

**THE BOARD OF COUNTY COMMISSIONERS
DURHAM, NORTH CAROLINA**

Monday, October 11, 2004

AGENDA

7:00 P.M. Regular Session

1. **Opening of Regular Session**?Pledge of Allegiance

2. **Agenda Adjustments**

- a. September 7, 2004 Worksession
- b. September 20, 2004 Special Session
- c. September 27, 2004 Regular Session

4. **Proclamation for "NAACP Freedom Fund Day"**

Each year, the Durham Branch of the National Association for the Advancement of Colored People (NAACP) hosts the "Freedom Fund Banquet" and recognizes community "trailblazers" who have been leaders in various fields of endeavor and have made significant and unique contributions. This year's honorees are two well-known ministers in Durham. Dr. Joseph S. Harvard III and Dr. Percy High have led two dynamic congregations in this community for many years and have worked to build coalitions that seek to value the dignity and worth of all people.

A proclamation has been prepared in honor of the annual event that will be held on Saturday, October 23, 2004.

County Manager's Recommendation: The Manager recommends that the Board approve the proclamation.

5. **Proclamation for "Durham Homeownership Expo"**

The U. S. Department of Housing and Urban Development, the City and County of Durham, the Durham Regional Community Development Group, and the Durham Affordable Housing Coalition are sponsoring a "Durham Homeownership Expo" on Saturday, October 16, 2004. The program is designed to help residents learn the ins and outs of purchasing a home. The event will be held at Hillside High School from 10:00 a.m. until 4:00 p.m. Vice-Chairman Joe Bowser will represent Durham County at the opening ceremonies. A proclamation has been prepared for the Board's approval.

County Manager's Recommendation: The Manager recommends that the Board approve the proclamation.

5a. **Update on North Carolina Senior Care, Medicare Prescription Benefits, and Senior PHARMAssist**

Senior PHARMAssist, a local nonprofit agency working to improve the quality of life for older adults in Durham by helping them obtain and better manage their medications, is interested in promoting an upcoming state-wide effort on October 26, 2004 to help more seniors sign up for prescription benefits. The Executive Director will update the Board of Commissioners on the many changes affecting seniors concerning prescription medications. She will discuss Medicare prescription benefits, NC Senior Care, and Senior PHARMAssist.

Resource Person(s): Gina Upchurch, Executive Director, Senior PHARMAssist

County Manager's Recommendation: The County Manager recommends that the Board receive the presentation.

6. Consent Agenda

- a. Budget Ordinance Amendment No. 05BCC000013?Fire Marshal/Emergency Management?State Homeland Security Grant Program (re-recognize unspent 2003 DHS Part I and Part II grant funds in the amount of \$684,142 received through the NC Department of Crime Control and Public Safety; apply the funds to Durham County Emergency Management for expenditure in FY 2004-2005);
- b. Budget Ordinance Amendment No. 05BCC000014?Sheriff's Office?Insurance Reimbursement for Damaged Vehicle (recognize \$13,666 and appropriate to replace the vehicle in the Sheriff's fleet);
- c. Budget Ordinance Amendment No. 05BC000015?Sheriff's Office?2004 GREAT Grant for Gang Resistance Education (appropriation of funds not to exceed \$43,695, the amount of the grant award);
- d. Amendment to the Bylaws of the Durham County Women's Commission (approve the requested changes); and
- e. Capital Project Amendment No. 05CPA000003?Durham Public Schools?2001 Bond Adjustments for Multiple Projects (transfer \$523,763.57 in unused GO bond funding from several completed school capital projects to several uncompleted school capital projects).

7. Public Hearing: Draft of Work First Block Grant Plan for 2005-2007

Work First is the primary program in North Carolina for administering the Temporary Assistance for Needy Families (TANF) Program. Since Work First is administered locally in each county, North Carolina law (NCGS 108A-27) requires each county to submit a County Work First Block Grant Plan every two years. This fall, each county began the development of a new Work First Block Grant Plan to become effective October 1, 2005.

The first stages of plan development include the appointment of a committee of local leaders (Work First Planning Committee) to assist in the development of its Work First Block Grant plan and a recommendation to the North Carolina Department of Health & Human Services for a county to be an electing or standard county.

On September 13, 2004, the Commissioners approved the list of members for Durham's Work First Planning Committee and that Durham remain a standard county.

By November 1, 2004, the BOCC must submit its new Work First plan to the NC Division of Social Services. The Work First Planning Committee has completed its first draft of the plan. This draft plan was shared with the Department of Social Services Board on September 25, 2004 for its comments.

The committee is now submitting this draft to the Commissioners for review and comments. The committee chair and representatives from the Department of Social Services are prepared to discuss the plan with the Board. The draft plan has been made available for public review and comment during the period of October 5 -11 and is now before the County Commissioners for the advertised public hearing. After today's public hearing and comments from the Board, the committee will make any necessary changes and then submit the plan to the Commissioners at the October 25, 2004 meeting for final approval.

Resource Person(s): Jim Polk, Chair of the Work First Planning Committee; Chuck Harris, Interim Director of the Department of Social Services; and Arnold Dennis, Assistant Director of Family Economic Independence

County Manager's Recommendation: Receive the report and conduct the public hearing. Provide comments and input to the Work First Planning Committee as necessary. Bring plan back to the

Board at its October 25 meeting for final approval.

8. Revision of Durham Planning Commission District Boundaries

Provide direction regarding proceeding with revisions to Durham Planning Commission County district boundaries.

Resource Person(s): Frank M. Duke, AICP, City-County Planning Director

County Manager's Recommendation: The County Manager recommends that the Board provide direction regarding proceeding with revisions to Durham Planning Commission County district boundaries.

9. Durham Public Schools?New Pearson Elementary School Design

In keeping with the Joint Planning Protocol, Durham Public Schools will present the design of the New Pearson Elementary School funded by the 2003 Bond Referendum. The design is presented for the County's information.

Resource Person(s): Mr. Hugh Osteen, Assistant Superintendent of Operational Services, Durham Public Schools

County Manager's Recommendation: The Manager recommends that the Board receive the presentation and provide DPS with comments related to the design.

10. Budget Ordinance Amendment No. 05BCC000012?General Services Contract Award of Janitorial Services for County Buildings (RFP # 04-031)

The Department of General Services requests the BOCC to authorize the County Manager to execute six individual janitorial contracts for cleaning services on 24 County buildings with: B&R Janitorial Services (\$145,842.60), C.J. Enterprises Cleaning (\$74,816.68), Cenplex Building Services Inc (\$184,176.09), J.A. Farrington Janitorial Services (\$15,950.16), Service Solutions (\$58,699.05), and The Cleaning Brothers (\$5,820.00), as specified in RFP # 04-031, for a total of \$485,304.58.

Contracted janitorial services for County buildings were last bid in the fall of 1999 and subsequently awarded by the BOCC to begin, effective January 1, 2000. Over the past four years, the following three contractors have provided cleaning services to County buildings: Beyah Janitorial Services Service Solutions, and B&R Janitorial Services. The current contracts, which expired on June 30 2004, are being continued on a month-by-month basis until new contracts are approved and awarded by the Board.

On May 16, 2004, a Request for Proposals (RFP # 04-031) for contracted janitorial services was advertised and mailed to 52 potential bidders. A Janitorial Pre-Bid Conference was conducted on May 24, 2004; site visits were scheduled with interested bidders on May 24 through 28, 2004. Eighteen bidders responded and bids were opened and publicly read on July 6, 2004. Of the eighteen companies responding, seven were non-responsive and were disqualified for failure to meet the bid requirements.

Several changes are included in this request for proposals that were not in the previous proposal. Cleaning services for the Administrative Building and DSS-Main will be returning to five days per week, instead of four days per week. In addition, the Main Library will be returning to six days per week, instead of five days per week. A day-porter has also been added for the Main Library and Judicial Buildings for four hours per day, five days per week, at each location. Finally, the required Livable Wage Ordinance is included, requiring contractors conducting business with Durham County to pay their employees a minimum of \$9.74 per hour. The current janitorial companies are paying their employees the following range of hourly rates: Service Solutions? \$6.00 per hour, Beyah? \$6.50 per hour, and B&R Janitorial Services? \$8.00 per hour.

In all cases except two, the lowest responsible bidder is being recommended on all County buildings. Those two exceptions are the Main Library and the Jail Annex. In the first case, the low bidder on the Main Library was not recommended due to previous performance concerns. Instead, the second lowest bidder, C.J. Enterprise Cleaning, is recommended at an additional annual cost of \$7,562.89. In the second case, the low bidder on the Jail Annex is not being recommended per a request from

the Sheriff's Office. Instead, the second lowest bidder, Cenplex Building Services Inc., is recommended at an additional annual cost of \$1,410.89.

The MWBE participation for this project is 63% among five companies.

Funding for this request was budgeted in the General Services FY-04-05 operating budget in the amount of \$383,109 for nightly cleaning services, plus \$20,860 for a day-porter at the Main Library and Judicial Building, for a total funding availability of \$403,969.00. An additional \$81,335.58 is required to move forward with the award and execute this request.

Resource Person(s): Michael Turner, Director of General Services; Jacqueline Boyce, Purchasing Manager; Yolanda Moore-Gaddy, Business Development Manager; and Marcia Margotta, Durham County Sheriff's Office

County Manager's Recommendation: The Manager recommends that the Board approve Budget Ordinance Amendment No. 05BCC00012 appropriating funds for \$81,366 to be transferred from Non-Departmental to General Services; authorize the Manager to execute six individual janitorial contracts for cleaning services on 24 county buildings with: B&R Janitorial Services (\$145,842.60) C.J. Enterprises Cleaning (\$74,816.68), Cenplex Building Services Inc. (\$184,176.09), J.A. Farrington Janitorial Services (\$15,950.16), Service Solutions (\$58,699.05), and The Cleaning Brothers (\$5,820.00), as specified in RFP # 04-031, for a total of \$485,304.58.

11. **Benefits Plan for 2005**

The Human Resources Department is seeking approval to enter into contracts with the vendors named below for the 2005 Benefits year. All rates and plans would become effective January 1, 2005. The recommendations are: Health Insurance?Wellpath and North Carolina Association of County Commissioners (NCACC)?Blue Cross/Blue Shield (BC/BS); Dental Insurance?NCACC/BCBS; Vision Insurance?Opticare; and, Long Term Care Insurance?UnumProvident. Other Benefit Vendors have not changed from last year and do not require new contracts.

Our selection of Blue Cross/Blue Shield means that the County will be a member of the NCACC Group Benefits Pool. The Pool is a self-funded plan, but the County will be participating as a fully-insured member. Currently over 30,000 local government employees, encompassing 57 counties and 27 county entities, are covered by the Pool.

The Health Insurance proposals are the result of an RFP that was issued earlier this year. Bidders were requested to send proposals that included a High and Low Option for health care. Bids were received from CIGNA, Wellpath, and NCACC?BC/BS for health insurance. The objectives of the bid were to provide a health insurance plan with an increase of no more than 10% with a high and low option and to provide affordable options for family coverage.

The new High Option health insurance plans for 2005 include the following changes:

- Higher copays when Inpatient care is needed.
- Increased copays for Primary Care Physician visits and Specialist's visits.
- Deductible plus Coinsurance for Inpatient and Out Patient care for BC/BS.
- Higher copays for Emergency Room care and Urgent Care visits.
- Lifetime Benefit Maximum of \$5,000,000 for BC/BS.
- Higher copays for Vision Care and higher Hardware allowances.
- Waived copay for Annual Physical.
- Three months of Prescription Drugs for 2 copays for maintenance drugs through mail order.
- Enhanced Wellness programs to include Disease Management, discounts on services such as health club memberships and massage therapy, and the Blue Points Program that rewards participants for healthy activities.

The new Low Option health insurance plans for 2005 introduce an opportunity for employees to access health insurance coverage for lower monthly rates while sharing more of the cost of health care when insurance is utilized. The Low Options include the following:

- Significantly lower rates for all tiers of coverage.
- Higher deductibles and copays for services.

- Lifetime Benefit Maximum for \$5,000,000 for BC/BS.

As a result of information gathered from the Benefit Committee and employee recommendations, HR proposes offering a High and Low Option for Dental Insurance for 2005. NCACC/BCBS have recommended rates for a Low Option, which is the same as our current plan, and a High Option that would increase the Maximum benefit to \$1,500 per year.

Only one new bid was received for Long Term Care Insurance. The proposed bid was not as comprehensive a plan as the current provider. Human Resources recommends that the County continue offering the current plan.

HR proposes adding a new benefit for supplemental Vision coverage through Opticare. The premiums for this benefit would be on a pretax basis and would be an out of pocket expense. Employees would be able to enroll in this plan to assist in covering vision exams and hardware allowances.

Contracts are already in place for life insurance, short-term disability insurance, and long-term disability insurance.

Resource Person(s): Debbi Davidson, Benefits Manager, and Jackye Knight, Human Resources Director
County Manager's Recommendation: The Manager recommends that the Board authorize the Manager to enter into contracts with the vendors presented by Human Resources.



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