

**MINUTES
BURKE COUNTY BOARD OF COMMISSIONERS
PRE-AGENDA MEETING**

The Burke County Board of Commissioners held a pre-agenda meeting on Tuesday, January 2, 2024, at 3:00 p.m. in the Commissioners' Meeting Room, Burke County Services Building, 110 N. Green Street in Morganton, N.C. The meeting was streamed live on the County's YouTube channel, BurkeCountyNC, and it was broadcast on the local cable systems. The agenda, in its entirety, was posted to the County's website, www.burkenc.org, several days prior to the meeting as usual. Those present were:

COMMISSIONERS:

Jeffrey C. Brittain, Chairman
Scott Mulwee, Vice Chairman
Randy Burns
Johnnie W. Carswell
Phil Smith

STAFF:

Brian Epley, County Manager
Margaret Pierce, Deputy County Manager/Finance Director
J.R. Simpson, II, County Attorney
Kay Honeycutt Draughn, Clerk to the Board

CALL TO ORDER

Chairman Brittain called the meeting to order at 3:00 p.m.

APPROVAL OF THE AGENDA

Motion: To approve the agenda as presented.

RESULT: APPROVED [UNANIMOUS]

MOVER: Randy Burns, Commissioner

AYES: Jeffrey C. Brittain, Scott Mulwee, Randy Burns, Johnnie W. Carswell, and Phil Smith

PRESENTATIONS**AS - PET OF THE MONTH**

Kaitlin Settlemyre, Animal Services Director, relayed that an Animal Services staff member will present a dog and cat in need of their "forever" home at the regular meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

PHM - PARTNERS HEALTH MANAGEMENT FOLLOW-UP REPORT

Dr. Paul Holden, Partners Behavioral Health, provided responses to questions raised during his presentation at the December pre-agenda meeting as well as some supplemental information that was also requested by the Board. Partners Health Management (PHM) collaborates with public agencies that receive Medicaid funding from the state. There are four (4) Local Management Entities-Managed Care Organizations (LME/MCOs). Each of the LME/MCOs deals with mental health, substance use, and intellectual disabilities. LME/MCOs do not provide direct

services. PHM has care managers who help people through the process and make recommendations. PHM has 14 counties, soon to be 15 that they serve. Certain services that are not reimbursable by Medicaid which is currently being funded by the county, such as mental health or substance use. Dr. Holden provided a handout to address Commissioner Burn's query on substance use in the county. The handout is included below.

PARTNERS HEALTH MANAGEMENT BURKE COUNTY CONTRACT PROVIDERS

A CARING ALTERNATIVE LLC

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Office-based opioid treatment (OBOT)
- ☐ Assertive Community Treatment
- ☐ Community Support Team

ASPIRE PSYCHIATRY

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Office-based opioid treatment (OBOT)

BLUE RIDGE HEALTHCARE HOSPITALS INC (UNC HEALTH BLUE RIDGE)

Specialty Services

- ☐ Acute care hospital-inpatient psychiatric (adult)
- ☐ Acute care hospital-inpatient psychiatric (adolescent)

BROUGHTON HOSPITAL

Provider Specialties:

- ☐ Psychiatric Hospital

BURKE COUNCIL ON ALCOHOLISM

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Peer Supports
- ☐ Substance Use Residential Services & Supports
- ☐ Residential Services (I/DD and TBI)

CAROLINA THERAPEUTIC SERVICES INC

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Office-based opioid treatment (OBOT)
- ☐ Peer Supports

CLEAR PERSPECTIVE LLC

Specialty Services

- ☐ Outpatient behavioral health-adult/children

EASTER SEALS UCP NORTH CAROLINA (EASTER SEALS UCP NORTH CAROLINA & VIRGINIA INC)

Specialty Services

- ☐ Assertive Community Treatment
- ☐ Diagnostic Assessment
- ☐ Substance Use Residential Services & Supports
- ☐ Residential Services (I/DD and TBI)
- ☐ Respite Services

FAITH PRIMARY CARE PLUS PLLC

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Diagnostic Assessment

FLYNN CHRISTIAN FELLOWSHIP HOME

Specialty Services

- ☐ Residential Substance Use Counseling

FOCUS BEHAVIORAL HEALTH SERVICES

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Office-based opioid treatment (OBOT)

GOOD SAMARITAN CLINIC

Specialty Services

- ☐ Mental health counseling
- ☐ Prescription medications

METRO TREATMENT OF NORTH CAROLINA (NEW SEASON MORGANTON TREATMENT CENTER)

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Office-based opioid treatment (OBOT)
- ☐ Outpatient Opioid treatment program (OTP) (adult

MY NEXT STEPS OF MORGANTON LLC

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Substance Abuse Intensive Outpatient Program

REPAY INC

Specialty Services

- ☐ Outpatient behavioral health-adult/children

RHA HEALTH SERVICES NC LLC

Specialty Services

- ☐ Substance Use Residential Services & Supports
- ☐ Residential Services (I/DD and TBI)

SOUTHMOUNTAIN CHILDREN AND FAMILY (BURKE COUNTY CAC - 503 S GREEN ST)

Specialty Services

- ☐ Outpatient behavioral health-adult/children

THE MENTAL HEALTH FUND INC (CATAWBA VALLEY BEHAVIORAL HEALTHCARE)

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Office-based opioid treatment (OBOT)

THE OUTREACH CENTER (FRESH START COUNSELING CENTER)

Specialty Services

- ☐ Outpatient behavioral health-adult/children

THE SPARC NETWORK LLC

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Community Support Team
- ☐ Intensive in-home services

YELLOW WOOD TALK THERAPY LLC

Specialty Services

- ☐ Outpatient behavioral health-adult/children

ZEN PSYCHIATRIC SERVICES PLLC

Specialty Services

- ☐ Outpatient behavioral health-adult/children
- ☐ Office-based opioid treatment (OBOT)

*The Burke County agencies on this list have entered into contracts with Partners Health Management to serve Medicaid members and serve indigent individuals with state funds.

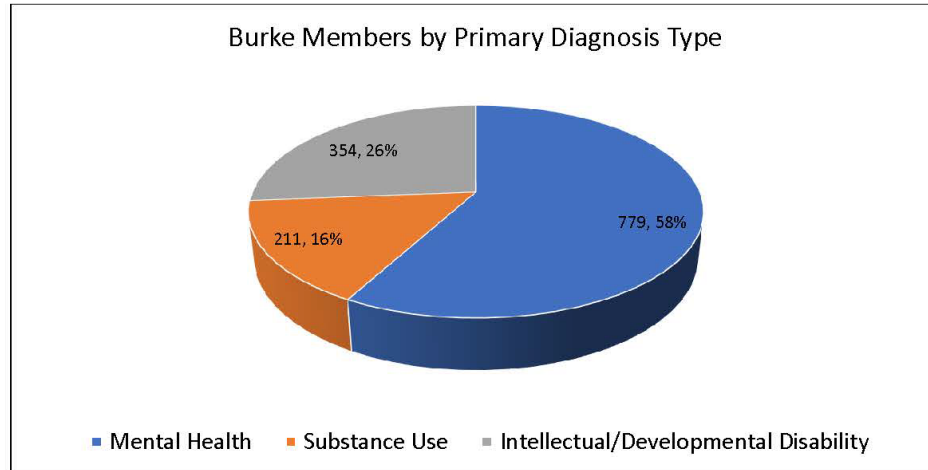
*It is important to note that eligible Burke County Medicaid members may be served by the 1,070 Tailored Plan behavioral health providers or the 1,087 Medicaid Direct providers contracted with Partners Health Management across Partners service area. In addition, Partners has state contracts with 151 providers.

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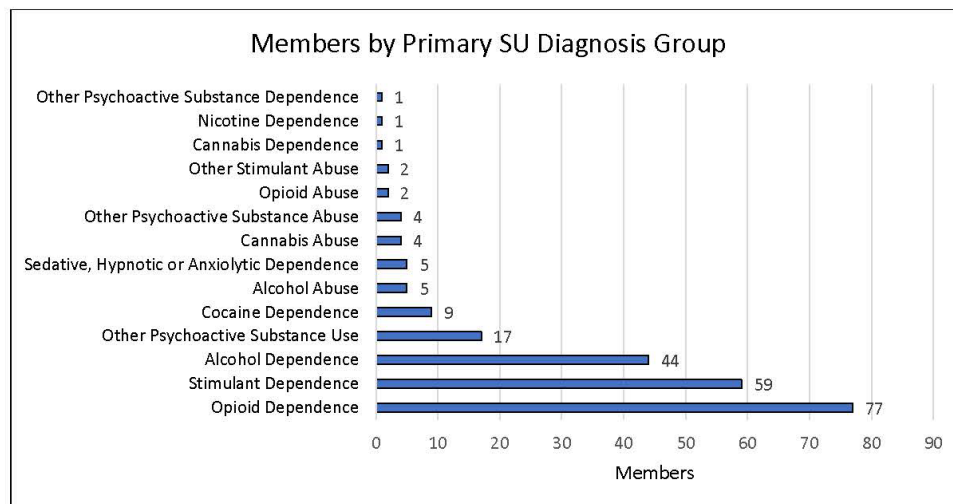


Partners Health Management Substance Use Services-Burke County

Data for Burke County members authorized to receive enhanced behavioral health services between November 1, 2022 and November 30, 2023 were examined. Sixteen percent of Burke county members were authorized to receive substance use services.



Members authorized to receive substance use (SU) services had various primary diagnosis types, with the most prevalent being Opioid Dependence. It is common for individuals struggling with substance use to engage in use of multiple substances, resulting in different primary diagnoses throughout their treatment history. Primary diagnosis is determined to be the overriding issue affecting the member's need for treatment at the time the service is requested.

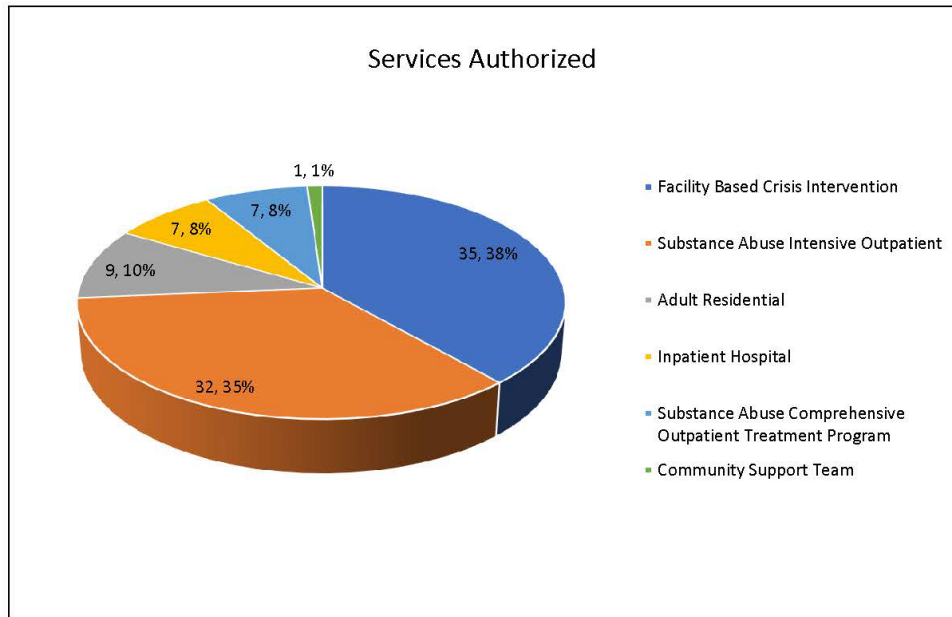




Partners Health Management
Substance Use Services-Burke County

Burke county members with a primary substance use diagnosis of Opioid Dependence or Opioid Abuse were authorized for various types of services. The most prevalent type of service authorized was Facility Based Crisis Intervention (FBC), closely followed by Substance Abuse Intensive Outpatient (SAIOP) services. Members may have received more than one type of service during the reporting period.

For example, a member may have received an inpatient service, such as Hospitalization or FBC and then received an outpatient service such as SAIOP during their course of treatment. Members may also have been receiving an outpatient service and then required inpatient interventions.



Chairman Brittain opened the floor for questions or comments. At a question from Commissioner Carswell, Dr. Holden clarified the PHM helps to determine who is Medicaid eligible in the county. Once eligibility is determined, citizens can then use any of the services in the list of providers. Eligibility cannot be determined until citizens complete the application process. A conversation ensued on how to best make people aware of these services as well as the pros and cons of the LME/MCO system. Chairman Brittain inquired about PHM's process to determine an individual's Medicaid eligibility. There being nothing further, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

P&R - PARKS AND RECREATION SUBCOMMITTEE REGARDING TRAIL AND PARK PROJECTS

Alan Glines, Community Planning Director / Deputy County Manager, introduced Sarah Chabaane, Trail Planner, who presented an update on the recently formed Parks and Recreation Subcommittee focused on trail and park projects. Highlights of Ms. Chabaane's presentation

were as follows:

	
Parks and Recreation Subcommittee  The cross-division group meets every six weeks to review progress, combine resources, and evaluate ways to implement projects that are in alignment with the Board Commissioner's Strategic Plan.  8 Members Include: - Sarah Chabaane - Brian Epley - Alan Glines - Treg McGee - Brian Niefert - Maragaret Pierce - Hugh Sandoe - Brian Tart	
Funding Sources State/Federal Funding: \$385,000 County Funding: CIP allocated funds of \$2.2 million to be used from 2023 to 2025 Partners: F3ST \$724,500   Photo by Tom Geffey	

Goals of This Presentation

- Review Accomplishments of County and Partners
- Updates from the Parks & Recreation Subcommittee
- Opportunity to Renew Consensus on the Work Plan— Updated alignment for the project approach for the review of Commissioners and County Manager
- Guide and Provide Context for Annual Budget Requests— Allow for staff and the Commissioners to prioritize budget requests into future fiscal years
- Provide Information to the Public and our Partners— The final work plan will be posted on the County website
- This is a Living Document — The work plan will be updated annually to reflect opportunities and constraints that may arise



2022-23 Review of Accomplishments

- Harris Whisnant Trailhead Parking lot bid awarded
- Canal Bridge Progress- Finalized construction documents will be provided by Mattern & Craig Engineers which will be reviewed through NCDOT's district and structures. Through an MOU with the County, this will be a NCDOT managed project.
- Lake James Camping Resort and Marina Easement recorded with 0.8 miles of trail designated
- County concurred on the location of Paddy's Creek trail easement below dam surveyed by State Historic Preservation Office, once approved Duke Energy will assign easement to Burke County

- In Partnership with Wildlife Resources Commission:



- Watermill Road Access Area
- Pisgah Gamelands forest restoration to include overlook through temporary MOU

- In Partnership with Overmountain Victory State Trail:



- Traction and community support on multiple connectivity projects

- In Partnership with Friends of Fonta Flora State Trail:



- 342 Volunteer hours for trail maintenance

Jonas Ridge Phase II

Project team has had a kickoff with staff and will be spending time on the property to do site analysis, which includes wetland and architectural. Project team is developing schematics for future use. Existing structure appears to be sound.



Rhodhiss Rd Convenience Site

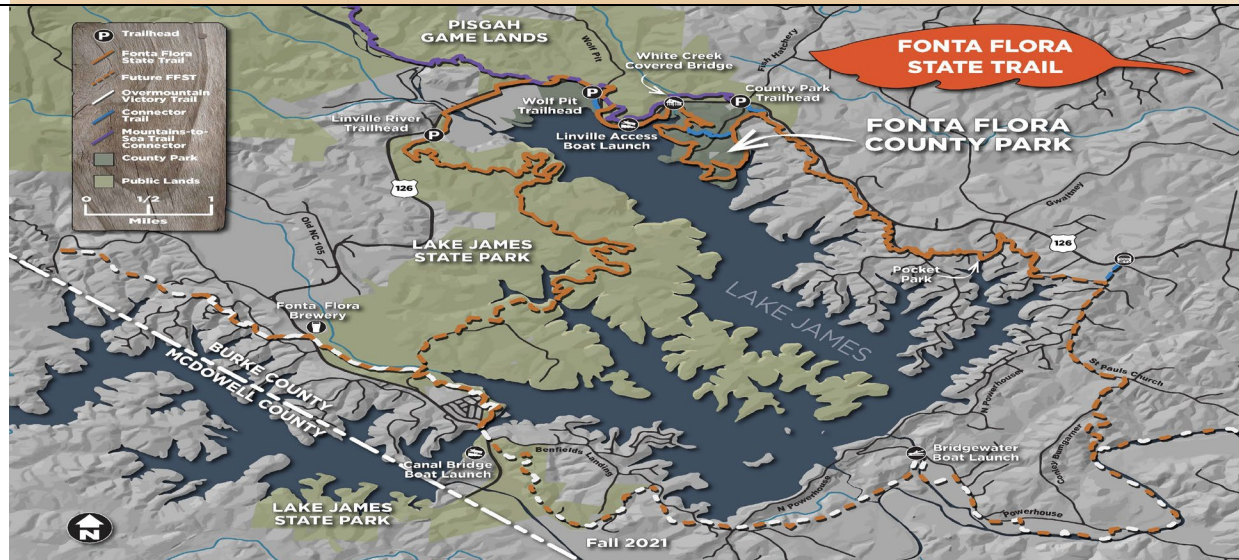
Following the closure procedures of convenience site and former landfill, County will hire a firm to conduct Highest Best Use analysis to guide site feasibility and decision making for future community use.

Mountain Biking Community Survey

Community interest in Mountain Biking- includes opportunities to expand types of trails at Fonta Flora and Reep County Parks that will meet wider user group interests in having access to more diverse trails.

Key Takeaways:

- 55% respondents ride mountain bike trails weekly
- 69% of participants stated difficulty and variety played an important to very important role in the choice of biking destination



2024: Trail RFQ Repair and Expansion

In partnership with F3ST and OVST create a three-part project document that will incorporate trail expansion through Enclave towards Pisgah Preserve to take the trail to county line. This will also repair existing trail in 1780 and apply for state designation. The easement through Lake James Family Camping Resort and Marina allow for an additional expansion.

Request for Qualifications Timeline

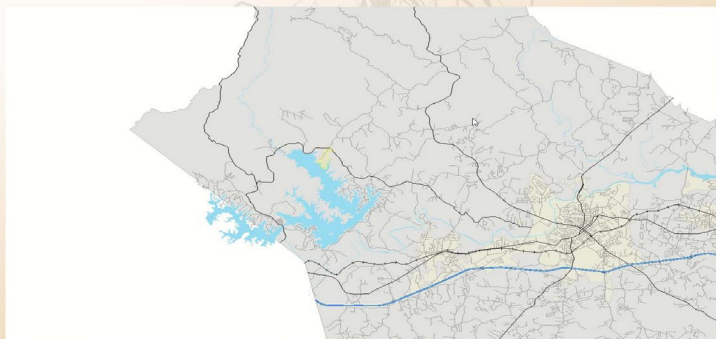
January-March: internal review, released for responses, contraction negotiations

April: return to board to award contract with a final scope of work

May: begin priority implementation



Fonta Flora County Park



Existing amenities:

- 44 parking spots
- 4.7 miles of hiking and biking trail
- Access to 15 plus miles of trail in vicinity
- Seasonal restrooms
- Covered Bridge Feature



- 131 acres transferred from Crescent Resources to Burke County in 2014
- 119 acres leased from Crescent Resources in 2017

2024: County Park Master Planning and Improvements

Undergo RFQ process for Fonta Flora County Park to develop Master Plan that will incorporate site analysis, recreation uses, community outreach, land management, growth opportunities, and funding eligibility. Long term implementation reflective of existing precedence for quality. Anticipated increase in visitors when new boat ramp opens in May 2025.

Request for Qualifications Timeline

June-August: internal review, released for responses, contraction negotiations

August: return to board to award contract with a final scope of work

September: begin priority implementation

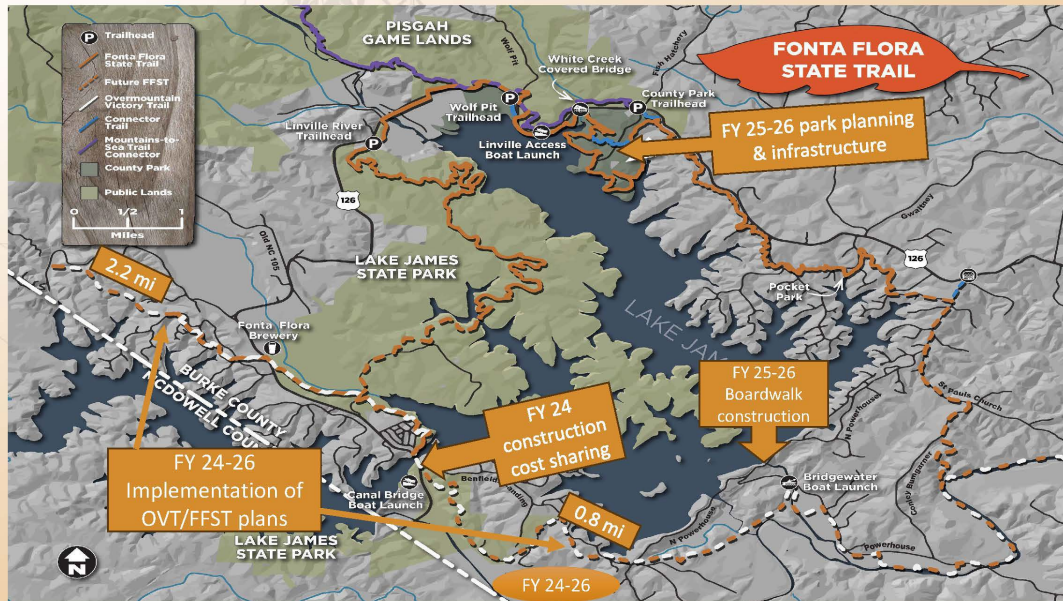


2025-2026

- Implementation of RFQ documents supporting the growth of Fonta Flora State Trail and Overmountain Victory State Trail into McDowell County and connecting to Lake James State Park through bidding out projects
- Paddy's Creek Land and Trailhead with 2.4 miles of new trail
- Fonta Flora County Park master plan for new infrastructure and features
- Opportunities for features at Linville Dam and Pocket Park by Duke



Anticipated Funding Allocations by Fiscal Year



Questions?

Information from the pre-agenda packet:

Parks and trails are aligned with the Board of Commissioners' Strategic Goals of Community Advancement. The County's robust program of trail and park projects are an investment in cultural capital and advancement strategies so that Burke County is highly competitive as a place to live, work and play as well as making it a community of choice. The subcommittee is made up of the following members: Sarah Chabaane, Brian Epley, Alan Glines, Treg McGee, Brian Neift, Margaret Pierce, Hugh Sandoe, and Brian Tart. The group meets every six (6) weeks to review progress on current projects. Ms. Chabaane will give a presentation about several projects across Burke County and efforts being coordinated with Burke County's community partners including Duke Energy, Fonta Flora State Trail, Overmountain Victory State Trail, Wildlife Resources Commission, NC Department of Transportation and other regional partners. The projects featured in her presentation will be underway during the next two (2) years. There will be planning work and also construction activities for specific sections of the trail and park areas. These projects include:

- Design for Jonas Ridge Cranberry Bog Park is currently in progress, including the delineation of wetlands.
- Construction documents are being prepared for bidding for shared sections of Fonta Flora State Trail and Overmountain Victory State Trail on the lake's west side.

- A highest and best use study is being conducted for the current Rhodhiss Road Convenience Site and former landfill property, with the new East Burke Convenience Site set to complete construction early next year as its replacement.
- Planning is underway to enhance mountain bike trail experiences at Reep Park and Fonta Flora County Park.
- Construction documents and funding for the Canal Bridge sidewalk are being coordinated with Fonta Flora State Trail and Overmountain Victory State Trail.
- The Harris Whisnant Trailhead is currently under construction.
- Fonta Flora County Park, in collaboration with Duke Energy, is in the planning and design phase for new boat launch and county park features.
- Easements are being detailed and planning for trail features and Duke Energy's pocket park is underway at Paddy's Creek and Linville Dams.

Funding for this project will be sourced from a mix of local, state, and federal allocations, supplemented by contributions from partner organizations and grants for which the county qualifies.

Budgetary Effect: None at this time.

Chairman Brittain opened the floor for questions or comments. Ms. Chabaane addressed a question from Commissioner Carswell about the future opening of Duke Energy's deep water boat launch. Both Vice Chairman Mulwee and Commissioner Carswell inquired about the pocket park, sparking a conversation. Ms. Chabaane provided information on land acquisition and parking lot progress in response to Vice Chairman Mulwee's questions. She mentioned that F3ST has approximately \$74,000 in land acquisition funding and they might collaborate with Burke County in the process, at a query by Commissioner Carswell. Mr. Glines responded to a question from Vice Chairman Mulwee about progress in trail planning. Then, Mr. Glines responded to a clarifying question from Commissioner Carswell. Treg McGee, Parks and Recreation Director, responded to Vice Chairman Mulwee's question about bike trails at Reep Park. There being nothing further, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.
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SCHEDULED PUBLIC HEARINGS – NONE

CONSENT AGENDA

CLERK - APPOINTMENTS TO THE LOCAL EMERGENCY PLANNING COMMITTEE

Kay Draughn, Clerk to the Board, reported that Burke County is required to organize and maintain the Local Emergency Planning Committee (LEPC) as a requirement of the federal law known as the Emergency Planning and Community Right-to-Know Act (EPCRA). EPCRA requires facilities with more than the threshold planning quantities of hazardous materials to report to the LEPC, Fire Departments, and the State Emergency Response Commission. This reporting is

done through Tier II reporting on a program called E-Plan. E-Plan can be viewed by the LEPC, Fire Departments, and Emergency Services personnel. The LEPC was formed to work on the planned response and general safety measures in dealing with hazardous materials at fixed facilities and transportation routes. This committee is designed to work together with emergency response agencies, businesses, industry organizations and the general public.

The LEPC is required to have a certain cross-section of representation with sixteen (16) members serving according to the by-laws. Four (4) seats are up for reappointment. A membership change is requested for Seat No. 5 (Public Health) and Seat No. 11, along with the addition of Seat No. 17 representing the Department of Social Services. There are no applications on file yet for the "media" seat and the terms are for three (3) years.

Chairman Brittain opened the floor for questions or comments. Mike Willis, Fire Marshal / EM Director, responded to a question from Chairman Brittain and then Clerk Draughn responded to a question from Commissioner Carswell. There being nothing further, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

CLERK - CHANGES TO PLAT REVIEW OFFICERS FOR RUTHERFORD COLLEGE

Kay Draughn, Clerk to the Board, relayed that the Town of Rutherford College seeks the designation of Katelyn Smith as a new plat review officer for the Town and requests that Daniel Odom be removed from the list.

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

FM - UPDATES TO THE EMERGENCY OPERATIONS PLAN

Mike Willis, Fire Marshal / EM Director, reported that the Burke County Emergency Operations Plan was developed to address multiple hazards that threaten a jurisdiction. Through the use of a functional format, the plan encourages an Integrated Emergency Management System (IEMS) approach to disasters and fosters prompt, efficient and coordinated response operations by elements of the emergency organization. For informational purposes, some minor updates to the Burke County Emergency Operations Plan have been made. An example of the changes made includes updating the name and contact information for the new county manager and a modification in how the strategic national stockpile is implemented. As indicated in Resolution No. 2022-01, the Fire Marshal is authorized to update the Plan as needed.

Chairman Brittain opened the floor for questions or comments and then made a recommended addition to the media contact section to add WLOS. There being nothing further, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

TAX DEPT. - TAX COLLECTION REPORT FOR DECEMBER 2023

On behalf of the Tax Administrator, Linda Wilbur, Property Listing Supervisor, presented the Tax Collection Report for December 31, 2023, as follows:

Category	Annual Budget	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	\$52,699,577.00	\$43,558,321.85	82.65%	\$9,141,255.15
Motor Vehicle Tax	\$6,200,000.00	\$2,745,713.01	44.29%	\$3,454,286.99
Current Year Taxes	\$58,899,577.00	\$46,304,034.86	78.62%	\$12,595,542.14
Delinquent Taxes	\$700,000.00	\$461,071.75	68.87%	\$238,928.25
Penalty & Interest	\$329,000.00	\$161,029.27	48.95%	\$167,970.73

The Tax Levy is the total property tax value not including motor vehicles times the tax rate. This amount changes monthly with the addition of discoveries, other changes, or corrections, and when Public Utility Values are added, typically during September.

Category	Tax Levy	Amount Collected YTD	% Collected	Balance to Collect
Property Tax	\$53,844,987.39	\$43,558,321.85	80.90%	\$10,286,665.54

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

TAX DEPT. - RELEASE REFUND REPORT FOR DECEMBER 2023

Linda Wilbur, Property Listing Supervisor, presented the Tax Release Refund Report for December 31, 2023, as follows:

Tax System Refunds and Releases			
Report Amount	Rebilled Amount	Net Release	Refund Amount
\$19,940.69	\$3,684.53	\$16,256.16	\$0.00

VTS Refunds Over \$100	
	Refund Amount
VTS Adjustments	\$157.00

*Note: The net loss amount is a result of the report amount minus the rebilled amount.

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

ITEMS FOR DECISION

BOC - AMENDMENT TO RULES OF PROCEDURE, RULE NO. 10, PRE-AGENDA

Chairman Brittain relayed the following request to change to Rule No. 10 in the Commissioners' 2024 Rules of Procedures, which would allow, at the discretion of the chairman, action upon any decision item set forth in the agenda packet at the pre-agenda meeting for a time sensitive item or when waiting until the regular meeting for action may be detrimental to the county.

Rule 10. Pre-Agenda Meetings

In accordance with its local practice, the board shall hold a pre-agenda on the first (1st) Tuesday of each month, except that if a pre-agenda meeting day is on a holiday on which county offices are closed or held in conjunction with an organizational meeting on the first (1) Monday in December in even numbered years, the meeting shall be held on the next business day. The meeting shall be held in the County Board Room and begin at 3:00 p.m. The board shall adopt a resolution establishing the meeting schedule each year consistent with this rule. The purpose of a pre-agenda meeting is to set the agenda for the board's next regular meeting by reviewing and discussing each item on the agenda and determining its specific location or placement on the agenda (ex.: presentation, consent agenda, scheduled public hearing, items for decision or reports). Historically, the board does not take action at pre-agenda meetings except for approving the agenda and adjourning the meeting. **However, at the discretion of the chair, any decision item set forth in the agenda packet may be acted upon during the pre-agenda meeting if the matter is considered to be time sensitive or waiting until the regular meeting may be detrimental to the county.**

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

CM - RFQ FOR COURTHOUSE RENOVATIONS (PLACE HOLDER)

Brian Epley, County Manager, reported that Burke County Government is seeking a design-build team consisting of architects, engineers, and general contractors to design and construct renovations within the existing Burke County Courthouse. This renovation will consist of an unoccupied basement level and a fully occupied 1st floor. The project has a budget of \$2 million from a \$1 million state grant and proceeds (\$1 million) from the capital improvement plan. The notice was posted on the County's website on December 11, 2023, and submittals are due by noon on January 8, 2024. The Burke County Team will employ a two-step selection process, first identifying qualified firms based on demonstrated competence and qualifications for the required services, followed by an interview meeting during which the firm presents its proposal and team. A recommendation will be ready for consideration at the regular meeting. Highlights of Mr. Epley's presentation were as follows:

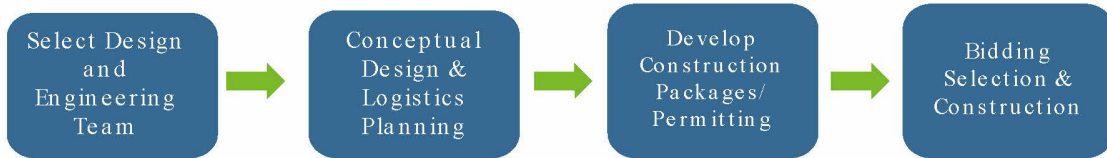
 CAPITAL IMPROVEMENT PLAN UPDATE Burke County, NC	AGENDA  - Projects - Procurement Model & Process - Courthouse Investment & Decompression - Timeline - Questions 
Board of Commissioners - Projects <u>Short Term:</u> - Jonas Ridge Phase I & II - East Burke Collection Site - Indian Hills Pump Station Courthouse Improvements - Storage Management Policies <u>Mid Term:</u> - Health and Human Services Building - Animal Services Building - Emergency Medical Services Base #1 - Regional Substance Abuse Rehabilitation Center - Fonta Flora Trail Boardwalk at Linville Dam - Fonta Flora Trail Eagles Nest Overlook and ADA pocket park <u>Long Term:</u> - Library Expansion - Solid Waste MSW Development - Water/Sewer Infrastructure - EMS Base Additions - Courthouse Replacement 	
PROCUREMENT MODEL & PROCESS [N.C.G.S. 143128]	
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PROCUREMENT MODEL SELECTION

(a1) Construction methods. - The State, a county, municipality, or other public body shall award contracts to erect, construct, alter, or repair buildings pursuant to any of the following methods:

- (1) Separate-prime bidding.
- (2) Single-prime bidding.
- (3) Dual bidding pursuant to subsection (d1) of this section.
- (4) Construction management at risk contracts pursuant to G.S. 143-128.1.
- (5) Alternative contracting methods authorized pursuant to G.S. 143-135.26(9).
- (6) Design-build contracts pursuant to G.S. 143-128.1A.
- (7) Design-build bridging contracts pursuant to G.S. 143-128.1B.
- (8) Public-private partnership construction contracts pursuant to G.S. 143-128.1C.

RFQ MODEL



PROCUREMENT MODEL SELECTION

Courthouse Improvements

- Courthouse:** The Burke County Courthouse, originally built in 1976, has been renovated twice. Once in 2011 and again in 2020. Overall, the building has been taken care of and renovated. With investments in courthouse esthetics, flooring, mechanical, and structure, the building is suitable for continued use; however, there are roofing failures, most of the equipment infrastructure is end of life, lighting should be updated to LED, and other esthetics should be considered. There are also significant needs in the HVAC realm, primarily in the basement – that if properly adapted, could create compression relief that allows for additional courtroom space and storage. The estimated costs of these renovations are approximately \$2.0MM.

Project	Cost	Source	Completion Date
Courthouse	\$1,000,000	Grant - SCIF	12/31/2024
Courthouse	\$1,000,000	Pay-as-you-go	12/31/2024

Burke County Government is seeking a design build team consisting of Architect, engineers, and General Contractor to design and construct renovations within the existing Burke County Courthouse. This renovation will consist of an unoccupied basement level and a fully occupied 1st floor. The expected goal for this project is to better equip the existing floor space to accommodate an increase in personnel and to better solve functionality issues within the exiting areas. This design must keep the existing courthouse and all occupants functional and always working with priority based on safety for the public and all Burke County Employees.



SCHEDULE

Burke County Courthouse Investment & Decompression

MILESTONE DATES

Awarded Design RFQ	January 2024
Design Development Phase	February - April 2024
Construction Documents Phase	May 2024
Bidding/Award	June 2024
Substantial Completion	Q4 2024



Evaluation Criteria

EVALUATION CRITERIA

Name of Firm: _____ Date: _____

Project Name: _____

Provide a score for each item using a range of 0 to 10. Zero (0) being lowest and ten (10) being highest.

Weight	Score
Firm's understanding of project objectives. 3 x	_____ = _____
Firm's experience with local government work. 3 x	_____ = _____
Firm's ability to meet our anticipated budget. 3 x	_____ = _____
Qualifications of project manager and staff assigned to the project. Super, pm, firm, etc. 3 x	_____ = _____
Adequacy of firm's staffing level and resources. 2 x	_____ = _____
Applicability of references. 2 x	_____ = _____
Schedule/timeline for design development and budget. 2 x	_____ = _____
Experience with providing these services to local government. 2 x	_____ = _____
Hourly rates. 1 x	_____ = _____
Adherence to request for qualification. 1 x	_____ = _____
Proximity to Burke County. 1 x	_____ = _____



Budgetary Effect: None.

Chairman Brittain opened the floor for questions or comments; there being none, this item was moved without objection to the next meeting.

RESULT: MOVED WITHOUT OBJECTION TO THE NEXT MEETING ON JANUARY 16, 2024, AT 6:00 P.M.

Note: Due to this being a design / build project, no further action will be needed by the Board in June as reported.

REPORTS

Chairman Brittain asked Board members to submit their reports to the Clerk for inclusion in the regular agenda packet. He issued reminders for several upcoming meetings and holiday office closures. He also encouraged citizens to spay or neuter pets and to adopt or foster a pet from Animal Services. Further, Chairman Brittain encouraged citizens to not litter, to pick up trash and to cover their loads during transit to the landfill or convenience centers. Commissioner Carswell issued a friendly reminder to the Board about the upcoming MLK Banquet and inquired about tickets.

OTHER DISCUSSION ITEMS – NONE

ADJOURN

Motion: To adjourn at 3:53 p.m.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Randy Burns, Commissioner
AYES:	Scott Mulwee, Jeffrey C. Brittain, Johnnie W. Carswell, and Phil Smith
ABSENT:	Randy Burns

Approved this 19th day of March 2024.


 Jeffrey C. Brittain, Chairman
 Burke Co. Board of Commissioners

Attest:


 Kay Honeycutt Draughn, CMC, NCMCC
 Clerk to the Board