

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

Monday, October 11, 1999

7:00 P.M. Regular Session

AGENDA

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

2. **Agenda Adjustments**

3. **Minutes**

- a. August 4, 1999 Worksession
- b. August 9, 1999 Regular Session
- c. August 23, 1999 Regular Session
- d. September 1, 1999 Worksession

4. **Special Employee Recognition of Interdepartmental Assistance**

Deputy Donald Wadford, Deputy Thomas Mellown, and Mrs. Thomasena Wilson of the Sheriff's Department are to be recognized for the high level of service and interdepartmental assistance they provided to the Tax Collector's Office. Through their collaborative efforts, these three employees have collected over 90 percent of the delinquent tax accounts that were submitted to the Sheriff's Office to be collected, which accounted for more than \$200,000 in total delinquent tax revenue.

County Manager's Recommendation: Recognize Deputy Wadford, Deputy Mellown, and Mrs. Wilson of the Sheriff's Department for their high level of service and interdepartmental assistance while collaborating with the Tax Collector's Office to collect delinquent tax revenue.

5. **Resolution of Thanks for Dr. Zbigniew J. Kabala**

A resolution honoring Dr. Zbigniew J. Kabala for the technical assistance he volunteered during the consideration of siting a landfill in Orange County has been prepared for the Board's approval. Dr. Zbigniew J. Kabala will be present to receive this recognition.

County Manager's Recommendation: Approve the requested resolution and present to Dr. Kabala.

6. **Resolution of Support for United States Flag Protection Amendment**

At the request of the County Commissioners, staff has prepared a resolution of support for the United States Flag Protection Amendment currently being considered in Congress. If this resolution is adopted, a copy will be forwarded to the members of Durham's congressional delegation.

7. Introduction of New City/County Planning Director

As the Board is aware, Norman R. Standerfer, AICP, has been named Director of Durham City/County Planning. Mr. Standerfer has reported to work. The County Manager would like to take this opportunity to introduce Mr. Standerfer formally to the Board of County Commissioners and give Mr. Standerfer an opportunity to address the Board.

8. Consent Agenda

- a. Amendment to Records Detention and Disposition Schedule (approve the schedule amendments in order to allow for the destruction of records which no longer have any utility within a reasonable time frame);
- b. Purchase of Dental Equipment—Department of Public Health (authorize County Manager to enter into a contract with Thompson Dental in the amount of \$36,045 for the purchase of dental equipment);
- c. Deferred Revenue for Welfare-to-Work Grant (approve FY 1999-2000 Budget Ordinance Amendment No. 00BCC000006 in the amount of \$662,752);
- d. Office of the Sheriff—COPS Universal Hiring Supplemental Award #95CFWX1135 (approve budget amendment No. 00BCC000007);
- e. Budget Amendment to Recognize DSS Deferred Revenue (approve budget amendment 00BCC000008 to recognize \$131,162 of deferred revenue in the current DSS budget);
- f. Standard Non-Reimbursable Utility Contract for Extension or Upgrade of the County Sanitary Sewer System (authorize the County Manager to execute the above utility contracts [Springhill Suites at the Imperial and Silicon Flex Space] for these additions to the County sanitary sewer system);
- g. Durham Community Shelter for HOPE Funding Request (approve Budget Ordinance Amendment No. 00BCC000009 in the amount of \$21,435); and
- h. Schedule Public Hearing on the NCDOT Application for Rural Operating Assistance (schedule the public hearing on the NCDOT Rural Operations Assistance Program Application for the Board’s October 25, 1999 meeting).

Note: The purpose of a consent agenda is to handle consensus items with one motion to save time on meeting agendas. Any item a Board member pulls for discussion should be placed at the end of the agenda so public hearings can be concluded as early as possible. This will provide for the least inconvenience to the general public attending the public hearings.

9. Capital Budget Amendment (00CPA000004) to Establish COPS MORE Technology Project

The US Department of Justice’s COPS (Community Oriented Policing Services) Office awarded the Durham County Sheriff’s Office an award for equipment/technology of \$998,579. Total project funding of \$1,331,439 will be used to purchase and implement a Computer Aided Dispatch (CAD) and Wireless Mobile Data Network (MDN) System at the Sheriff’s Office. Listed below is the total revenue stream dedicated to the project.

COPS MORE '98 Grant (Pay-As-You-Go fund, CIP)	\$ 998,579
COPS MORE '98 Grant (Operating Budget)	46,840
Required Local Match (Pay-As-You-Go fund, CIP)	286,020
Total Project Funding	<u>\$ 1,331,439</u>

The award provides the Sheriff’s Department a vital opportunity to consolidate all criminal, civil detention, and related information processes into an integrated, readily accessible yet securely compartmentalized database. This central data pool would be immediately available as appropriate to patrol officers, crime analysts, juvenile officers, jailers, other local, state, and federal agencies, and the public as needed. The comprehensive system will vastly increase the department’s efficiency and citizen interrelationships across the board. In addition, it will benefit the diverse staff of mobile officers including: Patrol, Detectives, Drug Investigators,

School Resource Officers, Truancy, Probation, Civil Process and Child Support deputies by placing an enormous amount of history and case information at their fingertips. The department will be able to replace all of disparate, obsolete, stand-alone applications with a state-of-the-art Criminal Justice Information Network pattern modeled directly after the State of North Carolina's Criminal Justice Integrated Network (CJIN).

Three subsequent agenda items will require board action to approve procurement of project expenditures.

Resource Persons: Nancy Dellinger, Director of Planning & Development, and John Hardy, IS Manager for the Sheriff's Office, and Claudia Odom, Budget and Management Services Director, will be available to respond to any questions and discuss their recommendations to the Board.

County Manager's Recommendation: Congratulate the Sheriff on receiving the COPS More Technology grant. As discussed during the budget process, \$1,284,599 of the project expenses are budgeted in the County's Pay-As-You-Go Fund. Of the aforementioned amount, \$286,020 is the required local match. The County Manager recommends the Board of County Commissioners make a motion to establish the COPS More Technology grant by approving budget amendment 00CPA000004.

10. Sheriff's Office--Approve Sole Source Exemption and Execute Contract Amendment with Vision Software, Inc.

The Sheriff's Office requests the Board's approval of a sole source exemption to allow the County Manager to enter into an amended contract with Vision Software Inc. Justification for this sole source purchase is based on North Carolina's G.S. 143-129(f), which allows an exemption from formal bidding "when standardization or compatibility is the overriding consideration." Further written justification is enclosed for the required record of purchases approved under the sole source exemption.

In conjunction, approval also is being requested for the County Manager to execute a contract amendment with Vision Software Inc. for a total of **\$667,313.55**. The County's existing Software License Agreement with Vision will be amended to purchase their Computer Aided Dispatch (CAD) and Wireless Mobile Data Network (MDN) software products for the Sheriff's Office.

No new county funding is required in this fiscal year. The project is budgeted in the County's Pay-As-You-Go fund. The project is being funded through a U.S. Department of Justice COPS (Community Oriented Policing Services) MORE '98 Grant and local dollars allocated in the Pay-As-You-Go fund. The contract includes pricing for the first year software maintenance for the new software modules, totaling \$65,336.55. These services become effective starting from the first live date for the new systems. Subsequent year funding is anticipated when the maintenance agreements are re-negotiated, annually, for continual coverage. The additional net cost to the County for Vision's Total Software maintenance is estimated to be \$68,814.55.

As a condition of this Grant Award, simultaneous approval is being sought from the COPS Office for this sole source contract with Vision Software, Inc. via a formal written justification request. This will be obtained prior to obligation, expenditure, or draw down of grant funds. It is required for any non-competitive procurement. The Sheriff's Office anticipates approval from the COPS Office by early or mid October.

Resource Persons: John Hardy, IS Manager, and Nancy Dellinger, Director of Planning & Development from the Sheriff's Office. In addition, Vision Software representatives will be available to respond to any questions.

County Manager's Recommendation: The County Manager recommends the Board make a motion to approve the sole source exemption, and execute the amended contract with Vision Software Inc. for \$667,313.55 to furnish CAD and Wireless Mobile Software licenses and services to the Sheriff's Office, subject to the pending approval from the COPS office.

11. Sheriff's Office--Portable Computers for Wireless Mobile Data COPS MORE '98 Grant Award

The Sheriff's Office requests the Board's approval to authorize the County Manager to enter into a contract with Dell Computer for the purchase of 30 portable computers. This purchase is needed to implement the Sheriff's Wireless Mobile Data Network. These new units are needed to replace older models, out in Patrol, which are not powerful enough to run wireless Mobile Data Network (MDN technology, and also to equip new deputies or newer special squads. The contract amount based on pricing as of August 31, 1999 will not exceed **\$64,350.00**.

The funding for these acquisitions is budgeted in the County's CIP Budget. As a condition of this grant award, simultaneous approval is being sought from the COPS (Community Oriented Policing Services) Office for this non-competitive procurement. Their approval is being obtained by sending a formal written request, prior to obligation, expenditure, or draw down of grant funds. These computers will be purchased through the North Carolina State Convenience Contract for Microcomputers and Peripherals (Contract #204A, Bid #800871). It is effective from July 1, 1998 through October 31, 1999.

The Dell Latitude CCPiA notebook model chosen is very competitively priced with comparable units and includes a three-year manufacturer's warranty. This model performed the best overall in independent "torture tests", which is a specification that is very important to the Sheriff's Mobile Data needs.

Resource Persons: Nancy Dellinger, Director of Planning & Development, and John Hardy, IS Manager for the Sheriff's Office, and Sandra Phillips, Director of Purchasing, will be available to respond to any questions and discuss their recommendations to the Board.

County Manager's Recommendation: The County Manager recommends the Board make a motion to enter into a contract with Dell Computer through the North Carolina State Convenience Contract (Contract #204A, Bid #800871) for the acquisition of 30 portable computers for an amount not to exceed \$64,350.00. Execution of this contract will remain pending until approval is received from the COPS Office for this non-competitive procurement.

12. Sheriff's Office--Vehicle Radio Modems for Wireless Mobile Data--COPS MORE '98 Grant Award

The Sheriff's Office requests the Board's approval to authorize the County Manager to enter into a contract with Motorola for the purchase of the following items:

50 VRM650 RF Modems (35 watt) @ \$2,484.00 each =	\$ 124,200
50 VRM660 Portable RF Modems @ \$1,668.00 each =	\$ 83,400
<u>Installation/Setup for 100 units @ \$295.00 each =</u>	<u>\$ 29,500</u>
Total Purchase	\$ 237,100

The contract amount is based on current Motorola pricing through the North Carolina State Convenience Contract for Microcomputers and Peripherals (Contract #250-20; Bid #603569) effective as of May 13, 1999. This purchase is needed to implement the Sheriff's Wireless Mobile Data technology that is compliant and compatible with the State's Criminal Justice Integrated Network (CJIN) Mobile Data Network (MDN). These one hundred (100) modems

will equip all Sheriff's Patrol Deputies, Detectives, DARE, SCOPE, SRO, TRIAD, Truancy, Probation, Child Support, and Civil Officers with 24-hour access to the Sheriff's RMS (Records Management System) network.

The funding for these acquisitions is appropriated in the County's CIP Budget. The project is being funded through a U.S. Department of Justice COPS (Community Oriented Policing Services) MORE '98 Grant and local dollars allocated in the Pay-As-You-Go fund. As a condition of this grant award, simultaneous approval is being sought from the COPS (Community Oriented Policing Services) Office for this non-competitive procurement. Their approval is being obtained by sending a formal written request, prior to obligation, expenditure, or draw down of grant funds.

This State Convenience Contract was bid for the specific purpose of implementing statewide mobile communications for law enforcement agencies. The CJIN, MDN services 2,400 law enforcement units statewide. It would allow the Sheriff's field units continuous access to its' new RMS, and pending CAD (Computer Aided Dispatch) system; and to state and federal criminal and DMV records (via the DCI/NCIC network).

Resource Persons: Nancy Dellinger, Director of Planning and Development, and John Hardy, IS Manager for the Sheriff's Office, and Sandra Phillips, Director of Purchasing, will be available to respond to any questions and discuss their recommendations to the Board.

County Manager's Recommendation: The County Manager recommends the Board make a motion to enter into a contract with Motorola through the North Carolina State Convenience Contract (Contract #250-20, Bid #603569) for the purchase and installation of 100 RF modems, in an amount not to exceed \$237,100. Execution of this contract will remain pending until approval is received from the COPS Office for this non-competitive procurement.

13. Application--Public School Building Capital Fund--Durham Public Schools

On September 23, 1999, the Durham Public Schools Board of Education approved the applications for Public School Building Capital Funds. These funds are to be used to replace or renovate roofs in great need at the following schools:

Chewning Middle School =	\$520,000
Durham School of the Arts =	\$150,000
Shepard Middle School =	\$100,000
Mangum Primary School =	<u>\$ 30,000</u>
	<u>\$800,000</u>

This \$600,000 application requires \$200,000 matching funds (3:1); the Jordan High School Plumbing Settlement proceeds are being used for this purpose.

The Durham Public Schools Board of Education requests approval to release funds totaling \$600,000 from the Public School Capital Fund.

Resource Person: Michael Mulheirn, Assistant Superintendent for Operations Services, will be present to discuss the request.

County Manager's Recommendation: Recommend the Board approve the release of \$600,000 from the Public School Capital Fund for the purpose of replacing or renovating roofs at the aforementioned schools. If approved, a Capital Budget Amendment will be placed on the next agenda.

14. **Resolution Supporting Hillandale Golf Course Constructed Wetlands Grant Application**

Adoption is requested of the NC Division of Water Resources (NCDWR) resolution in support of Cooperative Extension's Water Quality Improvement grant application. Durham County will serve as the fiscal agent through which the grant funds will be administered.

This NCDWR project will develop teaching and demonstration sites for how constructed wetlands can treat stormwater. It will be installed at the Hillandale Golf Course with the support of the agency and the assistance of the Ellerbee Creek Watershed Association in plant acquisition and planting. This application for Water Quality Improvement grant funds will support existing efforts to develop water quality educational sites in Durham County. Cooperative Extension completed the Treyburn Riverbank Stabilization Project in FY1999 with NCDWR funding.

Cooperative Extension and Environmental Engineering staff will oversee the construction and implementation of this project.

\$16,333 in intergovernmental funds has been requested to support this project. Anticipated funding would be allocated to Cooperative Extension. No local funds are involved and no subsequent year impact on local funding is anticipated.

Resource Person: Cheryl L. Lloyd is available to answer any questions.

County Manager's Recommendation: Adopt the resolution authorizing the Durham Center, NC Cooperative Extension Service to submit the NCDWR application.

15. **Janitorial Services**

The Board is requested to authorize the County Manager to negotiate and enter into several contracts to provide janitorial services for all 23 Durham County facilities. The initial term of these contracts shall be from date of award through June 30, 2000 with the option to renew by the County for four additional one-year periods. Funds to support this request were appropriated in the General Services FY'99-00 budget.

Request for Proposals (RFP) #99-043 was publicly advertised and mailed to 37 companies on July 1, 1999. A pre-proposal conference was held on July 16, 1999. Proposals were received on August 11, 1999.

The Evaluation Committee comprised of David Sprague, Department of General Services; Bahaa Jizi, Purchasing Department; Pricilla Lewis, Main Library; Joycelyn Dennis, Engineering; Anita Parker, Mental Health; Ian Worthington, County Manager's Office; Janet Birenbaum, Office of the Sheriff; and Jackie Clay, Main Library, carefully reviewed these responses to:

- ensure compliance with the specification requirements;
- ensure appropriate level of service;
- analyze cost proposals, and;
- determine the feasibility of awarding a contract to one firm that would be consistent in providing the same level of service throughout the County and provide consolidated accountability.

By awarding the contracts to the lowest bidder for each individual facility and not to one firm, the County will realize an annual savings of \$52,702. Compared to janitorial service

expenditures from the prior year contracts, the County will realize an annual savings of almost \$92,000 by proceeding with these awards.

It is recommended that the following contracts be awarded:

<u>Vendor</u>	<u>Not to Exceed</u>	<u>Site</u>
SSC Service Solutions	\$130,575.12	Judicial Building, Main Library, Criminal Justice Ctr., Cooperative Extension, Parkwood Library, Southwest Library
Beyah's Cleaning Svc.	\$ 25,200.00	Carmichael Building, North Durham Library
Madison Cleaning Svc.	\$ 92,067.00	Administrative Complex, Public Health Building
Staunton Sales Inc.	\$ 70,337.04	Social Services Building, Adult Probation, Child and Family Services, Stanford Warren Library, General Services, Substance Abuse, Animal Control, Law Building, Jail Annex, North/Eastern/South Satellite Stations, Bragtown Branch Library
Total Amount	\$318,179.16	

Two of these firms are located in Durham and one in Chapel Hill. The fourth, SSC Service Solutions, maintains an office in Durham employing 130 people in the Triangle area and 450 people in NC; however, its home office is located in Knoxville, TN.

Reference checks conducted on these firms were positive providing the County with sufficient confidence that work will be appropriately performed.

Resource Persons: Mike Turner, General Services Director, and Bahaa Jizi, Purchasing Department, will present this recommendation.

County Manager's Recommendation: Authorize the County Manager to negotiate and enter into contracts with the above recommended firms for services at the sites indicated not to exceed the proposed amounts.

16. **County Manager's Update/Request for Direction**

The County Manager will provide brief updates on the following:

- Fiscal year beginning July 1999 Board Directives
- Sheriff's Department Response to Comments Made at Worksession by John Jolly
- Census 2000 Commendation Letter
- Merger Task Force Subcommittee Meetings
- Y2K Town Meeting

17. **Board and Commission Appointments**

Garry E. Umstead, Clerk to the Board, will distribute ballots to make appointments to the following boards and commissions:

- Adult Care Home Community Advisory Committee
- Area Mental Health Board
- Board of Adjustment

- Community Child Protection Team/Child Fatality Prevention Team
- Environmental Affairs Board
- Historic Preservation Commission
- Industrial Facilities and Pollution Control Financing Authority
- Nursing Home Community Advisory Committee

18. **Closed Session**

The Board is requested to adjourn to closed session to consult with an attorney and preserve the attorney-client privilege and to discuss *Gray v. County of Durham*, EEOC #141990330 and to establish and instruct the staff regarding the County's position regarding the possible acquisition of real property pursuant to G.S. § 143-318.11(a)(3) & (5).