



**DATE:** August 8, 2023  
**TO:** Cumberland County Board of Supervisors  
**FROM:** Derek Stamey, County Administrator  
**RE:** Cumberland Courthouse Facility Assessment

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### **Background**

Cumberland County engaged one of its on call engineering and architecture firms, HBA Architecture and Interior Design to seek a proposal for a Courts Facility Needs Assessment. After an initial meeting with the firm and associated Courts staff, HBA provided the County with a scope of work on July 20, 2023 along with a fee of \$173,096.

The scope of work will include evaluating all existing Court, Commonwealth Attorney, and Sheriff's office Security and Holding areas. In addition a security assessment, needs assessment, program requirements, evaluation of present space, and improvements and schematic designs will be completed.

If approved, work would begin in September and would most likely take 8 – 12 months to complete.

### **Recommendation**

Staff requests that the Board of Supervisors authorize the County Administrator to execute an agreement between the County and HBA Architecture and Interior Design. Staff also requests that the Board of Supervisors approve a budget appropriation in the amount of \$173,096.00.