

# CUMMING

## MEMORANDUM OF RECORD

**PROJECT:** York County  
Historic Courthouse Renovation

**DATE:** December 19, 2014

**ATTENDEES:**

Mr. Bill Shanahan	York County
Ms. Lisa Hagwood	York County
Mr. David Larson	York County
Mr. Stephen Allen	York County
Mr. Michael Kendree	York County
Ms. Anna Moore	York County
Ms. Beth Latham	York County
Mr. David Harmon	York County
Ms. Angie Smarr	Clerk of Court
Mr. Jim Bradford	York Chamber
Mr. Paul Boger	York Chamber
Mr. John Shiflet	City Council
Mr. Michael Bedenbaugh	Palmetto Trust
Mr. Gary Gross	Yorkville Historic Society
Mr. Jim Stewart	Stewart Cooper Newell
Ms. Gloria Melton	Stewart Cooper Newell
Mr. Jim Britton	Cumming Corp.
Mr. Chris Whitley	Cumming Corp.

**COPIES:** All Attendees  
File

**SUBJECT:** Schematic Design Review / Design Development Kick-Off

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1. A Schematic Design Review / Design Development Kick-Off meeting was held at the York County Ag Building on December 19, 2014 at 11:00 AM.
  2. Jim Britton opened the meeting by providing a brief overview of the project.
  3. Jim Britton noted that the Schematic Design Documents have been independently reviewed with the County Staff and the End Users. This group is happy with the design and have only noted a couple of slight modifications. Cumming will pass these modifications on to Stewart Cooper Newell (SCN).

4. Jim Britton stated that the windows will be bid in two separate options and the County can decide how proceed upon reviewing the bids. Option A will be to replace the windows with new windows. Option B will be to repair/refurbish the existing windows.
5. Jim Britton noted that the interior gutter system that is concealed by the copper cornice is a concern.
6. Jim Stewart provided a brief overview of the major design elements on the project as follows:
  - a. A Variable Flow Refrigerant System will be utilized for heating and cooling.
  - b. Panduit will be utilized for electrical raceways to avoid cutting up the historic building.
  - c. Overflow scuppers will be added at the roof.
  - d. Two elevators will be installed for access to every level.
  - e. The building layout will provide separate staff areas that are isolated from the public areas.
  - f. The interior limestone at the first addition will be utilized to repair any of the exterior limestone.
  - g. Some of the copper cornice is damaged and will be repaired.
  - h. The interior gutters are in poor condition and will need to be addressed. The recommendation is to provide new exterior copper gutters and downspouts.
  - i. The slate and tile roofing will remain and be repaired as required.
  - j. The old holding cell area on the 4<sup>th</sup> floor will become storage and/or a mechanical room.
  - k. A new secure entrance will be developed.
  - l. Existing entrances will be utilized as exit only.
  - m. SCN envisions a courtyard between the historic courthouse and any future building on the Ag Building site.
  - n. An exterior drainage system will be installed around the perimeter of the building.
7. Jim Stewart noted that there are three different window types on the courthouse. Jim Stewart stated that installation of new windows would tie the building together and showed an example of a new window that could be utilized. Jim Stewart noted that the example window has been utilized in several other historic projects that they have done and offered to have the manufacturer come in for an information/education session. The installation of new windows will provide the most energy efficient option for the courthouse moving forward.

8. Michael Bedenbaugh stated that he would like to see the existing windows refurbished and repaired in lieu of installing new windows. He believes that repaired/refurbished windows can meet the energy standards. Michael Bedenbaugh stated that he would like for the group to hear from contractor that renovated the Dallas, North Carolina Courthouse regarding the windows. He believes they can provide the best way to repair/refurbish the windows. Jim Britton reiterated that both window options will be bid (new vs repaired) as this will provide the County the opportunity to make the best decision regarding the windows.
9. Jim Stewart stated that he would like to remove the steel windows in the front of the building. Michael Bedenbaugh stated that he believes these windows should remain as they tell the story of the building.
10. Jim Britton noted that the Cumming estimate should be the worst case scenario for the project and that we hope the project comes in under the estimate. The approved overall budget for the project is \$9,121,847.00.
11. Jim Britton stated that the amendment to SCN's contract has been approved and that Design Development will begin immediately. Construction will begin in August 2015 and the building will be complete and ready for occupancy in September 2016.
12. Jim Britton stated that every effort will be made to protect the deodar cedar but the existing shrubs around the building will likely need to be replaced.
13. Jim Britton stated that a public meeting will be held the first quarter of 2015 to review the design of the courthouse.

## **END OF MINUTES**

These meeting minutes convey Cumming Corporations understanding of the discussions which took place at the meeting. It is requested that any comments, changes, or additions to these minutes be forwarded to Cumming Corporations attention immediately upon review of the minutes.