



REGULAR MEETING

Wednesday, September 15, 2021 at 2:00 p.m.

Commissioners' Public Meeting Room
Dade County Government Administrative Building
71 Case Avenue, Room 259
Trenton, Georgia 30752

MINUTES

This document is tentative until ratified and approved by the Historic Preservation Commission; and therefore shall not be binding on the county or any officer.

Scheduled date for ratification: October 20, 2021

CALL TO ORDER

Chairperson Donna Street called the meeting to order at 2:05 p.m.

ROLL CALL ~ COMMISSION MEMBERS

Donna Street, Chairperson	PRESENT	County Representative
Audrey Clark, Vice Chair	PRESENT	City Representative
Rex Blevins	PRESENT	County Representative
Sarah Moore	PRESENT	County Representative
Cindy Richie	PRESENT	City Representative

Chairperson Donna Street announced a quorum of Commission members present, and therefore a legal meeting was called to order and in session.

EX OFFICIO MEMBERS IN ATTENDANCE

Ted Rumley, County Executive	ABSENT	<i>Ex-officio member for Dade County</i>
Alex Case, Mayor of Trenton	ABSENT	<i>Ex-officio member for City of Trenton</i>

COUNTY STAFF IN ATTENDANCE

Don Townsend, Clerk to the Board of Commissioners	PRESENT
Carey Fauscett-Anderson, County Public Information Officer	PRESENT

APPROVAL OF THE AGENDA

Chairperson Donna Street called for any changes or updates to the published agenda, hearing none, the Chair called for approval of the agenda as presented. Commissioner Rex Blevins moved to approve the agenda as presented, and Commissioner Sarah Moore seconded the motion on the floor. The Chair called for approval of the agenda by polling each Commissioner whereas the board unanimously approved the agenda as presented:

Motion made by: Mr. Rex Blevins
Seconded by: Mrs. Sarah Moore
Those voting in favor: 5 – Blevins, Clark, Moore, Richie, Street
Those opposed: 0 – N/A
Decision: Passed by unanimous vote

READING OF MINUTES

Chairperson Donna Street announced the reading of the minutes from the previous regular meeting of the Trenton-Dade County Historic Preservation Commission (HPC) held on August 25, 2021 would not be necessary since all commissioners were provided an electronic copy of the minutes prior to today's meeting. The Chair called for any corrections to the minutes, hearing none she entertained a motion to accept the minutes as presented by Mr. Don Townsend, Recording Secretary of the HPC. Commissioner Mrs. Sarah Moore moved to approve the minutes as presented, and Mr. Rex Blevins seconded the motion on the floor. The Chair called for approval of the minutes by polling each Commissioner whereas the board unanimously approved the minutes as recorded:

Motion made by: Mrs. Sarah Moore
Seconded by: Mr. Rex Blevins
Those voting in favor: 5 – Blevins, Clark, Moore, Richie, Street
Those opposed: 0 – N/A
Decision: Passed by unanimous vote

CERTIFICATE OF APPROPRIATENESS APPLICATIONS

There were no applications presented or decisions pending at today's meeting.

APPEARANCES

Chairperson Street welcomed County Commissioner Melissa C. Bradford, Mr. Russell Brown, Mr. William Back and Mr. Jamey Blevins attending today's HPC meeting

UNFINISHED BUSINESS

Ms. Street introduced the first item under unfinished business ~ Historic Courthouse Renovation Project. The Chair recognized Mr. Jamey Blevins to discuss options regarding the renovation project. Mr. Blevins announced meeting with Mr. Ted Rumley and others after the last regular commission meeting to review the proposed contract/agreement to assist with the renovation efforts to the old historic courthouse.

Mr. Blevins recommended his family's company, BCM, Inc. be hired as Construction Manager as Adviser (CMA) to act as an advocate and adviser for the project owner (the County). The singular purpose of the CMA is to look out for the owner's and project's best interest, with the project taking precedent. This is accomplished with the CMA assisting in compiling bid packages to ensure complete scopes of work, solicitation of bids, vetting of trade contractors' proposals and capabilities, reviewing and approving payment requisitions, overall project planning and scheduling, and providing inspections of work to ensure conformance with the contract documents. The CMA would also provide a monthly report documenting the project status for the commissions review. These are the base services a CMA would provide.

The CMA contract arrangement provides the county with a management option to have better control of the project while also reducing cost compared to a traditional hard bid procurement method. The trade contractors would be contracted directly with the county and managed by the CMA. Additional services, i.e. full-time onsite supervision, can be provided if requested.

As we discussed, the more traditional option is design-build-bid, commonly referred to as hard bid. This option will provide the county with a traditional relationship with a contractor(s) to perform specified scopes of work. The lacking component with this method is the general oversight provided by a CMA or general contractor. If the intent is to phase the project by releasing specific trade packages over time, this method carries a larger risk of scope gaps and additional work related to these gaps.

Mr. Blevins noted under the terms of this agreement a \$10,000 lump sum fee would be invoiced for phasing control estimates, development of initial schedules and phasing the entire project into financially attainable blocks. He did mention under the general conditions of the contract there are conditions that must be met to terminate the contract early. Mr. Blevins explained BCM, Inc. would serve as CMA for contracts let between subcontractors and the County leading to a reduction of overall costs for liability expenses e.g. bonding capacity requirements with reputable bonding companies (not junk bonds). Furthermore, the \$10,000 fee would be waived by BCM, Inc. if the project moves forward as planned while continuing to utilize BCM, Inc. as CMA at a rate of 5% of the project costs.

Finally, Mr. Blevins stated we simply want to assist our local government leaders to renovate the building back to a scope of work that will successfully complete the renovation project of the old courthouse as cost efficiently as possible. Chairperson Donna Street thanked Mr. Blevins for his time today and noted she and Mrs. Audrey Clark would be available at the next commission meeting to answer any questions the County Commissioners may have regarding consideration of hiring BCM, Inc. for the role of Construction Manager as Adviser (CMA) as outlined above to complete all renovations necessary to the old historic courthouse.

Chairperson Street reviewed the list of available windows at the old courthouse. The last two windows sold were to Ms. Kathleen E. Mackay in memory of her father Honorable James A. Mackay; and a window sold to Mr. David Mann in memory of Sarah M. and Andrew J. Clark. Mr. Townsend confirmed the new number of windows available for purchase were (13) thirteen as of September 1, 2021. No official action was taken.

Ms. Street announced the upcoming Christmas calendar was on schedule. The proposed calendar will exhibit the portraits painted by Ms. Meredith Brock-Bishop commissioned by the Bank of Dade in the 1970's. Our goal is to have the calendars produced by September 30, 2021 to go on sale as soon as possible. No official action was taken.

Ms. Street reviewed the grant opportunities and noted that most of the proposed grants rely on information from the construction management company to calculate an accurate price and timeline for beginning and ending each infrastructure project. This information is critical to grant applications before submittal could be achieved. No official action was taken.

Ms. Street noted collectively we have decided to host virtual public information sessions to educate local citizens on the happenings of the local Trenton-Dade County Historic Preservation Commission. No official action was taken.

Chairperson Street called on Mrs. Audrey Clark to report on establishment of a new checking account at the Bank of Dade for the State of Dade Historic Preservation, Inc. Mrs. Clark announced this process was completed last week, whereas Mrs. Sarah Moore and herself (Mrs. Clark) were listed as authorized signatories on the new checking account. The Chair thanked Mrs. Clark for taking care of this matter and called upon Mr. Russell Brown, Treasurer of the Dade County Historical Society to transfer funds into the new account so we could reimburse Mr. William Back for expenses incurred setting up this not-for-profit group. No official action was taken.

Chairperson Street tabled the agenda item regarding the phase 2 survey of the Piney area to a later meeting. No official action was taken.

NEW BUSINESS

Chairperson Street called for discussion regarding the establishment for COVID-19 protocols for times when holding a meeting may not be possible due to community spread of the disease. After discussion concluded, Chairperson Street recommended following the advice of our local government's recommendation to cancel any upcoming HPC meeting due to excessive COVID-19 outbreaks. At the present time the numbers continue to improve, so no immediate action was required to be taken at the present time.

Chairperson Street called for any new business. Hearing no further business to discuss, the Chair announced the next regularly scheduled meeting of the Trenton - Dade County Historic Preservation Commission would take place on Wednesday, October 25, 2021 at 2:00 p.m. to be held inside the Commissioners' private conference room due to the advanced in-person voting for the special called election.

Chairperson Street announced upon adjournment we would take a tour of the old courthouse building to discuss first hand with Mr. Blevins possible plans to reduce the expenses associated with the renovation project. Furthermore, Ms. Street welcomed anyone who would like to take a tour to reassemble in fifteen minutes across the street. The Chair then declared the meeting adjourned at 3:08 p.m.

Respectfully submitted as recorded,

Don Townsend, Clerk to the Commission