

**Progress Report - Capital Projects 2012-13  
November - December 2012**

DEPT.	Project	Project Description	% Completed
IT	NetMotion	Allows for improved network connectivity for Sheriff's Mobile Data Terminals.	90%
	Reg. of Deeds (A2 Upgrade)	Have met with implementation team. Target goal for Phase 1 of upgrade is end of Sept.	5%
	Phone System (Upgrade)	<b>Phase 1 – HRC Building</b>	100%
		<ul style="list-style-type: none"> <li>▪ Installed 190 phones</li> <li>▪ Redesigned the network to allow for future growth and better management</li> <li>▪ Installed new cabling (currently removing the old cabling)</li> <li>▪ All new cabling is in the wall and out of the wall.</li> </ul>	
		<b>Phase 2 – Avery, Green Street &amp; Morganton Public Library</b>	100%
		<ul style="list-style-type: none"> <li>- Morganton Public Library</li> <li>- Avery and Green Streets</li> <li>Network Switches -New Switches have arrived.</li> <li>New Phones have been ordered.</li> </ul>	35%
	Email System (Upgrade)	Upgrade will allow improved email communication with all departments.	35%
	PageGate (Upgrade)	Working with Verizon to allow free paging to Public Safety Verizon Cell Phones & pagers. Completion Date - End of Oct.	35%
	PC'S	First Order of PC's for the Fiscal Year.	100%
	Planning & Inspections Software	Met with several vendors. Looking for a solution that properly integrates with our existing systems.	10%
TAX	Tax System (Upgrade)	July - Narrowed down to two final vendors.	100%
		Final demonstrations scheduled first of September.	100%
		NCPTS/Farragut Demo September	100%
		Met with staff to discuss both systems September 6	100%
		Determine which system fits our needs and review cost.	100%
		Management made decision to RFP	100%
		IT is finishing installation of the servers & security at Higher Education Center. By mid-January this should be completed and ready for Farragut to begin the setting up on their end. After that the data migration should begin.	

DEPT.	Project	Project Description	% Completed
<b>TAX</b> <i>(continued)</i>	<b>Tax System Upgrade</b> <i>(continued)</i>	RFP Issued September 19	100%
		Mandatory Pre-Bid Conference held at Burke Co. Services Bldg. Three vendors attended.	100%
		Bids received, opened, and reviewed bids	100%
		Made recommendation on 10/12/12 of lowest responsible bidder for BOC to consider at the October 16 Regular meeting	100%
		Request BOC to enter into contract with NCPTS for new tax system at their October 16 Regular meeting	100%
		Pre-contract planning Contract approval	100%
		Startup meeting	100%
<b>GENERAL SERVICES</b>	<b>HRC HVAC &amp; Electrical Renovations</b>	Design/Bid/Contract awarded 7/17/12 & site visits completed	100%
		Permitting in process	100%
		Building cooling load has been reviewed and alternate chiller has been selected.	100%
		Currently working on coil, pump & control selections	100%
		Mechanical design.	100%
		Generator design being reviewed.	100%
		Mandatory Pre-Bid Conference - 10-16-12	100%
		Bid Opening - 10-22-12	100%
		Contract Awarded at 11-6-12 Meeting	100%
		Construction began January 2013	5%
		Generator bids due 1 /8/13	95%
<b>Courthouse HVAC &amp; Electrical Renovations</b>		RFQ for Architectural/Engineering Services advertised in Aug.	100%
		RFQs due to Purchasing Agent's office Aug. 22.	100%
		Committee to review RFQs a week after receipt to decide whether to interview any candidates. (Committee includes: Assoc. Engineer, Keith Farris, Purch. Agent Flossie Bryant, Chief Bldg. Insp. Barry Vess & Gen. Serv. Dir. Carson Fisher).	100%
		Once Firm selected, negotiations will proceed with Firm.	100%
		Proposed Firm and fee to be presented to Board for approval	100%
		BCBOC authorized staff to negotiate a design/bid/contract administration contract with United Engineering Group	100%
		United Engineers, CBSA Architects and staff met at the Courthouse to discuss the project in detail and review the existing system and and facility in person	100%
		Approved by BOC at 11/20/12 meeting	100%
		Design process has begun	10%

DEPT.	Project	Project Description	% Completed
GENERAL SERVICES (continued)	Morganton Library (Front Entrance Renovations)	BOC and City of Morganton Council approved funds for renovations to front entrance	100%
		Meeting held with Burke County Library Director Jim Wilson, Assoc. Engineer Keith Farris, & General Services Director Carson Fisher; also met with Mike Crofts, Mark Young and Michael Berley, City of Morganton.	100%
		City of Morganton staff agreed to prepare sketches of discussed improvements to assist with permitting and bidding.	100%
		City of Morganton staff completing drawings for front entrance renovations and reviewing for building code compliance.	100%
		Review should be complete by mid-October	100%
		County staff to put bid package together and get bids submitted early 2013	5%

GENERAL SERVICES	Rhoney Road Convenience Site	Contract for bidding/contract admin/inspection issued to West Consultants 8/10/12	100%
		Bid package completed by end of August.	100%
		Bid package sent to contractors by end of Aug. with bids due 2nd week in September	100%
		Design revisions complete	100%
		Getting bid package together for Contractor pricing.	100%
		Contract awarded to Bennick Grading at 11/20/12 BOC meeting	100%
		Contractor mobilizing on site	5%

Mission Critical Partners	911 Consolidation Project	<b>Design:</b>	
		A/E RFQ released in July 9, 2012	100%
		* Proposals were due 8-10-12	100%
		* Seven Submissions	100%
		* Selection 8-17-12	100%
		* Recommendation to BOC 8-21-12	100%
		* Moseley Architects Unanimous Vote	100%
		* Completed contract negotiations with Moseley Architects	100%
		* Facility Programming Phase/September 2012	100%
		* Scheduled Facility Kickoff Design meeting with Moseley Architects and the other County PSAP's	100%
		* Finish Programming & begin Schematic Design for PSAP building	
		<b>November, 2012</b>	
		- Conceptual overall Schematic Design	75%
		- Preliminary Schematic Floor Plan developed	75%
- Rough Schematic elevations/hand drawn	60%		
- Facility size at roughly 11,500 sf, will need to be reduced to get closer to budgeted plan	75%		
- Preliminary site design developed	75%		
- Preliminary probable estimates of cost continuing for Schematic Phase design	50%		

DEPT.	Project	Project Description	% Completed
<b>Mission Critical Partners</b> <i>(continued)</i>	<b>911 Consolidation Project</b> <i>(continued)</i>	<b>December, 2012</b>	
		- Pre-final overall Schematic Design	95%
		- Completed Floor Plans	100%
		- Schematic Elevations	95%
		- Facility size at 10,400 sf and accepted as completed	100%
		- Site Plan	90%
		- Overall Facility Image	95%
- Schematic Probable cost Estimate including building and site allowance at \$3.5m	20%		

**Communications Systems:**

* PSAP Site Visits/Technology Assessments	10%
Ongoing discussions with other partners on PSAP technology requirements for the consolidated PSAP	%
City of Morganton PD	%
Burke County EOC/Sheriff	%
Valdese Fire	%
Begun site due diligence for Consolidated PSAP in Morganton	90%
Finalize new PSAP site parcel description for transfer from City of Morganton to County ownership	10%
* Operations Assessments	20%
- Staffing	%
- PSAP room layouts	%
- SOP/SOGs	%
- Technology Requirements	%
*Phone	%
*CAD	%
*Radio Console	%
*Workstations/Chairs	%
*Net Clock	%
* IT Requirements	10%
Verification with Manufacturers any End of Life dates Planned Enhancements/Etc.	%
* Cassidian ECS-1000 / Rescue Stars - December 31, 2016	
ESInet current configuration/Enhancement support as needed	%

**Other Activity:**

* Developed with County HR/Job Description/Salary Schedule for future PSAP Director	100%
* Discussions on Advertising/Selection Process	100%
Completed internal Job Description for MCP Task Manager for PSAP project/eventual Burke County PSAP Director's position	100%

DEPT.	Project	Project Description	% Completed
<b>Mission Critical Partners (continued)</b>	<b>911 Consolidation Project (Continued)</b>	* Advertisement of Position	100%
		Advertised the MCP Task Manager position across the state through the NENA/APCO NC State association	100%
		*Pre-screening of applications	
		Conducted one pre-screen for applicant for this position	100%
		Potential PSAP Director Interviews completed for two applicants	100%
		December, 2012 PSAP Director Offer/Acceptance	100%
		* Attended NC 9-1-1 Board Mtg 8-24-12 in Raleigh	100%
		Burke County will present project status to NC State 9-1-1 Board on 10-26-12 in Raleigh	100%
		* Discussions with County regarding Grant Financial Reporting Format	100%