

Item Title: Approval of an Interlocal Agreement with the Town of Zebulon for the Zebulon Fire & EMS Station Project

Specific Action Requested:

That the Board of Commissioners authorizes the County Manager to execute an Interlocal Agreement with the Town of Zebulon for funding and construction of the Zebulon Fire & EMS Station Project, subject to conditions acceptable to the County Attorney.

Item Summary:

Purpose: North Carolina state statutes require the Board of Commissioners to approve all Interlocal Agreements with other governmental entities.

Background: The Town of Zebulon's Fire Department is one of several municipal departments that provide fire suppression coverage in the unincorporated area. Since 2021, the County has collaborated with the town to plan a new main fire and EMS station to serve the town's growing population.

On April 15, 2024, the Board of Commissioners approved an amendment to a Memorandum of Understanding (MOU) with the Town of Zebulon for the Design and Preconstruction of a co-located Municipal Fire and County EMS Station to serve Zebulon and surrounding areas. This shared Fire and EMS facility consists of an approximate 24,862 square foot building with four full bays for Town Fire apparatus and one full bay for use by Wake County EMS. The Town will own this station. An Interlocal Agreement has been developed between the County and Town of Zebulon for the construction of this new station.

Strategic Plan: This action supports Safer Community Together Goal 1: By 2029, 80% of all County public safety calls will receive an appropriate and timely emergency response.

Fiscal Impact: The County's portion of the project costs is funded in the County Capital Improvement Program (CIP), under the Fire Tax and EMS elements. The County will pay to the Town a total of \$3,363,630, upon final approval of this Interlocal Agreement and execution of the Town's financing for the project. The County shall also separately reserve additional project funding of \$846,487. This will result in a total amount of \$4,210,117 in County construction phase funding for this station.

Additional Information:

The Town of Zebulon owns a parcel on West Judd Street off North Arendell Avenue (NC 96 Highway) in Zebulon for a new facility that will house the Zebulon Fire Department and Wake County EMS. This location is adjacent to the existing Town Hall and Police Station. The station will provide coverage to the Town of Zebulon and surrounding areas to reduce response time. The project will be a joint effort by the Town of Zebulon and Wake County, with congressionally directed Federal funds provided to the Town of Zebulon through a USDA Grant. The Town and County have been operating under a Memorandum of Understanding where the County is acting as the Owner's Representative during planning, design and construction of the project, and the Town is acting as lead agency and procurement agent.

The shared Fire and EMS facility consists of an approximate 24,862 Square foot (SF) building to be owned by the Town, with four full bays for the Town apparatus and one full bay for use by Wake County EMS. The Town of Zebulon Fire Department will utilize 16,684 SF. Wake EMS will utilize 3,318 SF. The Fire Department and EMS will share the remaining 4,512 SF, including support spaces. There will also be approximately sixty-two (62) parking places on property currently owned by the Town. A site rendering is shown below:



The Town entered a Construction Manager-at-Risk (CMAR) contract for Preconstruction, authorized by the Zebulon Board of Commissioners in accordance with North Carolina General Statute 143.128.1.A, with a CMAR Team it selected through a qualifications-

based selection process. The CMAR has provided constructability input, cost analysis, and other preconstruction support to the project from the end of the Schematic Design phase through final Construction & Bid Drawings.

Wake County has worked closely with the Town of Zebulon and their project team to complete the design of this project. The interior floor plan is shown below:



An Interlocal Agreement has been developed between the County and Town of Zebulon for the development of this project, based on the CMAR Guaranteed Maximum Price (GMP) received by the Town and other project costs. The purpose of this document is to set forth the agreement between the Parties to undertake the co-located construction of the Zebulon Fire & EMS Station on property owned by the Town. The Town of Zebulon shall hold all contracts for design, development, and construction of the project. The Town is financing its share of Project Costs under this Agreement from proceeds of installment purchase financing and other legally available Town funds.

The Cost Basis for the shared project construction phase development budget is \$16,111,377, excluding design and preconstruction funds committed under previous MOU agreements between the Town of Zebulon and Wake County and inclusive of all reserve funds for additional project costs and contingencies.

The Town has been awarded a USDA Grant for the Zebulon Fire & EMS Station in the amount of \$7,500,000, which will be allocated to the overall project cost. The County's portion of the project costs are funded in the County Capital Improvement Program (CIP), under the Fire Tax and EMS elements. The County will pay to the Town the County's portion of all known project construction costs (\$3,363,630) upon final approval of this

Interlocal agreement and execution of the Town's financing. The County shall also separately reserve additional project funding as defined in this agreement. This reserve funding may be paid to the Town at any time throughout project construction as required to fund Wake County's portion of change orders and other contract changes or to be used directly by Wake County to execute a contract for goods or services that are added to Project scope by the County.

In July 2025, the Design team completed the permitting and CMAR completed the bidding phase of the project. On August 4th, 2025, the Town of Zebulon approved the Interlocal Agreement between the County and the Town of Zebulon. The Town of Zebulon is scheduled to award the Construction GMP contract on September 8th, 2025. Construction of the project is anticipated to commence by October 2025 and is scheduled to be completed at the beginning of 2027.

Attachments:

1. Zebulon Fire & EMS Draft ILA