



TO: Wayne County Board of Commissioners

FROM: Craig Honeycutt, Wayne County Manager

DATE: May 10, 2022

SUBJECT: Board of Commissioners Meeting – May 17, 2022

At 8:00 a.m., the Wayne County Board of Commissioners will meet for a briefing session and other matters in the Commissioners Meeting Room on the fourth floor of the Wayne County Courthouse Annex, located at 224 E. Walnut Street in Goldsboro, North Carolina.

The formal Wayne County Board of Commissioners meeting will begin at 9:00 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina.

The public is invited to view the meeting livestream at www.waynegov.com.



THE GOOD LIFE. GROWN HERE.

WAYNE COUNTY BOARD OF COMMISSIONERS AGENDA

May 17, 2022 – 9:00 A.M.

PLEASE SILENCE YOUR CELLPHONES

CALL TO ORDER – Chairman Joe C. Daughtery

INVOCATION – Chairman Joe C. Daughtery

PLEDGE OF ALLEGIANCE – Chairman Joe C. Daughtery

APPROVAL OF MINUTES – May 3, 2022

Pg. 4-8

DISCUSSION/ADJUSTMENT OF AGENDA

SPECIAL PRESENTATIONS *Time Limit of 6 to 10 Minutes*

1. Presentation of Employee Service Pins.
2. Presentation of Service Plaque to Sgt. Barbara Jean Cook with the Detention Center.
3. Presentation on Foster Care in Wayne County by DSS Director Kimberly McGuire.
4. Motion to Approve Older Americans Month Proclamation as presented by Services on Aging Director Paula Edwards.

Pg. 9

Pg. 10

CONSENT AGENDA

1. Application for Present Use Value. Pg. 11-12
2. Budget Amendments Pg. 13-47
3. Motion to Establish a Public Hearing on June 7, 2022, at 9:15 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut St., Goldsboro, N.C.
The purpose of the public hearing is to receive public comments regarding the sale of a County-owned industrial shell building located at 400 Challen Court, Goldsboro, N.C. 27534 and being further described as Lot 8 in Plat Cabinet L., Slide 37-E of the Wayne County Registry. Pg. 48
4. Motion to Approve the Contractor Prequalification Bid Package for the Replacement Detention Center Project. Pg. 49-74
5. Motion to Establish a Public Hearing at 9:30 a.m. on Tuesday, June 7, 2022 in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina, to allow public comments pertaining to the 2022/2023 proposed budget for fiscal year July 1, 2022. Pg. 75
6. Motion to Approve Award for Grant Administration Service Related to the Community Development Block Grant-neighborhood Revitalization Project to RSM Harris, Goldsboro, North Carolina. Pg. 76

NEW BUSINESS

1. Presentation of County Manager's Recommended 2022/2023 Fiscal Year Budget by County Manager Craig Honeycutt.

COUNTY MANAGER'S REPORT

BOARD OF COMMISSIONERS COMMITTEE REPORTS

CLOSED SESSION

BUDGET WORK SESSION with Davenport Financial Advisors as requested by Finance Director Allison Speight

ADJOURNMENT

DENOTES ACTION REQUESTED

NORTH CAROLINA

WAYNE COUNTY

The Wayne County Board of Commissioners met on Tuesday, May 3, 2022, at 9:00 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, Goldsboro, North Carolina, after due notice thereof had been given.

Members present: Joe Daughtery, Chairman; George Wayne Aycock, Jr., Vice-Chairman; Barbara Aycock; Bevan Foster; Chris Gurley; Freeman Hardison, Jr.; and Antonio Williams.

Members absent: None

Briefing Session

During the scheduled briefing and prior to the regularly scheduled meeting, the Board of Commissioners held an advertised briefing session to discuss the items of business on the agenda.

The briefing began at 8:00 a.m. with County Manager Craig Honeycutt reviewing the agenda. The agenda was adjusted by the following:

- Motion to approve the 53rd Annual Professional Municipal Clerks Week.
- A Work Session to discuss subscriptions with EMS.
- A Closed Session.
- Motion to Adopt the Project Berry Resolution.
- Budget Amendment #458.

Finance Director Allison Speight reviewed the Budget Amendments and answered questions from the board. Sheriff Larry M. Pierce explained the reason for budget amendment #429 and it being required by Session Law for their accreditation.

Planning Director Berry Gray reviewed the subdivision plat under the Consent Agenda.

IT Director Ryan Preble reviewed the Cisco Switch Replacement Contract and the Meraki Wireless Equipment with Licensing to Trace3 contract.

County Manager Craig Honeycutt reviewed the Security Services Contract to Strategic Security.

Recess the Board of Commissioners Meeting

At 8:47 a.m., Chairman Joe Daughtery recessed the meeting of the Wayne County Board of Commissioners.

Call to Order

Chairman Joe C. Daughtery called the meeting of the Wayne County Board of Commissioners to order.

Invocation

Adamsville Baptist Church Senior Pastor Pete Williams gave the invocation.

Pledge of Allegiance

Commissioner Chris Gurley led the Board of Commissioners in the Pledge of Allegiance to the Flag of the United States of America.

Approval of Minutes

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners approved the minutes of the regularly scheduled meeting of the Board of Commissioners on April 19, 2022, by a vote of six to one with Commissioner Foster voting against.

Discussion/Adjustment of Agenda

Upon motion of Commissioner Barbara Aycock, the Board of Commissioners unanimously approved and authorized the adjusted agenda. Added to the agenda:

- Motion to approve the 53rd Annual Professional Municipal Clerks Week added to Special Presentations.
- A Work Session to discuss subscriptions with EMS following the Closed Session.
- A Closed Session following the Board of Commissioners Committee reports.
- Motion to Adopt the Project Berry Resolution added to Consent Agenda.
- Budget Amendment #458 added to Consent Agenda.

Motion to Approve National Law Enforcement Week and National Peace Officers Memorial Day Proclamation

Vice-Chairman George Wayne Aycock, Jr. read the proclamation, attached hereto as Attachment A.

Upon motion of Vice-Chairman George Wayne Aycock, Jr., the Board of Commissioners unanimously approved the National Law Enforcement Week and National Peace Officers Memorial Day Proclamation.

Motion to Approve 2022 EMS Week Proclamation

EMS Director Dave Cuddeback read the proclamation, attached hereto as Attachment B. Mr. Cuddeback recognized several members of his EMS department, as well as others department managers and staff.

Upon motion of Vice-Chairman George Wayne Aycock, Jr., the Board of Commissioners unanimously approved the 2022 EMS Week Proclamation.

Motion to Approve Mental Health Month Proclamation

Ms. Emily Peacock read the proclamation, attached hereto as Attachment C.

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the Mental Health Month Proclamation.

Motion to approve the Drug Court Month Proclamation

Ms. Colleen Kosinski read the proclamation, attached hereto as Attachment D.

Upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously approved the Drug Court Month Proclamation.

Presentation by Lakeisha Peten on 'The Vision of David' Program

Ms. Lakeisha Peten presented information on 'The Vision of David' Program, attached hereto as Attachment E.

Update on the Wayne Executive Jetport Projects

Mr. Jason Elliott of WK Dickson and Jetport Director Brandon Gray presented an update on the Wayne Executive Jetport Projects, attached hereto as Attachment F.

Motion to Approve the 53rd Annual Professional Municipal Clerks Week Proclamation

Commissioner Antonio Williams read the proclamation, attached hereto as Attachment G.

Upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously approved the 53rd Annual Professional Municipal Clerks Week Proclamation.

10:04 A.M. Public Hearing

County Manager Craig Honeycutt reviewed the proposal to ratify two agreements with the Wayne County Development Alliance and the City of Goldsboro, attached hereto as Attachment H.

As no one presented to speak, the Public Hearing was closed at 10:05 a.m.

Upon motion of Commissioner Chris Gurley, the Board of Commissioners unanimously approved to ratify the agreements.

Motion to Appoint Kristie Howell to the Juvenile Crime Prevention Council

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the appointment of Kristie Howell to the Juvenile Crime Prevention Council, replacing Jerry Burns.

Motion to Appoint Wayne Sutton to the Wayne County Agricultural Advisory Board

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the appointment of Wayne Sutton to the Wayne County Agricultural Advisory Board, replacing Ros Balance.

Motion to Reappoint Deborah Worley, Craig West, Julian Aycock, Eddie Pitzer, Harrell Overman, and Johnny Best to the Wayne County Agricultural Advisory Board

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the reappointments of Deborah Worley, Craig West, Julian Aycock, Eddie Pitzer, Harrell Overman, and Johnny Best to the Wayne County Agricultural Advisory Board.

Motion to Appoint Emily Fein to the Wayne County Animal Control Advisory Board

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved the appointment of Emily Fein to the Wayne County Animal Control Advisory Board.

Motion to Appoint Shirley Edwards to the Eastern Carolina Regional Housing Authority

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners approved the appointment of Shirley Edwards to the Eastern Carolina Regional Housing Authority by a vote of five to two, with Commissioners Foster and Williams voting against.

Consent Agenda

Upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously approved and authorized the following items under the consent agenda:

1. Budget Amendments
 - a. Register of Deeds - #426
 - b. Sheriff's Office - #429
 - c. Solid Waste - #433
 - d. Register of Deeds - #435
 - e. Debt Fund Project - #438
 - f. Facilities - \$439

- g. Comprehensive Opioid Program - #440
 - h. DSS - #441
 - i. DSS - #442
 - j. Sheriff's Office - #443
 - k. Library - #445
 - l. Jetport - #448
 - m. 4H - #458
2. Motion to Approve the Windy Hill Subdivision Section Two Final Plat, as recommended by the Wayne County Planning Board, attached hereto as Attachment I.
3. Motion to Award the Contract for Cisco Switch Replacement to Brooks Network Services, as recommended by Purchasing Manager Noelle Woods, attached hereto as Attachment J.
4. Motion to Award the Contract for Meraki Wireless Equipment with Licensing to Trace3, as recommended by Purchasing Manager Noelle Woods, attached hereto as Attachment K.
5. Motion to Award the Contract for Security Services to Strategic Security Corporation, as recommended by Purchasing Manager Noelle Woods, attached hereto as Attachment L.
6. Motion to Approve Wayne County ABC Board's use of the Wayne County Travel Policy, as required by N.C.G.S. 18B-700(g2), attached hereto as Attachment M.
7. Motion to Adopt Resolution #2022-16: A Resolution authorizing Wayne County to file a formal application for the N.C. Department of Commerce-Rural Division Building Reuse for up to \$500,000 for business expansion related to Project Berry, attached hereto as Attachment N.

Public Comments

No one appeared for Public Comments.

County Manager's Report

County Manager Craig Honeycutt thanked Planning Director Berry Gray and Assistant County Manager Chip Crumpler for traveling to Jacksonville to participate in the Golden Leaf Grants process. Assistant County Manager Chip Crumpler explained the process for applications and stated the deadline to apply was May 25, 2022. He said projects with a significant impact on economic growth, agriculture, job creation, and workforce development would be considered for the grants, open to 501c3 companies and governments. Mr. Honeycutt said a link to the site would be placed on www.waynegov.com.

Mr. Honeycutt reminded everyone of the Day of Prayer event and said the Board will receive his recommended budget on May 17th. Following the Board receiving the budget, the budget work sessions will be set up.

Board of Commissioners Committee Reports

Commissioner Antonio Williams spoke about Mental Health Awareness Month, Teacher Appreciation Week, Wayne County's Summer Employment Program, the National Day of Prayer, and the importance of prayer. He also spoke against violence and thanked all mothers, for the upcoming recognition of Mothers' Day.

Commissioner Freeman Hardison, Jr. thanked everyone for keeping him in their prayers.

Commissioner Bevan Foster had no report.

Commissioner Barbara Aycock thanked staff for coordinating the Employee Appreciation Day. She stated she attended the Wayne County Farm Tour and the Wayne County Tourism Development Alliance meeting.

Commissioner Chris Gurley discussed local road projects that are scheduled to begin next month.

Vice-Chairman George Wayne Aycock, Jr. thanked staff for their help on the budget and early working groups. He attended the Wayne County Farm Tour, the junior livestock show and sale, and the employee luncheon. He thanked the staff who worked on the event.

Chairman Joe C. Daughtery designated May 1st as 'neckties optional' for the Board of Commissioners.

Closed Session

At 10:24 a.m. upon motion of Commissioner Antonio Williams, the Board of Commissioners unanimously declared itself in closed session to discuss the County's position on terms of a contract in acquiring property.

At 11:13 a.m., upon motion of Commissioner Freeman Hardison, Jr., the Board of Commissioners unanimously declared itself in regular session.

Work Session to Discuss EMS Subscriptions

EMS Director Dave Cuddeback presented information on EMS subscriptions, attached hereto as Attachment O. He stated with neighboring counties raising employees' pay, Wayne County would lose valuable employees. Mr. Cuddeback said on April 16, 1997, the County had the first workgroup to discuss non-volunteer EMS. He explained subscriptions and answered questions from the Board. He stated the fees would be similar to those charged for solid waste and fire departments.

Mr. Cuddeback stated a subscription of \$60.00 per household would generate more than \$3 million for EMS. Upon questioning, Mr. Cuddeback revealed the County is subsidizing EMS approximately \$4.5 million. Mr. Cuddeback stated the total cost for EMS is \$9.8 million, before reimbursements from Medicaid, Medicare, or private insurance. He stated Johnston County is charging \$60 per subscription and the charge is still voluntary for that county.

The Board discussed billable versus non-billable services, as well as voluntary versus mandatory subscription charges. Following additional discussion, Chairman Joe C. Daughtery asked Mr. Cuddeback to bring more information back to the Board.

County Manager Craig Honeycutt and Chairman Joe C. Daughtery discussed a working group between the municipalities, designed to discuss municipalities impeding growth in the County. Chairman Daughtery stated he believes the County should have input on regulations implemented by municipalities. He stated Planning Director Berry Gray and Assistant County Manager Chip Crumpler, plus one Board member, would serve in the group, and each municipality would have the same representation.

Adjournment

At 11:56 a.m., Chairman Joe C. Daughtery adjourned the meeting of the Wayne County Board of Commissioners.

Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners

Employee Service Pins

25 years

April McAlduff
Vicky Hill
Willie Sparks

20 years

Jamie Smith Sturgill

15 years

Trenesha Evans
Ashley Davis

10 years

Kimberly Brunson

5 years

Kameka Langston
Kristen Mangogna
Adrian Thompson
Anthony Cape
James Wade

1 year

Micahel Gagne
Ray Rhoades
Katie Johnson
Katherine Fletcher
Timothy Faulkner
Jesse Aldridge
Doreen Waters
Brandi Talton
Petra Hall
Ashley Brown
Jasmin Turner
Aisha Hamdan
Ruth Evans-Smith
Rodney Perry
Jennifer Parrish
Nora Hennessy Ledford

NORTH CAROLINA

WAYNE COUNTY

OLDER AMERICANS MONTH PROCLAMATION

WHEREAS, the older adults in Wayne County are the roots from which our community grows, who bestow gifts of wisdom and insight upon younger generations, and strengthen the bonds between neighbors to create a better place to live; and

WHEREAS, our society can be enhanced by older adults aging peacefully in their communities; and

WHEREAS, the older adults in Wayne County should be commended for their role in creating and bolstering the fiber of our community and nation; and

WHEREAS, our community can provide that recognition and respect by enriching the quality of life for Older Americans by:

- Increasing their opportunities to remain in their communities as active and engaged citizens
- Providing services, technologies and support systems that allow seniors to foster and maintain connections within the community
- Emphasizing the value of elders by publically recognizing their contributions to the diversity, strength and unity of our community.

NOW, THEREFORE BE IT RESOLVED that the Wayne County Board of Commissioners does hereby proclaim May 2022 as **OLDER AMERICANS MONTH IN WAYNE COUNTY** and urges every citizen to take time this month to honor our older adults. Our recognition of older Americans and their involvement in our lives can help us achieve stronger and more meaningful connections to each other and enrich our community's quality of life.

Adopted this the 17th day of May, 2022.

Joe Daughtery, Chairman
Wayne County Board of Commissioners

Attest:

Carol Bowden
Clerk to the Board

MEMORANDUM

TO: Craig Honeycutt, County Manager
FROM: Alan Lumpkin, Tax Administrator
DATE: May 5, 2022
RE: Application for Present Use Value

Enclosed is a letter from Brenda Sutton Carpenter, parcel(s) 2534661309, requesting approval for a late application for present use value. A full copy of the application is not enclosed since it contains income information. This property would have qualified for present use value for 2022 had a timely application been filed. The Board has the authority to approve late applications under G.S. 105-277.4.(a1).

Application for Agriculture, Horticulture, and Forestry Present-Use Value Assessment

(G.S. 105-277.2 through G.S. 105-277.7)

untimely

County of Wayne, NC

Tax Year 2022

Full Name of Owner(s)

Brenda Sutton Carpenter **COPY**

Mailing Address of Owner

4899 Macedonia Ch Rd

City

Fayetteville

State

NC

Zip Code

28312

Home Telephone Number

910-486-7968

Work Telephone Number

910-3086049

Ext.

Cell Phone Number

910-308-6049

Call
Vernon
Britt
8710

Instructions

Application Deadline: This application must be filed during the regular listing period, or within 30 days of a notice of a change in valuation, or within 60 days of a transfer of the land.

Where to Submit Application: Submit this application to the county tax assessor where this property is located. County tax assessor addresses and telephone numbers can be found online at: www.dorn.com/downloads/CountyList.pdf. DO NOT submit this application to the North Carolina Department of Revenue.

- Office Use Only:

This application is for: (check all that apply)

☒ **AGRICULTURE** (includes Aquaculture)

☐ **HORTICULTURE**

☐ **FORESTRY**

Enter the Parcel Identification Number, acreage breakdown, and acreage total for each tax parcel included in this application:

PARCEL ID	OPEN LAND in Production	OPEN LAND not in Production	WOOD LAND	WASTE LAND	CRP LAND	HOME SITE	OTHER (Describe in Comments)	TOTAL ACRES
<u>2534661309</u>	<u>11.8</u>		<u>10.53</u>					<u>22.13</u>

Comments:

☐ Yes ☒ No Does the applicant own property in other counties that is also in present-use value and is within 50 miles of this property? If YES, list the county or counties and parcel identification number(s):

County:

Parcel ID:

County:

Parcel ID:

IMPORTANT!

AGRICULTURE and HORTICULTURE applications with LESS than 20 acres of woodland generally need to complete PARTS 1, 2, and 4.

AGRICULTURE and HORTICULTURE applications with MORE than 20 acres of woodland generally need to complete PARTS 1, 2, 3, and 4.

FORESTRY applications need to complete PARTS 1, 3, and 4.

ADDITIONALLY, applications for CONTINUED USE of existing present-use value classification need to complete PART 5.

Please contact the Tax Assessor's office if you have questions about which parts should be completed.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

~~#1784~~
~~#482~~ #360

Department: Economic Development
Approved By: Allison Speight
Date: 5/4/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1104920 557000			Capital Outlay - Land		\$ 1,675,000.00
4908100 598000			Transfer to Other Funds		\$ 1,675,000.00
4908100 599301			Reserve - Capital Outlay	\$ 1,675,000.00	

REVENUE

Code Number	Description	Increase	Decrease
1104920 398400	Transfers from Other Funds-CPF	\$ 1,675,000.00	

Totals \$ 3,350,000.00 \$ 3,350,000.00

2. Reason(s) for the above request is/are as follows:
General Fund - Economic Development for purchase of Bryan Property.

To transfer funds from Capital Reserves to

Endorsement

1. Forward, recommending approval/disapproval

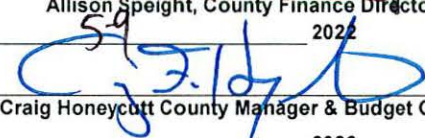
Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison Speight, County Finance Director
2022


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

COUNTY OF WAYNE
AMENDMENT TO THE CAPITAL PROJECT ORDINANCE
COUNTY CAPITAL RESERVE FUND
FISCAL YEAR 2021-2022

BE IT ORDAINED by the Wayne County Board of Commissioners that the following amendment be made to the Capital Project Ordinance for the County Capital Reserve Fund for the fiscal year ending June 30, 2022:

Section 1. To amend the Capital Project Fund, the appropriations are to be changed as follows:

Code Number	Project	String	Description	Decrease	Increase
4908100-598000			Transfers to Other Funds		\$ 1,675,000.00
4908100-599301			Reserve - Capital Outlay	\$ 1,675,000.00	
1104920-557000			Capital Outlay-Land		\$ 1,675,000.00

This will result in neither a net increase or decrease in the appropriations of the Capital Project Fund.

Section 2. To provide the additional revenue for the above, the following revenues will be changed as follows:

Code Number	Description	Increase	Decrease
1104920-398400	Transfers from Other Funds-CPF	\$ 1,675,000.00	

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction.

Adopted this _____ day of _____ 2022.

WAYNE COUNTY

FINANCE



WAYNE COUNTY
NORTH CAROLINA
Phone: (919) 731-1417
Fax (919) 731-1388

Memorandum

To: Wayne County Board of Commissioners
CC: Craig Honeycutt, County Manager
From: Allison Speight, Finance Director *AS*
Date: May 9, 2022
Re: BA #360

In 2017, the Wayne County Development Alliance (WCDA) entered into an Option Agreement for a five-year period with the owners of the Bryan Property for the purchase of 118.11 acres of land at \$15,000 per acre. The County entered into an agreement with WCDA whereby the County is responsible for the land acquisition costs associated with the Option Agreement. The agreement states that any options not exercised at the end of the term will be purchased by the County. This budget amendment is for the purchase of those options less \$100,000 previously paid by the County. The total, including potential closing costs, is \$1,675,000. The funds are being transferred from the Capital Reserve Fund where \$10,000,000 is being held for future capital projects. This purchase amount will reduce the reserve to a balance of \$8,325,000.

If you have any questions, please do not hesitate to contact me. Thank you!

THE GOOD LIFE. GROWN HERE.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#446

Department: Facilities
Approved By: Kendall Lee
Date: 4/25/2022

EXPENDITURE Code Number	Project	String	Description	Decrease	Increase
6287140 549200			Bad Debt Expense		\$ 18,088.76

REVENUE Code Number	Description	Increase	Decrease
6287140 371400	User Fees	\$ 18,088.76	
Totals		\$ 18,088.76	\$ 18,088.76

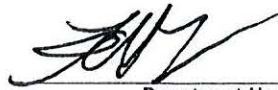
2. Reason(s) for the above request is/are as follows:
fees to write off uncollectible accounts receivable to bad debt.

to appropriate anticipated overcollection of user

Endorsement
1. Forward, recommending approval/disapproval

Endorsement
2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature
Allison W. Speight

Allison Speight, County Finance Director
2022

Craig Honeycutt, County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

April 26, 2022

MEMO:

We need this Budget Amendment to Move Money in to these separate line items to have additional funds for the Current Year Expenses. We are anticipating over collecting User Fees for Sewer to help write off Uncollectible A/R to bad debt. We feel this B/A will get us through the end of the Fiscal Year.



Kendall Lee

Facility Services Director



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

447

Department: Facilities
Approved By: Kendall Lee
Date: 4/25/2022

EXPENDITURE					
Code Number	Project	String	Description	Decrease	Increase
1104260.539400			Cleaning Services		\$ 1,000.00
1104260.537000			Advertising		\$ 100.00
1104260.525100			Vehicle Supplies-Fuel/Diesel		\$ 4,000.00
1104260.535100			R/M Buildings	\$ 1,100.00	
1104260.544000			Contracts	\$ 4,000.00	

REVENUE					
Code Number		Description	Increase	Decrease	
Totals			\$ 5,100.00	\$ 5,100.00	\$

2. Reason(s) for the above request is/are as follows:
Current Year Expenses

Additional Funds needed for

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Department Head Signature

Allison W. Speight

Allison Speight, County Finance Director

59 2022
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners

2022

April 26, 2022

MEMO:

We need this Budget Amendment to Move Money in to these separate line items to have additional funds for the Current Year Expenses. We feel this B/A will get us through the end of the Fiscal Year.

A handwritten signature in black ink, appearing to be 'KL', is written over a horizontal line.

Kendall Lee

Facility Services Director



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#455

Department: Facilities
Approved By: Kendall Lee
Date: 4/25/2022

EXPENDITURE Code Number	Project	String	Description	Decrease	Increase
1104260 533200			Fuel Oil		\$ 15,000.00
1104260 533400			Water		\$ 30,000.00

REVENUE Code Number	Description	Increase	Decrease
1104260 383920	Utility Reimbursements	\$ 16,500.00	
1100000 399100	Fund Balance Appropriated	\$ 28,500.00	
Totals		\$ 45,000.00	\$ 45,000.00

2. Reason(s) for the above request is/are as follows:
fuel and water expense

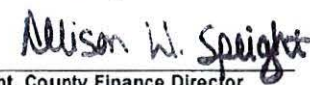
To anticipate and appropriate additional funds for

Endorsement
1. Forward, recommending approval/disapproval

Endorsement
2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison W. Speight, County Finance Director
2022


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

We are asking for a budget amendment to help cover the cost of fuel oil and water due to the rising cost of both. We have reduced other line items to help cover until now but it is going to take a bit more to get us through this budget year.

A handwritten signature in black ink, appearing to be 'Jill' followed by a stylized flourish.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#456

Department: Central Services
Approved By: Allison Speight
Date: 4/25/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1104200 545000			Insurance & Bonding	\$ 12,200.00	
1104200 518330			Employee Life Insurance		\$ 12,200.00

REVENUE

Code Number	Description	Increase	Decrease
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Totals		\$ 12,200.00	\$ 12,200.00
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2. Reason(s) for the above request is/are as follows:

To transfer funds to employee life insurance

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Allison W. Speight
Department Head Signature

Allison W. Speight
Allison Speight, County Finance Director
2022

Craig Honeycutt
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Janice Rice

From: Angie Boswell
Sent: Tuesday, April 26, 2022 9:20 AM
To: Janice Rice
Cc: Angie Boswell
Subject: Employee Life Insurance

Janice,

Employee life insurance 1104200-5183300 for FY22-23 has too much budgeted. The total estimated should be around \$72,000.

Also, we have run out of money in Employee Life Insurance Account. We need \$12,200 added to cover May and June payrolls. The amount rolled over correctly from payroll but no money was added last year for the accidental death & dismemberment piece that the county pays for all employees as an accounts payable invoice. This is about \$1,000 per month.

Will you do a budget amendment or do you want me to?

Thanks,
Angie Boswell, CLGFO
Assistant Finance Director
Wayne County
919-731-1423



County of Wayne Budget Amendment

470

05/04/22
Date

Memorandum

From: Allison Speight
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

1. It is requested that the budget for JCPC be amended as follows:

EXPENDITURE Code Number	Project	String	Description	Decrease	Increase
1105830-549700	P2101	Direct Service Allocations	Wayne County Structured Day		\$ 26,065.00

REVENUE Code Number	Description	Increase	Decrease
1105830-335000	P2101 Grant Revenues	\$ 26,065.00	
Totals		\$ 26,065.00	\$ 26,065.00

2. Reason(s) for the above request is/are as follows:

To anticipate and appropriate additional funding for the FY 21-22 budget for JCPC.

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Department Head Signature

Allison Speight, County Finance Director
2022

Craig Honeycutt, County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Date: May 4, 2022

To: Wayne County Board of Commissioners

From: Wayne County Finance Office

CC: Craig Honeycutt, County Manager

Subject: Budget Amendment Justification – JCPC

This Budget Amendment is to anticipate and appropriate additional funding for Wayne County Structured Day for the FY 21-22. JCPC grant funding is from NCDPS. This is a pass-through grant that helps juveniles who are at risk of delinquency and/or who have been adjudicated as undisciplined.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#473

Department: Workers Comp
Approved By: Allison Speight
Date: 5/4/2022

EXPENDITURE Code Number	Project	String	Description	Decrease	Increase
8814200 545000			Insurance & Bonding		\$ 156,465.00

REVENUE Code Number	Description	Increase	Decrease
8814200 399100	Fund Balance Appropriated	\$ 156,465.00	
Totals		\$ 156,465.00	\$ 156,465.00 \$ -

2. Reason(s) for the above request is/are as follows:

To appropriate additional funds for settlement

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Allison W. Speight
Department Head Signature

Allison W. Speight
Allison Speight, County Finance Director
5-9 2022

Craig Honeycutt
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

WAYNE COUNTY FINANCE



WAYNE COUNTY
NORTH CAROLINA
Phone: (919) 731-1417
Fax (919) 731-1388

Memorandum

To: Wayne County Board of Commissioners

CC: Craig Honeycutt, County Manager

From: Allison Speight, Finance Director *AWS*

Date: May 9, 2022

Re: BA #473

The County is self-insured for its workers' compensation insurance; however, the claims are managed through a third party. During the year, staff monitors claims paid versus premiums allocated to the fund to determine the fund's financial standing. The claims paid this fiscal year are significantly higher than those of the prior year to-date. The increase is due to a couple of large settlements that have taken place this year, and the new insurance company is working to close out old cases. There is sufficient fund balance in the fund (Fund 881) to cover the increased claims this year. This budget amendment is to appropriate fund balance to cover the remaining fiscal year's anticipated claims expenditures.

If you have any questions, please do not hesitate to contact me. Thank you!

THE GOOD LIFE. GROWN HERE.

PO BOX 227
GOLDSBORO, NC 27533



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#475

Department: Facilities
Approved By: Kendall Lee
Date: 5/4/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1104260.535200			R/M Equipment		\$ 20,000.00
1104260.535100			R/M Buildings	\$ 20,000.00	

REVENUE

Code Number	Description	Increase	Decrease
Totals		\$ 20,000.00	\$ 20,000.00

2. Reason(s) for the above request is/are as follows:
Current Year Expenses

Additional Funds needed for

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison Speight, County Finance Director
2022


Craig Honeycutt, County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

May 4, 2022

MEMO:

We need this Budget Amendment to Move Money in to Repairs/Maintenance Equipment to have additional funds for the Current Year Expenses. We are in need of this B/A because the A/C Units are going down and the Season is getting warmer and these units will need to be fixed. We feel this B/A will get us through the end of the Fiscal Year.

A handwritten signature in black ink, appearing to read "Kendall", is written over a horizontal line.

Kendall Lee

Facility Services Director



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#477

Department: Sheriff's Office
Approved By: Major Richard Lewis
Date: 3/29/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1104310 519000			Professional Services	\$18,000.00	
1104310 519000	ACC		Professional Services-Accreditation		\$ 18,000.00

REVENUE

Code Number	Description	Increase	Decrease
Totals		\$ 18,000.00	\$ 18,000.00

2. Reason(s) for the above request is/are as follows:

to budget and have ease of funds we asked for a accreditation line item, this is to distribute funds to that line item for the remainder of the fiscal year

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

[Signature] March 29, 2022
Department Head Signature

Allison W. Spaight
Allison Spaight, County Finance Director
59 2022

[Signature]
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Office of the Sheriff

SHERIFF
LARRY M. PIERCE



P.O. Box 1877
207 E. Chestnut St.
Goldsboro, NC 27533
(919) 731-1481 Office
(919) 731-1699 Fax

Date: 5/3/2022

To: Wayne County Board of Commissioners

From: Sheriff Larry M. Pierce

Re: Budget Amendment Request

The purpose of this budget amendment is to transfer funds from our professional service line item where funds were originally budgeted to our newly created line item for Accreditation. This line item has been created for us to itemize and have ease of spending funds strictly for the accreditation process. We request to move \$18,000 at this time which is what remains of the \$50,000 that we were allotted last year.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

4761

Department: Health Department
Approved By: Dr. Brenda Weis, MSPH, PhD
Date: 5/10/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1315192 512100			Salary & Wages		\$69,912.00
1315192 518000			Social Security - FICA		\$4,335.00
1315192 518100			Social Security - Medicare		\$1,013.00
1315192 518200			Retirement Contribution		\$7,984.00
1315192 518210			401K Retirement Contribution		\$1,398.00
1315192 518300			Hospitalization Contribution		\$13,287.00
1315192 518600			Worker's Compensation		\$773.00
1315192 539300			Temporary Help Services	\$98,702.00	
1315151 512110			Salary & Wages - Other		\$98,469.00
1315151 539300			Temporary Help Services	\$98,469.00	

REVENUE

Code Number	Description	Increase	Decrease
Totals		\$ 197,171.00	\$ 197,171.00

2. Reason(s) for the above request is/are as follows:

This budget amendment is needed to realign the Temporary Help Services line back to the Salary and Fringe lines. The attempt to recruit for vacant nursing & social worker staff through the contracted Vendor was not successful with (Dzeel) contracted vendor. The funds need to be returned to the Salary and Fringe lines to finish out the fiscal year.

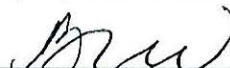
Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison Speight, County Finance Director
5-11-2022


Craig Honeycutt, County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

05/10/22

Date

Memorandum

From: Brenda Weis, MSPH, PhD
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

Who: HD

What: Various - Temporary Help Services

When: FY21-22

Explanation: This budget amendment is needed to realign the Temporary Help Services line back to the Salary and Fringe lines. The attempt to recruit for vacant nursing & social worker staff through the contracted Vendor was not successful with (Dzeel) contracted vendor. The funds need to be returned to the Salary and Fringe lines to finish out the fiscal year.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

480

Department: Health Department
Approved By: Dr. Brenda Weis, MSPH, PhD
Date: 5/10/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1315162 512100			Salary & Wages		\$46,389.00
1315162 518000			Social Security - FICA		\$2,876.00
1315162 518100			Social Security - Medicare		\$872.00
1315162 518200			Retirement Contribution		\$5,298.00
1315162 518210			401K Retirement Contribution		\$928.00
1315162 518300			Hospitalization Contribution		\$9,030.00
1315162 518600			Worker's Compensation		\$525.00
1315162 539300			Temporary Help Services	\$65,718.00	
1315163 512100			Salary & Wages		\$46,350.00
1315163 518000			Social Security - FICA		\$2,874.00
1315163 518100			Social Security - Medicare		\$872.00
1315163 518200			Retirement Contribution		\$5,293.00
1315163 518210			401K Retirement Contribution		\$927.00
1315163 518300			Hospitalization Contribution		\$9,288.00
1315163 518600			Worker's Compensation		\$540.00
1315163 539300			Temporary Help Services	\$65,944.00	

REVENUE

Code Number	Description	Increase	Decrease
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Totals \$ 131,662.00 \$ 131,662.00

2. Reason(s) for the above request is/are as follows:

This budget amendment is needed to realign the Temporary Help Services line back to the Salary and Fringe lines. The attempt to recruit for vacant nursing & social worker staff through the contracted Vendor was not successful with (Dzeel) contracted vendor. The funds need to be returned to the Salary and Fringe lines to finish out the fiscal year.

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Department Head Signature

Allison Speight
Allison Speight, County Finance Director
5-11-2022

Craig Honeycutt
Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

05/10/22

Date

Memorandum

From: Brenda Weis, MSPH, PhD
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

Who: HD

What: Various - Temporary Help Services

When: FY21-22

Explanation: This budget amendment is needed to realign the Temporary Help Services line back to the Salary and Fringe lines. The attempt to recruit for vacant nursing & social worker staff through the contracted Vendor was not successful with (Dzeel) contracted vendor. The funds need to be returned to the Salary and Fringe lines to finish out the fiscal year.



#481

Department: Health Department
Approved By: Dr. Brenda Weis, MSPH, PhD
Date: 5/10/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1315164	512100		Salaries & Wages	\$ 8,450.00	
1315164	512600		Part Time or Extra Help		\$ 8,450.00

REVENUE

EXPENSE Code Number	Description	Increase	Decrease
Totals		\$ 8,450.00	\$ 8,450.00

2. Reason(s) for the above request is/are as follows:

This budget amendment is to increase the funds in Part Time or Extra Help to cover Ellen Ryals part time. The funds needed are to cover the remainder of her maximum hours allowed for the year (495 hours). At the rate of hours Ms. Ryals is working she will reach her maximum before we reach the new year's budget. This position works in the lab and covers a variety of programs.

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Department Head Signature

Allison Speight, County Finance Director

Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

05/10/22

Date

Memorandum

From: Brenda Weis, MSPH, PhD
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

Who: HD

What: Part Time or Extra Help in FP

When: FY21-22

Explanation: This budget amendment is to increase the funds in Part Time or Extra Help to cover Ellen Ryals part time. The funds needed are to cover the remainder of her maximum hours allowed for the year (495 hours). At the rate of hours Ms. Ryals is working she will reach her maximum before we reach the new year's budget. This position works in the lab and covers a variety of Programs.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#482

Department: Health Department
Approved By: Dr. Brenda Weis, MSPH, PhD
Date: 5/4/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1315162 523800			Drugs & Related Supplies	\$	8,500.00

REVENUE

Code Number	Description	Increase	Decrease
1315162 351527	Healthy Blue-Medicaid	\$ 3,000.00	
1315162 351528	United Health-Medicaid	\$ 5,500.00	
Totals		\$ 8,500.00	\$ 8,500.00

2. Reason(s) for the above request is/are as follows:

This budget amendment is to increase the funds in Child Health Drugs & Related Supplies line. The funds need to be increased to allow additional drugs to be purchased to replenish inventory to meet the needs for the Child Health Immunization Program. Using a portion of the Revenue Funds from the new Managed Care that began July 2021. These revenues were not in the initial FY22 projection.

Endorsement

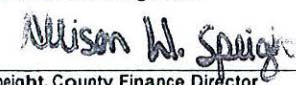
1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison W. Speight
Allison Speight, County Finance Director
2022


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

05/04/22

Date

Memorandum

From: Brenda Weis, MSPH, PhD
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

Who: HD

What: CH - Drugs & Related Supplies

When: FY21-22

Explanation: This budget amendment is to increase the funds in Child Health Drugs & Related Supplies line. The funds need to be increased to allow additional drugs to be purchased to replenish inventory to meet the needs for the Child Health Immunization Program. Using a portion of the Revenue Funds from the new Managed Care that began July 2021. These revenues were not in the initial FY22 projection.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

#484

Department: Health Department
Approved By: Dr. Brenda Weis, MSPH, PhD
Date: 5/6/2022

EXPENDITURE					
Code Number	Project	String	Description	Decrease	Increase
1315151 519000			Professional Services		\$ 8,429.00
1315112 519000			Professional Services	\$ 8,429.00	

REVENUE					
Code Number			Description	Increase	Decrease
Totals				\$ 8,429.00	\$ 8,429.00

2. Reason(s) for the above request is/are as follows:

This budget amendment is to realign the Minority Diabetes Prevention Program expense line items to the final subcontractor budget with United Way Helping Hands.

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison Spelght, County Finance Director
2022


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

05/06/22

Date

Memorandum

From: Brenda Weis, MSPH, PhD
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

Who: HD

What: Minority Diabetes Prevention

When: FY21-22

Explanation: This budget amendment is to realign the Minority Diabetes Prevention Program expense line item to the final subcontractor budget with United Way Helping Hands who is assisting with the MDPP Program.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

485

Department: Sheriff's Office
Approved By: Major Richard Lewis
Date: 5/6/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1104310	523100	Shrff	Special Program Material-Sheriff's Fund		\$500.00
1104310	523100	Shrff	Special Program Material-Sheriff's Fund		\$500.00

REVENUE

Code Number			Description	Increase	Decrease
1104310	383300	ShDon	Donations-Sheriff's Fund	\$ 500.00	
1104310	383300	ShDon	Donations-Sheriff's Fund	\$ 500.00	
Totals				\$ 1,000.00	\$1,000.00

2. Reason(s) for the above request is/are as follows:
donations made to Sheriff's office

Endorsement

1. Forward, recommending approval/disapproval

Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners

Richard C. Lewis May 6, 2022
Department Head Signature
Allison W. Speight
Allison Speight, County Finance Director
5-9 2022
Craig Honeycutt
Craig Honeycutt County Manager & Budget Officer
2022
Chairman Board of Commissioners
2022

Office of the Sheriff



SHERIFF
LARRY M. PIERCE

P.O. Box 1877
207 E. Chestnut St.
Goldsboro, NC 27533
(919) 731-1481 Office
(919) 731-1699 Fax

Date: 05/05/2022

To: Wayne County Board of Commissioners

From: Sheriff Larry M. Pierce

Re: Budget Amendment Request

The purpose of this budget amendment is to transfer funds that were deposited from a donations to the Sheriff.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

486

Department: Health Department
Approved By: Dr. Brenda Weis, MSPH, PhD
Date: 5/10/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1315160 512100			Salary & Wages	\$22,525.00	
1315160 518000			Social Security - FICA	\$1,397.00	
1315160 518100			Social Security - Medicare	\$327.00	
1315160 518200			Retirement Contribution	\$2,572.00	
1315160 518210			401K Retirement Contribution	\$450.00	
1315160 518300			Hospitalization Contribution	\$5,891.00	
1315160 518600			Worker's Compensation	\$343.00	
1315160 539300			Temporary Help Services		\$33,505.00
1315161 512100			Salary & Wages	\$22,565.00	
1315161 518000			Social Security - FICA	\$1,399.00	
1315161 518100			Social Security - Medicare	\$327.00	
1315161 518200			Retirement Contribution	\$2,577.00	
1315161 518210			401K Retirement Contribution	\$451.00	
1315161 518300			Hospitalization Contribution	\$6,020.00	
1315161 518600			Worker's Compensation	\$350.00	
1315161 539300			Temporary Help Services		\$33,689.00

REVENUE

Code Number	Description	Increase	Decrease
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Totals \$ 67,194.00 \$ 67,194.00

2. Reason(s) for the above request is/are as follows:

This budget amendment is needed to realign the Temporary Help Services line back to the Salary and Fringe lines. The attempt to recruit for vacant nursing & social worker staff through the contracted Vendor was not successful with (Dzeel) contracted vendor. The funds need to be returned to the Salary and Fringe lines to finish out the fiscal year.

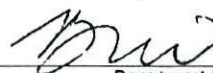
Endorsement

1. Forward, recommending approval/disapproval

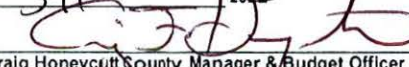
Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison Speight, County Finance Director
5-11-2022


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

05/10/22

Date

Memorandum

From: Brenda Weis, MSPH, PhD
To: Wayne County Board of Commissioners
Via: County Manager & Finance Officer
Subject: Budget Amendment for Fiscal Year 2021-2022

Who: HD

What: Various - Temporary Help Services

When: FY21-22

Explanation: This budget amendment is needed to realign the Temporary Help Services line back to the Salary and Fringe lines. The attempt to recruit for vacant nursing & social worker staff through the contracted Vendor was not successful with (Dzeet) contracted vendor. The funds need to be returned to the Salary and Fringe lines to finish out the fiscal year.



County of Wayne
Budget Amendment
Fiscal Year 2021-2022

487

Department: Health Department
Approved By: Dr. Brenda Weis, MSPH, PhD
Date: 5/4/2022

EXPENDITURE

Code Number	Project	String	Description	Decrease	Increase
1315180 535200			Repairs & Maint - Equipment	\$	5,000.00
1315180 519000			Professional Services	\$	1,000.00

REVENUE

Code Number	Description	Increase	Decrease
1315110 351003	Environmental Health Fees	\$ 6,000.00	
Totals		\$ 6,000.00	\$ 6,000.00

2. Reason(s) for the above request is/are as follows:

This budget amendment is to increase the funds in EH V Repairs & Maint - Equipment & Professional Services. The funds need to be realigned to cover required maintenance renewals (IT) & to cover the expense of replacing damaged property. Using a portion of the Revenue Funds from the EH Fees that exceeded the initial projection amount.

Endorsement

1. Forward, recommending approval/disapproval

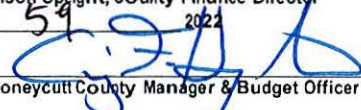
Endorsement

2. Forward, recommending approval/disapproval

3. Approval/Disapproval by Chairman Board of Commissioners


Department Head Signature


Allison W. Speight, County Finance Director


Craig Honeycutt County Manager & Budget Officer
2022

Chairman Board of Commissioners
2022

Janice Rice

From: JoAnn Whitfield
Sent: Tuesday, May 10, 2022 10:34 AM
To: Janice Rice
Cc: JoAnn Whitfield
Subject: Budget Amendment for \$6,000 - EH

Importance: High

Hey Janice,

The Budget Amendment for \$6,000 – EH is for the following:

The Repairs & Maint. – Equipment is to replace money that I moved to Repairs & Maint. – Vehicles to cover repairs to the EH vehicles that EH uses daily.

The funds are needed because IT has a number of required maintenances agreements & renewal agreements to cover IT needs for EH.

The \$1,000 is to increase the funds in Professional Services. This is to ensure there is enough money in this line to cover the expense of repairing cement drive that a contractor damaged due to the information provided by EH on a sewage permit. The Contractor and EH agreed to split the cost of replacing the damaged cement drive.

Thanks,

Jo Ann Whitfield, MSA

Business Officer

Wayne County Health Department

301 North Herman St.

Box CC

Goldsboro, NC 27530

Office: (919) 731-1234

Cell: (919) 580-8851

Fax: (919) 739-5025

JoAnn.Whitfield@waynegov.com

NOTICE OF PUBLIC HEARING
NORTH CAROLINA
WAYNE COUNTY

Notice is hereby given that the Wayne County Board of Commissioners will hold a public hearing on June 7, 2022, at 9:15 a.m. in the Commissioners Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut St., Goldsboro, NC. The purpose of the public hearing is to receive public comments regarding the sale of a County owned industrial shell building located at 400 Challen Court, Goldsboro, NC 27534 and being further described as Lot 8 in Plat Cabinet L, Slide 37-E of the Wayne County Registry. The Board of Commissioners will consider a sale of the property for \$2,000,000.00 to Hosokawa Custom Processing Services, LLC. Hosokawa Custom Processing Services, LLC intends to invest \$6,335,169 in capital improvements and to create 16 jobs at the facility following the proposed purchase.

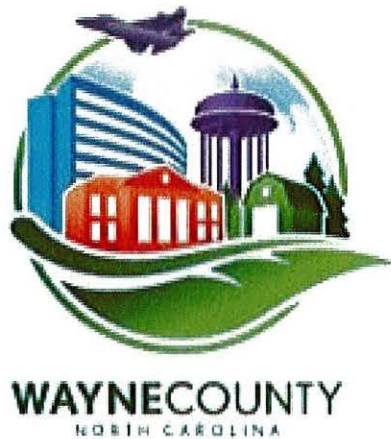
All interested parties are invited to attend this public hearing and be heard. Written comments may be made in advance to the following:

Carol Bowden, Clerk to the Board
Wayne County Board of Commissioners
P.O. Box 227
Goldsboro, NC 27533-0227
919-731-1445
carol.bowden@waynegov.com

This the 17th day of May, 2022.

Carol Bowden
Wayne County Clerk to the Board

Prequalify to Bid Package



Wayne County Replacement Jail

Goldsboro, North Carolina

MOSELEYARCHITECTS

CHARLOTTE, NORTH CAROLINA

DATE TBD



612338

PART A - INVITATION TO PREQUALIFY TO BID

for

WAYNE COUNTY REPLACEMENT JAIL

Goldsboro, North Carolina

Contractors interested in submitting construction bids on the Wayne County Replacement Jail, Goldsboro, North Carolina, are invited to Prequalify To Bid in accordance with the Prequalification Procedure established by Wayne County, hereinafter referred to as the "Owner."

Contractors:

Contractors required to Prequalify to Bid are:

Building Contractors (Unlimited)

Only those Contractors who Prequalify to Bid in accordance with the Prequalification procedure will be eligible to submit a construction bid for the Project indicated herein.

Prequalify to Bid Package:

Contractors wishing to Prequalify to Bid may obtain a Prequalify to Bid package from:
www.moseleyarchitects.com/bidding - scroll to Wayne County Replacement Jail to view all the documents.

Deadline for Submittals:

Submit two (2) fully completed applications no later than 3:00 PM (EST), on [DATE TBD].
Applications shall be addressed or delivered to:

Wayne County
Attention: Ryan Preble
224 E. Walnut Street
Goldsboro, North Carolina 27533

The outside of the envelope shall be clearly marked "Prequalification to Bid Package." Timely delivery is the responsibility of the submitting contractors.

The Project:

This Project, the Wayne County Replacement Jail, is generally comprised of, but not limited to, the following work:

1. The project generally consists of a new detention center totaling approximately 109,500 SF. The project is mixed-construction consisting of both Type II-B and Type I-B construction, Group I-3 and Group B occupancy. Construction includes concrete and brick veneer masonry construction with steel framing, interior CMU partitions, TPO roofing, architectural casework, food service equipment, detention equipment, security electronics, and finishes typically associated with a new detention center. The Project includes a kitchen, laundry, vehicle sally port, intake/ booking and steel detention

cells. Sitework includes stormwater management, sidewalks, parking lots, grading, and fencing/gates. Mechanical work includes ductwork, plumbing, sprinkler system, smoke control system, controls, and roof top units. Electrical work includes panelboards, lighting fixtures, fire alarm, emergency generator, power, technology wiring and infrastructure; and security systems (cameras, intercoms, duress, door controls, and touchscreens).

2. Construction is anticipated to begin by January 2023.
3. Substantial Completion is anticipated to be no later than August 2024.

Contractors shall be prequalified without regard to race, religion, color, sex, or national origin, or disability.

END OF INVITATION TO PREQUALIFY TO BID

PART B - PREQUALIFICATION PROCEDURE

for

CONSTRUCTION

of

WAYNE COUNTY REPLACEMENT JAIL

Goldsboro, North Carolina

A. Purpose

1. The Prequalification Procedure has been established pursuant to the General Statutes of North Carolina (143-135.8) and the Wayne County Prequalification Procedure.
2. The contractor must meet the requirements of Chapter 87 of the General Statutes of North Carolina (North Carolina Licensing Requirements) applicable for the contract for which it is seeking prequalification.
3. Prospective **Building Contractors** (Unlimited) are required to comply with the Prequalification Procedure (herein referred to as "Contractor").
4. The purpose of the Prequalification Procedure is to provide the Owner with a mechanism to objectively evaluate and determine which Contractors are qualified to participate in the construction of the Project.
5. Only those Contractors who have duly complied with the Prequalification Procedure and been determined to be qualified will be Prequalified to Bid. Bids submitted by Contractors who have not been prequalified shall be deemed nonresponse.
6. The Project is summarized in the Invitation to Prequalify to Bid.

B. Application

1. Contractors wishing to Prequalify to Bid must submit their "Application" in the following form:
 - a. Application to Prequalify to Bid (Part C)
 - b. Contractor's Qualification Statement and Questionnaire (Part D)
 - c. *Optional*: Contractor's informational or marketing brochure.
2. Submit two (2) copies of the Application and all supporting data.
3. Each copy of the Contractor's Qualification Statement and the Questionnaire shall have **original** signatures (and seals if a corporation) and **original** notarization and seal by a Notary Public.
4. Prequalify to Bid packages are available in accordance with the Invitation to Prequalify to Bid.
5. Applications must be submitted prior to the Deadline for Submittals as described in the Invitation to Prequalify to Bid.
6. Applications, which are non-responsive, incomplete, misleading, incorrect, and/or illegible, may be rejected at the discretion of the Owner. Determination of the completeness of the application will be at the sole discretion of the Owner.

7. The Owner reserves the right to waive any informality and/or to request additional information, at its discretion, from the Contractor.
8. By submitting an Application, the Contractor agrees that the Owner and/or its representative(s) may research the information provided and contact entities associated with such information, at its discretion.

C. Addenda

1. Any clarifications, alterations, or changes made to this package shall not be valid unless included in an Addendum.
2. Addenda will be posted to the project website.
3. No addenda modifying the Prequalify to Bid package will be issued within a period of twenty-four (24) hours prior to the deadline for submittals, excluding Saturdays, Sundays, and legal holidays. If it is necessary to issue an addendum within the twenty-four (24) hour period, the date will be extended without the requirement of re-advertising.
4. Each Contractor shall determine from Moseleyarchitects.com/bidding prior to submitting its Application that it has received all addenda issued and shall acknowledge receipt of same in the Application.

D. Evaluation

1. The objective of the evaluation is to objectively determine which Contractor[s], in the opinion of the Owner and its representative(s), are qualified to perform the Work required for the Project. **Each Contractor retains sole responsibility for adequately demonstrating its own abilities so that it is perceived to be qualified for the Project.**
2. The Owner and/or its representative(s) will objectively evaluate the information contained in the Application. The Architect (Moseley Architects) will be a representative of the Owner. If questions arise concerning the Prequalification Procedure or the Project, contact the Architect (Bryan Payne, AAIA) at bpayne@moseleyarchitects.com for information and clarifications.
3. Perception of the Contractor's qualification to perform will be based (in addition to the other criteria contained herein of the Prequalification Package) on the objective evaluation of the following "experience" criteria (including the experience criteria indicated in Part D of this Prequalification Package):
 - a. Construction Experience:
Correctional/Detention construction:
 - (1) Successful completion of a minimum of two (2) correctional/detention projects in excess of \$20,000,000, total construction value for *each* project, since January 1, 2010.
 - (2) Successful completion of correctional/detention projects of similar size.
 - (3) Successful completion of correctional/detention projects of similar complexity.

- (4) Level of complexity (that is typically associated with a Detention/Correctional facility) shall be defined as, including, but may not be limited to, the following elements: automatic building systems (fire alarm, security, technology wiring and infrastructure, and intercommunications); automatic sprinkler system; masonry construction; premanufactured cells; and mechanically attached roofing; detention equipment; security electronics; and sitework commonly associated with correctional/detention facilities.
- b. Project Management Team Experience (do not include Owners, Principals, Partners, or other executive position[s] unless that person was serving as the Project Manager and/or Site Superintendent at that time):
 - (1) Experience of Project Manager and Site Superintendent of Contractor's staff assigned to the Project.
- c. Past Performance Construction Experience:
 - (1) Actual Substantial Completion date of all projects since January 1, 2010, compared to original Substantial Completion date. Provide additional information offering reasons for not meeting the "original" date, if occurred.
 - (2) Claims/suits history of projects.
- d. Other Experience Information:
 - (1) Available from the Application.
 - (2) Available from research and verification of the information contained in the Application (*may* be performed at the sole discretion of the Owner).
 - (3) Available from sources outside the scope of the Application.
 - (4) Current workload.
 - (5) Financial capabilities.
- 4. Additional information or clarification may be requested after the Application has been submitted. Contractor shall respond to such requests within three (3) calendar days after receipt of such requests.
- 5. The information contained in the Application *may* be researched and verified.
- 6. Information found to be incorrect, misleading, or non-responsive will be sufficient cause to reject the Application at the discretion of the Owner.
- 7. All applications submitted will be evaluated in accordance with the criteria and scoring values shown in the Prequalification Scoring Matrix below. The maximum possible score is 100 points. The minimum score for prequalification is 80 points.

PREQUALIFICATION SCORING MATRIX

<i>Reference</i>	<i>Information Requested</i>	<i>Max Points</i>	<i>Score</i>
Part D – Basic Overview of Firm			
	Name of Company and all company information	5 - Prerequisite	
Part D – Organization, History, and Relevant Experience			
1.1	Number of years in business	7	
1.2	Years in business under current name (and former names)	2	
1.3 – 1.6	Type of company and information (corporation, partnership, solely owned, other)	2	
1.7	Breach of Contracts, convictions, debarments	8	
2.1	Licensing (Jurisdictions, Trade categories, and license numbers)	3	
3.1	Claims and Suits	15	
4.1	Experience – All projects in Progress	15	
4.2 – 4.3	Experience – All applicable/relevant projects completed	20	
4.4	Project Management System	10	
5.1	Surety -Statement of Financial Ability/Capacity	0 – Prerequisite	
5.2	Surety Company Information	0- Prerequisite	
6.1	Financing – Bankruptcy Disclosure	6	
6.2	Financing - Loan/Financing Default Disclosure	7	
Totals:		100 (possible)	

E. Notification of Eligibility for Bidding

1. All Contractors submitting an Application will be notified of the Owner's determination, at least thirty (30) days following the deadline for submission.
2. Bids submitted by Contractors not prequalified to bid shall be deemed nonresponsive.
3. Evaluations will be confidential, pursuant to any laws, statutes, or regulations governing otherwise.
4. The Owner may deny prequalification if the minimum score of 80 is not achieved or if it is determined that the Contractor has provided false information.
5. In the event that a Contractor is denied prequalification, a written notification will state the reason(s) for such denial of prequalification and the factual basis of such reason(s).

F. Prequalification Denial Appeal Process

1. A contractor will be allowed two (2) business days (excluding County holidays) following receipt of notice to file a protest regarding a prequalification denial. Contractors shall follow the procedures described below. Protests that do not follow these procedures shall not be considered. The protest procedure constitutes the sole administrative remedy available to a contractor which did not meet the prequalification requirements.
 - a. All protests must be in writing and signed by the protesting contractor or an authorized Agent. The protest must state the grounds for the protest with specific facts and complete statements of the actions being protested. A description of the relief or corrective action being requested should also be included. All protests shall be submitted to the address provided in Part A- Invitation to Prequalify to Bid.
 - b. Only protests stipulating an issue of fact concerning the following subjects shall be considered; a matter of bias, discrimination or conflict of interest on the part of an evaluator, errors in computing the score, and non-compliance with procedures described in the prequalification document.
2. Upon receipt of a protest, a protest review will be held by the applicable Prequalification Committee as may be established by the Project Manager for Wayne County, and project professionals or consultants to the project. The Prequalification Committee will consider the record and all available facts and issue a decision within ten business days of receipt of the protest. If additional time is required, the protesting party will be notified of the delay.
3. The determination of the protest shall find the protest lacking in merit and uphold the original action; find only technical or harmless errors in the assessment process and uphold the original action; find merit in the specific protest, correct the errors and re-evaluate the assessment scoring. If the re-evaluated scoring determines the contractor deemed prequalified the contractor will be allowed to subsequently bid on the specific project for which they are not prequalified. In that event, formal bids will not be received until a minimum of ten days after the protest is resolved and the protesting contractor is prequalified.

4. If a contractor desires further review after receiving the decision of the Prequalification Committee, the firm may request an administrative review and final decision by the Wayne County Manager or his designee. A written request for administrative review must be received by the County Manager or designee within two (2) business days of the Contractor's decision from the Prequalification Committee. If, upon review, the County Manager or designee determines that the firm meets the criteria for prequalification, the firm shall be notified that it is prequalified to bid on the project. If the County Manager or designee upholds the denial, the Contractor shall be notified in writing and the decision shall be final.

END OF PREQUALIFICATION PROCEDURE

PART C - CONTRACTOR'S APPLICATION TO PREQUALIFY TO BID

- REPRODUCE "THE APPLICATION" ON CONTRACTOR'S LETTERHEAD •

RE: Application to Pre-Qualify to Bid
Wayne County Replacement Jail
Goldsboro, North Carolina

Wayne County
Attention: Ryan Preble
224 E. Walnut Street
Goldsboro, North Carolina 27533

Gentlemen:

The undersigned Contractor, being familiar with the Prequalify to Bid procedures, all requirements, and project summary outlined herein, hereby submits to Prequalify to Bid for Wayne County Replacement Jail, Goldsboro, North Carolina, in accordance with the Prequalify to Bid Package.

The undersigned acknowledges that if the Owner finds this Contractor to be prequalified, it would be based in large part upon satisfying the experience criteria, both for the construction and the Project Management Team.

The undersigned certifies that the Project Management Team identified herein, consisting of the Project Manager and Site Superintendent, will be assigned to this project during construction should this Contractor be the successful bidder. The undersigned agrees that if any members of the Project Management Team are changed from those identified herein, the Owner has the right to perform additional evaluations to determine the qualifications of the proposed replacements; and the Owner has the further right to reject our construction bid if a qualified Project Management Team cannot be agreed upon.

The undersigned further certifies that additional research into this Contractor's history and past work may be performed by Wayne County and/or its representative[s]; this Contractor releases from liability any persons contacted in connection with this prequalify to bid procedure for statements and/or information supplied concerning this Contractor; and that financial, insurance and bonding requirements for the Project can be met.

Following is an enumeration of the documents and information comprising this Application:

1. The Application (this letter).
2. The Contractor's Qualification Statement and Questionnaire (Part D), signed, notarized, and sealed.
3. Attachments as necessary to provide the information required by the Contractor's Qualification Statement and Questionnaire.

Sincerely,

(Authorized Signature of Contractor's Representative)

END OF CONTRACTOR'S APPLICATION TO PREQUALIFY TO BID

**PART D - CONTRACTOR'S QUALIFICATION STATEMENT AND
QUESTIONNAIRE**

Submitted to:

Wayne County
Attention: Ryan Preble
224 E. Walnut Street
Goldsboro, North Carolina 27533

	Parent Organization	Office to Perform Work (If other than parent organization)
Name:		
Mailing Address:		
Street Address: (If other than mailing address)		
Telephone Number: ()		()
Email and/or Website Address:		

Name and telephone number of Contractor's point of contact concerning this questionnaire:

Current number of Contractor's permanent employees of the *office to perform the work*: _____

Check one of the following, as applicable:

☐ Corporation ☐ Partnership ☐ Individual ☐ Joint Venture
☐ Affiliate (list all subsidiaries; parent organization; and affiliates) ☐ Other

1. **ORGANIZATION**

1.1. How many years has the *office to perform the work* been in business as a Contractor?

1.2. How many years has the *office to perform the work* been in business under its present business name?

1.2.1. Under what other or former names has the *office to perform the work* operated?

1.3. If the *office to perform the work* is a corporation, answer the following:

1.3.1. Date of incorporation:

1.3.2. State of incorporation:

1.3.3. President's name, telephone number, and length of time in this position:

1.3.4. Vice President's name, telephone number, and length of time in this position:

1.3.5. Treasurer's name, telephone number, and length of time in this position:

1.4. If the *office to perform the work* is a partnership, answer the following:

1.4.1. Date of organization:

1.4.2. Type of partnership (if applicable):

1.4.3. Name(s) of general partner(s), telephone number, and length of time in this position:

1.5. If the *office to perform the work* is individually owned, answer the following:

1.5.1. Date of organization:

1.5.2. Name of owner, telephone number, and length of time in this position:

1.6. If the form of the *office to perform the work* is other than those listed above, describe it and name the principals:

1.7. If you answer "yes" to any of the following, provide the name, address, phone number, persons to contact, and circumstances related to the question on a separate attachment.

1.7.1. Has the Contractor or any officer, director, or owner thereof, had judgments entered against him within the past ten years for the breach of contracts for governmental or non-governmental construction:

Yes _____ No _____

1.7.2. Has the Contractor or any officer, director, owner, project manager, procurement manager or chief financial officer thereof, been convicted within the past ten years of a crime related to governmental or non-governmental construction:

Yes _____ No _____

1.7.3. Is the Contractor or any officer, director, or owner thereof, currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency of another state or agency of the federal government:

Yes _____ No _____

2. **LICENSING** (local, state, and/or nationwide)

2.1. List jurisdictions and trade categories in which the *office to perform the work* is legally qualified to do business, and indicate registration or license numbers, if applicable.

3. **CLAIMS**

3.1. Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

3.1.1. Has the *office to perform the work* ever failed to complete any work awarded to it?

3.1.2. Have there been any judgments, claims, arbitration proceedings or suits pending or outstanding against the *office to perform the work* or its officers within the last six years?

3.1.3. Has the *office to perform the work* filed any lawsuits or requested arbitration with regard to construction contracts within the last six years?

3.1.4. If the answer to any of the questions under Paragraph 3.1 is yes, provide the name of the Project, Owner, and Architect/Engineer, including Company name, address and phone number, associated with the event.

- 3.1.5. List any federal, state, or local government agencies, which have excluded or barred the *office to perform the work* or any of its members, from bidding on construction projects. (Attach documents as necessary.)

Explain briefly the events leading to such exclusion. (Attach documents as necessary.)

Attach copies of any letters, etc. which rescind exclusions.

- 3.1.6. Has the Contractor ever been denied Prequalification by any Public body in North Carolina in the last six years? If so, provide the date, the name and address of the entity, the reason for denial, and attach a copy of the notice of denial. **[NOTE: Please provide accurate and complete information when responding to this question. The Owner and Architect have prequalified numerous projects in the past, and maintain a database of those Contractors whom have been disqualified on those projects; as well as other projects. Incorrect and/or misleading information are grounds for possible rejection.]**
- 3.1.7. Has the Contractor ever been alleged to have been in substantial noncompliance with the terms and conditions of a prior construction contract with a public body?
- 3.1.8. Have the North Carolina Qualifications Board, OSHA, or any other regulating agency found the Contractor to be in violation of applicable safety violations associated with the any construction project.

If so, provide the name of the Project, Owner and Architect/Engineer, including Company name, address and phone number, associated with the contract, and an explanation of the allegations and any resolution or current status of such allegations.

4. EXPERIENCE

- 4.1. List *all* construction projects that **the specific office which will perform this work** has *in progress*. Do **not** include projects being performed by a home office or branch office other than the specific office that will perform this work. Include for each project listed, the following:
- 4.1.1. Owner's name, address, project location, and contact person with phone number of each project. (This is critical information and will expedite the evaluation process, should the Owner and/or Architect contact the reference.)
- 4.1.2. Total construction Contract Amount.

- 4.1.3. Architect's firm name, telephone number, and appropriate contact person. (This is critical information and will expedite the evaluation process, should the Owner and/or Architect contact the reference.)
 - 4.1.4. Name of the Project Manager and Site Superintendent who had direct responsibility for said project[s].
 - 4.1.5. Clearly indicate those projects which will receive involvement of the *Project Management Team* for this project as indicated under Subparagraph 4.4.1:
- 4.2. Attach a list of all projects (detention, or otherwise) in excess of \$20,000,000, total construction value, that the *office to perform the work* has successfully completed since January 1, 2010; and that had involvement of one or more of those identified as the Project Management Team.
- For paragraph 4.2, limit the list to projects performed by **the Project Management Team** or any member of the Project Management Team. Do not include projects being performed by a home office, branch office other than the specific office that will perform this work, or **projects that did not involve one or both of those identified as the Project Management Team**. Include for each project listed, the following:
- 4.2.1. Owner's name, address, project location, and contact person with phone number of each project. (This is critical information and will expedite the evaluation process, should the Owner and/or Architect contact the reference.)
 - 4.2.2. Total construction Contract Amount.
 - 4.2.3. Architect's firm name, telephone number, and appropriate contact person. (This is critical information and will expedite the evaluation process, should the Owner and/or Architect contact the reference.)
 - 4.2.4. Name of the Project Manager and Site Superintendent who had direct responsibility for said project[s].
 - 4.2.5. Original construction contract substantial completion date and the actual substantial completion date of each project. If project was not substantially completed on time, please explain why.
- 4.3. If the *office to perform the work* has **few or no completed** projects responsive to paragraph 4.2, provide the same information indicated above on other projects you contend are relevant for the Owner to consider regarding the scope, project complexity, and nature of your experience.

4.4. Describe the management system and scheduling techniques which would be employed to assure that this Project is maintained on schedule and with sufficient quality control and safety management systems:

4.4.1. Attach a listing of the personnel that are to comprise the Project Management Team (*i.e.*, Project Manager and Site Superintendent) for this project. Include the following information for each team member:

4.4.1.1. Name, general qualifications, and résumé.

4.4.1.2. Position and duties within proposed Team.

4.4.1.3. Length of time with the *office to perform the work*.

4.4.1.4. Experience, limited to those projects that comply with Part B, Item D3; and Part D, Item 4.2

4.4.1.5. Experience for all projects.

5. SURETY

5.1. Certify below that the Contractor will have sufficient financial ability to perform the contract that would result from such procurement; and if a bond is required to ensure performance of a contract, that the Contractor can acquire a surety bond from a corporation included on the United States Treasury list of acceptable surety corporations in the amount and type (100% Performance and Payment Bond) required by the public body; and shall be sufficient to establish the financial ability of such Contractor to perform the contract resulting from such procurement.

Yes _____ No _____

5.2. Surety:

5.2.1. Name of surety/bonding company:

5.2.1.1. Rating of surety/bonding company (according to Bests Key Rating Guide; list other recognized rating company if not from above.)

5.2.2. Name, address, and phone number of agent:

5.2.3. Current bonding capacity with a contract surety/bonding company:

5.2.3.1. For any single project:

5.2.3.2. For all projects:

5.2.3.3. Current line of bonding credit that company has extended to the Contractor (*i.e.*, current outstanding bonds).

5.2.4. Have Performance or Payment Bond claims been made to a surety for this Contractor on any project, past or present, within the last six years? If the answer is yes, please describe the claim, provide the name and address of the company or person making the claim, and state the resolution of the claim.

5.2.5. Has any company refused to bond the Contractor on any project in the last six years? If the answer is yes, provide the name and address of the surety company and specify the reasons given for the refusal:

6. **FINANCING** (*Financial information will be kept confidential*)

6.1. Has the Contractor ever had a Bankruptcy Petition filed in its name, voluntarily or involuntarily?

Yes _____ No _____

6.1.1. If the answer is yes, specify the date, circumstances, and resolution.

6.2. Is the Contractor currently in default on any loan agreement or financing agreement with any bank, financial institution, surety, or other entity?

Yes _____ No _____

6.2.1. If the answer is yes, specify details, circumstances, and prospects for resolution.

7. OTHER

- 7.1. List and/or attach any additional information that the Contractor believes will assist the Owner in evaluating its qualifications for this Project.

The undersigned hereby acknowledges receipt of Addenda (if any):

Addendum No. _____, dated _____

Addendum No. _____, dated _____

Addendum No. _____, dated _____

The undersigned Contractor is/will be a Building Contractor (Unlimited) under the North Carolina Code of Laws. The undersigned Contractor agrees to comply with and be bound by this Prequalification Procedure. The undersigned hereby agrees that the Prequalification Procedure does not constitute or give rise to any contract with Wayne County.

The undersigned certifies under oath that the information contained in the Application, Qualification Statement, and Questionnaire and attachments thereto, and any other information submitted with this Application is complete, true, and correct so as not to be misleading or untruthful.

(Firm Name) (Seal if Corporation)

(Address)

(City, State, Zip Code)

(Signature)

(Title) _____ Date

NOTARY:

STATE of _____, County of _____.

Subscribed and sworn to before me this _____ day of _____, 2020.

Notary Public Signature

My Commission expires _____.

Notary Seal

END OF CONTRACTOR'S QUALIFICATION STATEMENT AND QUESTIONNAIRE

County of Wayne



PREQUALIFICATION POLICY

Updated & Approved by the Board of Commissioners
October 19, 2021

Prequalification Policy-Capital Improvement Projects

1. Purpose

North Carolina General Statute 143-135.8 allows for the prequalification of bidders for any construction or repair project undertaken by a governmental entity when the board or governing body adopts an objective prequalification policy.

The purpose of this prequalification process is to impartially evaluate a contractor, and to properly determine by its responsible business practices, work experience, manpower, and equipment that it is qualified to bid on a construction project. The award of contracts should be the result of open competition in bidding; impartiality in the selection of contractors; integrity in business practices; and, skillful and safe performance of public contracts.

2. Applicability

The County may utilize this policy as needed for construction and repair projects when using either Separate-prime bidding, Single-prime bidding, or Dual bidding as listed in G.S. 143-128(a1)(1) through 143-128(a1)(3). If a grant funded project has specific procedures or policies the County shall follow those if required.

This policy applies to all Wayne County departments and employees. Where there is conflict with any department-specific policy, this document will supersede.

3. Policy

3.1 Application

Each prospective bidder on contracts (also called "firm" or "applicant" below) identified for prequalification by the Bid Agent shall apply on the approved prequalification application form in order to become prequalified. The process for awarding first tier subcontractors by construction managers pursuant to the Construction Manager at Risk ("CM at Risk") process shall follow guidelines and forms laid out in the North Carolina State Construction Manual.

- 3.1.1 The prequalification application form will require information to be provided on the ownership of the firm, experience of firm's personnel, any affiliations with other construction firms, bonding

capacity, financial resources, the type of work performed by the firm, and other objective criteria rationally related to the particular contract to be awarded.

- 3.1.2 The Bid Agent shall ensure that applications prepared for the projects comply with this policy and State law. The application is to be submitted by the deadline established in the notice of prequalification. The act of submitting the application does not automatically permit the firm to submit a bid. Incomplete applications will be rejected or returned for further detail or correction in the sole discretion of the County.
- 3.1.3 The Bid Agent shall solicit directly for the prequalification vendors certified by the State Office of Historically Underutilized Businesses (HUB), along with those that have identified themselves as a Woman or Minority-Owned Business Enterprise (WMBE) with the County, and provide the services needed for the project. This should be done in addition to any other processes or advertisements used to identify and solicit potential bidders.

3.2 Assessment and Scoring of Applications

The prequalification application form, assessment tool and criteria scoring system shall be developed and adopted by the Purchasing Department for each project and by the County Manager or designee for each specific project of other County departments. The assessment tool will include the prequalification scoring values and minimum required score for prequalification on that project. The application shall, at a minimum, address the following items:

- 3.2.1 *Organizational Structure* - The firm shall provide a list of all owners, officers, partners, or individuals authorized to represent, conduct business, or sign legal documents for the firm. This list must include the full legal name, typed or printed in a clear legible form. Firms experiencing changes in ownership, organizational structure, or material changes in assets must inform the Bid Agent prior to the award of a contract. Failure of the firm to comply with this requirement may result in the termination of any contract awarded by the County.
- 3.2.2 *Classification* - The firm shall indicate the type(s) of work the firm's workforce and equipment normally perform, licensure, and other pertinent information.
- 3.2.3 *Experience* - The firm shall furnish a history documenting experience with projects of similar size, scope, or complexity involving the type(s) of work for which prequalification is requested.
- 3.2.4 *Litigation/Claims* - The firm will be required to submit information regarding its litigation history, including litigation with owners and subcontractors.

- 3.2.5 *Timeliness* - Firms must provide information on its success at completing projects on time, including the payment of liquidated damages.
- 3.2.6 *Capacity* - Firms shall demonstrate sufficient bonding capacity, insurance and resources for the project. Firms must provide relevant information on the personnel that will be directly responsible for the work, including the location of the office that will be primarily responsible for work.
- 3.2.7 *Safety* - Firms shall also demonstrate an acceptable safety history. Firms must provide copies of any complaints, safety violations or reports from the North Carolina Qualifications Board, OSHA, or any other regulating agency associated with any construction project.
- 3.2.8 *Legal Authorization* - The Applicant must provide a copy of their North Carolina Contractor's License. If a statement is required, the Applicant shall identify the states in which they are licensed for this type of work.

3.3 Prequalification Committee

The Project Manager shall establish a Prequalification Committee for each project to review and score applications submitted by the firms to determine the prequalification eligibility.

- 3.3.1 *Review of Applications* - The Prequalification Committee shall use an objective assessment process and criteria for that specific project.
 - 3.3.1.1 The prequalification criteria shall not require the firm to have previously been awarded a construction or repair project by the County.
 - 3.3.1.2 The prequalification criteria used by the Prequalification Committee shall include prequalification scoring values and the minimum required score to be prequalified for the project.
 - 3.3.1.3 The Prequalification Committee shall approve or deny the applications in accordance with the prequalification criteria and scoring system.
- 3.3.2 *Notice of Decision* - All firms that submitted applications for prequalification shall be promptly notified of the prequalification committee's decision, including the reason for denial if applicable, via e-mail. Notice shall be provided prior to the advertisement of bids for the project and with sufficient time for the firm to protest the denial of prequalification.
- 3.3.3 *Informal Meeting* - Upon denial, the applicant may request an informal meeting with the County to receive feedback and suggestions for improvement.

3.3.4 *Protest* - Firms wishing to protest the decision shall follow the protest process described below.

3.4 Protests

The firm may protest the denial of prequalification as noted below.

3.4.1 *General Rules for Protests*

- 3.4.1.1 Firms submitting prequalification applications shall be provided an e-mail address for communication with the Project Manager during the protest process.
- 3.4.1.2 The firm shall provide at least two e-mail addresses for use by the Project Manager in communicating with the firm. All decisions related to protests or administrative review will be communicated to the firm via e-mail.
- 3.4.1.3 All written protests or requests for administrative review shall clearly identify the project and the Project Manager, clearly articulate the reasons for the review, and attach any documents or additional information in support of the firm's position.
- 3.4.1.4 The bid opening cannot occur until the protest process is completed. The bid opening must be scheduled in order to allow sufficient time for a bidder that is prequalified as a result of a protest to submit a bid on that project. Bids received from firms who have been ruled disqualified to bid shall not be opened.
- 3.4.1.5 A firm's failure to comply with any requirements of the protest procedures of this section shall result in the firm's protest being terminated and considered resolved.

3.4.2 *Initial Protest*

- 3.4.2.1 A written protest must be received by the Project Manager, or designee, within two business days of notice of denial. The Project Manager, or designee, will contact the firm and set up a date and time to discuss the protest.
- 3.4.2.2 If upon review, the Project Manager, or designee, determines that the firm meets the criteria for prequalification, the firm shall be notified that it is prequalified to bid on the project, and allowed to participate in the bid process.
- 3.4.2.3 If the Project Manager, or designee, upholds the denial, the firm shall be notified in writing by e-mail.

3.4.3 *Request for Administrative Review (Final Protest)*

- 3.4.3.1 If the firm desires further review after receiving the decision of the Project Manager, the firm may request an administrative review and final decision by the County Manager or designee. A written request for administrative review must be received by the County Manager or designee within two business days of the firm's receipt of the decision from the Project Manager, or designee. The County Manager or designee will contact the firm and set up a date and time for the administrative review.
- 3.4.3.2 If, upon review, the County Manager or designee determines that the firm meets the criteria for prequalification, the firm shall be notified that it is prequalified to bid on the project and allowed to participate in the bid process.
- 3.4.3.3 If the County Manager or designee upholds the denial, the firm shall be notified in writing by e-mail. The decision of the County Manager or designee on the protest shall be final.

4 Policy Non-Compliance

Employees willfully violating the terms and conditions of this policy may be subject to appropriate disciplinary action, up to and including dismissal.

5 Definitions

- 5.1 *Bid Agent* – Person assigned the responsibility to prepare the request for qualification, bid, and contract documents, advertise bids and proposals, and open bids for contracts under the direction of the Project Manager. The Bid Agent may be an employee of the County or a professional services consultant retained by the County under an approved contract.
- 5.2 *Prequalification* – A process of evaluating and determining whether potential bidders have the skill, judgment, integrity, sufficient financial resources, and ability necessary for the faithful performance of a contract for construction or repair work.
- 5.3 *Project Manager* – Employee of the department responsible for a construction, repair, or purchasing project requiring a contract who shall be assigned the responsibility for managing the project and representing the department in matters relating to the project.

§ 143-135.8. Prequalification.

(a) Except as provided in this section, bidders may not be prequalified for any construction or repair work project.

(b) A governmental entity may prequalify bidders for a particular construction or repair work project when all of the following apply:

- (1) The governmental entity is using one of the construction methods authorized in G.S. 143-128(a1)(1) through G.S. 143-128(a1)(3).
- (2) The board or governing body of the governmental entity adopts an objective prequalification policy applicable to all construction or repair work prior to the advertisement of the contract for which the governmental entity intends to prequalify bidders.
- (3) The governmental entity has adopted the assessment tool and criteria for that specific project, which must include the prequalification scoring values and minimum required score for prequalification on that project.

(c) The objective prequalification policy adopted by a governmental entity pursuant to subdivision (2) of subsection (b) of this section shall meet all of the following criteria:

- (1) Must be uniform, consistent, and transparent in its application to all bidders.
- (2) Must allow all bidders who meet the prequalification criteria to be prequalified to bid on the construction or repair work project.
- (3) Clearly state the prequalification criteria, which must comply with all of the following:
 - a. Be rationally related to construction or repair work.
 - b. Not require that the bidder has previously been awarded a construction or repair project by the governmental entity.
 - c. Permit bidders to submit history or experience with projects of similar size, scope, or complexity.
- (4) Clearly state the assessment process of the criteria to be used.
- (5) Establish a process for a denied bidder to protest to the governmental entity denial of prequalification, which process shall be completed prior to the opening of bids under G.S. 143-129(b) and which allows sufficient time for a bidder subsequently prequalified pursuant to a protest to submit a bid on the contract for which the bidder is subsequently prequalified.
- (6) Outline a process by which the basis for denial of prequalification will be communicated in writing, upon request, to a bidder who is denied prequalification.

(d) If the governmental entity opts to prequalify bidders, bids submitted by any bidder not prequalified shall be deemed nonresponsive. This subsection shall not apply to bidders initially denied prequalification that are subsequently prequalified pursuant to a protest under the governmental entity's prequalification policy.

(e) Prequalification may not be used for the selection of any qualification-based services under Article 3D of this Chapter, G.S. 143-128.1A, G.S. 143-128.1B, G.S. 143-128.1C, or the selection of the construction manager at risk under G.S. 143-128.1.

(f) For purposes of this section, the following definitions shall apply:

- (1) Governmental entity. – As defined in G.S. 143-128.1B(a)(6).
- (2) Prequalification. – A process of evaluating and determining whether potential bidders have the skill, judgment, integrity, sufficient financial resources, and ability necessary to the faithful performance of a contract for construction or repair work. (1995, c. 367, s. 8; 2014-42, s. 1.)

**NOTICE
FILING OF BUDGET ESTIMATE AND PUBLIC HEARING**

Notice is hereby given the County Manager's proposed budget for Wayne County for the fiscal year beginning July 1, 2022 was presented to the Wayne County Board of Commissioners on May 17, 2022, and a copy thereof is on file for public inspection in the office of the Clerk to the Board in Room 470 in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina. The budget is also available on the county website at www.waynegov.com.

Notice is hereby given the Wayne County Board of Commissioners will hold a public hearing at 9:30 a.m. on Tuesday, June 7, 2022 in the Commissioners' Meeting Room in the Wayne County Courthouse Annex, 224 E. Walnut Street, Goldsboro, North Carolina, at which time all citizens have a right to appear and give oral or written comments pertaining thereto. The Public may view the hearing in the on www.waynegov.com.

Written comments may be made to the Clerk to the Wayne County Board of Commissioners before the public hearing. The Clerk will make those written comments available to all members of the Wayne County Board of Commissioners prior to the Wayne County Board of Commissioners' vote on the budget.

WAYNE COUNTY BOARD OF COMMISSIONERS

Carol Bowden, Clerk to the Board

P.O. Box 227

Goldsboro, NC 27533-0227

carol.bowden@waynegov.com

May 17, 2022

Publish Date May 20, 2022



TO: Wayne County Board of Commissioners

FROM: Noelle Woods, Wayne County Purchasing Manager

DATE: May 9, 2022

SUBJECT: Award for Grant Administration Service Related to the Community Development Block Grant-Neighborhood Revitalization (CDBG-NR) Project.

A Request for Proposals was sent out on March 11, 2022 and opened on April 12th. We received two proposals from RSM Harris Goldsboro, NC and Insight Wilmington, NC. The review committee respectfully request awarding to RSM Harris.