



Town of Carrboro

Town Hall
301 W. Main St.
Carrboro, NC 27510

Meeting Agenda Town Council



Tuesday, March 1, 2022

7:00 PM

Remote Meeting-View Livestream or Cable TV

18

7:00-7:05

A. ROLL CALL

7:05-7:10

B. SWEARING IN OF TOWN CLERK WESLEY MITCHELL BARKER

7:10-7:15

C. POETRY READING, RESOLUTIONS, PROCLAMATIONS, AND ACKNOWLEDGEMENTS

7:15-7:20

D. ANNOUNCEMENT OF UPCOMING MEETINGS

7:20-7:25

E. PUBLIC COMMENT

Comments are limited to three minutes per speaker.

7:25-7:30

F. CONSENT AGENDA

1. [22-61](#) Approval of Minutes from the January 18, 2022 Meeting
2. [17-680](#) A Resolution Adding a March 8, 2022 Town Council Meeting

PURPOSE: The purpose of this item is to add a Council meeting on March 8, 2022

Attachments: [Resolution adding a March 8, 2022 Town Council Meeting](#)

G. OTHER MATTERS

7:30-7:40

1. [22-73](#) Request-to-set a Public Hearing on Land Use Amendment Relating to Setbacks
PURPOSE: The purpose of this agenda item is for the Town Council to consider setting a public hearing on a potential text amendment modifying the setback provisions as they relate to exterior steps. A resolution setting a public hearing date for April 19, 2022, has been prepared, and advisory board review has also been requested prior to the public hearing.
Attachments: [A - Resolution.doc](#)
[B - Draft LUO Amendment-Setbacks for Steps_2-24-2022.doc](#)

7:40-7:50

2. [22-72](#) Ordinance to Accept Article 46 Funds and Amend the Budget
PURPOSE: The purpose of this item to the approve a MOU with Orange County to accept Article 46 funds and amend the budget to fund Economic Development activities.
Attachments: [Attachment A - Grant Project Ordinance - Article 46 Collaborative Outreach](#)
[Attachment B - Article 46 Collaborative Outreach MOU](#)

7:50-8:50

3. [22-70](#) 203 Project Status Update
PURPOSE: The purpose of this item is to provide an update of the 203 Project including the status of the Guaranteed Maximum Price (GMP) development. This item will also provide an update on project financing, supplemental parking, and communications.
Attachments: [Attachment #1 Original 203 Budget](#)
[Attachment 2 - 203 Project Bidding and Approval Schedule Memo 020422](#)
[Attachment 3 - Bid Summary](#)

H. MATTERS BY COUNCIL MEMBERS



Town of Carrboro

Town Hall
301 W. Main St.
Carrboro, NC 27510

Agenda Item Abstract

File Number:22-61

Agenda Date: 3/1/2022

File Type:Agendas

In Control: Board of Aldermen

Version: 1

Approval of Minutes from the January 18, 2022 Meeting



Town of Carrboro

Town Hall
301 W. Main St.
Carrboro, NC 27510

Agenda Item Abstract

File Number:17-680

Agenda Date: 3/1/2022

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

A Resolution Adding a March 8, 2022 Town Council Meeting

PURPOSE: The purpose of this item is to add a Council meeting on March 8, 2022

DEPARTMENT: Town Clerk

CONTACT INFORMATION: Mary Bryant, 919-7310

INFORMATION: The resolution attached adds a meeting on March 8, 2022.

FISCAL & STAFF IMPACT: None

RECOMMENDATION: Staff recommends that the Council adopt the attached resolution.

A RESOLUTION ADDING A MARCH 8, 2022 TOWN COUNCIL MEETING TO THE
CALENDAR

NOW, THEREFORE BE IT RESOLVED BY THE CARRBORO TOWN COUNCIL THAT:

Section 1. A March 8, 2022 Town Council meeting has been added to the calendar.



Town of Carrboro

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Agenda Item Abstract

File Number:22-73

Agenda Date: 3/1/2022

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Request-to-set a Public Hearing on Land Use Amendment Relating to Setbacks

PURPOSE: The purpose of this agenda item is for the Town Council to consider setting a public hearing on a potential text amendment modifying the setback provisions as they relate to exterior steps. A resolution setting a public hearing date for April 19, 2022, has been prepared, and advisory board review has also been requested prior to the public hearing.

DEPARTMENT: Planning Department

CONTACT INFORMATION: Christina Moon, Planning Administrator, 919-918-7325, cmoon@carrboronc.gov <<mailto:cmoon@carrboronc.gov>>; Marty Roupe, 919-918-7333, mroupe@carrboronc.gov <<mailto:mroupe@carrboronc.gov>>; Nick Herman, 919-929-3905, herman@broughlawfirm.com <<mailto:herman@broughlawfirm.com>>

INFORMATION: Section 15-184 of the Land Use Ordinance (LUO) includes standards relating to building setbacks-the minimum distance between a building to the lot line or right-of-way line. The standards apply to “any portion of a building,” which includes porches, decks and steps, and other features. Residential projects involving smaller lot sizes and projects involving Architecturally Integrated Subdivisions where, in accordance with Section 15-187, a developer has elected to reduce the building setback for a specific project, can make it difficult to provide for a side door without the associated exterior steps for the door encroaching into the setbacks.

Staff has prepared a draft ordinance that would allow exterior steps to extend up to 50-percent into the building setback so long as the steps and associated landings meet certain conditions (*Attachment B*). This provision would accommodate a limited encroachment into the setback and ensure a location for more than one exterior egress door.

The Town Council must receive public comment before adopting amendments to the LUO. Orange County and Planning Board review is also needed, and the Council may wish to refer to the Appearance Commission based on its expertise.

FISCAL & STAFF IMPACT: Public hearings involve staff and public notice costs associated with advisory board and Town Council review.

Agenda Date: 3/1/2022

File Type:Agendas

In Control: Board of Aldermen

Version: 1

RECOMMENDATION: Staff recommends that the Town Council consider the attached resolution (*Attachment A*), setting a public hearing for April 19, 2022, and referring the proposed amendment to Orange County, the Planning Board and Appearance Commission.

A RESOLUTION SETTING A PUBLIC HEARING ON AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO MODIFY SETBACK PROVISIONS RELATING TO STEPS

WHEREAS, the Carrboro Town Council seeks to provide ample opportunities for the public to comment on proposed amendments to the Land Use Ordinance;

NOW, THEREFORE BE IT RESOLVED that the Town Council sets a public hearing on April 19, 2022, to consider adopting “An Ordinance Amending the Carrboro Land Use Ordinance to Modify Setback Provisions Relating to Steps.”

BE IT FURTHER RESOLVED that the draft ordinance is referred to Orange County, the Town of Carrboro Planning Board and the following Town of Carrboro advisory boards and commissions for consideration and recommendation prior to the specified public hearing date:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Appearance Commission | <input type="checkbox"/> Recreation and Parks Commission |
| <input type="checkbox"/> Transportation Advisory Board | <input type="checkbox"/> Northern Transition Area Advisory Committee |
| <input type="checkbox"/> Environmental Advisory Board | <input type="checkbox"/> |
| <input type="checkbox"/> Economic Sustainability Commission | <input type="checkbox"/> _____ |

This is the 1st day of March in the year 2022.

AN ORDINANCE AMENDING THE CARRBORO LAND USE ORDINANCE TO MODIFY
SETBACK PROVISIONS RELATING TO STEPS

****DRAFT 2-24-2022****

THE TOWN COUNCIL OF THE TOWN OF CARRBORO ORDAINS:

Section 1. Section 15-184(a) of the Carrboro Land Use Ordinance is revised by adding a new subdivision (6) that reads as follows:

(6) Notwithstanding the foregoing, exterior steps whether of masonry or wood construction may extend up to 50-percent into the building setback so long as the height of the steps and associated landing are no taller than three feet above the finished grade as determined by Section 15-185(g)(1). The landing may be no larger than four feet in width by four feet in length, and the combined length of the landing and steps no longer than eight feet.

Section 2. This ordinance shall become effective upon adoption.



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Agenda Item Abstract

File Number:22-72

Agenda Date: 3/1/2022

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

Ordinance to Accept Article 46 Funds and Amend the Budget

PURPOSE: The purpose of this item to the approve a MOU with Orange County to accept Article 46 funds and amend the budget to fund Economic Development activities.

DEPARTMENT: Economic Development & Finance

CONTACT INFORMATION: Jon Hartman-Brown, JHartman-Brown@CarrboroNC.gov, 919-391-7846; Arche McAdoo, AMcAdoo@CarrboroNC.gov

INFORMATION: BACKGROUND. In the November 2011 election, Orange County voters approved the Article 46 One-Quarter Cent County Sales and Use Tax where fifty percent of the funding will be allocated equitably between the County's two school systems, and fifty percent of the funding will be allocated to Orange County Economic Development initiatives. A portion of the Article 46 funds that are assigned to Economic Development are distributed to the municipalities in Orange County through a Collaborative Outreach initiative. This initiative determines the amount each municipality gets based on population.

FINDINGS. This is a Memorandum of Understanding between the Town and Orange County to authorize us to use Carrboro's appropriated Article 46 funds. Currently, we receive approximately \$13,800 per year. There was uncertainty as to an agreement was signed for the 2020-2021 fiscal year, so this agreement will cover both fiscal years and the funds associated with each - totaling \$27,575.41.

At this time, Town staff anticipate utilizing these funds to develop a downtown marketing campaign for businesses that are impacted by the OWASA construction, expected DOT construction, and 203 Project construction; BIPOC and Latinx accelerator and entrepreneurship training opportunities; and potential site analysis for the Old 86 Property to determine potential uses for Economic Development. □ The ordinance will also cover amending the budget to show the revenue and expenditures related to the additional funds.

FISCAL & STAFF IMPACT: Provides additional spending power of \$27,575.41 to advance the Town Economic Development objectives.

RECOMMENDATION: Staff recommend approval of the Ordinance which will amend the budget and authorize the Town Manager to sign the MOU.

Joint Economic Development Programs Article 46 Collaborative Outreach
Grant Project Ordinance # _____

WHEREAS, the Town of Carrboro has been awarded funding from the Joint Economic Development Programs Article 46 Collaborative Outreach from Orange County to provide services or engage in economic development activities; and,

WHEREAS, the Town and Orange County propose to enter into a memorandum of understanding to govern the use of this program funding; and,

WHEREAS, the grant award does not require an equal local match of cash or in-kind services; and,

WHEREAS, the Town Council for the Town of Carrboro deems this activity to be a worthy and desirable undertaking:

NOW, THEREFORE PURSUANT TO N.C.G.S 159-13.2, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO THAT:

1. The Joint Economic Development Programs Article 46 Collaborative Outreach Grant in the amount of \$27,575.41 is hereby accepted and appropriated for economic development programs that aid in job creation, drive economic growth, support existing businesses, recruit new businesses, and in the promotion of other activities such as innovation and entrepreneurial growth, agri-tourism and agriculture in Orange County.
2. All grant funds in Section 1 above are authorized for expenditure until the grant is completed.
3. The Town Finance Officer shall account for these funds in the Special Revenue Fund and ensure funds are used for the stated purposes.
4. The Town Manager is authorized to execute the required memorandum of understanding with Orange County for this funding and undertake any other administrative actions necessary to secure this funding.
5. Within five (5) days after this ordinance is adopted, the Town Clerk shall file a copy of this grant project ordinance with the Finance Director.

This, the 1st day of March, 2022.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
ORANGE COUNTY AND THE TOWN OF CARRBORO**

**Funding for Joint Economic Development Programs
Article 46 Collaborative Outreach**

WHEREAS, North Carolina law authorizes counties to enter into agreements with third parties to provide services under mutually agreed upon terms and conditions; and

WHEREAS, the Town of Carrboro (“Town“) wishes to provide services or engage in economic development activities as designated herein, and Orange County (“County“) and its residents and businesses would benefit from those services or activities.

NOW THEREFORE, the County and Town agree, through this Memorandum of Understanding (“MOU”), to the following terms and conditions:

1. County authorizes the Town to request Collaborative Outreach funding from Article 46 for fiscal year 2020-2021 up to the amount of **Thirteen Thousand Seven Hundred Seventy-Five Dollars and Forty-One Cents (\$13,775.41)** and for fiscal year 2021-2022 up to the amount of **Thirteen Thousand Eight Hundred Dollars (\$13,800.00)**. The services or activities that qualify under this funding category shall consist of and be limited to economic development programs that aid in job creation, drive economic growth, support existing businesses, recruit new businesses, and in the promotion of other activities such as innovation and entrepreneurial growth, agri-tourism and agriculture in Orange County. No other services or activities are authorized by this MOU. The funding amount will be calculated annually based on a formula that adds the total population of Chapel Hill, Carrboro, Hillsborough and the portion of Mebane located within Orange County, and allocates each towns’ percentage of the total population to the total amount of Collaborative Outreach funding budgeted in a given year (\$60,000.00 for FY 2021-22). Collaborative Outreach funds that are not requested by the Town within the given fiscal year will automatically roll over to the next year and be available for the Town to request at a later date.
2. The Town shall make a request to the County, in writing, to access these funds. The request shall include details pertaining to the amount of funding sought, a description of the services or activities the funding would support, the expected outcomes, any additional partners in the services or activities, and what resources the Town is providing to the services or activities. The Town shall also express any additional role they expect the County to play as it relates to the identified services or activities, and to acknowledge use of the Collaborative Outreach funding as a joint partnership between the Town and the County.

3. That by entering into this MOU, the County assumes no liability for, and the Town fully releases County from liability for damages to its property or injury to its employees, agents, or officials caused by the acts or failures to act of its employees, agents, or officials related to the activities authorized herein. Additionally, to the extent authorized by law, the Town shall indemnify and hold harmless County, its officials, employees, and agents from any damage of any type or destruction of real or personal property and for bodily injury or death to any persons resulting from the negligent acts or failures to act of the Town or its agents, contractors, employees, or officials in any way related to the services or activities authorized herein.

3. The County shall not be obligated to provide work, supplies, staffing, or other items or things to the Town for the performance of its services or activities, unless otherwise outlined in the request as referenced under point 2. No partnership, joint venture, or other relationship is formed by entry into this MOU.

4. This MOU shall be effective from July 1, 2021 through and including June 30, 2022. The Town shall provide the County with a written report prior to the June 30, 2022 MOU expiration, indicating the results of the expected outcomes including any new economic development gains in jobs added or revenues received as a result of the actual services or activities supported by these funds. The MOU may be renewed annually upon mutual written agreement of both parties, and, subject to the availability of Article 46 funds earmarked by the Board of County Commissioners specifically for the Collaborative Outreach.

Wherefore the Parties hereto have set their hands and seals this ____ day of _____, 20____.

Orange County Manager

Town of Carrboro



Town of Carrboro

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Agenda Item Abstract

File Number:22-70

Agenda Date: 3/1/2022

File Type:Agendas

In Control: Board of Aldermen

Version: 1

TITLE:

203 Project Status Update

PURPOSE: The purpose of this item is to provide an update of the 203 Project including the status of the Guaranteed Maximum Price (GMP) development. This item will also provide an update on project financing, supplemental parking, and communications.

DEPARTMENT: Public Works, Finance, Communications, Economic Development, Planning

CONTACT INFORMATION:

Ben Schmadeke, Capital Projects Manager,
bschmadeke@carrboronc.gov <<mailto:bschmadeke@carrboronc.gov>>, 919-918-7424, Arche McAdoo, Finance Director, amcadoo@carrboronc.gov <<mailto:amcadoo@carrboronc.gov>>, 919-918-7439, Catherine Lazorko, Communication and Engagement Director, clazorko@carrboronc.gov <<mailto:clazorko@carrboronc.gov>>, 919-918-7314, Jon Hartman-Brown, Economic Development Director, jhartman-brown@carrboronc.gov <<mailto:jhartman-brown@carrboronc.gov>>, 919-918-7319, Trish McGuire, Planning Director, pmcguire@carrboronc.gov <<mailto:pmcguire@carrboronc.gov>>, 919-918-7327

INFORMATION: On February 11, 2020 the Carrboro Town Council approved the scope and revised project ordinance for the 203 Project, named for its address at 203 South Greensboro Street, Carrboro, NC. This project ordinance included a total Town contribution of \$12,000,000 to the project including **\$10,505,000** for construction. This project is a joint venture between the Town of Carrboro and Orange County that is intended to construct an Orange County library branch, as well as permanent facilities for the Orange County Skill Development office. The Town of Carrboro portion of the project includes meeting spaces, a multi-purpose performance space, and offices. The proposed site of the development at South Greensboro Street is located on an existing Carrboro municipal parking lot near the center of the town. At the March 10, 2020 Orange County Board of Commissioners meeting, the board approved the scope and construction budget of \$ **11,777,000** for the Orange County portion of the project. The total approved construction budget, including Carrboro's portion, was **\$22,282,000** (*Attachment 1*).

This project is being performed through a Construction Manager at Risk (CMAR) delivery method. This delivery method entails a commitment by the Construction Manager (CM) to deliver the project within a Guaranteed Maximum Price (GMP) which is based on the construction documents and specifications at the time of the GMP plus any reasonably inferred items or tasks. The project architect selected for the project is

Perkins & Will and the Construction Manager is the Barnhill Contracting Company.

The design process began shortly after the approval of the project with the start of Schematic Design (SD) development. At the completion of the Schematic Design phase in November of 2020, a construction estimate derived from the design showed that the project was significantly over budget. A Value Engineering (VE) effort immediately ensued, and scope modifications were made to bring the project costs down. After the completion of Value Engineering, the project was still over budget and at the **March 2, 2021** BOCC regular business meeting, the BOCC approved additional funding through a combination of capital funding reallocation and a minor scope reduction to close the budget gap of **\$1,807,160**. As a result of this effort, Orange County’s portion of the construction budget grew to from **\$11,777,000** to **\$13,509,336**. Including the CMAR fee of \$723,520, the Orange County’s portion of the construction budget now totaled **\$14,232,856**. The total construction budget, including Carrboro’s portion, grew from **\$22,282,000** to **\$25,306,336**. See the Chart #1, below for further detail:

Chart #1

203 Project			
Original Construction Budget	Town	Orange County	Total
Construction	10,505,000	11,777,000	\$22,282,000.00
CMAR Fee	568,480	723,520	\$1,292,000.00
Total Const	11,073,480	12,500,520	\$23,574,000.00
BOCC Schematic Budget Adjustment		\$1,807,160	\$1,807,160.00
		14,307,680	\$25,381,160.00
Scope Adjustment (Part of BOCC Change)		-74,824	-\$74,824.00
Revised Construction Budget (March 2021)	\$11,073,480	\$14,232,856	\$25,306,336.00

The project next proceeded into the Design Development (DD) phase of project design. Upon completion of Design Development in May 2021, a new construction estimate was prepared and the project was once again found to be significantly over budget. Another round of Value Engineering (VE) ensued, additional modifications were made, and the project cost was brought down within budget.

On February 4th, 2022, memorandum, sent to the BOCC and Carrboro Town Council (*Attachment 2*), provides a project bidding, approval and financing schedule. Per the schedule, thirty two bid packages were released for bidding on January 17th, 2022 with received bids opened on February 9th, 2022. Unfortunately, several bid packages could not be opened on that date due to insufficient bidding by members of the construction community.

Re-bidding of those deficient packages began on February 10th, and were opened on February 17th, 2022. The bid summary (*Attachment 3*) has produced a tentative Guaranteed Maximum Price of **\$34,692,067**. This GMP is **\$9,385,731** over the March 2021 revised approved construction budget of **\$25,306,336**. Orange County’s share of the construction costs rose from **\$14,232,856** to **\$19,202,063**, an increase of **\$4,969,207**. Carrboro’s share of the construction costs increased by **\$4,416,524**, from **\$11,073,480** to **\$15,490,004**. See Chart #2 below for more details:

Chart #2

	Town	Orange County	Total
Revised Construction Budget (March 2021)	\$ 11,073,480.00	\$ 14,232,856.00	\$ 25,306,336.00
Project GMP (tentative)	\$ 15,490,004.04	\$ 19,202,062.96	\$ 34,692,067.00
Estimated Additional Funds Needed	\$ 4,416,524.04	\$ 4,969,206.96	\$ 9,385,731.00

The escalation of construction costs can be attributed to the unprecedented supply chain disruptions and labor shortages associated with the ongoing COVID 19 pandemic. While all sub-components of the construction budget experienced some escalation in the range of 3-5%, several areas stand out for their outsized contribution to the overall escalation:

- Concrete increased from \$6,385,087 to \$7,697,777.
- Drywall and metal studs increased from \$1,405,265 to \$2,176,000.
- Electrical costs increased from \$2,900,000 to \$4,020,085.

Barnhill Contracting Company is now in the process of reviewing and revising these numbers and is expected to provide a final GMP by March 7th, 2022. An abstract requesting final review, of the project GMP is scheduled for the March 15, 2022 regular business meetings of the BOCC and Town Council.

A total project cost based upon this tentative GMP, including design fees, furnishings fixtures & equipment (FFE) and contingencies, is shown below:

03/01/22 Total Project Budget (Updated with GMP)			
	Town	Orange County	Total
A. Construction			
Total Construction & CMAR	\$15,490,004.00	\$19,202,063.00	\$34,692,067.00
B. Design			
Architectural Fees (Ratio of CBO/OC Sq. Ft. = 44.52/55.48)	\$752,074.13	\$937,220.87	\$1,689,295.00
Supp. Architectural Fees (Ratio of CBO/OC Sq. Ft. = 44.52/55.48)	\$252,784.56	\$315,015.44	\$567,800.00
	\$1,004,858.69	\$1,252,236.31	\$2,257,095.00
C. FFE & Contingency			
Furniture , Fixtures and Equipment (FF&E)	\$1,688,850.00	\$802,225.00	\$2,491,075.00
Owner's Contingency (5%) @ Ratio of CBO/OC 44.52/55.48	\$772,245.00	\$962,358.00	\$1,734,603.00
Subtotal FFE&Contingency	\$2,461,095.00	\$1,764,583.00	\$4,225,678.00
TOTAL Project Budget	\$18,955,957.69	\$22,218,882.31	\$41,174,840.00

SOCIAL JUSTICE IMPACT: The following Orange County Social Justice Goals are applicable to this item:

GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND

INEQUITY The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.

GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for

GOAL: ENABLE FULL CIVIC PARTICIPATION Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

Proceeding with the 203 Project will allow the County to provide much needed amenities for the surrounding Carrboro Community. The library and skills development center will enhance the opportunity to uplift and improve the lives of all who embrace and utilize these resources.

Construction of the 203 Project includes a goal of minority and women owned business (MWBE) participation of 10%. Through outreach and good faith efforts, the project has achieved a participation rate of 14.16%. Details can be found on page 3 of Attachment 3 - Bid Day Summary.

ENVIRONMENTAL IMPACT: The following Orange County Environmental Responsibility Goal impacts

are applicable to this item:

ENERGY EFFICIENCY AND WASTE REDUCTION Initiate policies and programs that: 1) conserve energy; 2) reduce resource consumption; 3) increase the use of recycled and renewable resources; and 4) minimize waste stream impacts on the environment.

CLEAN OR AVOIDED TRANSPORTATION Implement programs that monitor and improve local and regional air quality by: 1) promoting public transportation options; 2) decreasing dependence on single-occupancy vehicles, and 3) otherwise minimizing the need for travel.

RESULTANT IMPACT ON NATURAL RESOURCES AND AIR QUALITY Assess and where possible mitigate adverse impacts created to the natural resources of the site and adjoining area. Minimize production of greenhouse gases.

The design of the 203 Project embraces many energy efficiency technologies and green construction methodologies and has a LEED Gold equivalent score. The building site is located on a public transportation route and includes a bus stop.

COMMUNICATION AND ENGAGEMENT: Staff are continuing to engage the community and prepare for construction. Three public drop-in meetings were held the week of February 21st. A construction management meeting is scheduled for March 21st with neighboring businesses and residents. The project website is being updated on an ongoing basis.

PARKING: Supplemental parking has been acquired in the Downtown area to help relieve the temporary loss of parking at the 203 property. Staff have acquired a net of 37 spaces and are working to acquire an additional 18 spaces. Some improvements will need to be made to these lots in order to make them safer and more accessible for public parking.

FISCAL & STAFF IMPACT: The total project cost including design, construction, FFE and contingency is approximately \$41,174,840. The Town's share of the total project cost is approximately \$18,955,958. After reviewing different financing strategies with its Financial Advisor, First Tryon Advisors, we have concluded that a combination of cash and debt-financing should be used to cover the Town's share of costs. Our Financial Advisors have prepared a brief presentation on the financing strategy and timeline for issuance of the debt.

RECOMMENDATION: It is recommended that the council review and discuss the information contained in this report. The final GMP will be brought to Council for consideration and approval on March 15, 2022.

Attachment #1: Original Project Budget

Option 1 - Budget Allocation with Skills Development					
Function	Square Feet	Cost Per Unit	Carrboro Cost	Orange County Cost	Total Cost
A. Construction Costs					
Recreation and Parks Program and Office Space	15,000	\$ 315	\$ 4,725,000	\$ -	\$ 4,725,000
WCOM Radio *during SD to be reduced to 500 sqft with grossing factor	850	\$ 370	\$ 314,500	\$ -	\$ 314,500
Seed Library	200	\$ 315	\$ 63,000	\$ -	\$ 63,000
Virtual Justice Center	500	\$ 315	\$ 157,500	\$ -	\$ 157,500
Teen Space	1,200	\$ 315	\$ 378,000	\$ -	\$ 378,000
Black Box	4,200	\$ 500	\$ 2,100,000	\$ -	\$ 2,100,000
Library	15,000	\$ 315	\$ -	\$ 4,725,000	\$ 4,725,000
Skills Center	12,600	\$ 315	\$ -	\$ 3,969,000	\$ 3,969,000
Common Area Site and Civil Work (Ratio of CBO/OC Sq. Ft. = 44/56)	-	-	\$ 792,000	\$ 1,008,000	\$ 1,800,000
Parking (Ratio CBO/OC Spaces = 79/83)	-	\$ 25,000	\$ 1,975,000	\$ 2,075,000	\$ 4,050,000
Subtotal - Construction	49,550	-	\$ 10,505,000	\$ 11,777,000	\$ 22,282,000
B. Design & CMAR Fees					
Architectural Fees (Ratio of CBO/OC Sq. Ft. = 44/56)	-	-	\$ 743,290	\$ 946,005	\$ 1,689,295
Supp. Architectural Fees (Ratio of CBO/OC Sq. Ft. = 44/56)	-	-	\$ 249,832	\$ 317,968	\$ 567,800
CMAR Fees (Ratio of CBO/OC Sq. Ft. = 44/56)	-	-	\$ 568,480	\$ 723,520	\$ 1,292,000
Subtotal - Design & CMAR Fees			\$ 1,561,602	\$ 1,987,493	\$ 3,549,095
C. FFE & Contingency					
Furniture , Fixtures and Equipment (FF&E)				\$ 1,250,000	
Owner's Contingency (5%) @ Ratio of CBO/OC 44/56			\$ 525,250	\$ 588,850	\$ 1,114,100
D. Total Construction and Service Fees	49,550	-	\$ 12,591,852	\$ 15,603,343	\$ 28,195,195
Carrboro Square Footage	21,950	44%			
Orange County Square Footage	27,600	56%			
Total Square Footage	49,550	100%			



MEMORANDUM

TO: Orange County Board of County Commissioners
Town of Carrboro Town Council

FROM: Bonnie Hammersley, County Manager
Richard J. White III, Town Manager

DATE: February 4, 2022

SUBJECT: The 203 Project Construction Bidding and Approval Schedule

On December 22, 2021, County and Town staffs met to discuss the progress of the 203 Project and to develop a construction bidding and approval schedule. The purpose of this memorandum is to share that schedule with you.

Meeting agenda items will be scheduled such that Orange County Board of County Commissioners (BOCC) and Carrboro Town Council approvals occur on the same night.

The 203 Project Bidding Schedule and Approval Milestones (governing board meetings in Bold) follow:

1. January 17th – Bid Advertisement by Barnhill
2. February 9th – Public Bid Opening (Town Hall)
3. February 16th – Re-bid specific scopes if needed
4. February 16th through March 4th – Detailed scope & bid review by Barnhill
5. **March 1st** – Update provided to governing boards with status of Guaranteed Maximum Price (GMP) – Barnhill available to attend both meetings
6. March 7th – Final GMP provided to town staff by Barnhill
7. **March 15th** – Final GMP presented and voted on by governing boards, Town Council authorizes contract with Barnhill, BOCC & Town Council authorize Development Agreement amendment
8. April 2nd – Application submitted to Local Government Commission (LGC)
9. May 3rd – LGC approval
10. **May 3rd** – Town Council approves financing

The Town will issue a Request for Proposals (RFP) for the implementation of solar photovoltaic (PV) systems in conjunction with the 203 Project construction bid documents so that the Town can fully understand the cost implications of such development through a variety of potential financing options, e.g., full ownership, leasing, and/or debt financing. The Town has received an Orange County Community Climate Action Grant in the amount of \$40,568 that will help fund a portion of the solar photovoltaic panels and the green roof.

Town staff is planning for communications regarding construction and parking impacts on the downtown. A formal groundbreaking will be coordinated with Orange County and the Town.

Please let us know if we can provide additional information.

cc: Travis Myren, Orange County Assistant County Manager
Gary Donaldson, Orange County Finance Director
Steve Arndt, Orange County Asset Management Services Director
Arche McAdoo, Carrboro Finance Director
Trish McGuire, Carrboro Planning Director
Ben Schmadeke, Carrboro Capital Projects Manager



GUARANTEED MAXIMUM PRICE - DRAFT

February 22, 2022

The 203 Project

Carrboro, NC

Building Area = 109,338 SQFT

	Amount	Total	Cost/SF
Cost of the Work			
Subcontract Base Bid	\$28,796,592		\$0.00
Subtotal Cost of Work	\$28,796,592	\$28,796,592	\$263.37
Contingencies			
Construction Contingency	\$1,505,178		\$13.77
Subtotal Contingencies	\$1,505,178	\$30,301,770	\$277.14
General Conditions			
Labor	\$0		\$0.00
Subtotal General Conditions	\$1,900,577	\$32,202,347	\$294.52
Bonds & Insurances			
CMAR Insurances & Bonds	\$726,297		\$6.64
Subcontractor Default Insurance	\$359,957		\$3.29
Subtotal Bonds & Insurances	\$1,086,254	\$33,288,602	\$304.46
Fees & Allowances			
Construction Management Fees	\$1,296,959		\$11.86
Subtotal Fees & Allowances	\$1,296,959	\$34,585,560	\$316.32
Cost of the Work with Accepted Alternates			
Accepted Alternates:			
E-1: EV-Ready Parking Spaces (Shared)	\$25,224		\$0.23
L-1: Soil Cells (Town of Carrboro)	\$41,600		\$0.38
QT-1: Theatrical Drapes (Town of Carrboro)	\$39,683		\$0.36
Subtotal Cost of Work with Accepted Alternates	\$106,507	\$34,692,067	\$317.29
GMP Total with Alternates		\$34,692,067	\$317.29



FINAL GMP SUMMARY - DRAFT

February 22, 2022

The 203 Project

Town of Carrboro

Bid Packages	Contractor	Contract Amount (Base Bid No Alt)	
CM Reimbursible Allowances	Barnhill Contracting Company	\$ -	\$ -
BP100 - GENERAL TRADES	CB&H	\$ 294,600	\$ 2.69
BP105 - FINAL CLEANING	Sparkle & Shine	\$ 30,955	\$ 0.28
BP200 - EARTHWORK & STORM DRAINAGE	Included in BP201	\$ -	\$ -
BP201A - SURVEY & SITE LAYOUT	Included in BP201	\$ -	\$ -
BP201 - TURNKEY SITE & DEMOLITION	Sullivan Eastern	\$ 2,100,000	\$ 19.21
BP205 - DEMOLITION & ABATEMENT	Included in BP201	\$ -	\$ -
BP210 - FOUNDATION SYSTEMS	Wurster Betterground Holding	\$ 59,400	\$ 0.54
BP225 - SITE CONCRETE	Included in BP201	\$ -	\$ -
BP230 - ASPHALT PAVING	Included in BP201	\$ -	\$ -
BP250 - SITE WATER & UTILITIES	Included in BP201	\$ -	\$ -
BP270 - SITE ELECTRICAL	Included in BP1600	\$ -	\$ -
BP290 - LANDSCAPE & IRRIGATION	Landart Solutions	\$ 328,332	\$ 3.00
BP295 - HARDSCAPE	Included in BP290	\$ -	\$ -
BP390 - TURNKEY CONCRETE	C&C Industrial	\$ 7,697,777	\$ 70.40
BP400 - TURNKEY MASONRY	Vega Construction	\$ 970,000	\$ 8.87
BP500 - TURNKEY STEEL	Smith	\$ 2,319,778	\$ 21.22
BP642 - MILLWORK & ARCHITECTURAL CASEWORK	Stephenson Millwork	\$ 269,900	\$ 2.47
BP740 - ROOFING	Gardner Roofing	\$ 369,262	\$ 3.38
BP750 - METAL WALL PANELS	Cynergy Systems	\$ 252,000	\$ 2.30
BP790 - WATERPROOFING, SEALANT, CAULKING	JT Murphy	\$ 89,395	\$ 0.82
BP800 - TURNKEY DOORS/FRAMES/HARDWARE	Martin Architectural	\$ 359,400	\$ 3.29
BP836 - OVERHEAD DOORS	Maxson & Associates	\$ 195,000	\$ 1.78
BP840 - CURTAINWALL / STOREFRONT / GLASS & GLAZING	Clayton Commercial Glazing	\$ 1,078,700	\$ 9.87
BP925 - METAL STUDS / DRYWALL / INSULATION	Sears	\$ 2,176,000	\$ 19.90
BP930 - CERAMIC TILE	Concordia	\$ 38,250	\$ 0.35
BP960 - RESILIENT FLOORING / CARPET / BASE	Brock Contract	\$ 236,325	\$ 2.16
BP964 - POLISHED CONCRETE	David Allen Co	\$ 64,968	\$ 0.59
BP965 - WOOD FLOORING	Brock Contract Services	\$ 51,530	\$ 0.47
BP980 - ACOUSTICAL CEILINGS & WALLS	Heartland Acoustics	\$ 1,172,967	\$ 10.73
BP985 - ACOUSTICAL WALL TREATMENTS	Included in BP980	\$ -	\$ -
BP990 - PAINTING AND WALLCOVERINGS	E. Caligari & Son	\$ 264,200	\$ 2.42
BP1005 - TOILET SPECIALTIES / ACCESSORIES / DIVISION 10	TCS	\$ 263,998	\$ 2.41
BP1010 - IDENTIFICATION DEVICES	Modulex Carolinas	\$ 78,500	\$ 0.72
BP1065 - OPERABLE PARTITIONS	Learning Environments	\$ 24,669	\$ 0.23
BP1110 - STAGE EQUIPMENT	Barbizon	\$ 153,000	\$ 1.40
BP1145 - RESIDENTIAL APPLIANCES	Included in BP100	\$ -	\$ -
BP1250 - WINDOW TREATMENTS	Contract Window Treatments	\$ 44,360	\$ 0.41
BP1400 - ELEVATORS	TK Elevator Corp	\$ 489,500	\$ 4.48
BP1530 - FIRE PROTECTION	J&D Sprinkler	\$ 492,450	\$ 4.50
BP1540 - PLUMBING	Comfort Systems	\$ 844,442	\$ 7.72
BP1550 - HVAC	Mechworks Mechanical	\$ 1,966,850	\$ 17.99
BP1600 - ELECTRICAL	LJ Electric	\$ 4,020,085	\$ 36.77
Bid Day Total		\$ 28,796,592	\$ 263.37
Alternate Cost of Work		\$ -	\$ -
Subcontractor Default Insurance		\$ 359,957	\$ 3.29
COST OF WORK WITH SUBCONTRACTOR BONDS		\$ 29,156,550	\$ 266.66
Construction Contingency		\$ 1,505,178	\$ 13.77
COST OF WORK SUBTOTAL		\$ 30,661,728	\$ 280.43
General Conditions		\$ 1,900,577	\$ 17.38
Fee		\$ 1,296,959	\$ 11.86
Insurances & Bonds		\$ 726,297	\$ 6.64
Project Grand Total		\$ 34,585,560	\$ 316.32

sqft

109,338



FINAL GMP TOTAL Minority Contractor Participation Report

February 22, 2022

The 203 Project

Carboro, NC

BID PACKAGES	CONTRACTOR	CONTRACT AMOUNT	AFRICAN AMERICAN	WHITE FEMALE	HISPANIC	ASIAN AMERICAN	AMERICAN INDIAN	TOTAL \$ HUB	TOTAL % HUB
BP100 - GENERAL TRADES	CB&H	\$ 294,600.00	\$ 25,000.00	\$ -	\$ -	\$ -	\$ -	\$ 25,000.00	8.49%
BP105 - FINAL CLEANING	Sparkle & Shine	\$ 30,954.85	\$ -	\$ 30,955.00	\$ -	\$ -	\$ -	\$ 30,955.00	100.00%
BP201 - TURNKEY SITE & DEMOLITION	Sullivan Eastern	\$ 2,100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP290 - LANDSCAPE & IRRIGATION	Landart Solutions	\$ 328,332.00	\$ -	\$ 328,332.00	\$ -	\$ -	\$ -	\$ 328,332.00	100.00%
BP390 - TURNKEY CONCRETE	C&C Industrial	\$ 7,697,777.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP400 - TURNKEY MASONRY	Vega Construction	\$ 970,000.00	\$ -	\$ -	\$ 970,000.00	\$ -	\$ -	\$ 970,000.00	100.00%
BP500 - TURNKEY STEEL	Smith	\$ 2,319,778.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP642 - MILLWORK & ARCHITECTURAL CASEWORK	Stephenson Millwork	\$ 269,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP740 - ROOFING	Gardner Roofing	\$ 369,262.00	\$ -	\$ -	\$ 33,600.00	\$ -	\$ -	\$ 33,600.00	9.10%
BP750 - METAL WALL PANELS	Cynergy Systems	\$ 252,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP790 - WATERPROOFING, SEALANT, CAULKING	JT Murphy	\$ 89,395.00	\$ -	\$ 8,939.00	\$ -	\$ -	\$ -	\$ 8,939.00	10.00%
BP800 - TURNKEY DOORS/FRAMES/HARDWARE	Martin Architectural	\$ 359,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP836 - OVERHEAD DOORS	Maxson & Associates	\$ 195,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP840 - CURTAINWALL / STOREFRONT / GLASS & GLAZING	Clayton Commercial Glazing	\$ 1,078,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP925 - METAL STUDS / DRYWALL / INSULATION	Sears	\$ 2,176,000.00	\$ -	\$ 2,176,000.00	\$ -	\$ -	\$ -	\$ 2,176,000.00	100.00%
BP930 - CERAMIC TILE	Concordia	\$ 38,250.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP960 - RESILIENT FLOORING / CARPET / BASE	Brock Contract	\$ 236,325.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP964 - POLISHED CONCRETE	David Allen Co	\$ 64,968.00	\$ -	\$ -	\$ 6,497.00	\$ -	\$ -	\$ 6,497.00	10.00%
BP965 - WOOD FLOORING	Brock Contract Services	\$ 51,530.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP980 - ACOUSTICAL CEILINGS & WALLS	Heartland Acoustics	\$ 1,172,967.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP990 - PAINTING AND WALLCOVERINGS	E. Caligari & Son	\$ 264,200.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP1005 - TOILET SPECIALTIES / ACCESSORIES / DIVISION 10	TCS	\$ 263,997.64	\$ 263,998.00	\$ -	\$ -	\$ -	\$ -	\$ 263,998.00	100.00%
BP1010 - IDENTIFICATION DEVICES	Modulux Carolinas	\$ 78,500.00	\$ -	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 2,000.00	2.55%
BP1065 - OPERABLE PARTITIONS	Learning Environments	\$ 24,669.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP1110 - STAGE EQUIPMENT	Barbizon	\$ 153,000.00	\$ -	\$ 32,500.00	\$ -	\$ -	\$ -	\$ 32,500.00	21.24%
BP1250 - WINDOW TREATMENTS	Contract Window Treatments	\$ 44,360.00	\$ -	\$ 44,360.00	\$ -	\$ -	\$ -	\$ 44,360.00	100.00%
BP1400 - ELEVATORS	TK Elevator Corp	\$ 489,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP1530 - FIRE PROTECTION	J&D Sprinkler	\$ 492,450.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
BP1540 - PLUMBING	Comfort Systems	\$ 844,442.00	\$ 97,564.00	\$ 35,466.00	\$ -	\$ -	\$ -	\$ 133,030.00	15.75%
BP1550 - HVAC	Mechworks Mechanical	\$ 1,966,850.00	\$ -	\$ 125,020.00	\$ -	\$ -	\$ -	\$ -	0.00%
BP1600 - ELECTRICAL	LJ Electric	\$ 4,020,085.00	\$ -	\$ 21,000.00	\$ -	\$ -	\$ -	\$ 21,000.00	0.52%
	Total Subcontract Work	\$ 28,796,592.49	\$ 386,562.00	\$ 2,807,162.00	\$ 1,010,097.00	\$ -	\$ -	\$ 4,076,211.00	14.16%