

AGENDA
GRANVILLE COUNTY BOARD OF COMMISSIONERS

Monday, June 19, 2023



Call to order @ 7:00 p.m.....Chair Russ May
Invocation and Pledge of Allegiance.....Commissioner Jimmy Gooch

Consent Agenda

1. Budget Amendment #8 for Fiscal Year 2022-2023 (p. 3)

Introductions, Recognitions and Presentations

2. Recognition of Jonathan David Hayes, Jr. (p. 9)
3. Recognition of Keegan Rapp, Lead for North Carolina Fellow (p. 11)

Public Comments

4. Public Comments (p. 12)

Grant Matters

5. Home & Community Care Block Grant (p. 13)

Sheriff Matters

6. Personnel Action (p. 17)

Social Services Matters

7. Approval of Purchase of DSS Child Support Furniture (p. 29)

Solid Waste Matters

8. Award and Approval of Brush Grinding Contract (p. 32)

Appointments

9. Aeronautics Authority of the City of Henderson, City of Oxford, County of Granville and County of Vance (p. 55)
10. Granville County Fire Commission (p. 56)
11. Granville County Jury Commission (p.58)
12. Granville County Planning Board (p. 59)

- 13. Kerr-Tar Workforce Development Board (p. 60)
- 14. Vance-Granville Community College Board of Trustees (p. 63)
- 15. NACo Voting Delegate (p. 64)

County Manager's Report

- 16. Amplifund Grant Management Software Contract (p. 65)
- 17. Fire Department Contract (p. 81)
- 18. County Manager's Report (p. 84)

County Attorney's Report

- 19. Approval of Final Order Granting Major Special Use Permit (p. 85)
- 20. Request to Approve Amendment to Substitute Equipment on Charlie Stovall Road Tower (p. 86)
- 21. County Attorney's Report (p. 87)

Presentations by County Board Members

- 22. Presentations by County Board Members (p. 88)

Any Other Matters

- 23. Any Other Matters (p. 89)



Granville County Finance

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Steve McNally
Department: Finance
Date: June 19, 2023
Title: Budget Amendment #8 for Fiscal Year 2022-2023

PURPOSE:

To approve budget amendment #8

BACKGROUND:

As described in G.S. 159-15, these are amendments to the FY 2022-2023 operating budget presented by various operating departments, the Finance department, and the County Board of Commissioners. These update the existing budget to reflect necessary changes in spending and offsetting sources of funding, which result in a balanced budget.

These amendments include:

Reallocate salaries between departments to cover the four-day overlap in pay, as part of the payroll conversion from monthly to bi-weekly so that no department will exceed its salary budget.

Reallocate salaries between public safety departments to cover overtime expenditures incurred by the Sheriff's department.

Per GASB 96 requirements, recognize the expenditure and corresponding funding for the creation of Subscription Based Information Technology Agreement (SBITA) accounting assets for the following agreements:

DEPARTMENT	AGREEMENT
Information Technology	KnowB4
Register of Deeds	Indexing System
Parks and Grounds	CivicRec
Sheriff	Records Management System
Finance	DebtBook
Sheriff	BioMetric Scanning
Non-Departmental	Tyler Payroll-HR

The funding for these salary adjustments (\$167,000 in total) consists of inter-departmental transfers which net to zero and are being done all within the current year FY 2022-23. The \$251,729 in funding

for the SBITA amendment is essentially an accounting entry offsetting an expenditure accounting entry. There is no impact on unassigned fund balance of the General Fund from these amendments.

RECOMMENDATION:

The Finance Director and County Manager recommend approval of budget amendment #8.

ATTACHMENTS:

BA #8 - 6-19-23

BA #8 Summary

ACTION TAKEN:

Budget approved July 1	\$80,743,514
Budget modified to date (through BA #7)	\$98,479,220
+ BA#8 - GASB 96 establishment of subscription assets	\$251,729
Budget modified as a result of this amendment	\$98,730,949

Unassigned Fund Balance as of July 1	\$27,206,114
Unassigned Fund Balance modified to date	\$22,004,465
Unassigned Fund Balance as a result of this BA	\$22,004,465

BA #8 SUMMARY

Expenditures

General Government	\$16,062
Public Safety	\$57,572
Community Services	\$30,600
Human Services	-\$16,200
Area Projects and Other Appropriations	\$163,695
	<u>\$251,729</u>

Revenue

Other Financing Sources: Subscriptions	\$251,729
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Appropriation of Fund Balance	\$0
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Budget Amendment #8
06/19/2023

Be it ordained, the FY 2022-2023 Annual Budget Ordinance is hereby amended as follows:

GENERAL FUND

Expenditures: Increase/(Decrease)

General Government

IT	(12,523)
Board of Elections	(17,600)
Finance	23,223
Human Resources	500
Internal Auditor	1,000
Register of Deeds	20,462
General Services	1,000

Public Safety

Sheriff's Department	130,572
Detention Center	(50,000)
Emergency Management	7,000
911 Operations	(50,000)
Addressing / GIS	1,000
Animal Control	19,000

Community Services

Soil Conservation Program	2,000
4-H Best	1,800
County Library System	8,600
Jonesland Park Operation	5,700
Planning	5,500
Inspections	7,000

Human Services

Social Services	(25,000)
Veterans Services	2,000
Oxford Senior Center	2,600
Senior Center - South	4,200

Area Projects and Other Appropriations

Non-Departmental	163,695
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Total Expenditures

251,729

Revenues: Increase/(Decrease)

Investment Earnings & Operating Transfers In	251,729
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Total Revenues

251,729

LANDFILL

Expenditures: Increase/(Decrease)

Landfill Operations	4,000
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Total Expenditures

4,000

Revenues: Increase/(Decrease)

Appropriated Fund Balance	4,000
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Total Revenues

4,000

Budget Amendment #8

(For reference only)

Balance

General Fund/Multiple departments

Expenditures: Increase/ (Decrease)

10	4110	121	Salaries	2,200	85,220
10	4125	121	Salaries	500	146,729
10	4130	121	Salaries	1,200	310,262
10	4135	121	Salaries	1,000	79,610
10	4260	121	Salaries	1,000	160,121
10	4330	121	Salaries	7,000	255,933
10	4350	121	Salaries	7,000	574,099
10	4380	121	Salaries	19,000	415,579
10	4396	121	Salaries	1,000	64,966
10	4910	121	Salaries	5,500	312,430
10	4961	121	Salaries	2,000	54,246
10	5820	121	Salaries	2,000	89,356
10	5831	121	Salaries	1,800	46,825
10	5860	121	Salaries	2,600	346,757
10	5870	121	Salaries	4,200	59,726
10	6110	121	Salaries	8,600	648,978
10	6130	121	Salaries	1,000	223,936
10	5300	121	Salaries	(25,000)	4,581,872
10	4122	121	Salaries	(15,000)	252,011
10	4120	121	Salaries	(10,000)	454,353
10	4170	121	Salaries	(17,600)	189,506

Description: Reallocate salary funds between departments to cover the four day overlap in pay, as part of the payroll conversion from monthly to bi-weekly so that no department will exceed its salary budget.

General Fund/Sheriff

Expenditures: Increase/ (Decrease)

4310	122	Overtime	100,000	182,500
4320	121	Salaries	(50,000)	1,752,490
4390	121	Salaries	(50,000)	910,000

Description: Reallocate salaries funds between public safety departments to cover overtime expenditures incurred the Sheriff department.

General Fund/IT

Expenditures: Increase/ (Decrease)

10	4122	845	Expenditure: Subscriptions	2,477	2,477
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Revenues: Increase/ (Decrease)

10	3800	000	Other Financing Sources: Subscription	\$2,477	2,477
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General Fund/Register of Deeds

Expenditures: Increase/ (Decrease)

10	4180	845	Expenditure: Subscriptions	\$20,462	20,462
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Revenues: Increase/ (Decrease)

10	3800	000	Other Financing Sources: Subscription	\$20,462	22,939
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General Fund/Recreation

Expenditures: Increase/ (Decrease)

10 6130	845	Expenditure: Subscriptions	\$6,065	6,065
10 6130	853	Initial Implementation Stage Outlay	(1,365)	(1,365)
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$4,700	27,639
General Fund/Sheriff				
Expenditures: Increase/ (Decrease)				
10 4310	845	Expenditure: Subscriptions	29,290	29,290
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$29,290	56,929
General Fund/Finance				
Expenditures: Increase/ (Decrease)				
10 4130	845	Expenditure: Subscriptions	22,023	22,023
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$22,023	78,952
General Fund/Sheriff				
Expenditures: Increase/ (Decrease)				
10 4310	845	Expenditure: Subscriptions	1,282	1,282
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$1,282	80,234
General Fund/Non-Departmental				
Expenditures: Increase/ (Decrease)				
10 8540	845	Expenditure: Subscriptions	338,305	338,305
10 8540	853	Initial Implementation Stage Outlay	(166,810)	(168,175)
Revenues: Increase/ (Decrease)				
10 3800	000	Other Financing Sources: Subscription	\$171,495	251,729

Description : Per GASB 96 requirements, recognize the expenditure and corresponding funding for the creation of Subscription Based Information Technology Agreement (SBITA) assets for the following agreements:

Department	Arrangement
Information Technology	KnowB4
Register of Deeds	Indexing System
Parks and Grounds	CivicRec
Sheriff	RMS
Finance	DebtBook
Sheriff	BioMetric Scanning
Non-Department	Tyler - Software - HR -Payroll

Landfill

Expenditures: Increase/ (Decrease)				
60 4725	121	Salaries	2,000	179,842
60 4729	121	Salaries	2,000	49,058
Revenues: Increase/ (Decrease)				
60 3991	991	Appropriated Fund Bal	\$4,000	1,944,000

Description: Provide funding to cover the four day overlap in pay, as part of the payroll conversion from monthly to bi-weekly.



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: Recognition of Jonathan David Hayes, Jr.

PURPOSE:

To recognize Jonathan David "JJ" Hayes for achieving the rank of Eagle Scout and other accomplishments.

BACKGROUND:

Jonathan "JJ" Hayes was found worthy of the rank of Eagle Scout on April 20, 2023. The Eagle Scout Court of Honor will be held on June 24, 2023. The Board of Commissioners would like to recognize and acknowledge his achievement and present him with a proclamation.

ATTACHMENTS:

Proclamation

ACTION TAKEN:

RUSS MAY
Chairman
District 5

TIMOTHY KARAN
Vice-Chair
District 6

ZELODIS JAY
Commissioner
District 1

ROB WILLIFORD
Commissioner
District 2



SUE HINMAN
Commissioner
District 3

TONY W. COZART
Commissioner
District 4

JIMMY GOOCH
Commissioner
District 7

BOARD OF COMMISSIONERS

104 Belle Street
Oxford, NC 27565

**Proclamation Honoring Eagle Scout
Jonathan David Hayes, Jr.**

WHEREAS, rising high school senior Jonathan David Hayes, Jr., took the old Steve Miller Band's song "Fly Like an Eagle" to heart. His strong integrity and humility can be contributed to him being a member of the Scouts at an early age, but it began with the insight of his parents Jon and Danielle Hayes, noticing and nurturing his talents; and

WHEREAS, ten years of service in Troop 416, Jonathan worked his way up to serve in many leadership positions, including Senior Patrol Leader, Troop Guide, Assistant Senior Patrol Leader, Patrol Leader, and Chaplain's Aid, all while in the same decade, he was also serving his community by working on different community projects; and

WHEREAS, with his sense of community, JJ as he is so lovingly called, worked on projects such as: helping with replacing one of the roofs at the Oxford Masonic Home for Children, helping build a horse shelter at the Shepherd Youth Ranch in Creedmoor, NC, and assisting in collecting and retiring hundreds of American Flags in the Creedmoor, Butner and Stem communities, and lending a hand in many other beautification and clean-up projects, but this by no ways eclipse his achievements as a Scout in Troop 416; and

WHEREAS, JJ has been awarded the National Outdoor Achievement Award for Camping and the National Outdoor Achievement Award for Hiking; and with at least 25 nights of camping, hundreds of trekked miles behind him, community service, and good citizenship, Jonathan David Hayes, Jr., achieved the Rank of Eagle Scout. He, of course, went above the required 21 Merit Badges to achieve the Eagle Scout rank. He acquired 56; and

WHEREAS JJ's way of excellence filtered over into his academics as a member of the National Honor Society and the National Technical Honor Society. He is also a Scholar Athlete and is graduating in the top 10 of his 2024 senior graduating class at South Granville High School, and along the way, he played JV Football and Soccer; and

WHEREAS, as Captain of the Varsity Wrestling team, he led his team to two consecutive conference tournament championships, and represented South Granville at the NCHSAA Individual 2A Regional Tournament and the 2A State Tournament, placing him in the top 16 wrestlers in the state of NC in his weight class; and

NOW, THEREFORE, BE IT RESOLVED, that the Granville County Board of Commissioners, extends its sincere congratulations to Jonathan David Hayes, Jr. for achieving the rank of Eagle Scout and for his academic and community accomplishments.

This the 19th day of June 2023

Attest:

Debra A. Weary
Clerk to the Board

Russ May, Chairman
Granville County Board of Commissioners



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Korena Weichel, Assistant County Manager
Department: Administration
Date: June 19, 2023
Title: Recognition of Keegan Rapp, Lead for North Carolina Fellow

PURPOSE:

To recognize Keegan Rapp's contribution to Granville County during his 2022/2023 Lead for North Carolina Fellowship.

BACKGROUND:

The Lead for North Carolina fellowship program year ends on June 30, 2023 and Keegan will be leaving Granville County to pursue certification to teach English as a foreign language and begin teaching abroad at a rural high school in Japan for one year. Keegan's next educational goal is to attend the MPA program at UNC Chapel Hill.

During his time with Granville County this past eleven months, Keegan worked with administration, library, and cooperative extension on a variety of assignments. He managed the request for proposals process for the Granville Athletic Park ADA transition plan, provided research and editorial content for the strategic plan updates and other county projects, persevered to eventually sign-on 29 partners for the Library System's Farm to Fridge program, and assisted with numerous teen leadership initiatives.

The Board wishes to thank Keegan Rapp for choosing Granville County for his Lead for North Carolina Fellowship.



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **Public Comments**

PURPOSE:

The Granville County Board of Commissioners is committed to allowing members of the public an opportunity to offer comments and suggestions for the efficient and effective administration of government.

Public comments are limited to 3 minutes.

ACTION TAKEN:



Granville County Senior Services

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Kathy May
Department: Senior Services
Date: June 19, 2023
Title: Home & Community Care Block Grant

PURPOSE:

To consider approving the Local County Funding Plan for the fiscal year 2023-2024 Home and Community Care Block Grant.

BACKGROUND:

Need approval of the County Funding Plan for the Home and Community Care Block Grant: \$511,251, plus \$56,806 county match to provide community-based services such as transportation, nutrition, in-home aide services, home ramps, and senior center operations.

North Carolina General Statute 143B-181.1(a)(11) establishes a Home and Community Care Block Grant for Older Adults to be administered by the North Carolina Division of Aging. This legislation is the result of a recommendation made by the Department of Human Resources (DHR) Advisory Committee on Home and Community Care, a broad-based state level advisory committee established in 1989 by North Carolina General Statute 143B-181.9A. This committee was charged with, among other things, developing a "common funding stream" for services to older North Carolinians.

The Home and Community Care Block Grant, effective July 1, 1992, is comprised of funding for in-home and community-based services currently available through the Division of Aging as well as a portion of funding targeted for in-home and community-based services previously administered by the North Carolina Division of Social Services. Older Americans Act funds constitute approximately 45% of Home and Community Care Block Grant funding and are intended to develop and enhance comprehensive and coordinated community-based systems of services, opportunities, and protections for older adults. Future funds appropriated by the General Assembly for this purpose will also be included in the Home and Community Care Block Grant. Area Agencies on Aging will fund county programs on aging through grant agreements with Boards of County Commissioners and community service providers.

The block grant gives County Commissioners maximum discretion in deciding how aging funds will be administered and budgeted in the county. By endorsing a local Funding Plan, Boards of County Commissioners will define the services to be provided, determine funding levels for services, and identify the community service providers to be involved with providing Home and Community Care Block Grant services.

FUNDING:

Grant Funding

RECOMMENDATION:

Senior Services Director recommends approval of the distribution of the fiscal year 2023-2024 Home and Community Care Block Grant in the amount of \$511,251 with the required County match of \$56,806 as shown in the attached County Funding Plan.

ATTACHMENTS:

Letter from Kathy May regarding Home and Community Care Block Grant
County Funding Plan 2023-2024

ACTION TAKEN:



Granville SENIOR SERVICES County

Kathy B. May
Director

Assisting older Adults and their Families for over 35 years

MEMORANDUM

To: Drew Cummings, County Manager
From: Kathy B. May, Senior Services Director
Date: June 6, 2023

Because the Department of Senior Services is the agency with lead responsibility for planning and coordinating the County Funding Plan for the yearly allocation that comes to Granville County through the Home and Community Care Block Grant, I am presenting the following information for the Board's information, review and approval.

- 1- We are still working with the current year funding level, as the new amount for next FY has not yet been released. The current level is \$511,251.
- 2- The allocation requires a 10% local match that is already in the budget.
- 3- I met with our Funding Plan Committee on May 22nd to develop a plan of distribution of these funds to submit to the Board.
- 4- Please see the attached documents that show the suggested distribution.
- 5- This funding is a combination of federal and state dollars and is funneled to us through the Kerr-Tar Area Agency on Aging (under the umbrella of the Council of Governments).
- 6- The money comes to us monthly as a reimbursement, based on records we provide the AAA at the end of each month.

I am happy to answer any questions.

Granville County Senior Center
107 Lanier Street
P.O. Box 1287
Oxford, North Carolina 27565
(919) 693-1930

North Granville Senior Center
318 Hwy. 15 South
Stovall, North Carolina 27582
(919) 693-3383

South Granville Senior Center
114 Douglas Drive
P.O. Box 766
Creedmoor, North Carolina 27522
(919) 528-0848

NAME AND ADDRESS

COMMUNITY SERVICE PROVIDER

Granville County Senior Services

107 Lanier Street

Oxford, NC 27565

Home and Community Care Block Grant for Older Adults

County Funding Plan

Provider Services Summary

DAAS-732 (updated 4-4-22)

County Granville

July 1, 2023 through June 30, 2024

Date: July 1, 2023

Services	Ser. Delivery (Check One)		A				B	C	D	E	F	G	H	I
			Block Grant Funding				Required	Net*	NSIP	Total	Projected	Projected	Projected	Projected
	Direct	Purch.	Access	In-Home	Other	Total	Local Match	Serv Cost	Subsidy	Funding	HCCBG Units	Reimburse Rate	HCCBG Clients	Total Units
Medical Transportation			3500			//////////	389	3889		3889	144	27		
General Transportation			30000			//////////	3333	33333		33333	1235	27		
Congregate Nutrition					105000	//////////	11667	116667	15581	132248	22041	6		
Home Del Nutrition				95000		//////////	10556	105556	12000	117556	19593	6		
Respite Care Level 1				20000		//////////	2222	22222		22222	889	25		
In-Home Aide Level 2				31288		//////////	3476	34764		34764	1391	25		
In-Home Aide Level 3				67000		//////////	7444	74444		74444	2978	25		
Home Improvement				14000		//////////	1556	15556		15556	n/a		14	
Sr. Ctr. Operations					145463	//////////	16163	161626		161626	n/a		990	
						//////////	0	0		0				
						//////////	0	0		0				
						//////////	0	0		0				
						//////////	0	0		0				
						//////////	0	0		0				
Total	////////	////////	33500	227288	250463	511251	56806	568057	27581	595638	48271	////////	1004	0

Certification of required minimum local match availability.
 Required local match will be expended simultaneously
 with Block Grant Funding.

Kathy B. May

Authorized Signature, Title
 Community Service Provider

6-8-23

Date

 Signature, County Finance Officer

 Date

 Signature, Chairman, Board of Commissioners Date



Office of the Sheriff

"In God We Trust"



525 New Commerce Drive
OXFORD, N.C. 27565
919-693-3213
919-603-1315 FAX

To: Board of Commissioners
From: Robert Bailess
Department: Sheriff's Office
Date: June 19, 2023
Title: **Personnel Action**

PURPOSE:

The Granville County Sheriff's Office (GCSO) is requesting the Board of Commissioners to approve the hiring and appointment of Robert David Fountain III as a Deputy Sheriff.

BACKGROUND:

Robert Fountain III is the son of Sheriff Robert Fountain and seeks employment as a deputy with the Granville County Sheriff's Office. Robert Fountain III is currently attending Greensboro College and is projected to graduate in December 2023 with a degree in criminal justice. Additionally, he served as a seasonal police officer with the Ocean City Police Department in 2022 and where he received a provisional law enforcement certificate.

Pursuant to North Carolina General Statute 153A-103, each sheriff and register of deeds elected by the people has the exclusive right to hire, discharge, and supervise the employees in his office. However, the board of commissioners must approve the appointment by such an officer of a relative by blood or marriage of nearer kinship than first cousin.

RECOMMENDATION:

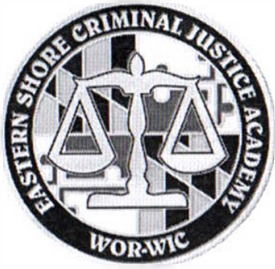
The Sheriff respectfully requests the Board to approve the appointment of Robert Fountain III as Deputy Sheriff for Granville County.

ATTACHMENTS:

Resume
Provisional Law Enforcement Certification
Ocean City PD Training Curriculum

ACTION TAKEN:

Submitted to the Granville County Board of Commissioners as an agenda item for approval.



**Eastern Shore
Criminal Justice Academy**

Certificate of Completion

This is to certify that

Robert D. Fountain III

has successfully completed the training curriculum

Provisional Law Enforcement Officer Training

May 29, 2022

251.00 Hours

John C. Moses
Director of Criminal Justice

Accreditation #P44270

Robert David Fountain III

115 Saddletree Rd, Oxford NC 27565

(919) 902-3064

rdfountain3@gmail.com

EDUCATION

Greensboro College, Greensboro, NC.

Project Graduation Date: December 2023

Bachelor of Arts: Criminal Justice, Minor: Sociology

WORK EXPERIENCE

Ocean City Police Department - Seasonal Police Officer

Ocean City, Maryland: April 28, 2022 – August 2, 2022

Duties/training involved:

- Enforcement of criminal and civil laws.
- Assisting in locating missing children.
- Responding to and assisting E.M.S. on service calls.
- Responding to and assisting hotels with resolution of civil disputes.

FedEx – Package Handler

Durham, North Carolina: March 2020 - May 2020

Duties involved:

- Safely transport packages to delivery trucks.
- Sorted packages according to company protocol, ensuring placement of each without inventory damage.

R&J's Fish, Wings, and Things – Assistant Manager/Concessions

Oxford, North Carolina: June 2020 - May 2023

Duties involved:

- Assisted the owner/manager with the daily operations of the food truck.
- Ensured the staff follow the safety sanitary protocols.
- Served as “go-fer” ... picked up and delivered daily inventory; replenished inventory as needed.
- Served as assistant cook by preparing food as needed in the absence of the lead cook.

VOLUNTEER EXPERIENCE

Thanksgiving Food Drive: Oxford, NC - November 2021

- Serviced more than 100 families during the Thanksgiving Food Drive.

SKILLS & CERTIFICATIONS

- Provisional Law Enforcement Training Certification.
- CPR Certification.



OCEAN CITY POLICE DEPARTMENT

Ocean City, Maryland 21842

Special Order 087 – 22

31 March 2022

Subject: Instructor Assignments - N.S.O. Academy

Payroll Project Code: ACADEM

The below listed personnel shall report to the location(s) indicated to serve as instructors for new seasonal police officer training. **Personnel shall code all hours associated with this order on their payroll as “ACADEM”.** All instructors shall wear their Class “C” or “D” uniform or Business Attire as outlined in General Order 800 A-1 and SOP ADM-008. R.O. Wood shall be detailed to the Academy for the duration of the training.

Saturday, April 30, 2022 – (Wor-Wic Community College – Guerrieri Hall Rm 201)

7:00 AM – 8:00 AM	Introduction & Social Media	Training Staff / Ashley Miller
8:00 AM – 9:00 AM	Use of Power DMS	RO Wood
9:00 AM – 12:00 PM	Drill & Discipline	Sgt. Kelley / Sgt. Johns / Cpl. Wrench / Cpl. Forsyth PFC Gutowski / PFC Rhode
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 4:00 PM	Policy & Ethics	Lt. Soscia
4:00 PM – 7:00 PM	Handcuffing & Searching	Lt. Runkles / PFC Gutowski
7:00 PM – 8:00 PM	Juvenile Procedures	Sgt. Lotito / PFC Laughlin

Sunday, May 1, 2022 – (Wor-Wic Community College - Guerrieri Hall Rm 201)

7:00 AM – 12:00 PM	Search & Seizure	Sgt. Johns
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 4:00 PM	Search & Seizure	Sgt. Johns
4:00 PM – 8:00 PM	Report Writing Part 1	Sgt. Lotito / PFC Laughlin

Monday, May 2, 2022 – (Wor-Wic Community College - Guerrieri Hall Rm 201)

8:00 AM – 12:00 PM	MD Criminal Law	Sgt. Kelly
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 5:00 PM	MD Criminal Law	Sgt. Kelly
5:00 PM – 7:00 PM	Interview & Interrogation	PFC Whitmer

Tuesday, May 3, 2022 – (Wor-Wic Community College - Guerrieri Hall Rm 201)

8:00 AM – 9:00 AM	Test #1	RO Wood / A. Bertino
9:00 AM – 1:00 PM	Report Writing Part 2	Sgt. Lotito / PFC Laughlin
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 5:00 PM	Use of Force - Classroom	Lt. Runkles / PFC Gutowski
5:00 PM – 7:00 PM	Field Stops	Lt. Runkles / PFC Gutowski

Wednesday, May 4, 2022 – (Wor-Wic Community College - Guerrieri Hall Rm 201)

8:00 AM – 9:00 AM	Test #2	RO Wood / A. Bertino
9:00 AM – 12:00 PM	Town of OC Code	Sgt. Hawk / PFC Herbert
	Criminal / Civil Citations	Sgt. Hawk / PFC Herbert
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 3:00 PM	Civil Possession & Medical Marijuana	Sgt. Kelly / Cpl. Murray
3:00 PM – 5:00 PM	Radio Communications	PCO Ashlee Perry
5:00 PM – 7:00 PM	Test #3	RO Wood / A. Bertino

Thursday, May 5, 2022 – (Wor-Wic Community College - Guerrieri Hall Rm 201)

8:00 AM – 12:00 PM	Firearms Classroom	Cpl. Lindsey / Cpl. Jenkins / RO Doyle
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 5:00 PM	Firearms Classroom (Includes Test #4 Firearms)	Cpl. Lindsey / Cpl. Jenkins / RO Doyle
5:00 PM – 7:00 PM	MD Traffic Law	Cpl. Flanagan / PFC Kutz

Friday, May 6, 2022 – (Wor-Wic Community College - Guerrieri Hall Rm 201)

8:00 AM – 11:00 AM	MD Traffic Law	Cpl. Flanagan / PFC Kutz
11:00 AM – 12:00 PM	Test #5	RO Wood / A. Bertino
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 5:00 PM	EVOC Classroom	Cpl. C. Wrench
5:00 PM – 7:00 PM	ICAIR – In Car Audio & Imaging Recording	PFC Goggins

Saturday, May 7, 2022 – (Wor-Wic Community College)

8:00 AM – 1:00 PM	Defensive Tactics	Sgt. Johns / PFC Jacobs / PFC Hoban
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 5:00 PM	Defensive Tactics	Sgt. Johns / PFC Jacobs / PFC Hoban
5:00 PM – 7:00 PM	Axon Training	TBD

Sunday, May 8, 2022 – Off (All Personnel)



Monday, May 9, 2022 – (Group A) (Worcester County Firearms Range)

8:00 AM – 10:00 AM	Use of Force Reporting	Lt. Jones
10:00 AM – 1:00 PM	Firearms Range	Lt. Moreck / PFC Flower / PFC H. Miller / RO Doyle
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Firearms Range	Lt. Moreck / PFC Flower / PFC H. Miller / RO Doyle

Monday, May 9, 2022 – (Group B) (Wor-Wic Community College/Wicomico High School)

6:00 AM – 11:00 AM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Goggins / PFC Finch
11:00 AM – 12:00 PM	LUNCH	
12:00 PM – 5:00 PM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Goggins / PFC Finch

Tuesday, May 10, 2022 – (Group A) (Worcester County Firearms Range)

8:00 AM – 9:00 AM	K9 Overview	PFC Flower
9:00 AM – 1:00 PM	Firearms Range	Lt. Moreck / Cpl. Lindsey / PFC H. Miller / RO Doyle
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Firearms Range	Lt. Moreck / Cpl. Lindsey / PFC H. Miller / RO Doyle

Tuesday May 10, 2022 – (Group B) (Delmar Raceway)

6:30 AM – 11:30 AM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Goggins / PFC Finch
11:30 AM – 12:30 PM	LUNCH	
12:30 PM – 5:30 PM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Goggins / PFC Finch

Wed., May 11, 2022 – (Group A) (Wor-Wic Community College/Wicomico High School)

6:00 AM – 11:00 AM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Goggins / PFC Finch
11:00 AM – 12:00 PM	LUNCH	
12:00 PM – 5:00 PM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Goggins / PFC Finch



Wednesday, May 11, 2022 – (Group B) (Worcester County Firearms Range)

8:00 AM – 10:00 AM	Use of Force Reporting	Lt. Jones
10:00 AM – 1:00 PM	Firearms Range	Lt. Moreck / Cpl. Lindsey / Cpl. Jenkins / PFC Rhode RO Doyle
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Firearms Range	Lt. Moreck / Cpl. Lindsey / Cpl. Jenkins / PFC Rhode RO Doyle

Thursday, May 12, 2022 – (Group A) (Delmar Raceway)

6:30 AM – 11:30 AM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Finch
11:30 AM – 12:30 PM	LUNCH	
12:30 PM – 5:30 PM	EVOC Practical	Sgt. Kelly / Cpl. Wrench / PFC Finch / RO Wood

Thursday, May 12, 2022 – (Group B) (Worcester County Firearms Range)

8:00 AM – 10:00 AM	Effective Communications / ID	RO Wood
10:00 AM – 1:00 PM	Firearms Range	Lt. Moreck / Lt. DeGiovanni Cpl. Jenkins / RO Doyle
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Firearms Range	Lt. Moreck / Lt. DeGiovanni Cpl. Jenkins / RO Doyle

Friday, May 13, 2022 – (Group A) (Worcester County Firearms Range)

8:00 AM – 10:00 AM	Effective Communications / ID	RO Wood
10:00 AM – 1:00 PM	Firearms Range	Lt. Moreck / Lt. DeGiovanni Cpl. Lindsey / RO Doyle
1:00 PM – 2:00 PM	Lunch	
2:00 PM – 7:00 PM	Firearms Range	Lt. Moreck / Lt. DeGiovanni Cpl. Lindsey / RO Doyle

Friday, May 13, 2022 – (Group B) (Wor-Wic Community College - Guerrieri Hall 201)

8:00 AM – 9:00 AM	Test #6	RO Wood / A. Bertino
9:00 AM – 1:00 PM	Defensive Tactics	Sgt. Heiser / PFC Jacobs
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Defensive Tactics	Sgt. Heiser / PFC Jacobs



Saturday, May 14, 2022 – (Groups A & B) (Wor-Wic Comm. College - Guerrieri Hall 201)

7:00 AM – 12:00 PM	LEEMCC/CPR	Sgt. Bushnell / Cpl. Flanagan PFC Jacobs / PFC Laughlin PFC E. Miller/ PFC Paterson
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 8:00 PM	LEEMCC/CPR	Sgt. Bushnell / Cpl. Flanagan PFC Jacobs / PFC Laughlin
	CPR Test	PFC E. Miller / PFC Paterson

Sunday, May 15, 2022 – Off (All Personnel)

Monday May 16, 2022 – (Group A) (Wor-Wic Community College - Guerrieri Hall 205)

8:00 AM – 9:00 AM	Test #6	RO Wood / A. Bertino
9:00 AM – 1:00 PM	Defensive Tactics	Sgt. Heiser / Cpl. Forsyth
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Defensive Tactics	Sgt. Heiser / Cpl. Forsyth

Monday, May 16, 2022 – (Group B) (Worcester County Firearms Range)

8:00 AM – 9:00 AM	K9 Overview	PFC Flower
9:00 AM – 1:00 PM	Firearms Range	Lt. Moreck / Cpl. Jenkins / PFC Flower / RO Doyle
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Firearms Range	Lt. Moreck / Cpl. Jenkins / PFC Flower / RO Doyle

Tuesday, May 17, 2022 – (Group A) (Worcester County Firearms Range)

11:00 AM – 12:00 PM	Implicit Bias	Lt. Eade / PFC Stanziale
12:00 PM – 5:00 PM	Firearms Range	Cpl. Jenkins / PFC Flower / PFC Fetterolf / RO Doyle
5:00 PM – 6:00 PM	DINNER	
6:00 PM – 10:00 PM	Firearms Range	Cpl. Jenkins / PFC Flower / PFC Fetterolf / RO Doyle

Tuesday, May 17, 2022 – (Group B) (Wor-Wic Community College - Guerrieri Hall 201)

8:00 AM – 1:00 PM	Defensive Tactics	Sgt. Heiser / PFC Johnson
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 6:00 PM	Defensive Tactics	Sgt. Heiser / PFC Johnson
6:00 PM – 7:00 PM	OC Spray Practical	Sgt. Heiser / Sgt. Johns / PFC Johnson



Wednesday, May 18, 2022 – (Group A) (Wor-Wic Comm. College - Guerrieri Hall 201)

8:00 AM – 1:00 PM	Defensive Tactics	Sgt. Heiser / PFC Johnson
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 6:00 PM	Defensive Tactics	Sgt. Heiser / PFC Johnson
6:00 PM – 7:00 PM	OC Spray Practical	Sgt. Heiser / Sgt. Johns / PFC Johnson

Wednesday, May 18, 2022 – (Group B) (Worcester County Firearms Range)

11:00 AM – 12:00 PM	Implicit Bias	Lt. Eade / PFC Herbert
12:00 PM – 5:00 PM	Firearms Range	Lt. DeGiovanni / PFC Fetterolf / PFC H. Miller/ PFC Rhode / RO Doyle
5:00 PM – 6:00 PM	DINNER	
6:00 PM – 10:00 PM	Firearms Range	Lt. DeGiovanni / PFC Fetterolf / PFC H. Miller / PFC Rhode / RO Doyle

Thursday, May 19, 2022 – (Group A) (Wor-Wic Community College - Guerrieri Hall 201)

8:00 AM – 10:00 AM	Forensic Services Unit	CST Schultz
10:00 AM – 12:00 PM	Street Level Investigations	Lt. Eade / PFC Kautz
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Street Level Investigations	Lt. Eade / PFC Kautz

Thursday, May 19, 2022 – (Group B) (Wor-Wic Community College - Guerrieri Hall 205)

8:00 AM – 1:00 PM	Defensive Tactics - Practical	Sgt. Heiser / PFC Hoban
	Role Players	PFC Jacobs / PFC Johnson PFC Hawkins
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 3:00 PM	CIT Introduction – Four Plays	Lt. Wrench / Cpl. Flanagan
3:00 PM – 7:00 PM	Domestic Violence	Lt. Yeager / PFC E. Miller
	Role Players (6:00PM-7:00PM) “Use Four Plays”	A. Bertino



Friday, May 20, 2022 – (Group A) (Wor-Wic Community College - Guerrieri Hall 205)

8:00 AM – 1:00 PM	Defensive Tactics - Practical	Sgt. Heiser / PFC Hoban
	Role Players	PFC Jacobs / PFC Johnson / PFC Hawkins
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 3:00 PM	CIT Introduction – Four Plays	Lt. Wrench / Cpl. Flanagan
3:00 PM – 7:00 PM	Domestic Violence	Lt. Yeager / PFC E. Miller
	Role Players (6:00PM-7:00PM) “Use Four Plays”	A. Bertino

Friday, May 20, 2022 – (Group B) (Wor-Wic Community College - Guerrieri Hall 201)

8:00 AM – 10:00 AM	Forensic Services Unit	CST Schultz
10:00 AM – 12:00 PM	Street Level Investigations	Lt. Eade / PFC Kautz
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Street Level Investigations	Lt. Eade / PFC Kautz

Saturday, May 21, 2022 – (Groups A & B) (Wor-Wic Comm. College - Guerrieri Hall 201)

7:00 AM – 12:00 PM	LEEMCC	Sgt. Bushnell / Cpl. Flanagan PFC Jacobs / PFC Laughlin PFC E. Miller / PFC Paterson
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 8:00 PM	LEEMCC	Sgt. Bushnell / Cpl. Flanagan PFC Jacobs / PFC Laughlin
	LEEMCC Test	PFC E. Miller / PFC Paterson

Sunday, May 22, 2022 – Off (All Personnel)

Monday, May 23, 2022 – (Group A) (Wor-Wic Community College - Guerrieri Hall 201)

8:00 AM – 10:00 AM	Drug ID & Submission	PFC Fetterolf
10:00 AM – 12:00 PM	Active Shooter	Cpl. Lindsey / Cpl. Murray
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Active Shooter	Cpl. Lindsey / Cpl. Murray

Monday, May 23, 2022 – (Group B) (Wor-Wic Community College - Guerrieri Hall 205)

8:00 AM – 12:00 PM	Traffic Stops - Classroom	Lt. Jones / Cpl. Wrench
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Traffic Stops - Practical Exercise	Lt. Jones / Cpl. Wrench
	Role Players	PFC Johnson



Tuesday, May 24, 2022 – (Group A) (Wor-Wic Community College - Guerrieri Hall 205)

8:00 AM – 12:00 PM	Traffic Stops - Classroom	Lt. Jones / Cpl. Wrench
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Traffic Stops - Practical Exercise	Lt. Jones / Cpl. Wrench
	Role Players	PFC Johnson

Tuesday, May 24, 2022 – (Group B) (Wor-Wic Community College - Guerrieri Hall 201)

8:00 AM – 10:00 AM	Drug ID & Submission	PFC Fetterolf
10:00 AM – 12:00 PM	Active Shooter	Cpl. Lindsey / Cpl. Murray
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Active Shooter	Cpl. Lindsey / Cpl. Murray

Wednesday, May 25, 2022 – (Groups A & B) (Wor-Wic Community College – G. H. 201)

8:00 AM – 10:00 AM	Courtroom Testimony	Worcester County S.A.O.
10:00 AM – 11:00 AM	Test # 7	RO Wood / A. Bertino
11:00 AM – 1:00 PM	Patrol Procedures	Sgt. Kelly
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 4:00 PM	Patrol Procedures	Sgt. Kelly
4:00 PM – 8:00 PM	Boardwalk Procedures	Lt. Eade / Sgt. Lotito

Thursday, May 26, 2022 – (Group A) (Wor-Wic Community College)

8:00 AM – 1:00 PM	Practical Evaluation	TBD
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Practical Evaluation	TBD

Thursday, May 26, 2022 – (Group B) (Public Safety Building – Roll Call)

8:00 AM – 12:00 PM	RMS/MCT/MFR	Sgt. Hawk / Cpl. Snyder
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Force Simulator	PFC Flower/ PFC Fetterolf

Friday, May 27, 2022 – (Group A) (Public Safety Building – Roll Call)

8:00 AM – 12:00 PM	RMS/MCT/MFR	Sgt. Hawk / Cpl. Snyder
12:00 PM – 1:00 PM	LUNCH	
1:00 PM – 7:00 PM	Force Simulator	Lt. DeGiovanni / PFC Fetterolf

Friday, May 27, 2022 – (Group B) (Wor-Wic Community College)

8:00 AM – 1:00 PM	Practical Evaluation	TBD
1:00 PM – 2:00 PM	LUNCH	
2:00 PM – 7:00 PM	Practical Evaluation	TBD



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Saturday, May 28, 2022 – Ocean City Convention Center Rm 215 Performing Arts Center

8:00 AM – 12:00 PM	Graduation Practice	Lt. Eade / Training Staff
12:00 PM – 2:00 PM	Graduation Ceremony	Lt. Eade / Training Staff

Sunday, May 29, 2022 – Off (All Personnel)

This order shall be cancelled on May 29, 2022.

Ross Buzzuro

Ross Buzzuro
Chief of Police

Distribution “B”





Granville County Social Services

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Melissa Hart
Department: Social Services
Date: June 15, 2023
Title: **Approval of Purchase of DSS Child Support Furniture**

PURPOSE:

This request is for consideration for approval to purchase furniture and office items for the new Child Support Services facility located at 143 Williamsboro Street, Oxford NC 27565.

BACKGROUND:

The Department of Social Services Child Support Services is in the process of relocating to a new facility that will provide updated work structure and environment for the public and staff. The furniture and office are needed to ensure adequate needs of the staff and to serve the clients.

Listed below are the four companies with the total competitive pricing:

-ULINE	\$38,800.00 before taxes (assembly & clean-up not included)
-OFFICE DEPOT	\$31,443.00 before taxes (assembly & clean-up not included)
-NATIONAL BUSINESS	\$38,800.00 before taxes (assembly & clean-up not included)
-TAYLOR BUSINESS	\$33,884.17 before taxes (assembly & clean-up included)

FUNDING:

The need for furniture and office items was identified as a required need for this project transition, however, estimated needs were not included in the project budget. While it is anticipated that some funding will be available in the project budget to offset furniture and office needs, the County Manager recommends appropriating a fund balance for this purchase.

RECOMMENDATION:

The Granville County Department of Social Services recommends approval of the listed equipment from Taylor Business Products in the amount of \$33,884.17 before taxes. Taylor Business offers the best price that includes assembly and removal of debris.

ATTACHMENTS:

Purchase Order Price Comparison

ACTION TAKEN:

Qty	Uline	Cost per unit	Total	Qty	Office Depot	Cost per unit	Total	Qty	National Business Furniture	Cost per unit	Total	QTY	Taylor Business Product (Mr. Wilkins)	Cost per Unit	Total	Taylor's Furniture Assembly Cost
9	(H7750)60x60DOWNTOWN L DESK (WORKER OFFICE)	595.00	5,355.00	9	#101095 Real space Magellan 59" L Shape	499.99	4,498.91	9	#14522 60" L Shaped DESK	679.00	6,111.00	9	(Bush-HYB027MH L SHAPE DESK 60X60)	483.00	4,347.00	\$450
9	-H8953 3 DRAWER (WORKER OFFICE)	220.00	1,198.00	12	#493876 Ergonomic Mesh/Mid Back Task Chair	299.99	3,599.88	9	#34561 File Storage Pedestal	225.00	2,2025.00	9	Bush-HYF216MHSU 3 Drawer File Cabinet	379.00	3,411.00	\$270
11	STAPLES-136815 CARDER MESH BACK COMPUTER/DESK CHAIRS (WORKER OFFICE)	169.99	1,1869.89	12	# 142087 Chair Mats	79.99	959.88	12	#56399 Mesh Back Faux Chair	229.00	2,748.00	11	Hon #BSXVL525ES10 MESH BACK COMPUTER/DESK CHAIRS (WORKER OFFICE)	189.95	2,090.00	\$220
11	STAPLES-447139 MATS (WORKER OFFICE)	33.49	368.39	2	7301623 Bush Furniture 60" L Shaped Cubicle Workstation	1699.99	3,399.98	12	#54126 chair mat	89.00	1,068.00	11	LLR02156 MATS (WORKER OFFICE)	49.95	539.00	\$110
2	H9207 DOWNTOWN PRIVACY WORKSTATION 42"	1,220.00	2,440.00	1	#7933699 Computer Desk 48x30	450.00	450.00	2	46445 Work Reception Shaped Desk	1,949.00	3,898.00	2	BUSH 60W L PRIVACY WORKSTATION 42"	2281.81	4563.62	\$250
1	H8948 DOWNTOWN GR 48" X24 DESK (INTERVIEW ROOM)	385.00	385.00	26	#458786 vinyl sled base chair	199.99	5,199.74	1	#46373 48" Work Desk	389.00	389.00	1	Bush-HYD148 GR 48" X24 DESK (INTERVIEW ROOM)	225.00	225.00	\$40
1	-H6930BL MESH NESTING CHAIR W/ARM (interview rm)	180.00	180.00	7	#666978 MOBILE TRAINING TABLE	447.00	3,135.93	26	#50763 Sled Base Chair	139.00	3,614.00	1	Lorell-41845 MESH NESTING CHAIR W/ARM (interview rm)	2/CTN 179.00 each	179.00	\$20
26	H7821BL VINYL SLED BASE CHAIR/BL (office client chairs and lobby chairs.)	150.00	3,900.00	26	#6007191 MESH NESTING CHAIR-BLACK-	244.50	6,357.00	7	#41496 Mobile Training Table	499.00	3,493.00	26	Lorel-#67002 Low Back Guest CHAIR/BL (office client chairs and lobby chairs.)	199.00	5,174.00	\$390
7	H6279 MOBILE TRAINING TABLE	320.00	2,240.00	1	#8263925 DELUXE CAFÉ TABLE 42" DIAMETER	491.99	491.99	26	#51656 Nesting Chair w Mesh Back	249.00	6,474.00	7	Lorell-60764 MOBILE TRAINING TABLE 60"x24"	233.00	1,631.00	\$280

26	H6929BL MESH NESTING CHAIR-Black, (training and conference (also supervisor office)	170.00	4,420.00	4	#641823 Plastic Stackable Chairs	115.00	460.00	1	#44605 Café Table 42"	469.00		26	Lorell- 41846 MESH NESTING CHAIR-Black, (training and conference (also supervisor office)	2/ctn 166.00 each	4,316.00	\$520
1	H9176GR DELUXE CAFÉ TABLE 42" DIAMETER	285.00	285.00	1	#189912Rubbermaid Trash can	247.00	247.00	4	#51047 Facet Modern Stack Chair	119.00	476.00	1	Lorell -LLR99897 Round CAFÉ TABLE 42 » DIAMETER	249.00	249.00	\$35
4	H5678 PASTIC STACKABLE CHAIRS (BREAK ROOM	70.00	280.00	3	#7935549 Utility Table Walnut/Black	278.99	836.97	1	# Hand Free Trash can N/A			4	Lorell-LLR42948 PASTIC STACKABLE CHAIRS (BREAK ROOM	2/ctn 65.00 each	260.00	\$25
1	H1467 GR RUBBERMAID HANDS FREE TRASH CAN	190.00	190.00	1	#9707439 Safco Onyx Mail Sorter	365.69	365.69	3	#41072 Utility Table (mailroom)	339.00	1,017.00	1	Black RUBBERMAID HANDS FREE TRASH CAN	126.00	126.00	\$10
3	H8354 MAILROOM TABLES LT GR (Printer Room)	535.00	1,605.00	1	#213434 Round Table Office	299.99	299.99	1	#33285 Mail sorter organizer	229.00	229.00	3	MAILROOM TABLES LT GR (Printer Room) 60"x30"	789.00	2,367.00	\$150
1	H2921BL 12 COMPARTMENT MAIL SORTER	345.00	345.00	60	# 847595 Power Strip	18.99	1,139.40	1	#41479 Round Conference Table	849.00	849.00	1	Safco -120-QBA555 COMPARTMENT MAIL SORTER	Still looking		\$25
1	DOWNTOWN OFFICE TABLE 48 DIAMETER GR (supervisor office)							60	#223968 Power Source grommet hole	99.00	5,940.00	1	Lorell -LLR34353 OFFICE TABLE 48 DIAMETER GR (supervisor office)	289.00	289.00	\$35
60	H#9496 DESKTOP POWER CENTER											60	DESKTOP POWER CENTER	29.00	1740.00	\$300
Total			\$38,800.00 Before tax				\$31,443.36 before taxes				\$38,800.00 before taxes				30,254.17 w/Free shipping and cleanup	\$3630 \$300 to remove boxes

CSS NEW FACILITY (4) FURNITURE PROPOSAL



Granville County Environmental Services

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Jason Falls
Department: Environmental Services
Date: June 19, 2023
Title: Board Approval for Brush Grinding Award and Contract

PURPOSE

Seeking board approval for brush grinding award and contract.

BACKGROUND

Granville County receives wood and yard wastes at the Oxford and Butner multi-material facilities from residents and commercial businesses. Grinding is typically done once/year for each location and the majority is resold back to the public as mulch. However, there are times when a surplus of mulch is available causing management issues. Included in this bid is an option to transfer ground mulch to an end user.

The current contract for brush grinding services expires this year. Staff rebid the contract for brush grinding services for both the Oxford and Butner Landfill for a term of 5 years. The county received a handful of interest with two submitted bids. Below is a summary of those bids:

Fiscal Years	Simmons and Simmons	Wilson Logging and Grading
FY2023-24	Grinding \$20/ton; Transport \$10.50	Grinding \$28/ton; Transport \$30.00
FY2024-25	Grinding \$21/ton; Transport \$10.50	Grinding \$29.12/ton; Transport \$31.20
FY2025-26	Grinding \$21.75/ton; Transport \$11.50	Grinding \$30.28/ton; Transport \$32.45
FY2026-27	Grinding \$22.84/ton; Transport \$11.50	Grinding \$31.49/ton; Transport \$33.74
FY2027-28	Grinding \$23.90/ton; Transport \$12.00	Grinding \$32.75/ton; Transport \$35.09

COMPLIANCE WITH CONTRACT AND PURCHASING POLICY

This RFP was advertised per the informal bidding guidelines specified by both Granville County policy and state law. Proposals have been reviewed by both the County Attorney and Manager.

FUNDING

Funding is available for one grinding event/location for FY 2023-24. Subsequent years funding will be presented as a budget line item in the continuation budget each year after for approval.

RECOMMENDATION:

Solid Waste Director recommends awarding the low bid to Simmons and Simmons Management, Inc. at the below quoted rates for upcoming budget year as well as subsequent fiscal years.

Fiscal Year	\$/Ton
FY2023-24	Grinding Cost \$20.00; Transport \$10.50
FY2024-25	Grinding Cost \$21.00; Transport \$10.50
FY2025-26	Grinding Cost \$21.75; Transport \$11.50
FY2026-27	Grinding Cost \$22.84; Transport \$11.50
FY2027-28	Grinding Cost \$23.90; Transport \$12.00

ATTACHMENTS:

RFP and Bid Submittals

ACTION TAKEN:

BID LIST FOR BRUSH GRINDING COMPANIES

Guy Shavender, President
99 Highway 99
Pantego, NC 27860
2529433379
buddy@shavender.com

Ellis Fincher, Vice President
105 Ridge Rd.
Tryon, NC 28782
8288595836
hensonstryon@gmail.com

Tom Wilson, President
6136 N NC 49 HWY
Mebane, NC 27302
3365781916
jhwilson@netpath.net

David Simmons, President
116 Millbranch Road
Clinton, NC 28328
9105909726
ssmgmt@earthlink.net

Farmer's Mulch and Rock, Inc.
802 NC 268
Dobson, NC 27017
eeewoodproducts@ymail.com

REQUEST FOR PROPOSALS (RFP)
Brush Grinding and Mulch Transportation Services
RFP NO. 23-254



THE COUNTY OF
Granville
NORTH CAROLINA

Date of Issue: May 18, 2023

Proposal Opening Date: June 9, 2023

Time: 4:00 PM EST

Issued for: Granville County Environmental Programs

P.O. Box 906, Oxford NC 27565

**Issued by: Granville County Environmental Programs Director, Jason
Falls**

P.O. Box 906, Oxford, NC 27565

919-691-0928

PURPOSE

Project Title: Brush Grinding and Mulch Transportation Services

Project Locations: Butner Material Management Facility (herein referred to as
“Facility or Project Location”)
2796 Old Route Highway 75
Butner, NC 27507

Oxford Construction and Demolition Landfill (herein referred to as
“Facility or Project Location”)
6584 Landfill Road
Oxford, NC 27565

Agency Contact: Granville County (herein referred to as “County”)
Jason Falls
P.O. Box 906
Oxford, NC 27565
(919) 603-1355 (W); (919) 691-0928 (C); (919) 690-8610 (Fax)
jason.falls@granvillecounty.org

Date: May 18, 2023

Granville County is seeking bids from qualified firms to grind and remove all wood waste at the above project locations. However, due to the uncertainty of each facilities ability to remove excess mulch by onsite means; the removal or stockpiling of ground wood waste at the time of each grinding event will be decided upon by the county and communicated to the Company. The term of the contract will be for 5 years, beginning on July 1, 2023 and ending on June 30, 2028. The Oxford facility typically generates an estimated 1,185 tons/12 months while the Butner facility receives an estimated 1,285 tons during the same time period. Historically, the Oxford facility has needed transportation of the resulting grinded material whereas the Butner Facility has not needed any mulch transportation services. However; for the purposes of this RFP, the county is seeking a \$/ton for each grinding event/location as well as a \$/ton cost of transportation (upon request of County) of any surplus of mulch within the contract period. Note: It shall be at the County’s discretion to request contractor to transport resulting mulch to an approved recycler or end user for each grinding event. The bid is expected to be awarded by the Granville County Board of Commissioners at their regular meeting on June 19, 2023.

During the term of this contract, County staff will weigh all incoming loads at each facility of all wood and yard waste received which will be sent to the brush pile areas for future grinding. County will provide all wood waste tonnages from the last grinding event to the conclusion of each new grinding event, which is typically a 10-12 month period for each location. Every effort will be made to have both project locations ground at the same time.

County staff works to keep any foreign type of material or other like contaminants out of the stockpile areas that may be detrimental to contractor's machinery. However, contractor should use magnet and equipment to remove any contaminant, nails and other metal not already removed by county and dispose of accordingly at onsite county facilities. It is not anticipated that there will be a high volume of contaminants. There will be no charge for using the landfill or container sites to dispose of said contaminants.

Wood waste at the *Oxford and Butner* facility should be ground using a (2"), two- inch screen if reserved to remain onsite. Screen size is up to the contractor if resulting mulch is shipped off site by contractor. All wood waste should be ground prior to demobilizing from each work site. This includes those wastes received upon mobilization and during the grinding event before exiting the facility. County will provide tonnages to company on the day they exit the facility.

County staff will have the right to inspect the screen size prior and during the grinding event. All ground wood wastes should be stockpiled and windrowed at the area designated by the County. Each windrow should not exceed eight (8) feet in height. Furthermore, the company shall grade all areas affected by the grinding processes. Once contractor has finished each grinding event and transported all ground mulch (if directed by county) to an approved and permitted end user; contractor can submit bills based on the tonnages provided by the County as well as any contract approved fuel charges. County will pay invoices within 30 days of receipt.

Fuel surcharges to the County shall be adjusted in a manner similar to the table below which assumes a fuel price of \$4.00 per gallon on road and \$3.29 per gallon off road as of the date of bid and will be allowed to increase or decrease \$0.05 per mile or operating hour (as applicable) according to the table herein. In the event that fuel changes exceed those shown on the chart below, the increase or decrease per mile or hour shall follow the pattern established in the table. The current rate of fuel as of the bid date will be established on that date using the Energy Information Administration's Diesel Fuel and Gasoline Prices, U.S. East Coast, Lower Atlantic Region at www.eia.doe.gov.

On Road Diesel		Off-Road Diesel	
Price per Gallon	Price Adjustment Per Mile	Price per Gallon	Price Adjustment Per Operating Hour
\$3.52-\$3.27	-\$0.15	\$2.76-\$2.51	-\$0.15
\$3.78-\$3.53	-\$0.10	\$3.02-\$2.77	-\$0.10
\$4.04-\$3.79	-\$0.05	\$3.28-\$3.03	-\$0.05
\$4.05 - \$4.30	\$0.05	\$3.29 - \$3.54	\$0.05
\$4.31 - \$4.56	\$0.10	\$3.55- \$3.80	\$0.10

\$4.57 - \$4.82	\$0.15	\$3.81- \$4.06	\$0.15
\$4.83 - \$5.08	\$0.20	\$4.07 -\$4.32	\$0.20
\$5.09 - \$5.34	\$0.25	\$4.33 -\$4.58	\$0.25
\$5.35 - \$5.60	\$0.30	\$4.59-\$4.83	\$0.30
\$5.61 - \$5.86	\$0.35	\$4.84-\$5.08	\$0.35
\$5.87 - \$6.12	\$0.40	\$5.09- \$5.34	\$0.40
\$6.13 - \$6.38	\$0.45	\$5.35-\$5.60	\$0.45

RFP SCHEDULE

The table below shows the intended schedule for this RFP. Granville County will make every effort to adhere to this schedule.

Event	Responsibility	Date and Time
Issue RFP	County	May 18, 2023
Submit Written Questions	Contractor	May 29, 2023 at 5:00 PM
Provide Responses to Questions	County	May 30, 2023 at 5:00 PM
Submit Proposals	Contractor	June 9, 2023 at 4:00 PM
Contract Award	County	June 19, 2023
Contract Effective Date	County	July 1, 2023

The proposal responses must be submitted no later than 4:00 PM on June 9, 2023. No submittals will be accepted after the deadline.

PROPOSAL QUESTIONS

Upon review of the RFP documents, Contractors may have questions to clarify or interpret the RFP in order to submit the best proposal possible. To accommodate the Proposal Questions process, Contractors must submit any such questions by the above due date. Written questions must be emailed to jason.falls@granvillecounty.org by the date and time specified above. Contractor should enter "RFP # 23-254 – Questions" as the subject for the email.

SUBMISSION OF BIDS

The proposal must be submitted with one (1) original and sealed entitled “Granville County Bid for Brush Grinding and Mulch Removal”. **Proposals must be submitted no later than 4:00 PM on June 9, 2023.** Please submit proposal contents according to the outline specified. The proposal should be sent to the address indicated in the table below.

Mailing address for delivery of proposal via US Postal Service	Office Address of delivery by any other method (hand delivery, overnight, or any other carrier)
RFP Number: 23-254 Granville County Administration Office Attn: Jason Falls Post Office Box 906 Oxford, North Carolina 27565	RFP Number: 23-254 Granville County Administration Office Attn: Jason Falls 104 Belle Street Oxford, North Carolina 27565

Granville County reserves the right to reject any and all proposals and to waive informalities as may be permitted by law.

OPERATION

County accepts and stockpiles wood/yard waste at each facility in compliance with the North Carolina State Solid Waste Rules and Regulations which provides for the safe and environmentally sound recycling and disposal of said wastes. In the interest of being financially resourceful, County utilizes Best Management Practices, strategies in the management of wood and yard wastes.

Term:

County will contract for the initial term of (5), five-years beginning on July 1, 2023, and will end on June 30, 2028. The fee for providing the services of this contract shall be based on actual tonnage for all wood and yard waste received and grinded including transportation charges for mobilization to each site, mulch removal transportation costs, as well as any fuel surcharges per approved contract shall remain in effect for the contract period.

Grinding, Collection, Transportation, Recycling and/or Disposal:

- The Contractor must provide all personnel reasonably necessary to operate the grinding, stockpiling, windrowing, transportation and the equipment used therein.
- Contractor will be allowed to operate at the Facility between the hours of 7:30 am to 4:00 pm, Monday through Friday, excluding when Facility is closed for holidays. Working hours outside this time period should be approved by the County to ensure safe and secure access for contractor.
- Contractor will mobilize onsite to each Facility on a pre-arranged schedule or within 90 days of being requested to do so by County.

- The Contractor must supply copies of any and all relevant permits, licenses and other regulatory items required under international, federal, state or local statutes, regulations or standards for the grinding, collection, transportation, recycling and/or disposal of wood waste and mulch.

County Responsibilities:

- County will make available ample space in a manner acceptable to Contractor to provide for efficient space for grinding, windrowing of material and hauling operations.
- County will pay Contractor for actual tonnages received and grinded, transportation charges for mobilization, transport of mulch and any applicable fuel surcharges stated within this RFP.

Qualifications:

Bidders must be qualified to provide grinding, transportation, recycling and/or disposal of wood/yard wastes and has the necessary equipment, personnel, facilities, financial resources and management skills to provide a high level of service.

Bidders must have proof that they are established and experienced brush grinding hauler/disposers in accordance with current and future North Carolina state law. This is accomplished by providing a list of at least three (3) customer references with complete contact information, preferably at least one reference should be a government client.

Bidders must have adequate equipment including open-top trailer(s) (for mulch removal and transport), loaders, and a tub or horizontal grinder. The following information must be provided:

1. Name and address of the firm (and its parent firm if the firm is owned or a sub-component of a larger firm), name, address, telephone number and e-mail of the particular office to be responsible to the Director (if different from those of the firm's headquarters).
2. Name and title, address, telephone number and e-mail of the responsible person or point of contact for the proposal, and the same information for the person to be responsible for the on-site activities of the firm (if different from those of the responsible person).
3. A list of specific current customers under contract with the firm and complete Attachment C - Reference Disclosure Form included in this RFP. Include a brief description of the location of the customers and the activities conducted by the firm.
4. Describe qualifications and number of personnel.
5. Bidders must provide documentation of their regulatory history, identifying any incidences of noncompliance with international, federal, state or local laws and regulations. Bidder must document any past notices of violation they have received from the EPA or any state or local regulatory body within the last (3) three years and provide a brief description of when, where or what the violation was.

6. Completed Attachment A- Intent to Propose Form
7. Completed Attachment B – Bid Proposal Form.
8. Completed Attachment C – Reference Disclosure Form.
9. Completed Attachment D – Certification of Financial Condition.
10. If any subcontractors are used, similar information must be provided.
11. Pertinent State and Federal licenses/permits and EPA identification numbers for each storage facility. Expiration dates must be clearly noted.

Hold Harmless:

The Contractor shall defend, indemnify and hold and save Granville County, its elected and appointed officials, its officers, agents, and employees, harmless from liability of any kind, including all claims and losses accruing or resulting to any other person, firm, or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of the Contract, and from any and all claims and losses (including attorney fees) accruing or resulting to any person, firm, or corporation that may be injured or damaged by the Contractor in the performance of the contract and that are attributable to the negligence or intentionally tortious acts of the Contractor. The Contractor represents and warrants that it shall make no claim of any kind or nature against the County's agents who are involved in the delivery or processing of Contractor deliverables or services to the County. The representation and warranty in the preceding sentence shall survive the termination or expiration of the Contract.

E-Verify:

Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, if Contractor utilizes a subcontractor, Contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

Insurance:

Minimum Insurance Requirements:

A. Commercial General Liability Insurance

Contractor must maintain Commercial General Liability insurance, including coverage for products and completed operations liability, contractual liability, liability from independent contractors, property damage liability, bodily injury liability, and personal injury liability with limits of not less than \$1,000,000 per occurrence, and \$2,000,000 annual aggregate. The limits may be satisfied by a combination of primary and excess insurance. The coverage must be written on an occurrence basis.

B. Business Automobile Insurance

At all times while the Contractor's representatives are conducting on-site work, the Contractor must maintain Business Auto insurance for any owned, hired, rented, or borrowed vehicle with a limit of not less than \$1,000,000 per occurrence combined single limit for bodily injury and property damage liability. The limit may be satisfied by a combination of primary and excess insurance.

C. Workers Compensation & Employers Liability Insurance

At all times while the Contractor's representatives are conducting on-site work, Contractor must maintain statutory Workers Compensation insurance in accordance with the laws of North Carolina. Contractor must also maintain Employers' Liability insurance with limits of not less than \$1,000,000 per accident and \$1,000,000 each employee for injury by disease.

E. General Requirements

1. Granville County must be named as an additional insured under Contractor's automobile and general liability insurance. In the event of a loss arising out of, or related to the Contractor's services performed under this Agreement, Contractor's Liability insurance must be primary (pay first) with respect to any other insurance which may be available to the County, regardless of how the "other insurance" provisions may read.
2. The workers' compensation policy must contain a waiver of subrogation in favor of the County.
3. Contractor must be responsible for insuring all of his/her own personal property, improvements, and betterments.
4. All insurance policies put forth to satisfy the above requirements must require the insurer to provide a minimum of sixty (60) days' notice to the County of any material change in coverage, cancellation, or non-renewal or such other cancellation term agreed to by County in writing.
5. All insurance put forth to satisfy the above requirements must be placed with insurance companies licensed to provide insurance in the state of North Carolina. Any deductibles or self-insured retentions in the required insurance must be subject to approval by the County.
6. Contractor must provide certificates of insurance (COI) to the County as evidence of the required coverage. Contractor agrees to provide complete copies of policies if requested. Failure of Contractor to provide timely evidence of insurance, or to place coverage with insurance, or to place coverage with insurance companies acceptable to the County, shall be viewed as Contractor's delaying performance entitling the county to all appropriate remedies under the law including termination of the contract.

Invoicing:

Payment will be made with terms of net 30 days, upon receipt of invoice. All invoices must include detailed information concerning the collection site, date of grinding, weight of waste materials grinded, and tonnages of mulch transported.

ATTACHMENT A
INTENT TO PROPOSE
REQUEST FOR PROPOSAL #23-254

This form should be emailed to jason.falls@granvillecounty.org to ensure you receive all addenda issued for the RFP.

I, _____ a representative
of _____ confirm that
we intend to submit a proposal for RFP #23-254

Company _____

Address _____

Contact _____

Phone (____) _____

Email _____

Date _____

ATTACHMENT B
BID PROPOSAL FORM
REQUEST FOR PROPOSAL #23-254
Brush Grinding Services

Company Name

Address

Contact Name, Title
(_____)_____

Telephone Number

E-Mail

Date

Year	Price
Fiscal Year (July 1, 2023-June 30, 2024)	Grinding Cost \$ _____/ton Mulch Transportation Cost \$ _____/ton
Fiscal Year (July 1, 2024-June 30, 2025)	Grinding Cost \$ _____/ton Mulch Transportation Cost \$ _____/ton
Fiscal Year (July 1, 2025-June 30, 2026)	Grinding Cost \$ _____/ton Mulch Transportation Cost \$ _____/ton
Fiscal Year (July 1, 2026-June 30, 2027)	Grinding Cost \$ _____/ton Mulch Transportation Cost \$ _____/ton
Fiscal Year (July 1, 2027-June 30, 2028)	Grinding Cost \$ _____/ton Mulch Transportation Cost \$ _____/ton

Additional Comments (attach additional sheets if needed):

-The County of Granville has the right to reject any and all bids-

**ATTACHMENT C
REFERENCE DISCLOSURE FORM**

Contractor must provide information regarding experience in grinding, stockpiling, collection, transportation, hauling, recycling and/or disposal of wood waste by listing THREE (3) RECENT CLIENTS, References should be clients of a similar scale as the services requested in this RFP and preferably include one government client.

1. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
TYPE OF SERVICE PROVIDED: _____
SIZE: _____
JOB DATES: _____
BEGINNING _____ END _____

2. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
TYPE OF SERVICE PROVIDED: _____
SIZE: _____
JOB DATES: _____
BEGINNING _____ END _____

3. COMPANY NAME: _____
PERSON TO CONTACT: _____
TELEPHONE NUMBER: _____
TYPE OF SERVICE PROVIDED: _____
SIZE: _____
JOB DATES: _____
BEGINNING _____ END _____

ATTACHMENT D
CERTIFICATION OF FINANCIAL CONDITION

Name of Contractor: _____

The undersigned hereby certifies that: [check all applicable boxes]

- The Contractor is in sound financial condition and, if applicable, has received an unqualified audit opinion for the latest audit of its financial statements.

Date of latest audit: _____

- The Contractor has no outstanding liabilities, including tax and judgment liens, to the Internal Revenue Service or any other government entity.
- The Contractor is current in all amounts due for payments of federal and state taxes and required employment-related contributions and withholdings.
- The Contractor is not the subject of any current litigation or findings of noncompliance under federal or state law.
- The Contractor has not been the subject of any past or current litigation, findings in any past litigation, or findings of noncompliance under federal or state law that may impact in any way its ability to fulfill the requirements of this Contract.
- He or she is authorized to make the foregoing statements on behalf of the Contractor.

Note: This is a continuing certification and Contractor must notify the Contract Lead within 15 days of any material change to any of the representations made herein.

If any one or more of the foregoing boxes is NOT checked, Contractor must explain the reason in the space below:

Signature

Date

Printed Name

Title

[This Certification must be signed by an individual authorized to speak for the Contractor]

Jason Falls

From: Jason Falls
Sent: Thursday, May 25, 2023 3:01 PM
To: Jason Falls
Cc: Drew Cummings; Jim Wrenn (jwrenn@smithlaw.com)
Subject: RE: Granville County Brush Grinding Request for Proposals-Addendum 1

Prospective Bidders: Addendum 1: Question and Answer

Question: Jason, would you happen to have the totals. I would like to at least run by Butner and look at what's on the ground.

Answer: There are 904 tons on the ground at the Butner Location as of yesterday. Last grinding event took place on July 29, 2022. In addition to the Butner Site, there is an estimated 815 tons (from July 2022 to May 24, 2023) of wood waste that will need to be ground and hauled away at the Oxford Site.

From: Jason Falls
Sent: Thursday, May 18, 2023 2:53 PM
To: buddy@shavender.com; hensonstryon@gmail.com; jhwilson@netpath.net; ssmmt@earthlink.net; Sherry M. Johnson <seewoodproducts@ymail.com>
Cc: Drew Cummings <drew.cummings@granvillecounty.org>; Jim Wrenn (jwrenn@smithlaw.com) <jwrenn@smithlaw.com>
Subject: Granville County Brush Grinding Request for Proposals

Dear Sir/Madam,

Please accept the attached Request for Proposals for Brush Grinding/Mulch Transportation. Granville County has worked with most of all you in the past and would like for you to participate in this bid process. Please do not hesitate to contact me for any questions. Have a good weekend.

**ATTACHMENT B
BID PROPOSAL FORM
REQUEST FOR PROPOSAL #23-254
Brush Grinding Services**

Wilson Logging And Grinding, Inc
Company Name
3716 Mount Zion Ch.Rd Mcbane, NC 27302
Address
Cody Wilson - President
Contact Name, Title
(336) 516-0392
Telephone Number
WilsonLoggingAndGrinding@gmail.com
E-Mail
6-9-23
Date

Year	Price
Fiscal Year (July 1, 2023-June 30, 2024)	Grinding Cost \$ <u>28.00</u> /ton Mulch Transportation Cost \$ <u>30.00</u> /ton
Fiscal Year (July 1, 2024-June 30, 2025)	Grinding Cost \$ <u>29.12</u> /ton Mulch Transportation Cost \$ <u>31.20</u> /ton
Fiscal Year (July 1, 2025-June 30, 2026)	Grinding Cost \$ <u>30.28</u> /ton Mulch Transportation Cost \$ <u>32.45</u> /ton
Fiscal Year (July 1, 2026-June 30, 2027)	Grinding Cost \$ <u>31.49</u> /ton Mulch Transportation Cost \$ <u>33.74</u> /ton
Fiscal Year (July 1, 2027-June 30, 2028)	Grinding Cost \$ <u>32.75</u> /ton Mulch Transportation Cost \$ <u>35.09</u> /ton

Additional Comments (attach additional sheets if needed):

-The County of Granville has the right to reject any and all bids-

**ATTACHMENT C
REFERENCE DISCLOSURE FORM**

Contractor must provide information regarding experience in grinding, stockpiling, collection, transportation, hauling, recycling and/or disposal of wood waste by listing THREE (3) RECENT CLIENTS, References should be clients of a similar scale as the services requested in this RFP and preferably include one government client.

1. COMPANY NAME: Fitch Creations, Inc
PERSON TO CONTACT: R.B. Fitch
TELEPHONE NUMBER: 919-542-4000
TYPE OF SERVICE PROVIDED: Grinding Wood Waste
SIZE: Continuous
JOB DATES:
BEGINNING 1995 END Continuous

2. COMPANY NAME: H.L. Harrelson & Son
PERSON TO CONTACT: H.L. Harrelson
TELEPHONE NUMBER: 336-376-0703
TYPE OF SERVICE PROVIDED: Grinding
SIZE: Continuous
JOB DATES:
BEGINNING 2010 END Continuous

3. COMPANY NAME: Eastwood Homes
PERSON TO CONTACT: Brad Oyer
TELEPHONE NUMBER: 980-721-0919
TYPE OF SERVICE PROVIDED: Grinding + Hauling Waste Off
SIZE: 26 acres
JOB DATES:
BEGINNING march 2022 END June 2022

**ATTACHMENT D
CERTIFICATION OF FINANCIAL CONDITION**

Name of Contractor:

Wilson Logging and Grinding, Inc.

The undersigned hereby certifies that: [check all applicable boxes]

- The Contractor is in sound financial condition and, if applicable, has received an unqualified audit opinion for the latest audit of its financial statements.

Date of latest audit: _____

- The Contractor has no outstanding liabilities, including tax and judgment liens, to the Internal Revenue Service or any other government entity.
- The Contractor is current in all amounts due for payments of federal and state taxes and required employment-related contributions and withholdings.
- The Contractor is not the subject of any current litigation or findings of noncompliance under federal or state law.
- The Contractor has not been the subject of any past or current litigation, findings in any past litigation, or findings of noncompliance under federal or state law that may impact in any way its ability to fulfill the requirements of this Contract.
- He or she is authorized to make the foregoing statements on behalf of the Contractor.

Note: This is a continuing certification and Contractor must notify the Contract Lead within 15 days of any material change to any of the representations made herein.

If any one or more of the foregoing boxes is NOT checked, Contractor must explain the reason in the space below:

<u>Thomas C. Wilson</u>	<u>6-9-23</u>
Signature	Date
<u>Thomas C. Wilson</u>	<u>President</u>
Printed Name	Title

[This Certification must be signed by an individual authorized to speak for the Contractor]

ATTACHMENT A
INTENT TO PROPOSE
REQUEST FOR PROPOSAL #23-254

This form should be emailed to jason.falls@granvillecounty.org to ensure you receive all addenda issued for the RFP.

I, David R. Simmons a representative
of Simmons & Simmons Management Inc confirm that
we intend to submit a proposal for RFP #23-254

Company Simmons & Simmons Management Inc
116 Millbranch Road Clinton, NC 28328

Address P O Box 1460 Clinton, NC 28329

Contact David R. Simmons

Phone (910) 592-3834 (Office) 910-590-9726 (Cell) 910-592-9811 (Fax)

Email Simmons @simmonsmgmt.com

Date May 23, 2023

**ATTACHMENT B
BID PROPOSAL FORM
REQUEST FOR PROPOSAL #23-254
Brush Grinding Services**

Simmons & Simmons Management Inc
Company Name
P O Box 1460 Clinton, NC 28329 116 Millbranch Road Clinton, NC 28328
Address
David R. Simmons, President
Contact Name, Title
(910) 592-3834 (Office) 910-590-9726 (Cell) 910-592-9811 (Fax)
Telephone Number
David@simmonsmgmt.com Simmons@simmonsmgmt.com
E-Mail
May 31, 2023
Date

Year	Price
Fiscal Year (July 1, 2023-June 30, 2024)	Grinding Cost \$ <u>20.00</u> /ton Mulch Transportation Cost \$ <u>10.50</u> /ton
Fiscal Year (July 1, 2024-June 30, 2025)	Grinding Cost \$ <u>21.00</u> /ton Mulch Transportation Cost \$ <u>10.50</u> /ton
Fiscal Year (July 1, 2025-June 30, 2026)	Grinding Cost \$ <u>21.75</u> /ton Mulch Transportation Cost \$ <u>11.50</u> /ton
Fiscal Year (July 1, 2026-June 30, 2027)	Grinding Cost \$ <u>22.84</u> /ton Mulch Transportation Cost \$ <u>11.50</u> /ton
Fiscal Year (July 1, 2027-June 30, 2028)	Grinding Cost \$ <u>23.90</u> /ton Mulch Transportation Cost \$ <u>12.00</u> /ton

Additional Comments (attach additional sheets if needed):

-The County of Granville has the right to reject any and all bids-

ATTACHMENT C

REFERENCE DISCLOSURE FORM

Contractor must provide information regarding experience in grinding, stockpiling, collection, transportation, hauling, recycling and/or disposal of wood waste by listing THREE (3) RECENT CLIENTS. References should be clients of a similar scale as the services requested in this RFP and preferably include one government client.

1. COMPANY NAME: New Hanover County Landfill
PERSON TO CONTACT: Mr. Sam Hawes
TELEPHONE NUMBER: 910-798-4454
TYPE OF SERVICE PROVIDED: Grinding, Loading, Hauling
SIZE: We are able to change the screen size to what you need
JOB DATES: We schedule mobilization upon notification of needs
BEGINNING END

Completed 4/3/23, 11/14/22, 7/11/22, 6/21/22, 3/11/22, 9/21/21, 4/13/21,

2. COMPANY NAME: Franklin County
PERSON TO CONTACT: Mr. Lee Bodenhamer
TELEPHONE NUMBER: 919-496-9690
TYPE OF SERVICE PROVIDED: Grinding and Disposal
SIZE: We are able to adjust the screen size to what you need
JOB DATES: Usually Go In Once Per Year
BEGINNING _____ END _____

Completed; 9/12/16, 9/25/17, 6/30/20, 6/28/21, 6/21/22, 5/12/23

3. COMPANY NAME: Town of Emerald Isle
PERSON TO CONTACT: Mr. Matt Zapp
TELEPHONE NUMBER: 252-354-3424
TYPE OF SERVICE PROVIDED: Residential Garbage Collection
SIZE: _____
JOB DATES: We collect 5 days per week.
BEGINNING January 2007 END Still Under Contract

**ATTACHMENT D
CERTIFICATION OF FINANCIAL CONDITION**

Name of Contractor:

Simmons & Simmons Management Inc

The undersigned hereby certifies that: [check all applicable boxes]

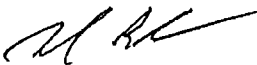
- ☐ The Contractor is in sound financial condition and, if applicable, has received an unqualified audit opinion for the latest audit of its financial statements.

Date of latest audit: March 2023

- ☒ The Contractor has no outstanding liabilities, including tax and judgment liens, to the Internal Revenue Service or any other government entity.
- ☒ The Contractor is current in all amounts due for payments of federal and state taxes and required employment-related contributions and withholdings.
- ☒ The Contractor is not the subject of any current litigation or findings of noncompliance under federal or state law.
- ☒ The Contractor has not been the subject of any past or current litigation, findings in any past litigation, or findings of noncompliance under federal or state law that may impact in any way its ability to fulfill the requirements of this Contract.
- ☒ He or she is authorized to make the foregoing statements on behalf of the Contractor.

Note: This is a continuing certification and Contractor must notify the Contract Lead within 15 days of any material change to any of the representations made herein.

If any one or more of the foregoing boxes is NOT checked, Contractor must explain the reason in the space below:

	May 30, 2023
Signature	Date
David R. Simmons	President
Printed Name	Title

[This Certification must be signed by an individual authorized to speak for the Contractor]



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **Aeronautics Authority of the City of Henderson, City of Oxford, County of Granville and County of Vance.**

PURPOSE:

To make appointment/reappointment to the Aeronautics Authority of the City of Henderson, City of Oxford, County of Granville, and County of Vance.

BACKGROUND:

The Aeronautics Authority of the City of Henderson, City of Oxford, County of Granville and County of Vance is responsible for construction, installation of equipment, facilities and operation of Oxford-Henderson Airport.

The term of Jonathan Carver, Granville County representative, expires in July. Mr. Carver would like to continue serving. An application from Jeff Kennon was received in 2022.

Others serving:	Seth Lumpkins	Oxford
	David Thomas	Henderson
	Brian Boyd	Vance County

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: Granville County Fire Commission

PURPOSE:

To make appointments/reappointments to the Granville County Fire Commission.

BACKGROUND:

The Fire Commission shall consist of 7 voting members:

Three (3) members who are subject matter experts (SMEs) in fire and emergency services. Current Fire Chiefs of fire departments, contracting with the County, shall not be appointed to any of these seats. SMEs shall reside in the unincorporated area of Granville County will serve in at-large seats from three geographical areas of Granville County as follows:

- (1) Northern Region
- (1) Central Region
- (1) Southern Region

Three (3) members who are citizens at-large. Citizens shall reside in the unincorporated area of Granville County and non-affiliated with the fire and emergency services. These citizens at-large are to represent three geographical areas of Granville County as follows:

- (1) Northern Region
- (1) Central Region
- (1) Southern Region

The current President of the Granville County Fire Chiefs Association will fill a seat.

One (1) member of the Granville County Board of Commissioners is to be appointed by the Board of Commissioners as the liaison to the Fire Commission but will not vote on Fire Commission matters during Fire Commission meetings.

The terms of Andy Culbreth (Northern Region -Fire & Emergency Services Representative), Chip Fudge (Central Region-Citizen At-large) and Richard Ray (Southern Region– Fire & Emergency Services Representative) expire in July.

Others serving:

Granville County Fire Commission	
Northern Region – Fire & Emergency Services Representative	Vacant
Northern Region – Citizen At-Large	Rev. Leroy Anderson
Central Region– Fire & Emergency Services Representative	Matt Norwood
Central Region– Citizen At-Large	Vacant
Southern Region– Fire & Emergency Services Representative	Vacant
Southern Region– Citizen At-Large	Jonathan Hayes
President of the Granville County Fire Chiefs Association	David Cottrell
County Commissioner, Ex-Officio	Russ May

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: Granville County Jury Commission

PURPOSE:

To make an appointment to the Granville County Jury Commission.

BACKGROUND:

The duty of the jury commission is to prepare a list of prospective jurors qualified each year if the senior regular resident superior court judge requests in writing that it do so.

The term of William "Billy" Gupton expires June 30, 2023. Mr. Gupton would like to be replaced. There is one application on file – Victoria Bradsher (District 2). A request has been made to have an individual from the southern end so there will be representation throughout the county on the Jury Commission.

Others serving:	Wilma Moore	Appointed by Judge John M. Dunlow
	Fann C. Montague	Appointed by Clerk of Court Yancey Washington
	Vacant	Appointed by the Granville County Board of Commissioners

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: Granville County Planning Board

PURPOSE:

To make appointments/reappointments to the Granville County Planning Board.

BACKGROUND:

The function and duty of the Planning Board is to make comprehensive surveys and studies of existing conditions and probable future developments. The Board is responsible for preparing such plans for physical, social and economic growth, as will best promote the public health, safety, convenience or the general welfare as well as efficiency and economy in the development of Granville County.

The Planning Board serves at the pleasure of the Board of County Commissioners and reviews and makes recommendations to the governing body.

The terms of Adam Brewer (District 2), Howard Tyler (District 4) and Justin Milstein (District 7) expire July 1, 2023. Mr. Brewer was appointed in January to fill an unexpired term, Mr. Milstein has resigned, and Mr. Tyler is retiring after 28 years of service and needs to be replaced. There are no applications on file at this time.

Others Serving:	Allen Nelson	District 1
	Vacant	District 2
	Elvin Mangum, Jr.	District 3
	Vacant District	District 4
	Joshua H. Averette	District 5
	Michael O'Briant Turner	District 6

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **Kerr-Tar Workforce Development Board**

PURPOSE:

To make appointments and/or reappointments.

BACKGROUND:

Function:

It is the responsibility of the Kerr-Tar Workforce Development Board to provide policy guidance for and exercise oversight with respect to the design and implementation of workforce development programs and services under the Workforce Innovation and Opportunity Act (WIOA) of 2014. The Kerr-Tar WDB shall work in partnership with the Kerr-Tar Workforce Development Consortium (County Commissioners) to enhance and address workforce development training, placement, and retention issues in the service delivery area through a job training plan.

Qualifications, Special Professional Classification, etc.

Each council shall consist of representatives of the private sector, who shall constitute a majority of the membership of the council and who shall be owners, chief executives, operating officers of nongovernmental employers, or other private sector executives who have substantial management or policy responsibility; and representatives of educational agencies (adult education and literacy, and apprenticeship), organized labor, vocational rehabilitation agencies, community-based organizations, economic development agencies, and the public employment service.

The terms of Sara Lloyd (Higher Education), Gordon Agingu (Division of Vocational Rehabilitation), Monica Satterwhite (Wagner-Peyser Act representative), Pastor Phillip Betts (Community-Based Organization), and Tana Chamberlain (Private Industry). A letter from Lou Grillo, Workforce Development Director, is attached that recommends their reappointments.

Others serving:	Hal Muetzel	Private Industry
	Allen Winston	Private Industry
	Harry Mills	Economic Development Director
	Norman Wilson	Labor Organization
	Commissioner Rob Williford	Elected Official

RECOMMENDATION:

Lou Grillo, Workforce Development Director, recommends the reappointments of Sara Lloyd (Higher Education), Gordon Agingu (Division of Vocational Rehabilitation), Monica Satterwhite (Wagner-Peyser Act representative), Pastor Phillip Betts (Community-Based Organization), and Tana Chamberlain (Private Industry).

ATTACHMENTS:

Recommendation Letter from Lou Grillo

ACTION TAKEN:



Diane Cox
Executive Director

**Member
Governments**

COUNTIES

Franklin
Granville
Person
Vance
Warren

MUNICIPALITIES

Bunn
Butner
Creedmoor
Franklinton
Henderson
Kittrell
Louisburg
Macon
Middleburg
Norlina
Oxford
Roxboro
Stem
Stovall
Warrenton
Youngsville

June 14, 2023

Ms. Debra Weary, Clerk
Granville County Board of Commissioners
P.O. Box 906
Oxford, NC 27565

Dear Ms. Weary:

I write to request that the Granville County Board of Commissioners re-appoint the following individuals for a two year term to the Kerr-Tar Workforce Development Board. All members listed regularly attend meetings and are actively involved with the direction of the board.

Sara Lloyd, Customized Industry Director for the NC Community College System.
Mrs. Lloyd is currently serving as Secretary/Treasurer of the Board. She will continue to serve in the required position of Higher Education.

Gordon Agingu, Regional Manager for NC Division of Vocational Rehabilitation.
Mr. Agingu serves in the required position for Vocational Rehabilitation.

Pastor Phillip Betts with Cornerstone Church Jobs for Life Program.
Pastor Betts serves in the required position of Community Organization.

Monica Satterwhite, Manager of the Oxford NCWorks Career Center.
Mrs. Satterwhite serves in the required position of Wagner-Peyser Act representative.

Tana Chamberlain, Laboratory Operations Manager at Mako Medical Laboratories.
Ms. Chamberlain serves in the required position of Private Industry representative.

Thank you for your assistance. If you have any questions or need additional information, please contact me at 252-436-2040.

Sincerely,

Lou Grillo
Workforce Development Director



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **Vance-Granville Community College Board of Trustees**

PURPOSE:

To make an appointment to the Board of Trustees of Vance-Granville Community College.

BACKGROUND:

The trustees of each Community College institution shall constitute the local administrative board of such institution, with such powers and duties as are provided in General Statute 115D-20 and as delegated to it by the State Board of Community Colleges.

The term of Deborah Butler expires June 30, 2023. Ms. Butler does not wish to be reappointed. There are two applications on file – Victoria Bradsher (District 2) and Keith Shearon (District 6).

Others serving:	Dr. Dorwin Howard	Appointed by the Governor
	Barbara Cates Harris	Appointed by the Board of Education
	Vacant	Appointed by the County Commissioners

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 15, 2023
Title: **NACo Voting Delegate**

PURPOSE:

To select a NACo (National Association of Counties) Voting Delegate.

BACKGROUND:

The NACo Annual Conference is scheduled for July 21-24, 2023, in Travis County, Texas. A voting delegate needs to be selected to represent Granville County at the annual business meeting. During the meeting, credentialed NACo members elect NACo officers, set our national policy agenda and conduct other association business.

RECOMMENDATION:

Recommend selecting a voting delegate to represent Granville County during the NACo business meeting to be held on July 24th.

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Terry Hobgood
Department: Administration
Date: June 15, 2023
Title: **Amplifund Grant Management Software Contract**

PURPOSE:

To purchase access to the Amplifund grant-seeker and grant-management platform, approve the associated service contract, and authorize the County Manager to execute it.

BACKGROUND:

Granville County has utilized eCivis to search for grants for much of the past decade. The software offers a powerful database for potential grant awards, but the grant management side of the platform is tedious, has poor user-experience, and only provides robust reporting and tracking if the system manager invests significant hours into data entry and report tracking.

County Administration staff has spent several months evaluating grant management platforms that may be capable of meeting the county's needs. Amplifund was identified as the only other comparable platform providing a grant management solution to city, county, and state governments.

During user tests, Administration staff determined that Amplifund offered easier import of financial data directly from the county's financial management software. This will provide a more automated and seamless financial reporting and tracking system. The grant-seeking side of the Amplifund platform provides a more advantageous pricing structure of unlimited licenses available under one fee. This pricing model will allow the county to provide grant management system access to all departments easily without changing the total cost. Amplifund will allow as many department contacts as needed, plus the easy addition of external grant managers at a cost of \$14,500 per year (price is guaranteed for 3 years).

This initiative will allow departments to initiate grant seeking more easily for established projects and allow greater accountability and peace of mind for financial tracking and reporting county-wide.

As an additional benefit, Cherry Bekaert (whose services were recently contracted by Granville County to evaluate county financial practices associated with federal and state funding) highly recommends Amplifund and will provide best practices to utilize this software to protect the county from liability and remain in compliance with federal and state regulations.

COMPLIANCE WITH CONTRACT & PURCHASING POLICY:

Complies with the county's purchasing policy and NC procurement laws.

FUNDING:

Funding is available in the FY 2023-2024 budget.

RECOMMENDATION:

The Public Information Officer/Grant Development Specialist and the County Manager recommend purchasing access to the Amplifund grant-seeker and grant-management platform and approval of the associated service contract.

ATTACHMENTS:

Amplifund Contract Agreement

Amplifund Quote

ACTION TAKEN:



ORDER FORM

This Order Form ("**Order Form**") is effective of the Effective Date on the signature page hereto by and between StreamLink Software Inc. dba AmpliFund, a Delaware corporation ("**AmpliFund**") and the customer listed below ("**Customer**"). As used herein, "**Agreement**" shall mean this Order Form together with the attached Terms & Conditions. Any capitalized terms used but not defined in this Order Form will have the meaning set forth in the Terms & Conditions.

AmpliFund Grant Seeker provides a straightforward, purpose-built solution to conduct opportunity research, track deadlines, centralize information, and monitor budgetary grant progress across the lifecycle of a grant. Customers may have the ability to view or access functionality not included in their subscription tier. For more details on tier inclusions, [please reference our feature matrix](#). AmpliFund reserves the right to audit usage and revise access levels as needed. Any delay in payment will impact the timeline of Customer's software implementation.

SERVICES		FEES	
AmpliFund Grant Seeker Enterprise for Managing \$6M in Annual Grant Revenue	Year 1 Subscription		\$14,500.00
	Year 2 Subscription		\$14,500.00
	Year 3 Subscription		\$14,500.00
	Year 4 Subscription		\$14,500.00
Basic Implementation Package See Exhibit A for Statement of Work The one-time implementation fee includes a total of 75 hours. An additional \$175 per hour rate applies if extra work is needed outside the scope defined in the Statement of Work and implementation package outlined in Exhibit A.	One-Time Implementation Fee		\$8,100.00
	First Year Total:		\$22,600.00
	Total Contract Cost:		\$66,100.00
TERM			
This Agreement commences on the Effective Date and continues for an initial term of Forty-eight (48) months (the "Initial Term").			
CONTACT INFORMATION FOR NOTICES AND INVOICES			
StreamLink Software Inc. dba AmpliFund 812 Huron Road East, Suite 550, Cleveland, Ohio 44115 Email: cbrown@amplifund.com Attn: Correen Brown		Granville County, NC 104 Belle Street, PO Box 906 Oxford, NC 27565 Email: terry.hobgood@granvillecounty.org Attn: Terry Hobgood	



TAX INFORMATION

Tax ID:

Is this purchase tax exempt? ☒ Yes ☐ No. If "Yes", please include your tax-exempt form for our records. If the tax-exempt form is not included AmpliFund will charge applicable sales tax.

This Agreement is executed by duly authorized representatives of the Parties and is effective as of the last signature date listed below (the "**Effective Date**").

STREAMLINK SOFTWARE INC.

dba AMPLIFUND

-INSERT CUSTOMER'S FULL LEGAL NAME ABOVE-

By: _____

Name: Scott M. Smith

Title: CEO

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

TERMS AND CONDITIONS

StreamLink Software Inc. dba AmpliFund, a Delaware corporation ("**AmpliFund**"), a software-as-a-service grant management platform ("**Platform**"), allows users to obtain and manage federal and other sources of grant funding (collectively, "**Grants**"). These Terms and Conditions, together with the Order Form (collectively, the "**Agreement**"), governs the relationship whereby AmpliFund will (i) grant Customer access to the Platform; and (ii) provide the support services set forth on **Exhibit A** attached hereto (with the Platform, the "**Services**"). To the extent that any conflict arises between these Terms and Conditions and an Order Form, these Terms and Conditions shall control unless specifically stated otherwise in the Order Form. AmpliFund and Customer may be referred to herein collectively as the "**Parties**" or individually as a "**Party**." Accordingly, the Parties agree as follows:

1. Access and Use.

- a. Platform Access. Subject to and conditioned on Customer's payment of Fees (defined below) and compliance with all other terms and conditions of this Agreement, AmpliFund hereby grants to Customer during the Term (defined below) a non-exclusive, non-transferable, non-sublicensable license to allow its Authorized Users to access and use the Platform solely for Customer's internal management of Grants. "**Authorized Users**" means Customer's employees, consultants, contractors, and agents (i) who are authorized by Customer to access and use the Services under the rights granted to Customer pursuant to this Agreement and (ii) for whom access to the Services has been purchased hereunder. Customer acknowledges and agrees that it is responsible for the use or misuse of the Services by Authorized Users, and a breach by any Authorized User of any term of this Agreement will be deemed a breach by Customer of this Agreement.
- b. Restrictions. Customer may not: (i) copy, modify, translate, or create derivative works of the Platform; (ii) reverse engineer, decompile, disassemble or otherwise attempt to reconstruct, identify or discover any source code, underlying ideas, underlying user interface techniques, or algorithms of the Platform; (iii) lend, lease, offer for sale, sell or otherwise use the Platform for the benefit of any third party; (iv) attempt to disrupt the integrity or performance of the Platform; (v) attempt to gain unauthorized access to the Platform or its related systems or networks; or (vi) use the Platform in a manner that infringes, misappropriates, or otherwise violates any intellectual property right or other right of any person, or that violates any applicable law, rule or regulation.
- c. Reservation of Rights. Except for the rights granted to Customer in Section 1(a) above and Customer's rights to Data (defined below), as between the Parties, AmpliFund retains all right, title and interest, including all intellectual property rights, in and to the Platform (including all updates thereto ("**Updates**") and Diagnostic Data (defined below)). All rights that AmpliFund does not expressly grant to Customer in this Section 1 are reserved. Except for the limited access rights and licenses expressly granted under this Agreement, nothing in this Agreement grants, by implication, waiver, estoppel, or otherwise, to Customer or any third party any intellectual property rights or other right, title, or interest in or to the Platform.
- d. Customer Data. As between the Parties, Customer owns all data, information and other materials submitted to the Platform by Customer or Authorized Users (collectively, "**Customer Data**"). Customer hereby grants to AmpliFund a non-exclusive and non-transferable (except under Section 10) license to use and host the Customer Data to provide the Services. Customer

represents and warrants to AmpliFund that: (i) it owns or otherwise has sufficient rights to the Customer Data to grant the license in this Section 1.d.; and (ii) no Customer Data submitted to the Platform does or will violate the privacy, intellectual property or other rights of any person or entity or any applicable laws, rules or regulations.

- e. Diagnostic Data. Notwithstanding anything to the contrary in this Agreement, AmpliFund may monitor Customer's use of the Services and collect and compile Diagnostic Data. "**Diagnostic Data**" means all aggregated and de-identified information that AmpliFund's systems or applications automatically collect regarding use of the Platform and its performance. As between AmpliFund and Customer, all right, title, and interest in Aggregated Statistics, and all intellectual property rights therein, belong to and are retained solely by AmpliFund. Customer acknowledges that AmpliFund may compile Diagnostic Data based on Customer Data input into the Services, and use such Diagnostic Data to the extent and in the manner permitted under applicable law; provided that such Diagnostic Data does not identify Customer or Customer's Confidential Information.
2. Professional Services. AmpliFund will provide the support services set forth on **Exhibit A**. Pursuant to the terms of this Agreement, and from time to time during the term of this Agreement, AmpliFund may provide Customer with additional professional services as specified in Statement(s) of Work ("**SOW**") to this Agreement. Each SOW is incorporated into this Agreement by reference and will include a description of the services to be provided by AmpliFund, a proposed timeline or term, and the fees payable to AmpliFund for the services. To the extent that any conflict arises between this Agreement and a SOW, this Agreement shall control. The parties acknowledge and agree that until a SOW is executed by the parties, AmpliFund is not required to provide any additional professional services hereunder by virtue of this Agreement alone. Customer agrees to provide good-faith cooperation to enable AmpliFund to perform the services described in the SOW in a timely and efficient manner, including providing access to necessary personnel, making decisions, giving approvals, and communicating information in a timely manner, and, where services are to be performed at a Customer location, providing security access, office accommodations and supplies, and access to necessary facilities, equipment, and telecommunications resources.
3. AmpliFund's Obligations. AmpliFund will use commercially reasonable efforts to make the Platform available at all times, except for planned downtime and any unavailability caused by Force Majeure Events (defined below). AmpliFund will maintain commercially reasonable administrative, technical and physical safeguards to protect the security, confidentiality and integrity of Data, including by use of a commercially reasonable hosting provider. As of the Effective Date, AmpliFund's hosting provider is Microsoft Azure.
4. Payment Terms.
 - a. Fees. Customer will pay AmpliFund the fees as detailed on the Order Form or SOW, as applicable (the "**Fees**"). Year 1 Subscription Fees and Implementation Fees are due upon execution of the Agreement prior to the commencement of the use of the Platform or support services, as applicable. Subscription Fees following Year 1 are paid annually in advance. All Fees are non-cancellable and non-refundable.
 - b. Taxes. Fees do not include any taxes, levies, duties or similar governmental assessments of any nature, including, for example, value-added, sales, use or withholding taxes, assessable by any

applicable taxing authorities (collectively, “**Taxes**”). Customer is responsible for all Taxes associated with its receipt of the Services (except for any Taxes assessable against AmpliFund based on its net income). If Customer is exempt from state and local government taxes, then Customer represents and warrants it has provided evidence of such exemption to AmpliFund prior to the Effective Date.

5. Confidential Information.

- a. Definition. As used herein, “**Confidential Information**” means all confidential information disclosed by a Party (“**Disclosing Party**”) to the other Party (“**Receiving Party**”), that is marked in writing as “confidential” or by a similar designation. For clarity, the Confidential Information of AmpliFund includes the AmpliFund technology underlying the Platform and any related non-public specifications, documentation or technical information that AmpliFund makes available to Customer. Confidential Information does not include any information that (i) is or becomes generally known to the public without breach of any obligation owed to the Disclosing Party; (ii) was known to the Receiving Party prior to its disclosure by the Disclosing Party without breach of any obligation owed to the Disclosing Party; (iii) is received from a third party without breach of any obligation owed to the Disclosing Party; or (iv) was independently developed by the Receiving Party.
- b. Protection of Confidential Information. The Receiving Party will use the same degree of care that it uses to protect the confidentiality of its own confidential information of like kind (but in no event less than reasonable care). The Receiving Party may only use the Disclosing Party’s Confidential Information to perform its obligations or exercise its rights under this Agreement. Except as expressly authorized by the Disclosing Party in writing, the Receiving Party will limit access to Confidential Information of the Disclosing Party to those of its and its affiliates’ employees, contractors or agents who need such access to perform obligations under this Agreement and who agree to abide by the terms set forth in this Section 5. Neither Party will disclose the terms of this Agreement to any third party (except for its affiliates and their legal counsel and accountants) without the other Party’s prior written consent.
- c. Compelled Disclosure. The Receiving Party may disclose Confidential Information of the Disclosing Party if it is compelled by law to do so, provided the Receiving Party gives the Disclosing Party prior notice of such compelled disclosure (to the extent legally permitted) and reasonable assistance, at the Disclosing Party’s cost, if the Disclosing Party wishes to contest the disclosure.

6. Term and Termination.

- a. Term. This Agreement commences on the Effective Date and continues for the Term set forth on the Order Form.
- b. Termination. Either Party may terminate this Agreement upon 30 days’ prior written notice if the other Party is in material breach of this Agreement and the breaching Party fails to remedy the breach within the 30-day notice period (except for a breach of payment obligations, in which case the cure period shall be 5 days). Either Party may terminate this Agreement, effective immediately upon written notice to the other Party, if the other Party: (i) becomes insolvent or is generally unable to pay, or fails to pay, its debts as they become due; (ii) files or has filed against it, a petition for voluntary or involuntary bankruptcy or otherwise becomes subject, voluntarily or

involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law; (iii) makes or seeks to make a general assignment for the benefit of its creditors; or (iv) applies for or has appointed a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business. AmpliFund may terminate this Agreement, effective on written notice to Customer, if Customer breaches any of its obligations under Section 1.b.

- c. Effect of Termination. Upon expiration or termination of this Agreement, the licenses and/or access rights, as applicable, granted by each Party will automatically terminate and all outstanding Fees owed pursuant to Section 4 will become immediately due and payable. Sections 1.b, 1.c, 4, 5, 6.c, 7, 8, 10 and all defined terms used in those Sections will survive any expiration or termination of this Agreement.

7. Representations and Warranties.

- a. Warranties. Each Party represents and warrants to the other that: (i) it has the right, power and authority to enter into this Agreement and to perform all of its obligations hereunder; (ii) the execution of this Agreement by its representative has been duly authorized by all necessary organizational action of the Party; and (iii) when executed and delivered, this Agreement will constitute the legal, valid and binding obligation of such Party, enforceable against such Party in accordance with its terms.
 - b. Warranty Disclaimer. EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES IN THIS SECTION, AMPLIFUND (I) MAKES NO REPRESENTATIONS OR WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, WITH RESPECT TO THE SERVICES, AND (II) DISCLAIMS ALL IMPLIED WARRANTIES, INCLUDING, WITHOUT LIMITATION, THE WARRANTIES OF MERCHANTABILITY, NONINFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE, INCLUDING ANY LOCAL JURISDICTIONAL ANALOGUES TO THE FOREGOING. AMPLIFUND MAKES NO WARRANTY OF ANY KIND THAT THE PLATFORM, OR ANY PRODUCTS OR RESULTS OF THE USE THEREOF, WILL MEET CUSTOMER'S OR ANY OTHER PERSON'S REQUIREMENTS, OPERATE WITHOUT INTERRUPTION, ACHIEVE ANY INTENDED RESULT, BE COMPATIBLE OR WORK WITH ANY SOFTWARE, SYSTEM OR OTHER SERVICES, OR BE ERROR FREE.
8. Limitations on Liability. EXCEPT FOR A PARTY'S INDEMNIFICATION OBLIGATIONS DESCRIBED IN SECTION 9 BELOW, TO THE FULLEST EXTENT PERMITTED UNDER APPLICABLE LAW, (A) IN NO EVENT WILL EITHER PARTY'S TOTAL LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT EXCEED THE FEES PAID OR PAYABLE TO AMPLIFUND DURING THE TWELVE (12) MONTHS PRECEDING THE CLAIM; AND (B) IN NO EVENT WILL EITHER PARTY HAVE ANY LIABILITY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT (INCLUDING, WITHOUT LIMITATION, FOR LOST PROFITS, DATA OR OTHER BUSINESS OPPORTUNITIES), HOWEVER CAUSED AND ON ANY THEORY OF LIABILITY, WHETHER FOR BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE.
9. Indemnification. If a claim by a third party (a "**Third Party Claim**") is asserted against Customer alleging that the Platform infringes such third party's intellectual property rights ("**Infringement Claim**"), then AmpliFund will indemnify and defend Customer from the Infringement Claim and hold Customer harmless from any damages finally awarded or settlements entered into with respect to the Infringement Claim, provided that Customer promptly notifies AmpliFund in writing of the claim,

cooperates with AmpliFund, and allows AmpliFund sole authority to control the defense and settlement of such claim. In the event of an Infringement Claim, AmpliFund, at its sole option and expense, may: (i) procure for Customer the right to continue using the Platform or infringing part thereof; (ii) modify the Platform or infringing part thereof; (iii) replace the Platform or infringing part thereof with other software having substantially the same or better capabilities; or, (iv) if the foregoing are not commercially practicable, terminate this Agreement and repay to Customer a pro-rata portion of the Fees. Notwithstanding the foregoing sentences of this Section 9, AmpliFund will have no liability for an Infringement Claim if the actual or alleged infringement results from (a) Customer's or any Authorized User's breach of this Agreement; (b) any modification, alteration or addition made to the Platform by Customer or any Authorized Users, including any combination of the Platform with software not provided by AmpliFund; (c) Customer's or any Authorized User's failure to use any Updates AmpliFund makes available; (d) any settlements entered into or costs incurred by Customer for the Infringement Claim that AmpliFund has not pre-approved in writing or (e) Customer Data.

10. Miscellaneous. Customer agrees that any violation or threatened violation of this Agreement may cause irreparable injury to AmpliFund, entitling AmpliFund to seek injunctive relief in addition to all available remedies. Neither Party may assign this Agreement or any rights under it, in whole or in part, without the other Party's prior written consent; provided that either Party may assign this Agreement or any rights under it without prior written consent to a successor in connection with a merger, acquisition, reorganization, consolidation, or sale of all or substantially all of its assets or the business to which this Agreement relates. Any attempt to assign this Agreement other than as permitted above will be void. If any provision of this Agreement is held by a court of competent jurisdiction to be unenforceable, then the remaining provisions of this Agreement will remain in full force and effect. This Agreement will be governed by and construed under the laws of the State where the Customer is domiciled, without reference to its conflict of laws principles. This Agreement, including all Exhibits and SOWs referenced herein or attached hereto, is the entire agreement between the Parties with respect to the subject matter set forth herein and supersedes any previous or contemporaneous communications, whether oral or written, express or implied. For the avoidance of doubt, the terms of this Agreement will govern all Customer orders submitted to pursuant to a SOW, and no additional or inconsistent terms or conditions in any a Customer purchase order will have any legal effect. This Agreement may be modified or amended only by a writing signed by both Parties. If there is any conflict or inconsistency between the terms of any Exhibit and the terms in the body of this Agreement, then the terms in the body of the Agreement will control solely to the extent of the conflict. All waivers made under this Agreement must be made in writing by the Party making the waiver. This Agreement may be signed in counterparts, each of which will be deemed an original, and all of which together will constitute a single agreement.
11. Notice. Any notice required or permitted to be given under this Agreement will be effective if it is (i) in writing and sent by certified or registered mail, or insured courier, return receipt requested, to the appropriate Party and with the appropriate postage affixed; or (ii) sent via electronic mail, in either case addressed to the address set forth on the Order Form. Either Party may change its address for receipt of notice by notice to the other Party in accordance with this Section. Notices are deemed given two business days following the date of mailing, one business day following delivery to a courier, and/or on the same day electronic mail is sent to the recipient.
12. Force Majeure. AmpliFund will not be liable or responsible to Customer, nor be deemed to have breached this Agreement, for any failure or delay in fulfilling or performing any term of this



Agreement when and to the extent such failure or delay is caused by or results from acts or circumstances beyond AmpliFund's reasonable control including, without limitation, acts of God, pandemic, natural disaster, denial or services attacks and/or service provider system outages (collectively, "**Force Majeure Events**").

13. Records; Audit. AmpliFund shall maintain adequate records of the fees and expenses charged to Customer with respect to the Services for at least two years after completion of such Services. AmpliFund shall make such records available to Customer during normal business hours upon reasonable advance written notice (no less than 10 business days). AmpliFund shall cooperate in any audit of such records that Customer may undertake; provided, however, that any such audit shall be at Customer's sole expense. If, as a result of such audit, it is determined that AmpliFund has overcharged Customer, Customer shall notify AmpliFund of the amount of such overcharge, and AmpliFund shall credit to Customer the amount of such overcharge. No such audit may occur more than once in any twelve-month period unless Customer needs to do so for purposes of defending itself with respect to litigation or threatened litigation.

END OF DOCUMENT

Exhibit A

Delivery – Statement of Work

Granville County, NC (“Customer”)

Per discussions during product demonstrations and contract negotiations, AmpliFund's current understanding of the project scope is documented below. The scope and timeline will be further refined during the implementation process, as necessary. In the event the Parties agree that the Activities, Deliverables, or Services of this Project Statement of Work should be modified or added to, the Parties shall prepare a written amendment to the Project Statement of Work for execution by the Parties. See Change Order Request section for details.

Project Scope

Delivery Services

The **Comprehensive Delivery package fee** includes implementation for the customer project team, internal users, and recipients. The AmpliFund Delivery Team will commit no more than **75** total hours to delivery. Hours will be utilized to complete project plan as outlined within 30 days of Project Kick-Off Meeting.

The Delivery Team will track hours utilized and will provide the customer with current status upon request. AmpliFund's delivery approach enables the customer to successfully perform all grant management activities long-term.

The delivery design allows the customer to use the system to its fullest extent to manage grant processes. Delivery services include:

- **Project Management**
 - AmpliFund will adhere to standard Project Management methodologies.
 - Delivery of a customized training plan which will provide end users the ability to create and manage their active grant portfolio within AmpliFund.
- **Requirements Gathering**
 - Requirements gathering which allows the project teams to discuss and define the efforts required to support expected outcomes.
 - In-depth assessment of current systems, existing grant management processes, reporting requirements, as well as agency needs regarding the development and implementation of new workflows/processes in addition to established workflows
- **Training and Configuration**
 - Deliver training sessions and provide import templates and documentation necessary to manage the grant portfolio.
- **Rollout and Post-Implementation Support**
 - Assistance to ensure a smooth transition into managing the system following training and configuration.

Further ongoing support is detailed in the Support Services Exhibit.

Technical Services

In addition to the AmpliFund Solution, AmpliFund will provide:

- Hosting in AmpliFund's Microsoft Azure Commercial cloud



- Data Migration Support - AmpliFund can provide data migration templates to the Agency, and any third-party of the Agency's choosing, to migrate any existing and/or historical grant data into AmpliFund for an additional fee.

Change Order Requests

In the event the Parties agree that the Activities, Deliverables, or Services of the Project Statement of Work should be modified, or that additional Activities, Deliverables, or Services should be conducted, a written amendment to the Project Statement of Work will be developed for review and execution by the Parties prior to initiation of additional work. At the request of the customer, additional services hours may be purchased at a rate of \$175 per hour.

Assumptions

Project Assumptions, Exclusions, and Constraints

- The AmpliFund Delivery Team will provide web-based, virtual training sessions for users to join. The trainings can be recorded and made available for future reference. All work will be performed remotely by the AmpliFund Delivery Team. On-site training and configuration services can be procured at additional fees.
- There will be agreements between different departments to collaborate including providing staff and information per the work plan. The cross-department collaboration will occur in order to standardize a consistent set of business processes within AmpliFund.
- AmpliFund will be responsible for calculating hours and report back to customer as requested.
- Delivery hours included in this Statement of Work expire 12 months from the contract execution date. Upon time of expiration, if hours have not been fully utilized, they will be forfeited by the client unless a change request is mutually agreed upon to extend the Statement of Work period.
- Implementation includes an import/export integration using a flat file transfer of data between AmpliFund, and the Customers current existing systems. It also includes hours to build out a reporting process to successfully extract data out of AmpliFund that can be leveraged outside of the system. Access to the AmpliFund API is not included. Additional conversations would be necessary to determine scope of work to integrate with existing systems.
- Hosting will be provided in the AmpliFund Azure multi-tenant cloud environment.

EXHIBIT B

Support

All capitalized terms that are used but not defined in this Exhibit will have the meanings ascribed to them in the body of the Agreement.

1. **Support.** AmpliFund will provide technical support and customer service (“Support”) to Customer on an ongoing basis during the Term of the Agreement.
 - (i) Through AmpliFund’s online support portal, Customer will have access to the most up-to-date support documentation, user guides, videos, release notes, and import templates, as well as regularly scheduled, live virtual training sessions on core functionality.
 - (ii) Customer may request additional Support by contacting AmpliFund at **216-377-5500**, via email at **support@amplifund.zendesk.com** or through the online chat functionality available on the Platform. Telephonic and online chat support are available during normal business hours, defined as 8:00am – 8:00pm ET, Monday through Friday, except for national holidays in the United States. Customers may submit support tickets, feature requests and bug reports through the Platform at any time.
2. **Issues.** “**Issues**” impact the availability of the Platform, except for scheduled downtime, as determined by AmpliFund in its reasonable discretion. AmpliFund distinguishes among four Severity of Issues as follows:
 - (i) **Critical Severity:** Issues that prevent one or more users from accessing the application or defects that allow unauthorized access to customer data.
 - (ii) **High Severity:** Issues that prevent one or more users from completing a core business process within the application.
 - (iii) **Medium Severity:** Issues that cause difficulty completing a task within the application.
 - (iv) **Low Severity:** Issues that do not prevent user action or cause any difficulty but may be perceived as detracting from the quality of the product.
3. **Target Resolution Times.** AmpliFund will use commercially reasonable efforts to meet the following target time frames for resolution of Issues from the time AmpliFund receives a Support request:

<u>Severity</u>	<u>Target Resolution Time</u>
Critical	4 hours or better
High	48 hours or better
Medium	10 business days or better

4. **Scheduled Maintenance Downtime.** AmpliFund may perform schedule maintenance Monday through Friday, between the hours of 10 PM – 11PM ET. In the event maintenance is required outside these established windows, AmpliFund will make reasonable efforts to notify



customers in advance.

5. Resolution. If AmpliFund has not resolved an Issue within the Target Resolution Time frame, then, upon Customer's written request, the parties will discuss a resolution plan.
6. Uptime. AmpliFund guarantees a 99.9% up time of the Platform, exclusive of scheduled maintenance periods. Status of the Platform may be accessed at <https://status.amplifund.com/>.



AmpliFund Quote Granville County, NC

Grants Management Solution Pricing Information
1.25.2023

StreamLink Software Inc. DBA
AmpliFund
812 Huron Road, Suite 550
Cleveland, OH 44115

Phone: 216.377.5500
Fax: 216.377.5501

Company Representative

Kevin French
Sr. Enterprise Sales Enterprise
kfrench@amplifund.com

AmpliFund Grant Seeker Advanced

	Cost
Annual Subscription Fee – Year 1	\$14,500.00
Annual Subscription Fee – Year 2	\$14,500.00
Annual Subscription Fee – Year 3	\$14,500.00
One-Time Implementation Fee – 60 hours	\$6,500.00
Total First Year Cost	\$21,000.00
Total 3 (three) Year Cost	\$50,000.00

Optional Service/Implementation Add-ons

SSO Setup Fee (one-time)*	\$1,500.00
API Integration Setup Fee (one-time)**	\$5,000.00
30 Data Migration Hours (one-time)***	\$4,500.00

Notes:

- The Annual Subscription Fee is based upon managing up to \$10M of Annual Grant Revenue (AGR) for our Grant Seeker solution.
- The One-time Implementation Fee includes 60 service hours to deliver the AmpliFund Grant Seeker Advanced platform to the organization.
- Pricing includes **unlimited user licenses** and **unlimited document storage space**.
- Additional service hours can be purchased at any time for an hourly rate of \$175. Implementation Package offering a discount rate.
- Hosting will be provided in the AmpliFund Azure multi-tenant cloud environment.
- The Annual Subscription Cost must be paid in whole upfront, annually.
- Implementation includes: Project Management, Requirements Gathering, System Configuration and Testing, and General Product Training.
- Implementation includes an import/export integration using a flat file transfer of data between AmpliFund, and the Customers current existing systems. It also includes hours to build out a reporting process to successfully extract data out of AmpliFund that can be leveraged outside of the system. Access to the AmpliFund API is not included. Additional conversations would be necessary to determine scope of work to integrate with existing systems.



Granville County Emergency Management

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Jason Reavis
Department: Emergency Management
Date: June 19, 2023
Title: Fire Department Contract

PURPOSE:

To present the Fire Department Contract to the Board of Commissioners that was recommended by the Granville County Fire Commission.

BACKGROUND:

The current contract / agreement that we have with the volunteer fire departments in Granville County dates back to September of 1998 (25 years). As a result of implementation of the Fire Protection & Rescue Service Tax District, it was determined that now was the time to implement a new contract. NC Fire Chief Consulting was hired to evaluate fire services in Granville County and to develop a best practice contract for us to use in Granville County. On August 29th, 2022, the Granville County Fire Commission held its first meeting where Greg Grayson presented his findings during the study. October 24th, 2022, the contract was discussed for the first time at the Fire Commission meeting. The contract has been discussed at the majority of the Fire Commission meetings since then. June 14th, 2023, there was a lengthy discussion between members of the fire departments as well as Fire Commission members and County Staff to finalize the contract. Four (4) of the seven (7) Fire Commission members were in attendance at the meeting. There was a unanimous vote of the Fire Commission members in attendance to recommend the contract that was reviewed to the Granville County Board of Commissioners.

RECOMMENDATION:

The Granville County Fire Commission and the Emergency Management Director recommend that the Granville County Board of Commissioners approve the contract being presented so the County can implement the contract with the 12 volunteer fire departments to continue to provide fire protection in Granville County.

ATTACHEMENT:

Contract

ACTION TAKEN:

Exhibit (A)

Services Provided by _____ Volunteer Fire Department

Exhibit "B"

2023-2024 baseline funding

Antioch VFD	\$83,400
Berea VFD	\$88,900
Bullock VFD	\$88,900
Granville Rural VFD	\$83,400
Corinth VFD	\$83,400
Stem VFD	\$88,900
Creedmoor VFD	\$83,400
Brassfield VFD	\$88,900
Virgilina VFD	\$55,450
Stovall VFD	\$83,400
Cornwall VFD	\$88,900
Providence VFD	\$83,400



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **County Manager's Report**

PURPOSE:

Any matters as needed by the County Manager.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **Approval of Final Order Granting Major Special Use Permit**

PURPOSE:

To approve final Order Granting Major Special Use Permit.

BACKGROUND:

At the regular meeting held on June 5, 2023 the Board approved a Major Special Use Application for Cellco Partnership d/b/a Verizon Wireless to place a 199-foot lattice wireless communication tower with a fenced equipment compound on property owned by Lawrence and Anita Dixon specifically identified as tax parcel map number #096600067049, on property located at 7133 Lester McFarland Road. The final Order Granting Major Special Use Permit document needs to be approved. A final order drafted by the County Attorney evidencing the Board's decision to grant a Special Use Permit will be provided at the meeting.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **Request to Approve Amendment to Substitute Equipment on Charlie Stovall Road Tower**

PURPOSE:

To consider approval of an amendment to substitute equipment on the Charlie Stovall Road tower.

BACKGROUND:

Cellco Partnership d/b/a Verizon Communications requests an amendment to substitute equipment on the Charlie Stovall Road Tower. The request has been reviewed and approved by the County's consultant, Cityscape, and the Planning Director. The amendment will be provided at the meeting.

ACTION TAKEN:



Granville County

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: County Attorney's Report
Date: June 19, 2023
Title: **County Attorney's Report**

Any items as needed by the County Attorney.

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 15, 2023
Title: **Presentations by County Board Members**

PURPOSE:

Board members will make comments, give reports, and make announcements.

- Commissioner Tony W. Cozart
- Commissioner Timothy Karan
- Commissioner Jimmy Gooch
- Commissioner Zelodis Jay
- Commissioner Rob Williford
- Commissioner Sue Hinman
- Chair Russ May

ACTION TAKEN:



Granville County Administration

104 Belle Street
Oxford, NC 27565
(919) 693-5240

To: Board of Commissioners
From: Debra Weary
Department: Administration
Date: June 19, 2023
Title: **Any Other Matters**

PURPOSE:

To consider any other matters as needed.

ACTION TAKEN: