

City Council – Action Request Form

Date: February 1, 2021

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Ben Rowe, Assistant City Manager

Council Action Requested:

Resolution Ratifying and Authorizing Execution of an Interlocal Agreement Between Forsyth County and the City of Winston-Salem for Use of the Education Building and Surrounding Property Located at the Winston-Salem Fairgrounds (North Ward)

Strategic Focus Area: Economic Vitality and Diversity

Strategic Objective: No

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

Several weeks ago, Forsyth County management and public health officials approached City management about using the Winston-Salem Fairgrounds Education Building and surrounding property to administer COVID-19 vaccinations to the community. The Forsyth County Department of Public Health currently uses the Fairgrounds Livestock Barn for a drive-thru COVID-19 testing site.

City and County management have been working on an interlocal agreement to authorize the Forsyth County Department of Public Health to use the Education Building and the property surrounding the building to include the Inner Fairgrounds and Midway. Under the proposed agreement, the City would provide rental of these facilities at no cost, and Forsyth County would reimburse the City for actual expenses incurred including electricity, security, crowd management, janitorial services, snow removal, and other mutually agreed upon expenses that may arise as operations warrant. The agreement would run from January 18, 2021 through May 31, 2021 with an option to renew on a month-to-month basis, if mutually agreed upon, at a total amount not to exceed \$200,000. The following table provides the reimbursement rates for expenses incurred by the City.

Committee Action:

Committee

Action

For

Against

Remarks:

Pricing Chart

Education Building, Parking Lots and Surrounding Properties	\$0.00
Electrical Outlets	\$50.00 Per Day
60 Tables and 500 Chairs	\$0.00
Security and Crowd Management Staff	\$18.00 Per Hour
Event Coordinator (Provided by City staff)	\$0.00
Janitorial Staff	\$18.00 Per Hour
Snow Removal and De-Icing of Parking Lots and Sidewalks	\$500.00 Per Event

The City currently rents the Livestock Barn to the County for the drive-thru testing site at no cost as well. The following table compares the City's rates to rates charged by other facilities or service providers.

	City Costs	Other Contractor Costs
Education Building, Parking Lots and Surrounding Properties	\$0.00	Education Building \$2500 LJVM Coliseum \$5000 w/admission fees; \$12,000 no admission fees Convention Center Piedmont Hall \$6000
Electrical Outlets	\$50.00 Per Day	included in rental cost
60 Tables and 500 Chairs	\$0.00	included in rental cost
Security and Crowd Management Staff	\$18.00 Per Hour	\$21.00 per hour non-supervisor; \$25.00 per hour supervisor
Event Coordinator	\$0.00	included in rental cost
Janitorial Staff	\$18.00 Per Hour	\$26.00 per hour
Snow Removal and De-Icing of Parking Lots and Sidewalks	\$500.00 Per Event	Did not price

The County's COVID-19 vaccination site is scheduled to open on Sunday, January 24 from 8:00 a.m. to 4 p.m. After that, the site will be operate from 8:00 a.m. to 6:30 p.m., Monday through Friday, and from 8:00 a.m. to 1:00 p.m. on Saturday.

The attached resolution ratifies and authorizes execution of an interlocal agreement between Forsyth County and the City of Winston-Salem for use of the Education Building and the surrounding property located at the Winston-Salem Fairgrounds to operate a COVID-19 vaccination site. The interlocal agreement is included as part of this Council Action. The Forsyth County Board of Commissioners adopted a resolution ratifying and authorizing the interlocal agreement on January 21, 2021.