



Buncombe County Board of Commissioners

Request for Board Action

Meeting Date: 6/16/2020

New Business

Department:

General Services
Budget

Presenter(s):

Michael Mace, General Services
Jennifer Barnette, Budget

Contact(s): Michael Mace

Subject: Comprehensive Facilities Assessment

Brief Summary:

At the Nov. 19, 2019 Commissioner meeting, General Services requested approval from the Board of Commissioners to release a request for qualifications (RFQ) to select a firm to conduct a Comprehensive Facility Plan. The Comprehensive Facility Plan consists of two major deliverables, a space management plan for up to two million square feet and a building condition assessments for multiple buildings. The data collected as part of the Comprehensive Facility Plan will be used to assist the County in making long and short term capital and space improvement plans.

General Services posted the RFQ in January and received 11 responses. The eleven firms were scored and the top three firms were interviewed. CPL Architecture was chosen based on their relevant experience, comparable projects, team structure and delivery method.

The total cost of the study is \$835,780, which includes \$267,090 for the library facilities. General Services requests that the Facilities Assessment be added to the County Capital Improvement Plan.

During the FY2020 budget planning cycle, funding was budgeted in the General Fund for debt payments of approved FY20 budgets, however several projects were not far enough along to be included in the issuance. Therefore, \$835,780 is available in the FY2020 budget for this expenditure. No new funding is required. These amendments establish the transfer of \$835,780 from the General Fund to the Capital Projects Fund.

General Services requests that the Facilities Assessment be added to the County Capital Improvement Plan.

Recommended Motion & Requested Action:

- 1) Approve Capital Project
- 2) Recommend executing a contract with CPL in the amount of \$835,780 to perform a Comprehensive Facility Plan
- 3) Approve budget amendments

County Manager's Comments & Recommendation:

County Manager recommends as presented