham has almost doubled since 2019.

The Board of County Commissioners (BOCC) originally approved the annual contract with UMD in the amount of \$380,356 on August 12th, 2024. The additional funding of \$152,740 will address security needs UMD is facing due to an increased

presence of individuals congregating near the UMD facility. These funds will allow for UMD to create a greater sense of safety and security through having an increased security officer presence both inside and outside of the UMD facility to deter unwanted activity, and through the purchase of an additional portable metal detector.

Accordingly, it is now recommended that the Board approve the amendment to the contract with Urban Ministries of Durham.

Alignment with Strategic Plan: This item aligns with strategic goals: Safe & Resilient Community and Healthy & Inclusive Community.

Resource Persons: Sheldon Mitchell, Executive Director of Urban Ministries of Durham; Shannon Trapp, Chief of Staff, Samantha Smith, Special Projects Coordinator

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No.25BCC068 to Appropriate one-time funding of \$152,740 in General Fund fund balance to Urban Ministries of Durham to Cover increased security expenses bringing the total contract amount to \$533,096 for FY 2024-2025.

Attachments: [FR 25-512 Urban Ministries](#)
[AAF-068 Legal Form](#)

24-0806

Award contract to Freese and Nichols (FNI) for Engineering Services for Triangle Wastewater Treatment Plant Expansion Study for the Utilities Division in the Amount of \$547,900.00 with a Not to Exceed Amount of \$650,000.00

Agenda Text: The Board is requested to authorize the County Manager to enter into a service contract with Freese and Nichols (FNI) in the amount of \$547,900 with a not to exceed amount of \$650,000, (RFQ 24-050) to provide engineering services for Triangle Wastewater Treatment Plant Expansion Study. Funding will be from the Sewer Enterprise Fund operating budget.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Sustainable Infrastructure & Environment.

Resource Persons: Jay Gibson PE, Director of E&ES; Stephanie Brixey, Deputy Director of E&ES; Wade Shaw, Utility Superintendent

County Manager's Recommendation: The County Manager recommends the Board authorize the County Manager to enter into a service contract with Freese and Nichols (FNI) in the amount of \$547,900 with a not to exceed amount of \$650,000, (RFQ 24-050) to provide engineering services for Triangle Wastewater Treatment Plant Expansion Study.

Attachments: [AAF Supplemental Document Expansion Study](#)
[MWBE Compliance Review Form-AAF for RFQ 24-050 Engineering and Environ](#)
[TWWTP Expansion Study Scope FNI-V2 11-11-24](#)
[RFQ 24-050 Proposal Tab Engineering Svcs-TWWTP Expansion Study](#)
[RFQ 24-050 TWWTP Plant Expansion Study Evaluation Individual Score Sheet](#)

24-0807 **Approve Capital Project Amendment No.25CPA029 and Budget Ordinance Amendment No.25BCC061 Decreasing the Open Space & Farmland Preservation Capital Project (4730DC083) by \$184,750, Transferring those funds to the General Fund to Support the Purchase of the Clara Glenn Farm Conservation Easement**

Agenda Text: The Board is requested to approve the final budget for the Clara Glenn Farm Conservation Easement, as well as approve Capital Project Amendment No.25CPA029 and Budget Ordinance Amendment No.25BCC061 decreasing the Open Space & Farmland Preservation Capital Project (4730DC083) by \$184,750, transferring those funds to the General Fund to support the purchase of Clara Glenn's farm conservation easement, 40 acres located at 12712 Hampton Road in Rougemont.

Clara Glenn's land is a former tobacco farm that is currently a mixture of woods and fields. The Glenn family is renovating and restoring the open land, growing wheat and corn, fruit trees, vegetables, and raising bees. Mrs. Glenn has lived in the historic home on the farm for over 70 years. Mrs. Glenn's land is part of a larger farm property originally owned by Lucious Glenn. Durham County has protected two other family farms that were part of Lucious Glenn's lands.

The Board approved this conservation easement project in January 2022. Since then USDA-NRCS funding, through the Agricultural Lands Easement Program (ACEP-ALE), has been secured to pay for 50% of the appraised easement value, \$181,000. The transfer of \$184,750 to the General Fund will be used to pay 50% of the easement value and closing-related fees.

Alignment with Strategic Plan: The acquisition of conservation easements for permanent open space aligns with Strategic Plan Focus Area: Sustainable Infrastructure and Environment, Objective SI 3: Preserve and restore the natural and built environment, and SI 3d: Protect and restore natural resources, land, recreational, historical, and rural spaces.

Resource Persons: Celeste Burns, Open Space and Real Estate Manager, Peri Manns, Deputy Director of Engineering and Environmental Services, Jay Gibson, Director of Engineering and Environmental Services.

County Manager's Recommendation: The Board is requested to approve the final budget for the Clara Glenn Farm Conservation Easement, as well as approve Capital Project Amendment No.25CPA029 and Budget Ordinance Amendment

No.25BCC061 decreasing the Open Space & Farmland Preservation Capital Project (4730DC083) by \$184,750, transferring those funds to the General Fund to support the purchase of Clara Glenn's farm conservation easement, 40 acres located at 12712 Hampton Road in Rougemont.

Attachments:

[Attachment - Clara Glenn Farm Easement Final Budget - January 2025](#)

[AAF Supplemental Document - Budget Amendment Final Budget - Clara Glenn](#)

[CPA-29 LEGAL FORM OSRE Transfer for Clara Glenn Farm Easement \(\\$184,7](#)

[AAF-61 Appropriating \\$184,750 for Clara Glenn Farm Easement](#)

24-0808

Budget Ordinance Amendment No. 25BCC063 to Recognize \$4,461 from the NC DPH Division of State of Child Fatality Prevention Section Branch for Child Fatality Case Reporting

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 25BCC063 to Recognize \$4,461 from the NC DPH Division of State of Child Fatality Prevention Section Branch for Child Fatality Case Reporting.

This Agreement Addendum provides funding for the Local Health Department to prepare and begin using the National Fatality Review Case Reporting System (NFR-CRS). Funds were appropriated by the North Carolina General Assembly to support implementation of the changes authorized by NCSL 2023-134 to restructure child death reviews by Local Teams and to offset the costs associated with Local Team participation in NFR-CRS.

The Board of Health has approved this amendment.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Healthy and Inclusive Community.

Resource Persons: Rodney Jenkins, DrPH, MHA, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 25BCC063 to Recognize \$4,461 from the NC DPH Division of State of Child Fatality Prevention Section Branch for Child Fatality Case Reporting.

Attachments:

[701 FY25 Durham](#)

[AAF - AA 701 Child Fatality Case Reporting \\$4,461](#)

[AAF AA 701 Supplemental Document](#)

[AAF-63 Legal Form](#)

24-0809

Budget Ordinance Amendment No. 25BCC062 to Appropriate \$110,737 in General Fund fund balance to increase Durham County's Contract with Wellpath to Provide Comprehensive Medical Services for Inmates in the Durham County Detention Center and Residents of the Durham County Youth Home

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 25BCC062 to Appropriate \$110,737 in General Fund fund balance to increase Durham County's Contract with Wellpath to Provide Comprehensive Medical Services for Inmates in the Durham County Detention Center and Residents of the Durham County Youth Home

Per the County's contract, Wellpath assumes financial responsibility for the first \$400,000 related to the cost of off-site medical care. If costs exceed \$400,000, Durham County will then be responsible for 100% of the cost of care not to exceed \$150,000. Any amount for excess medical fees more than \$25,000 is subject to a budget amendment approved by the Board of County Commissioner not to exceed an additional \$125,000. With approval of this appropriation, the total amount of the FY 24-25 Wellpath contract is \$5,297,463.

The Board of Health has approved this recommendation.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Healthy and Inclusive Community.

Resource Persons: Dr. Rodney Jenkins, DrPH, MHA, Public Health Director

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 25BCC062 to Appropriate \$110,737 in General Fund fund balance to increase Durham County's Contract with Wellpath to Provide Comprehensive Medical Services for Inmates in the Durham County Detention Center and Residents of the Durham County Youth Home

Attachments:

[FR 25-034 WELLPATH LLC](#)

[INV0122230](#)

[AAF Supplemental Document - Wellpath off-site medical costs](#)

[FY 25 AAF Form - Wellpath off-site medical costs](#)

[AAF-62 Legal Form](#)

24-0811

Approve acceptance of Land donation and permanent protection of 8414 Meadow View Lane (20 acres - REID 200109) for open space and authorize the County Manager to execute any necessary documents related to the acceptance and protection of this open space land.

Agenda Text:

The Board is requested to approve the acceptance of a fee simple land donation by Alycia Hassett for 8414 Meadowview Lane (REID 200109); and once in county ownership, approve authorizing the Manager to sign deed restrictions to ensure the property is permanently protected open space.

These 20.6 acres are located in northern Durham County adjacent to 50 acres of existing County open space conservation land along the Little River corridor. This addition expands the County's protected land in the Little River corridor and provides

improved access to the County's adjacent property. Most of the donated land is currently open land that has been maintained for hay and wildlife habitat with a border of hardwood forest. There are no structures or buildings on the property. With the parcel's proximity to the Little River Reservoir, its protection supports water quality of Durham's drinking water source and broadens the wildlife corridor along the river.

The owner wants to donate the land to Durham County to ensure the property remains permanently undeveloped and managed as open space. The donation requires landowner expenses including legal and closing fees, an appraisal for tax documentation, and back-payment of present use property taxes. The owner is generous in her commitment to donate this property (valued at \$395,000) for open space protection but requests that the County reimburse her for these donor transaction costs, estimated to be no more than \$16,000, and paid to her at closing. Sufficient funds are available in the Open Space and Real Estate Division's operating budget to cover these closing expenses, so no additional funds are needed.

Alignment with Strategic Plan: The acquisition of land for permanent open space aligns with Strategic Plan Focus Area: Sustainable Infrastructure and Environment, Objective SI 3: Preserve and restore the natural and built environment, and SI 3d: Protect and restore natural resources, land, recreational, historical, and rural spaces.

Resource Persons: Celeste Burns, Open Space & Real Estate Manager; Peri Manns, Deputy Director of Engineering and Environmental Services; Jay Gibson, Director of Engineering and Environmental Services

County Manager's Recommendation: The County Manager recommends that the Board approve the acceptance of a fee simple land donation by Alycia Hassett for 8414 Meadowview Lane (REID 200109); and once in county ownership, approve authorizing the Manager to sign deed restrictions to ensure the property is permanently protected open space.

Attachments:

[AAForm - Supplemental - Open Space Land Donation- Hassett - January 2025](#)

[Attachment - Open Space Land Donation - January 13 2025](#)

24-0812

Budget Ordinance Amendment No. 25BCC066 to Recognize \$165,017 in Grant Funding and Approval of Interlocal Agreement for the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG)

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No. 25BCC066 recognizing \$165,017 from the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) to the Durham County Sheriff's Office and to authorize the County Manager to execute the interlocal agreement between the City of Durham and the County of Durham for these funds. This award will be shared in a 50/50 split between the Durham County Sheriff's Office and the Durham Police Department.

The Durham County Sheriff's Office will use these funds to obtain a bumper pull-behind trailer to replace the current Hazardous Devices Unit's Command

Vehicle. The Durham Police Department will use funds for mission critical equipment upgrades for the Patrol Services Division & the Mobile Field Force. More information on the items that will be purchased using this grant funding can be found at <https://www.durhamsheriff.com/Home/Components/News/News/10313/3199>. A local match is not required as part of this grant. See attached documents for additional details.

Alignment with Strategic Plan: This item aligns with Strategic Goal 3: Safe Community

Resource Persons: David LaBarre, Director of Planning & Development, Durham County Sheriff's Office; John Hamlett, Hazardous Devices Unit Commander, Durham County Sheriff's Office.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No. 25BCC066 recognizing \$165,017 from the 2024 Edward Byrne Memorial Justice Assistance Grant (JAG) to the Durham County Sheriff's Office and to authorize the County Manager to execute the interlocal agreement between the City of Durham and the County of Durham for these funds. This award will be shared in a 50/50 split between the Durham County Sheriff's Office and the Durham Police Department.

Attachments:

[JAG 24 City Budget Narrative](#)

[JAG 24 City Program Narrative](#)

[JAG 24 County Budget Narrative](#)

[JAG 24 County Program Narrative](#)

[BJA FY24 Edward Byrne Memorial Justice Assistance Grant \(JAG\) Program—L
local-jag-ce-certification - 2024](#)

[AAF-66 LEGAL FORM Recognizing \\$165,017 in DCSO for JAG24](#)

24-0813

Approval to Extend the Existing Interlocal Cooperation Agreement with the City of Durham to Contract for a Joint Crisis Communications Plan to January 1, 2026

Agenda Text:

The Board is requested to approve extending the existing interlocal cooperation agreement with the City of Durham to contract for a Joint Crisis Communications Plan (JCCP) to January 1, 2026. This extension will allow the County to continue to work with the City in securing a vendor to create the plan which will create a unified approach to communications.

Alignment with Strategic Plan: This item aligns with Durham County's Strategic Goal: Safe and Resilient Community.

Resource Persons: Mark Lockhart, Director, Office of Emergency Services, and Elizabeth Schroeder, Chief Emergency Manager, Office of Emergency Services.

County Manager's Recommendation: The County Manager recommends that the Board approve the extension of the existing interlocal cooperation agreement with the

City of Durham to contract for a Joint Crisis Communications Plan to January 1, 2026.

Attachments: [AAF Supplemental Document - Non-contract IL Extension Dec 2024](#)
[City Legal Approval](#)
[County Legal Approval](#)
[Contract modification for Crisis Communications Plan](#)

24-0814

Authorize the County Manager to sign and submit a Letter to the Friends of Geer Cemetery to use in their application for National Historic Marker signage at the Historic Geer Cemetery, and that will authorize the Friends of Geer Cemetery to cooperate with William G. Pomeroy Foundation to install the signage if the application and funding are approved.

Agenda Text: The Board is requested to authorize the County Manager to sign a letter stating that the County has authority over the Geer Cemetery as an abandoned cemetery under NCGS §65-113 and authorizing the Friends of Geer Cemetery to apply for the grant and to install signage if the application is approved.

This authorization from Durham County as the entity authorized to oversee abandoned cemeteries, such as the Geer Cemetery, per G.S. §65-113, is one of the requirements of a grant application to the William G. Pomeroy Foundation's National Register Signage Grant Program (Attachment 3).

The Friends of Geer Cemetery, a local non-profit corporation, is applying for this grant since the Geer Cemetery is now on the National Register of Historic Places (Attachment 4). The Geer Cemetery was Durham's primary African-American burying ground between 1877 and 1927, after the city first began providing a public cemetery for African-Americans. There are more than 1,650 graves in Geer. The Geer Cemetery is an important part of Durham's history, as it is among the most important artifacts and monuments of the African-American experience in Durham.

Should the grant be awarded to the Friends of Geer Cemetery, they will work with William G. Pomeroy Foundation and the program to craft and install a permanent marker announcing the cemetery's designation and presence on the National Register of Historic Places.

This request to Durham County by the Friends of Geer Cemetery is only for the limited purpose of helping the Friends of Geer Cemetery make this grant application and carry out the scope of work if the grant funds are received. The County will not be responsible to administer the grant, make improvements in the cemetery, appropriate money, or take on any other responsibility with regard to the cemetery.

Attachments: 1) Proposed letter for approval; 2) Applicable North Carolina Statute;

3) Grant and Program Information; 4) National Register Documentation for Geer Street Cemetery.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goals: Financial Stewardship, Empowered Community, Sustainable Infrastructure and Environment.

Resource Persons: Claudia Hager, County Manager; Larissa Williamson, County Attorney; Nathan McKinney, Senior Assistant County Attorney

County Manager's Recommendation: The County Manager recommends that the Board authorize the County Manager to sign and submit a Letter to the Friends of Geer Cemetery to use in their application for National Historic Marker signage at the Historic Geer Cemetery, and that will authorize the Friends of Geer Cemetery to cooperate with William G. Pomeroy Foundation to install the signage if the application and funding are approved.

Attachments:

[Geer Cemetery - Manager Authorization Letter](#)

[GS 65-113](#)

[William G. Pomeroy Foundation - National Register Signage Grant Program](#)

[Geer Cemetery - National Registry Documentation](#)

24-0815

Budget Ordinance Amendment No.25BCC069 to Recognize \$2,493 in Travel Grant Funding Awarded by the State Library of North Carolina

Agenda Text:

The Board is requested to approve Budget Ordinance Amendment No.25BCC069 to recognize \$2,493 in travel grant funding awarded by the State Library of North Carolina. These funds are part of the Library Services and Technology Act grant program funded by the Institute of Museum and Library Services and administered by the State Library. The award is specifically for Oni Gaines to attend the Computers in Libraries Conference in Arlington, Virginia taking place from March 25-27, 2025.

Alignment with Strategic Plan: Goal 5 - Accountable, efficient, and visionary government.

Resource Persons: Tammie Hall, Assistant County Manager; Katherine Makens, Assistant Library Director; Oni Gaines, Technology Support Analyst.

County Manager's Recommendation: The County Manager recommends that the Board approve Budget Ordinance Amendment No.25BCC069 to recognize \$2,493 in travel grant funding awarded by the State Library of North Carolina.

Attachments:

[Durham County Library LSTA-24-062 Agreement Executed](#)

[Oni Gaines LSTA Scholarship Application Form](#)

[24-0815 AAF Supplemental Form LSTA Travel Funds](#)

[AAF 069 Legal Form](#)

24-0816

Approval of Agreement with Alliance Health in the Amount of \$6,503,803, to Manage the Provision of High-quality, Cost-effective

Mental Health, Developmental Disabilities, and Substance Use Services (MH/DD/SUS) to Residents of Durham County.**Agenda Text:**

The Board is requested to approve a contract with Alliance Health (Alliance) in the amount of \$6,503,803, to manage the provision of high quality, cost-effective Mental Health, Developmental Disabilities, and Substance Use Services (MH/DD/SUS) to residents of Durham County to the extent that other first or third-party payor sources such as Medicaid, Medicare, private pay, insurance, or grant funding are not available, have been denied or exhausted, or State funding is not allocated by Alliance.

Pursuant to N.C.G.S. 122C-115, the County agrees to allocate and pay to Alliance Six Million Five Hundred Three Thousand Eight Hundred and Three Dollars (\$6,503,803.00) referred to as the Annual Allocation. Alliance will provide disaggregated reports by age, gender, race and ethnicity on utilization and outcomes resulting from the use of Annual Allocation provided by the County on a quarterly basis. The data will be incorporated into the County's performance measures quarterly reporting system.

Alignment with Strategic Plan: This item aligns with Strategic Plan Goal: Healthy and Inclusive Community

Resource Persons: Robert Robinson, Alliance Health CEO; Kelly Goodfellow, Alliance Health CFO; Joanne F. Pierce, Assistant County Manager

County Manager's Recommendation: The County Manager recommends that the Board approves the agreement with Alliance Health.

Attachments:

[Durham County-FY25 Funding Agreement - Draft](#)

[Alliance Health Follow up to BOCC_11042024](#)

25-0010**Delegation of Authority to the Tax Assessor to Grant Individual Extensions for the Listing of 2025 Business Personal Property****Agenda Text:**

The Board is requested to delegate authority to the Tax Assessor to grant individual extensions for the listing of business personal property upon written request showing good cause that an extension should be granted. Approved individual extensions would extend the listing period until no later than April 15, 2025.

Under G.S. 105-307, the period during which property is to be listed for taxation each year shall begin on the first business day of the month of January, and, unless extended as provided by statute, shall continue through the month of January. The Board of Commissioners shall grant individual extensions of time for the listing of personal property upon written request and for good cause shown. The request must be filed with the Tax Assessor no later than the ending date of the regular listing period. The Board may delegate authority to grant extensions to the Tax Assessor.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Safety & Resilience

Resource Persons: Keyar Doyle, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board delegate authority to the Tax Assessor to grant extensions until no later than April 15, 2025 to taxpayers required by North Carolina General Statutes to list business personal property, who request an extension during the month of January and show good cause.

25-0011

Approval of Contract Amendment with Quality PrintPro, Inc. for Tax Administration Mailing Services

Agenda Text:

The Board is requested to increase the contract with Quality PrintPro, Inc. The amount to increase the contract is from \$120,000.00 to \$350,000.00. The original contract amount is \$120,000.00. The additional amount requested is \$230,000.00. This will account for the increase in postage costs and to cover costs associated with mailing the 2025 Revaluation notices.

Quality PrintPro is a printing firm that provides electronic bill processing, print, fold, and insert outgoing envelopes for Tax Administration.

Alignment with Strategic Plan: This item aligns with Durham County Strategic Goal: Safety & Resilience

Resource Persons: Keyar Doyle, Tax Administrator

County Manager's Recommendation: The County Manager recommends that the Board approve an amendment to a contract with Quality PrintPro, Inc. through fiscal year 2024-2025 in an amount not to exceed \$350,000.00. In addition, the County Manager recommends the Board provide approval for the County Manager to execute Quality PrintPro, Inc. contract amendments and renewals, if necessary, not to exceed \$250,000.00 annually for the next four years.

Attachments:

[Fiscal Year 24-25 QUALITY PRINT PRO INC Contract](#)

[2025 Quality Print Pro Supplemental Document](#)

[Quality PrintPro Amendment FY25](#)

7. Items Pulled from the Consent Agenda (20 min)

8. Adjournment