

MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
MARCH 21, 2016

INFORMATION SESSION

Chairman Dean called the meeting to order at 8:09 a.m. The meeting was held at the Montgomery County Administration Building and Courthouse Annex III. The meeting was opened with prayer led by Commissioner Williams. All five Commissioners were present.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

In the absence of Administrator Mims, Deputy Administrator Florence Cauthen briefed the Commission on scheduled attendees and items on the agenda.

PRESENTATION BY DIRECTOR OF GENERAL SERVICES STEVE JONES WITH THE CITY OF MONTGOMERY AND MONTGOMERY CITY COUNTY LIBRARY DIRECTOR JUANITA OWES

City of Montgomery Director of General Services Steve Jones and Montgomery City County Library Director Juanita Owes briefed the Commission regarding the City's request for the County to assist in funding renovations of the Juliette Hampton Morgan Branch of the Montgomery City-County Public Library in the amount of \$920,000. Mr. Jones noted that the first phase of the renovations would include a new roof, and elevator and HVAC system repairs. The second phase would include furniture and technology upgrades. Ms. Owes briefed the Commission on a handout she presented which noted projected expenses for phase two. She said that the technology upgrade is very important for their library population, as most of their patrons are at or below poverty level. They use the library to look for jobs and fill out online job applications. Mr. Jones stated that they are requesting that the County pay just over \$400,000 a year, for the next two years to assist in paying for the renovations.

Vice Chairman Harris said that they need a contractor to provide the true numbers on the project. He said that while he is supportive of having a quality library, we need to work out something with the City regarding the funding. Mr. Jones stated that the City's building maintenance staff calculated the costs based on quotes from subcontractors.

Commissioner Walker requested an updated foot traffic report, and Ms. Owes stated that she would get the information requested.

Chairman Dean said that the Commission's biggest concern is that they received a letter from Mayor Strange regarding the renovations and noted that if the Commission is going to participate, they want to participate around the table, not at the tail end.

The Commission said they would take the request under consideration.

PRESENTATION BY MONTGOMERY PUBLIC SCHOOLS DISTRICT DIRECTOR OF ATHLETICS BRANDON DEAN

Prior to the presentation, Chairman Dean stated that Brandon Dean is his son and for transparency purposes, he wanted everyone to know that neither he nor his son would benefit financially from this proposal.

Montgomery Public Schools District Director of Athletics Brandon Dean requested that the County assist in supplementing Montgomery County high school coaches' salaries in order to be competitive with other high schools throughout the state, in order to keep and attract new coaches to Montgomery County schools. He noted that the requested \$100,000 would be split 60/40 with the City and would be used to supplement the coaches of all five sports from all eight area high schools.

Commissioner Walker stated that it is time to look at the one cent sales tax again and earmark some of these things. Mr. Harris added that he would like to see funding for elementary school arts programs.

The Commission took no action.

PRESENTATION BY ENVISION 2020 EXECUTIVE DIRECTOR LYNN BESHEAR AND CONSULTANT LINNEA CONELY AND SENIOR FELLOW JEFF BLANCETT WITH SUMMASOURCE AT AUBURN MONTGOMERY

Envision 2020 Executive Director Lynn Beshear told the Commission that in the last 30 days they have had three press conferences to announce mental health care reform. She said that Montgomery is being recognized across the United States as a city and county that is making sweeping changes for positive mental health care programs. She stated that a new White House Initiative which addresses the incarceration of the mentally ill and asked that Chairman Dean and Sheriff Cunningham sign the support letter found in the briefing memo. They agreed. She then introduced Consultant Linnea Conely and Senior Fellow Jeff Blancett with SummaSource at Auburn Montgomery, noting that they are the backbone of the Health Minds Network. Ms. Beshear also invited the Commission to attend the Mental Health Conference which will be held on March 30th at the Renaissance Hotel and Conference Center.

PRESENTATION BY MR. KEN WARD WITH MONTGOMERY CLEAN CITY COMMISSION

Mr. Ken Ward with the Montgomery Clean City Commission requested \$2,700 for the Adopt-a-Mile program, noting that the money would allow businesses, schools, organizations and nonprofits to participate in the program and provide free signage for nonprofits, government agencies, military groups, schools and scout troops. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY STEPHEN SMITH, VICE PRESIDENT WITH RIVER REGION CHAPLAIN SERVICE

Mr. Stephen Smith, vice president with River Region Chaplain Service briefed the Commission on the organization, noting that it provides ministry to sheriff's deputies, correctional offices, police officers, fire fighters, administrative employees, and their family members upon request. They also assist in death notifications until the family's clergy arrive. The organization is requesting \$5,000 from the Commission to help with training and other expenses related to the program. Chairman Dean recommended a contribution of \$2,000 and after discussion, the Commission agreed to place this item on the next agenda.

DISCUSSION BY MONTGOMERY COUNTY SHERIFF DERRICK CUNNINGHAM

Sheriff Derrick Cunningham briefed the Commission on a resolution which requests that the Montgomery County Sheriff's Office Firing Range and Training Facility be renamed the D.T. Marshall Firing Range and Training Facility. He further requested that the Commission waive rules and adopt the proposed resolution. After discussion, the Commission agreed to waive rules and place this item on the agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

Mr. Speake asked that the Commission approve Agenda Item No. 20, position fill requests for a County Road Equipment Operator I and a Traffic Control Technician II. He also requested that the Commission approve Budget Change Request No. 5 which is needed to realign the Engineering Department's travel and training budget. In closing, he informed the Commission that construction plans are underway for the resurfacing bidding of Moore, Vaughn, and Wares Ferry Roads.

DISCUSSION BY COMMISSION

Vice Chairman Harris briefed his fellow commissioners on a resolution honoring the Jefferson Davis High School Girls' Basketball Team which will serve to recognize and congratulate them for winning the 7A State Championship on March 5, 2016, in Birmingham. He asked Public Affairs Director DiDi Henry to include all the players' names on the resolution. After discussion, the Commission agreed to place the item on the next agenda, as amended.

PRESENTATION BY DR. BETTY ANN PALMER WITH SOUTHERN LEAGUE DIXIE YOUTH BASEBALL

Dr. Palmer introduced members of the Southern League Dixie Youth Baseball committee and stated that they were there to voice their concerns regarding the consolidation of the Peter Crump and Seth Johnson Baseball Fields. She stated that the groundbreaking for the Peter Crump field was held on January 13, 2015, and at that time, the phase two construction plans were announced. Since that time, nothing has been done. They asked if funding was available and, if so, when could work on the field resume. Mr. Harris stated he wasn't invited to the groundbreaking and had no input into the planning process. He noted that in the press release, it

stated that the new facility was sponsored by the Mayor and City Councilman Jon Dow. The Commission stated that they would take it under consideration.

COMMENTS FROM DEPUTY ADMINISTRATOR CAUTHEN

Deputy Administrator Cauthen presented a Maintenance and Support Agreement with DataWorks Plus regarding fingerprint equipment and software application for the Sheriff's Office-ID Division and the Detention Facility. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding an Agreement Between Owner and Architect with Robinson and Associates Architecture, Inc., regarding construction of the Montgomery County Vehicle Maintenance Facility, renovation of the Pardons & Paroles building, Annex II, CareHere Clinic, and other miscellaneous projects. After discussion, the Commission requested separate contracts for each project and inquired about a cap on fees for each project.

Deputy Administrator Cauthen presented Amendment Number 2 to Contract with Climate Service, Inc., regarding preventative maintenance services and HVAC systems at the Montgomery County Detention Facility Jail II (Contract Number 51901-14B-004. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen presented Amendment Number 2 to Contract with Signs Now regarding Graphics and Lettering of Sheriff Vehicles, (Contract Number 52110-14B-007). After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding a Bid Award to Chappy's Deli regarding Employee Luncheon, Bid Number 51988-16B-015. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding a Bid Award to Ad-Wear Specialty of Texas, Inc., regarding polo shirts for the Sheriff's Office, Bid Number 52110-16B-007. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding a Bid Award to KCI, Inc., regarding Computer Hardware Maintenance, Bid Number 51965-16B-011. After discussion, the Commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen presented Budget Change Request Number 4 from the Board of Registrars, Budget Change Request Number 5 from the Engineering Department, Budget Change Request Number 5 from the Judge of Probate, Budget Change Request Number 2 from the Personnel Department, Budget Change Request Number 1 from Support Services, and Request Number 4 from the Youth Facility. After discussion, the Commission agreed to place these items on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding the Position Fill Requests from the Judge of Probate: Assistant Tag and License Supervisor, Position Number 750053053, Customer Service Clerk, Position Number To Be Determined, Customer Service Clerk, Position Number 750016019, Customer Service Clerk, Position Number 750016020, Administrative Support Associate, Position Number 750013013, Administrative Support Associate, Position Number 750013040, and Administrative Support Specialist, Position Number 750015001. After discussion, the commission agreed to place this item on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding a Position Fill Request for Custodial Maintenance Supervisor, Position Number 260725030, Support Services After discussion, the Commission agreed to place these items on the next agenda.

Deputy Administrator Cauthen briefed the Commission regarding a Letter from Members of the Alabama State Fraternal Order of Police requesting Funding for the 69th Annual Alabama State Fraternal Order of Police.

Deputy Administrator Cauthen briefed the Commission regarding an Invitation and Request for Funding from Central Alabama Opportunities Industrialization Center, Inc., regarding their 48th Anniversary Celebration to be held at 6:30 p.m., April 7, 2016 at the Embassy Suites Hotel and Conference Center. Chairman Dean requested that \$440 be appropriated for this event.

Deputy Administrator Cauthen presented a Schedule of Upcoming Bids/Contract Renewals.

RECESS TO FORMAL SESSION

Chairman Dean recessed the Information Session to the Formal Session.

FORMAL SESSION

Chairman Dean welcomed everyone to the Formal Session.

The meeting was opened with prayer led by Pike Road's Mayor Gordon Stone at the request of Commissioner Hall.

The Pledge of Allegiance was led by Pike Road's Mayor Gordon Stone at the request of Commissioner Hall.

Deputy Administrator Cauthen called Roll to establish a quorum, and the following Commissioners were present: Chairman Dean, Vice Chairman Harris and Members Hall, Walker and Williams. Also present were County Attorney Tyrone C. Means and County Engineer George C. Speake.

Vice Chairman Harris made a motion to approve the Minutes of the Regular Meeting of March 7, 2016. The motion was seconded by Commissioner Williams and unanimously approved by the Commission.

CONSENT AGENDA

Deputy Administrator Cauthen presented the Accounts Payable and Payroll Checks Authorization for approval.

Commissioner Williams made a motion to approve the Accounts Payable and Payroll Checks, as presented by Deputy Administrator Cauthen. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 5, are attached to these Minutes.)

NEW BUSINESS

ROLLING HILLS/LAKES VOLUNTEER FIRE DEPARTMENT – APPROVED AUTHORIZATION OF BOARD MEMBER APPOINTMENTS

Deputy Administrator Cauthen presented the following memorandum:

March 11, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Board Member Appointments to Rolling Hills/Lakes Volunteer Fire Department

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place the appointment of board members to the Rolling Hills/Lakes Volunteer Fire Department on the next agenda, as requested by President Philip B. Burwell.

I am requesting approval of these appointments.

Attachments

End of Memorandum

Commissioner Hall made a motion to approve board member appointments of Greg Holmes and Gerre Walley with terms expiring February 17, 2018. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copies of Letter and Board Members' Appointment Page, Agenda Pages 1-2 through 1-6, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF CONTRACT WITH FRESH START COMMUNITY DEVELOPMENT CORP., IN THE AMOUNT OF \$200,000, FOR THE YOUTH CITY CENTER LEASED PROPERTY IMPROVEMENTS INCLUDING ARCHITECTURAL SERVICES AND BUILDING MATERIALS

Deputy Administrator Cauthen presented the following memorandum:

March 17, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Contract Agreement with Fresh Start Community Development Corp., in the amount of \$200,000

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place on the next agenda a Contract Agreement with Fresh Start Community Development Corp in the amount of \$200,000, for the Youth City Center leased property improvements including architectural services and building materials.

I am requesting that the Commission approve this Contract Agreement.

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Williams. Chairman Dean, Vice Chairman Harris and Commissioner Williams voted in favor of the motion. Commissioner Hall and Commissioner Walker voted in opposition and the motion carried. (Copy of Contract Agreement, Agenda Pages 2-2 and 2-3, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF CONTRACT WITH FRESH START COMMUNITY DEVELOPMENT CORP., IN THE AMOUNT OF \$900,000 FOR THE YOUTH CITY CENTER LEASED PROPERTY IMPROVEMENTS INCLUDING ARCHITECTURAL SERVICES AND BUILDING MATERIALS

Deputy Administrator Cauthen presented the following memorandum:

March 17, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Contract Agreement with Fresh Start Community Development Corp., in the amount of \$900,000

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place on the next agenda a Contract Agreement with Fresh Start Community Development Corp., in the amount of \$900,000 for the Youth City Center leased property improvements including architectural services and building materials.

I am requesting that the Commission approve this Contract Agreement.

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Williams. Chairman Dean, Vice Chairman Harris and Commissioner Williams voted in favor of the motion. Commissioner Hall and Commissioner Walker voted in opposition and the motion carried. (Copy of Contract Agreement, Agenda Pages 3-2 and 3-3, is attached to these Minutes.)

YOUTH FACILITY – APPROVED AUTHORIZATION OF AWARD OF CONTRACT TO THE BRIDGE, INC., CONCERNING OPERATION OF THE DAVIS TREATMENT PROGRAM

Deputy Administrator Cauthen presented the following memorandum from Juvenile Court Administrator Bruce R. Howell:

MEMORANDUM

To: Mr. Donnie Mims, Montgomery County Administrator

From: Bruce R. Howell, Juvenile Court Administrator

Date: March 11, 2016

Re: Awarding of Davis Treatment Contract

Please place the awarding of the contract to operate the Davis Treatment Program to the Bridge, Inc. on the March 21st formal agenda. The contract with the Bridge is attached for approval and the chairman's signature.

Thank you for your consideration in this matter.

End of Memorandum

Commissioner Williams made a motion to approve the contract. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Agreement and Attorney Gallion's Opinion, Agenda Pages 4-2 through 4-7, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF CONSTRUCTION OF
ADDITIONAL ADA COMPLIANT PARKING AND A VEHICLE INSPECTION SPACE AT
THE LAWRENCE STREET ENTRANCE TO ANNEX III

Deputy Administrator Cauthen presented the following memorandum:

February 22, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Modification of Existing Lawrence Street Parking and Access

At the December 21, 2015 meeting of the Montgomery County Commission, the Commission approved a proposal by Annex III building architects JMR+H for architectural/engineering services to design the addition of handicap parking places at the Lawrence Street entrance.

JMR+H has completed its design and is ready for the project to be bid. The attached construction cost estimate is \$41,556.07, including a 10% contingency. The earlier estimate of \$29,725.72 did not include the vehicle inspection space and a handrail along the northern side of the northern handicap space. The project has been coordinated through and approved by the City of Montgomery.

I request that approval of construction of additional ADA compliant parking and a vehicle inspection space at the Lawrence Street entrance be placed on a future agenda.

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Spreadsheet, Agenda Page 5-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF NEW MONTGOMERY
COUNTY COMMISSION LOGO DESIGNED BY STAMP

Deputy Administrator Cauthen presented the following memorandum from Public Affairs
Director DiDi Henry:

MEMORANDUM

March 16, 2016

To: Montgomery County Commission

From: DiDi Henry, public affairs director

At the last Commission meeting, you asked the representatives from Stamp Idea Group to make a few changes to their proposed logo. You requested that for any logo two inches and over that the words, “*a county older than the state*” be added to the logo. For logos under two inches, the outer circle with the words would not be used, as the type would be too small to read.

Stamp Idea Group has submitted these changes and I have attached the final samples to this memo. I am asking that the Commission approve the logo designs at Monday’s commission meeting. Thank you for your consideration.

End of Memorandum

Commissioner Williams made a motion to approve the request. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copy of Revised County Logo Designs, Agenda Page 6-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF HIXSON CONSULTANTS
PROPOSAL TO INSPECT ANNEX II, PARDONS AND PAROLE, AND CAREHERE
BUILDINGS FOR NUMEROUS WATER INFILTRATION ISSUES

Deputy Administrator Cauthen presented the following memorandum:

February 1, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Hixson Consultants Proposal

The recent inspection of Annex II and the Pardons and Parole building revealed numerous water infiltration issues in both buildings. In addition, Pat Litchfield has reported similar issues at the CareHere building. All three buildings need immediate attention to avoid further damage. On Friday I received a proposal from Hixson Consultants to inspect the buildings, report on the buildings' conditions, and recommend a plan of repair at a cost of \$5,200. Hixson has been an excellent resource when providing similar services for other County buildings.

I request that the attached proposal be placed on a future agenda for approval.

End of Memorandum

Commissioner Williams made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Proposal, Agenda Pages 7-2 through 7-8, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF SECURITY UPGRADES
FOR PRE-TRIAL DIVERSION OFFICE IN ANNEX II AND APPROVED RELATED
BUDGET CHANGE REQUEST NUMBER 32

Deputy Administrator Cauthen presented the following memorandum:

March 3, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Pre-Trial Diversion Security Upgrades

At the February 1, 2016, Commission meeting, Chief Investigator Mike Thomas requested security upgrades for the DA's Pre-Trial Diversion Office in Annex II. Subsequent to that meeting, Sheriff Cunningham and I met with Mr. Thomas to discuss campus-wide security and a security plan for Pre-Trial.

Attached is a proposal from Norment Security Group, Inc., to upgrade security at Pre-Trial at a cost of \$6,383.00. Both Sheriff Cunningham and Mr. Thomas have reviewed the proposal and recommend installation.

I request that approval of funding for security upgrades at the Pre-Trial Diversion office in Annex II be placed on the next agenda. A budget change for the funding is also attached.

End of Memorandum

Vice Chairman Harris made a motion to approve the request and related budget change request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Budget Change Request, Contact Information Sheet, Scope of Work, and Email, Agenda Pages 8-2 through 8-9, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF A BUDGET NOT TO EXCEED \$140,000 FOR SECURITY, COMMUNICATIONS AND FURNISHINGS FOR PROBATE-REVENUE SOUTH

Deputy Administrator Cauthen presented the following memorandum:

March 7, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Probate-Revenue South Budget for Security, Communications and Furnishings

The Commission approved a construction and design budget of \$1,004,341 in September 2015 for renovation of the former Pier One building for a south satellite office for Probate and Revenue. We have since developed a security, communications and furnishings budget not to exceed \$140,000. Costs are estimated as follows: security \$52,878, communications \$10,000, and furnishings \$75,000. We are working with a local vendor to purchase furnishings from the State of Alabama bid list.

I request that approval of a budget not to exceed \$140,000 for security, communications and furnishings for Probate-Revenue South be placed on the next agenda of the Commission.

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Walker and unanimously approved by the Commission.

COUNTY COMMISSION – APPROVED AUTHORIZATION OF COUNTY LEVIES FOR ALCOHOL LICENSING FOR 2016-2017

Deputy Administrator Cauthen presented the following memorandum:

March 11, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: County Levies for Alcohol Licensing for 2016-2017

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place the County Levies for Alcohol Licensing for 2016-2017 on the next agenda.

I am requesting approval of these items.

Attachment

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Memorandum, Agenda Pages 10-2 and 10-3, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF PAYMENT OF 2016
MEMBERSHIP DUES TO INTERNATIONAL CITY/COUNTY MANAGEMENT
ASSOCIATION (ICMA) FOR COUNTY ADMINISTRATOR DONALD L. MIMS

Deputy Administrator Cauthen presented the following memorandum:

March 11, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Payment of Dues to International City/County Management Association for
County Administrator

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place the payment of Membership Dues to the International City/County Management Association (ICMA) in the amount of \$1,200 for County Administrator on the next agenda.

I am requesting approval of this item.

Attachment

End of Memorandum

Commissioner Hall made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Memorandum and Benefits of Membership in ICMA Document, Agenda Pages 11-2 through 11-5, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS
REPROGRAMMING REQUESTS

Deputy Administrator Cauthen requested approval of the following miscellaneous appropriations reprogramming requests:

March 21, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-498 (Agency, Miscellaneous Appropriations) and to sign the contracts:

**NC-2016-51: Rescind Appropriation to BOE, Robert E. Lee High School, for Principal's Discretionary Fund, - \$400; (Walker)

C-2016-50: Montgomery Clean City Commission, for Robert E. Lee High School Campus Improvement Project to Purchase Four New Outdoor Garbage Receptacles - \$500; (Harris)

C-2016-51: Montgomery County Recreation Department, Tukabatchee Area Council, Boy Scouts of America, for Troop 224 - \$250; (Harris)

C-2016-52: Empowering Communities Helping Ourselves (ECHO), for Program Services - \$500; (Harris)

C-2016-53: Whom it Concerns, Inc., for Program Services - \$1,000; (Harris-\$500 and Hall-\$500)

NC-2016-101: BOE, Jefferson Davis High School, for Softball Program - \$500; (Harris)

NC-2016-102: BOE, Jefferson Davis High School, for Girls Basketball Program - \$1,000; (Harris)

End of Memorandum

During the County Commission Meeting this date, Chairman Dean requested that the following miscellaneous appropriation reprogramming requests be added and his fellow Commissioners concurred:

C-2016-52: Amended Miscellaneous Appropriation, Empowering Communities Helping Ourselves (ECHO), for Program Services - \$500; (Harris)

NOTE: Commissioner Williams requested to add \$500 of his discretionary money, for a total of \$1,000 appropriated to Empowering Communities Helping Ourselves (ECHO), for Program Services.

NC-2016-102: Amended Miscellaneous Appropriation, BOE, Jefferson Davis High School, for Girls Basketball Program - \$1,000; (Harris)

NOTE: Chairman Dean requested to add \$1,000 of his discretionary money, for a total of \$2,000 appropriated to BOE, Jefferson Davis High School, for Girls Basketball Program.

C-2016-54: Alpha Upsilon Lambda Chapter Educational Foundation, Alpha Phi Alpha Fraternity, Inc., for 20th Annual MLK Breakfast - \$500; (Williams)

C-2016-55: MANE, Montgomery Area Nontraditional Equestrians, for Providing Safe and Effective Therapeutic Horseback Riding Opportunities to Montgomery Area Children and Adults with Emotional, Physical, Cognitive, and Developmental Disabilities - \$3,000; (Hall)

C-2016-56: Fraternal Order of Police, for Annual Alabama State Fraternal Order of Police Conference - \$500; (Hall)

C-2016-57: Central Alabama OIC, Inc., for Central Alabama OIC, Inc.'s 48th Anniversary Celebration - \$440; (Dean)

NC-2016-103: City of Montgomery, to be used by BONDS to Support Homeview Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Williams)

****Rescind**

Commissioner Williams made a motion to approve the requests. The motion was seconded by Commissioner Hall and unanimously approved by the Commission.

DETENTION FACILITY – APPROVED BID AWARD TO TRINITY SERVICES GROUP, INC., REGARDING INMATE FOOD SERVICE, BID NUMBER 52200-16B-013

Deputy Administrator Cauthen presented the following memorandum from Purchasing Manager Myrtle Singleton:

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager

DATE: March 3, 2016

RE: Invitation to Bid No. 52200-16B-013
Inmate Food Services

I request approval of award on the above referenced Invitation to Bid to the next lowest bidder, Trinity Services Group, Inc., in the amount of \$15.28, based on total price per meal for the first and second year, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.) Colonel Robinson, Director of the Detention Facility was dissatisfied with the lowest bidder, CBM Management Services on a previous contract.

The contract will be for one (1) year, with the option to renew for an additional one (1) year.

Coordination of award made with Derrick Cunningham, Sheriff.

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Memorandum, Bid Results for Invitation to Bid, and Contractual Agreement, Agenda Pages 13-2 through 13-6, are attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE REQUEST NUMBER 37 FOR \$5,000 TO HANDSON RIVER REGION FOR THE VOLUNTEER MANAGEMENT PROGRAM

Deputy Administrator Cauthen requested approval of Budget Change Request Number 37, County Commission Appropriations.

Commissioner Walker made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 14-1, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE
REQUEST NUMBER 38 FOR \$1,000 TO WHOM IT CONCERNS, INC., FOR THE
PROGRAM

Deputy Administrator Cauthen requested approval of Budget Change Request Number 38, County Commission Appropriations.

Commissioner Hall made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 15-1, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE
REQUEST NUMBER 39 FOR \$5,000 TO CENTRAL ALABAMA REGIONAL PLANNING
AND DEVELOPMENT COMMISSION FOR HVAC REPAIRS AT THE DUBLIN SENIOR
CENTER

Deputy Administrator Cauthen requested approval of Budget Change Request Number 39, County Commission Appropriations.

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 16-1, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE
REQUEST NUMBER 40 FOR \$2,000 TO ROBERT E. LEE HIGH SCHOOL FOR STUDENT
SUPPORT ACTIVITIES RELATED TO THE DEATH OF A STUDENT

Deputy Administrator Cauthen requested approval of Budget Change Request Number 40, County Commission Appropriations.

Commissioner Walker made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 17-1, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED BUDGET CHANGE REQUESTS (5)

Deputy Administrator Cauthen recommended the following Budget Change Requests for approval by the Commission:

<u>DEPARTMENT</u>	<u>BUDGET CHANGE REQUESTS</u>
1. Board of Registrars	Request Number 1
2. Emergency Mgmt. Comm. District Board	Request Number 1
3. Engineering Department	Request Number 4
4. Judge of Probate (Elections)	Request Number 4
5. Public Affairs	Request Number 1

Commissioner Williams made a motion to approve the requests. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 18-1 through 18-5, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED HIRING ADMINISTRATIVE SUPPORT
SPECIALIST AT PAY GRADE A04, STEP 5 (\$32,826)

Deputy Administrator Cauthen presented the following memorandum:

March 11, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Administrative Support Specialist

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place on the next agenda an authorization to hire Loretta Burns as an Administrative Support Specialist for the County Commission Office at Pay Grade A04, Step 5 (\$32,826 per year), subject to approval by City/County Personnel Board.

I am requesting approval of this item.

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission.

ENGINEERING DEPARTMENT – APPROVED POSITION FILL REQUESTS (2)

Deputy Administrator Cauthen presented the following memorandum:

March 11, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Position Fill Requests for Engineering Department

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place the following Position Fill Requests on the next agenda for the Engineering Department:

- (1) County Road Equipment Operator I, Position Number 620551017
- (2) Traffic Control Technician II, Position Number To Be Determined

I am requesting approval of these items.

Attachments

End of Memorandum

Vice Chairman Harris made a motion to approve the requests. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 20-2 and 20-3, are attached to these Minutes.)

DETENTION FACILITY – APPROVED POSITION FILL REQUEST FOR
ADMINISTRATIVE SUPPORT ASSOCIATE, POSITION NUMBER 230

Deputy Administrator Cauthen presented the following memorandum:

March 11, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Position Fill Request for Detention Facility

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place a Position Fill Request for Administrative Support Associate, Position Number 230, from the Detention Facility on the next agenda.

I am requesting approval of this item.

Attachment

End of Memorandum

Vice Chairman Harris made a motion to approve the request. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 21-2, is attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED POSITION FILL REQUESTS (2)

Deputy Administrator Cauthen presented the following memorandum:

March 11, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen
Deputy Administrator

SUBJECT: Position Fill Requests for Sheriff's Office

The Montgomery County Commission, at its meeting on March 7, 2016, agreed to place the following Position Fill Requests on the next agenda for the Sheriff's Office:

- (1) Deputy Sheriff Corporal, Position Number 97
- (2) Deputy Sheriff Trainee/Deputy Sheriff, Position Number To Be Determined

I am requesting approval of these items.

Attachments

End of Memorandum

Commissioner Walker made a motion to approve the requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Position Fill Requests, Agenda Pages 22-2 and 22-3, are attached to these Minutes.)

SUPPORT SERVICES – APPROVED POSITION FILL REQUEST FOR BUYER I,
POSITION FILL REQUEST NUMBER 260782001

Deputy Administrator Cauthen presented the following memorandum:

March 3, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Position Fill Request for Buyer I

Please find attached a position fill request for a Buyer I to replace Dot Anderson, who will retire March 31, 2016. I request that the position fill request be placed on the next agenda.

End of Memorandum

Commissioner Hall made a motion to approve the request. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 23-2, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (12)

Deputy Administrator Cauthen recommended the following Travel/Training Requests for approval by the Commission:

<u>DEPARTMENT</u>	<u>TRAVEL/TRAINING REQUESTS</u>
1. County Commission	Request Numbers 23 and 24
2. Probate Judge's Office	Request Number 5
3. Tax & Audit Department	Request Numbers 5, 6, and 7
4. Sheriff's Office	Request Numbers 23, 24, and 26
5. Youth Facility	Request Number 12
6. Personnel Department	Request Number 11
7. Community Corrections	Request Number 9

Commissioner Walker made a motion to approve the requests. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 24-1 through 24-12, are attached to these Minutes.)

WAIVE RULES

Chairman Dean requested to waive rules and add the following item to the agenda, and his fellow Commissioners concurred:

SHERIFF'S OFFICE – ADOPTED RESOLUTION TO NAME THE MONTGOMERY COUNTY SHERIFF'S OFFICE FIRING RANGE AND TRAINING FACILITY THE D.T. MARSHALL FIRING RANGE AND TRAINING FACILITY

Deputy Administrator Cauthen presented the following memorandum and resolution from Public Affairs Director DiDi Henry:

MEMORANDUM

March 15, 2016

To: Montgomery County Commission

From: DiDi Henry, public affairs director

RE: Naming of the Montgomery County Sheriff's Office Firing Range and Training Facility the D.T. Marshall Firing Range and Training Facility

Sheriff Derrick Cunningham has requested that the Montgomery County Sheriff's Office Firing Range and Training Facility be named the D.T. Marshall Firing Range and Training Facility. He is requesting that the Commission waive rules and adopt the proposed resolution.

End of Memorandum

RESOLUTION

WHEREAS, Mr. David T. Marshall was born in Massachusetts on July 14, 1950; and

WHEREAS, after having served in the United States Army, he dedicated his entire life to law enforcement; first as a police officer with the City of Montgomery, retiring after 20 years of service at the rank of Lieutenant;

WHEREAS, Mr. Marshall was elected Sheriff of Montgomery County, Alabama in 1998, and took office in January, 1999, remaining in that position until his retirement in 2015; and

WHEREAS, Mr. Marshall was elected Sheriff of Montgomery County for four consecutive terms; and

WHEREAS, he was an active volunteer and community leader, serving in numerous organizations including the Andrew Jackson Masonic Lodge, Alabama Sheriffs' Association, National Sheriffs' Association, member of Victims Of Crime And Leniency (V.O.C.A.L.), and an active member of Snowdown United Methodist Church; and

WHEREAS, he contributed unselfishly and untiringly as an officer of the law and as a community servant to the people of Montgomery County for over 35 years; and

WHEREAS, Sheriff D.T. Marshall is fully deserving of the appreciation of the citizens of Montgomery County and of the honor to be hereby bestowed upon him,

Now Therefore, Be It Resolved By the Montgomery County Commission that the Montgomery County Sheriff's Office Firing Range and Training Facility shall be henceforth known as the "D.T. Marshall Firing Range and Training Facility".

We hereby certify that the above
Resolution was adopted by the
Montgomery County Commission on
this, the 21st day of March, 2016.

End of Resolution

Vice Chairman Harris made a motion to adopt the resolution. The motion was seconded by Commissioner Walker and unanimously approved by the Commission.

Sheriff Cunningham thanked the Commission for adopting the resolution in honor of D.T. Marshall, who put training first. He stated that the facility trains officers from all over the state and that D.T. Marshall deserves this honor.

Chairman Dean stated that he has been on the Commission since 2000. He said that the Sheriff's office would always help the Commission meet the budget challenges by saving money and writing grants. He stated that the Sheriff's office is exceptional with very well trained officers. He said that the Montgomery County Sheriff's Office is the best in Alabama.

COMMENTS BY COMMISSIONERS AND ATTENDEES

Chief Appraiser Clay Henley announced the retirement of Debbie Richardson who has been employed with the Appraisal department for 25 years. Ms. Richardson requested that her coworkers join her at the podium. He congratulated her and presented a certificate. Ms. Richardson talked about her struggles when she first moved to Montgomery and about her job in the Appraisal department. She stated that she will continue to serving the citizens of Montgomery County as she will be working full-time with Leadership Montgomery. Chairman Dean thanked her for her hard work over the 25 years.

At the last meeting, Mr. Isaiah Sankey addressed the Commission to voice concerns about the number of spoiled ballots in Precinct 4. He stated that he wanted to make sure that the Commission is doing everything to ensure the votes were counted correctly. Probate Judge Steven Reed clarified the ballots for delegates that were over counted would not be counted.

Michelle Croskey stated that she was at the March 7th meeting and was told to speak with Administrator Mims but she could not reach him. Chairman Dean informed her that Administrator Mims was on vacation and that she could speak with Deputy Administrator Florence Cauthen after today's meeting. Vice Chairman Harris and Chairman Dean reiterated to Ms. Croskey that the Commission cannot do anything on private property but they are working on finding a way to help legally.

Regina Walker with the Sheriff's Office announced that they are having their annual Easter Egg Hunt on Sunday, March 27th at AUM for children 12 years of age and younger. She stated that it will start at 4 and invited the Commission to the event.

One Center Project Director Beverly Callaway addressed the Commission about concerns she and several stakeholders had concerning the Youth City Program and its location at One Center. She said even though she met with several entities regarding the project, she and the stakeholders would like to be more involved in the plans. She informed the Commission that she has received many calls objecting to Youth City. Vice Chairman Harris told Ms. Callaway that he had met with her and she didn't inform him of her plans for the rest of One Center. He stated that the project is subject to the lease agreement and that if it isn't located at One Center then there is no project. He said that communication is a two way street. Chairman Dean emphasized that Youth

City includes all kids. He asked that Ms. Callaway communicate with the Commission as well as the Commission communicating with her. Vice Chairman Harris noted that the location of Youth City is in his district and he only received one call from a constituent who lives in McGhee Place. He said that the call was regarding another issue, but the caller had a question about Youth City. He asks that she directs calls about Youth City to him. He said that the area has been dead for a number of years and one of his main goals is to revitalize it. He said that the Commission is trying to create more traffic in order to attract more businesses. Peter Brambir, a resident of McGhee Place, had several questions regarding Youth City including what it was, what it had to offer the kids, how would they get there and who is going to be in charge of it. He stated that if it was going to be located somewhere other than the old Montgomery Mall, then he would be in favor of it. Pastor Searcy stated that in the very beginning he met with Ms. Callaway and shared the Youth City Program. He said that it is an afterschool program that offers behavioral modification and leadership development for all kids, not just at-risk kids. He said that it will offer all the things that will empower and impact the youth. He noted that it is not open 24-7 and not open late at night. He stressed that it will not be a danger to anyone and that Youth City will be located above the Police Department and Fire Department in One Center. He said that he will be happy to meet with Ms. Callaway or anyone who has concerns. Mr. Matt Bishop of Bishop Parker expressed his appreciation for what they are trying to do. He said that he is expecting a multi-million dollar expansion to his business. He said that he loves the area and that he just needs more information on what the County is doing.

Chairman Dean recognized Mr. Laslie Hall who invited the Commission to a conservation meeting at the train shed. He thanked the Commission for everything they do for the community.

Commissioner Hall stated that although he voted against the agreement, he is in favor of the Youth City Program and that he supports it fully. He stated that while he supports Pastor Searcy and has complete trust in him, he is just not comfortable with the financing of the project. He stated that Pastor Searcy has his commitment both publicly and privately on the project. He wished everyone a happy spring break.

Commissioner Williams told the audience good morning and gave a special good morning to D.T. Marshall. He thanked Sheriff Cunningham for honoring D.T. Marshall's legacy by naming the facility after him. He wished everyone a good day and a good week.

Commissioner Walker also said hello to Mr. Hall and thanked him for all he does for rural Montgomery citizens. She said that she has been an enthusiastic supporter of Youth City Project but she has received a lot of calls with concerns about the project. She added that she represents 45,000 citizens in her district and that she has spent a lot of time alleviating any problems, answering questions and that people are in favor of the project once they understand what it is all about. She said that she had questions about the capital resources outlaid for this project and how the county could afford a million dollar project at this time; she felt it was rushed on the agenda. She stated that she wants the project to be successful because we need to do something to reach the kids at a young age, and she will be a vocal advocate and part of the project. She stated that all stakeholders should be at the same place, at the same time. She expressed her appreciation for the project.

Chairman Dean stated that we have to step out in faith. He informed the audience that he is from that depressed area and feels that this is the right thing to do. He said we may not always agree but we do things for the betterment of the county. He told Matt Bishop that he appreciates him staying in that area through everything and reminded him to speak to the Commission regarding a rebate on any expansion of his business which is done through the I-65 Corridor Project. He told Ms. Croskey that the Commission is not going to turn her away without trying to help her. He added that she shouldn't give up.

Vice Chairman Harris said good morning and welcomed everyone to the meeting. He said that he realizes it was a split vote this morning and that the Commission usually votes unanimously. He also acknowledged that all the Commissioners fully support the Youth City Project. He stated that Mr. Searcy came to the Commission around two years ago with a well-developed plan. Vice Chairman Harris said that the City and County need this opportunity to come together to help fill the void for the youth ages 5-18 of Montgomery, giving them somewhere to go. He noted that Administrator Mims' assured him that the county had the financial resources for the project and that, as an attorney, he and Administrator Mims worked on the contract together. Mr. Harris informed the audience that the county is investing 1.2 million dollars; the money will be reimbursed after it is spent. He said that Pastor Searcy and Fresh Start will be responsible for funding Youth City's annual operating budget of \$225,000. He reiterated to Matt Bishop to take advantage of the I-65 Corridor Incentive to expand his business and said that he is excited about the growth and revitalization of the west side of Montgomery. He stated that he wouldn't be supporting the project if the county couldn't afford it, if there wasn't accountability on the part of Fresh Start or a need for Youth City. He thanked Ms. Croskey for coming to the meeting and said that he hopes that the county will find a way to help another neighborhood. He reiterated that the county can't work on private property, but is trying to find a way to help her.

RECESS TO INFORMATION SESSION

Chairman Dean recessed the Formal Session to the Information Session.

INFORMATION SESSION

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

DISCUSSION BY THE COMMISSION

County Assistant Engineer James Kelley briefed the Commission on the problems reported by Ms. Michelle Croskey regarding Jones Road, a private road in Montgomery County. He said that according to Ms. Croskey, all seven homeowners have signed a petition requesting that the road be made a public road, so that repairs to their road can be made. Mr. Kelley stated that water lines would have to be moved, as we cannot pave over them and noted that the process could be expensive. Mr. Kelley will continue to investigate the cost. Commissioner Hall left the meeting.

COMMENTS BY DEPUTY ADMINISTRATOR CAUTHEN

Deputy Administrator Cauthen briefed the Commission on a handout regarding the Montgomery Biscuits Baseball Stadium Shared Suite for the 2016, 2017, and 2018 seasons. County Attorney Tyrone Means said that he would get an opinion from the Alabama Ethics Commission on the Commission's ability to enter into an agreement to share the suite. After discussion, the Commission agreed to place this item on the next agenda if it receives a favorable opinion from the Ethics Commission.

Mrs. Cauthen said that at the last meeting, Commission Hall asked to tour the Dow Corning Plant, which is located in his district, and the company has provided a list of several tour dates. After discussion, the date of April 6th, after 10:30 a.m., was selected. Mrs. Cauthen said that she would notify the company of their date and time.

PRESENTATION BY PUBLIC AFAFIRS DIRECTOR DIDI HENRY

Mrs. Henry reviewed the calendar and briefed the Commission on upcoming events. She also shared copies of a Montgomery Advertiser story about the Commission's Minority and Women-Owned Business Initiative and also the newspaper's RANTS AND RAVES Review which gave a "RAVE" Review to the Commission for this same initiative

DISCUSSION BY COMMISSION

Vice Chairman Harris stated that he had given further thought to the hiring of a consultant versus a full-time employee to implement the initiative. He thinks a full-time employee should be hired. Commissioner Walker objected to hiring a full-time employee and stated that the commissioners agreed at the last meeting that, at this time, a consultant should be hired to implement the initiative.

ADJOURNMENT

Commissioner Jiles Williams made a motion to adjourn the meeting of the Montgomery County Commission on March 21, 2016, at 11:45 a.m. The motion was seconded by Commissioner Ronda Walker and unanimously approved by the Commission.

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-11-16

Check Number	To	Check Number
258943		259589
Total Checks Paid		\$900,993.28

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-11-16

Check Number	To	Check Number
259591		259686
Total Checks Paid		\$215,351.35

CHECK #259590 REPLACES CHECK #258266 \$624.00

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-18-16

Check Number	To	Check Number
259687		259760
Total Checks Paid		\$439,588.44

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

AGENDA

MAR 21 2016

3-21-16 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 3-18-16

Check Number	To	Check Number
259761		259822
Total Checks Paid		\$259,363.52

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS
PAID ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE ACCOUNTS
PAYABLE CHECK REGISTER

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

AGENDA**MAR 21 2016**

CHECKS ARE DATED
3/18/16

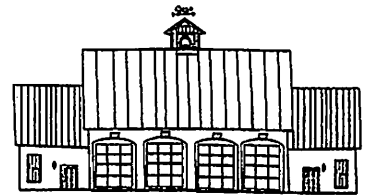
Payroll Check Number	125053	To	Payroll Check Number	125123	\$ 50,769.31
Direct Deposits					\$ 865,319.23
Payroll Check Number	125124	To	Payroll Check Number	125148	\$ 254,375.91
Direct Deposits					\$ 390,799.13
Federal Deposits					\$ 339,202.03
Total Payroll Paid					\$ 1,900,465.61

INFORMATION PERTAINING TO PAYEES OF THE CHECKS AND AMOUNTS PAID
ARE MAINTAINED IN THE FINANCE DEPARTMENT IN THE PAYROLL CHECK REGISTER

ROLLING • HILLS • LAKES

VOLUNTEER FIRE DEPARTMENT

ESTABLISHED 1990



6120 TROTMAN ROAD
MONTGOMERY, ALABAMA 36116-6061
(334) 288-7344
TAX ID# 63-1025872

February 22, 2016

Mr. Donald Mims
Montgomery County Commision

Dear Mr. Mims,

Rolling Hills-Lakes V. F. D., held our annual meeting this past Saturday. Enclosed is a list of the officers and board members elected to serve the terms stated.

If you have any questions, please call me at 334-303-6703.

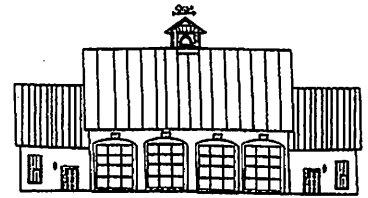
A handwritten signature in cursive script that reads "Philip B. Burwell".

Philip B. Burwell

ROLLING • HILLS • LAKES

VOLUNTEER FIRE DEPARTMENT

ESTABLISHED 1990



6120 TROTMAN ROAD
MONTGOMERY, ALABAMA 36116-6061
(334) 288-7344
TAX ID# 63-1025872

Rolling Hills/Lakes V.F.D.

Effective 2-20-2016
Officers terms are for one year

President:

Timothy Martin	304 Crimson Dr. Pike Rd. 36064	C201-3210 2-18-17
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Vice President:

Don Schofield	5836 Trotman Rd. 36116	C300-9068 2-18-17
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Treasurer:

Autry Talley	250 Cindy Ln. 36116	C210-282-6781 2-18-17
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Secretary:

Tori Hollway	223 Landon 36116	H284-5909 2-18-17
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Members:

* Greg Holmes	3354 Holmes Ln. 36116	C799-4234 2-17-18
Lomack Bean	548 Mizell Dr. 36116	C211-6671 2-17-18
Tom Shanks	6972 Woodley Rd. 36116	C312-1526 2-18-17
Alfonso Patterson	4651 Vanderbilt Dr. 36116	C281-2134 2-17-18
Dr. Jan Wercinski	354 Mizell Rd. 36116	H284-2322 2-17-18
* Gerre Walley	7054 Knoll Loop 36116	C782-0244 2-17-18
James Labadie	7466 Fairway Dr. 36116	H284-3463 2-18-17
Dr.Kirk Skinner	1156 Rolling Lakes Dr. 36116	H288-0093 2-18-17

Philip Burwell

1545 Mt. Zion Rd.
Ramer, Ala. 36069

C303-2622
2-17-18

Rolling Hills/Lakes VFD

Members:**Term Expires:****President:**

Philip B. Burwell
(Send Reappt Requests)

1545 Mt. Zion Rd
Ramer, 36069

H 286-1888
C 303-2622

2/28/2016

Vice President:

Don Schofield

5836 Trotman Rd
36116

H 281-6864
C 303-9068
E dvschofield@charter.net

2/18/2017

Treasurer:

Autry Talley

250 Cindy Lane
36116

C 210-282-6781

2/28/2017

Secretary:

Tori Holloway

223 Landon Road
36116

H 284-5909

2/28/2017

Board Members:

Selma Patterson

358 Gibson Hills
36116

C 324-2982

2/28/2016

Lomack Bean

548 Mizell Dr.
36116

C 221-6671

2/28/2016

Tom Shanks

6972 Woodley Road
36116

H 288-3493

2/28/2017

Alfonso Patterson

4651 Vanderbilt Dr.
36116

H 281-2134

2/28/2016

Tim Martin

304 Crimson Drive
Pike Road, 36064

C 201-3210

2/28/2017

Dr. Jan Wercinski

354 Mizell Rd
36116

H 284-2322
E jwercincki@aol.com

2/28/2016

Steve Diermayer

935 Meriwether Road
Pike Rd. 36064

C 414-3246

2/28/2016

James Labadie

7466 Fairway Drive
36116

H 284-3463
C 538-6911

2/28/2017

Dr. Kirk Skinner

156 Rolling Lakes Rd.
36116

H 288-0093

2/28/2017

TERMS: 2 YEARS

STATE OF ALABAMA)

COUNTY OF MONTGOMERY)

CONTRACT AGREEMENT

WITNESS THIS AGREEMENT by and between the Montgomery County Commission, a body corporate and political, hereinafter referred to as the County and Fresh Start Community Development Corp., hereinafter referred to as Fresh Start, for and in consideration of the mutual covenants herein contained the receipt and sufficiency whereof being hereby acknowledged as follows:

Subject to the City of Montgomery entering into a Lease Agreement with Fresh Start for premises located on the second floor (approximately 80,000 square feet) of the old Gayfers store in the old Montgomery Mall for the purpose of locating the Youth City Center, the County agrees to appropriate to Fresh Start, the sum of two-hundred-thousand dollars (\$200,000.00) payable after Fresh Start has provided documentation substantiating the purchase and installation of \$300,000 in leased property improvements including materials, and architectural services. The documents substantiating the purchase of leased property improvement materials and architectural services include, but are not limited to, invoices for architectural services and invoices and material lists of all construction materials.

Fresh Start will utilize the appropriation to fund the Youth City Center leased property improvements including architectural services and building materials. The Youth City program operating in the leased property will be dedicated to serving the unique needs of all youth including low-income at risk youth, ages 5 to 18, creating measurable tools to evaluate the overall success and impact of the program. The Youth City Center will include an entertainment space, educational space, and health and wellness space. The Entertainment Space: Youth City participants will converge in a safe environment that will employ structured, disciplined activities including Arcade/Gaming, Movie Showings, Spoken Word, and Talent/Drama Shows. The Education Space: Youth City participants will engage with educational professionals in obtaining Tutoring/Homework Assistance, Mentoring/Career Mentoring, Behavior Reinforcement, Technology Enrichment, GED Preparation, Leadership and Development, Economic Development Strategies, and Civic Engagement. The Health and Wellness Space: Youth City participants will be exposed to appropriate physical activity and nutrition education activities including Physical Activity Classes – Structured Play, Nutrition Classes – Cooking Demos, and Health Disparities Workshops.

Upon execution of the Lease Agreement with the City of Montgomery, Fresh Start will commence construction of Phase 1 of the project within 120 days and will complete construction of Phase I within 210 days after the initial 120 day period. Fresh Start may utilize the County Commission's entire appropriation for leased property improvements of Phase 1 and other phases, including building materials, and architectural services. The Architectural Services

Contract between Fresh Start and their selected architectural firm will utilize AIA Document A201TM – 2007 General Conditions of the Contract for Construction. Based upon the Lease Agreement, the City of Montgomery will provide plumbing, electrical, sheetrock and other construction work as in-kind services for an estimated fair market value of \$845,000 for Phase 1 of the leased property improvements. Fresh Start will construct the leased property improvements for Phase 1 containing approximately 15,900 square feet at an estimated fair market value of \$1,826,000, through donations, loans, and in-kind services from contractors. Fresh Start will provide the County with monthly progress reports after construction commences which will include percentage of work completed and description of facilities that have been improved to that point. Attached to this Contract Agreement are copies of the preliminary drawings of the Youth City Center facilities (Exhibit A), Project Timeline Schedule (Exhibit B), Youth City Budgets for Phase 1 & Phase 2 (Exhibit C), which includes fair market cost for these two phases and the Lease between the City of Montgomery and Fresh Start (Exhibit D).

Each of the parties recognizes and assesses the need in Montgomery County for the promotion of programs that will provide educational and development opportunities, which will promote and enable a better quality of life for youth within the County. These services are essential to the health, education and welfare of citizens in Montgomery County.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed on this the ____ day of _____, 2016.

Fresh Start Community Development Corp.

Montgomery County Commission

By: _____
Kyle Searcy, President
150 E. Fleming Road
Montgomery, AL 36116

By: _____
Elton N. Dean, Sr., Chairman
P.O. Box 1667
Montgomery, AL 36102-1667

This Contract Agreement has been reviewed and approved as per County Attorney Thomas T. Gallion, III's Opinion Dated _____.

STATE OF ALABAMA)

COUNTY OF MONTGOMERY)

CONTRACT AGREEMENT

WITNESS THIS AGREEMENT by and between the Montgomery County Commission, a body corporate and political, hereinafter referred to as the County and Fresh Start Community Development Corp., hereinafter referred to as Fresh Start, for and in consideration of the mutual covenants herein contained the receipt and sufficiency whereof being hereby acknowledged as follows:

Subject to the City of Montgomery entering into a Lease Agreement with Fresh Start for premises located on the second floor (approximately 80,000 square feet) of the old Gayfers store in the old Montgomery Mall for the purpose of locating the Youth City Center, the County agrees to appropriate to Fresh Start, the sum of nine-hundred-thousand dollars (\$900,000.00) payable as follows: \$300,000 due and payable October 1, 2016 after Fresh Start has provided documentation substantiating the purchase and installation of \$600,000 in leased property improvements including materials, and architectural services; \$300,000 due and payable October 1, 2017 after Fresh Start has provided documentation substantiating the purchase and installation of \$900,000 in leased property improvements including materials and architectural services; and \$300,000 due and payable October 1, 2018 after Fresh Start has provided documentation substantiating the purchase and installation of \$1,200,000 in leased property improvements including materials and architectural services. The documents substantiating the purchase of leased property improvement materials and architectural services include, but are not limited to, invoices for architectural services and invoices and material lists of all construction materials. All leased property improvements are to be completed by September 30, 2019.

Fresh Start will utilize the appropriation to fund the Youth City Center leased property improvements including architectural services and building materials. The Youth City program operating in the leased property will be dedicated to serving the unique needs of all youth including low-income at risk youth, ages 5 to 18, creating measurable tools to evaluate the overall success and impact of the program. The Youth City Center will include an entertainment space, educational space, and health and wellness space. The Entertainment Space: Youth City participants will converge in a safe environment that will employ structured, disciplined activities including Arcade/Gaming, Movie Showings, Spoken Word, and Talent/Drama Shows. The Education Space: Youth City participants will engage with educational professionals in obtaining Tutoring/Homework Assistance, Mentoring/Career Mentoring, Behavior Reinforcement, Technology Enrichment, GED Preparation, Leadership and Development, Economic Development Strategies, and Civic Engagement. The Health and Wellness Space: Youth City participants will be exposed to appropriate physical activity and nutrition education activities including Physical Activity Classes – Structured Play, Nutrition Classes – Cooking Demos. and Health Disparities Workshops.

Upon execution of the Lease Agreement with the City of Montgomery, Fresh Start will commence construction of Phase 1 of the project within 120 days and will complete construction of Phase I within 210 days after the initial 120 day period. Fresh Start may utilize the County Commission's entire appropriation for leased property improvements of Phase 1 and other phases, including building materials, and architectural services. The Architectural Services Contract between Fresh Start and their selected architectural firm will utilize AIA Document A201TM – 2007 General Conditions of the Contract for Construction. Based upon the Lease Agreement, the City of Montgomery will provide plumbing, electrical, sheetrock and other construction work as in-kind services for an estimated fair market value of \$845,000 for Phase 1 of the leased property improvements. Fresh Start will construct the leased property improvements for Phase 1 containing approximately 15,900 square feet at an estimated fair market value of \$1,826,000, through donations, loans, and in-kind services from contractors. Fresh Start will provide the County with monthly progress reports after construction commences which will include percentage of work completed and description of facilities that have been improved to that point. Attached to this Contract Agreement are copies of the preliminary drawings of the Youth City Center facilities (Exhibit A), Project Timeline Schedule (Exhibit B), Youth City Budgets for Phase 1 & Phase 2 (Exhibit C), which includes fair market cost for these two phases and the Lease between the City of Montgomery and Fresh Start (Exhibit D).

Each of the parties recognizes and assesses the need in Montgomery County for the promotion of programs that will provide educational and development opportunities, which will promote and enable a better quality of life for youth within the County. These services are essential to the health, education and welfare of citizens in Montgomery County.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed on this the ____ day of _____, 2016.

Fresh Start Community Development Corp.

Montgomery County Commission

By: _____

Kyle Searcy, President
150 E. Fleming Road
Montgomery, AL 36116

By: _____

Elton N. Dean, Sr., Chairman
P.O. Box 1667
Montgomery, AL 36102-1667

This Contract Agreement has been reviewed and approved as per County Attorney Thomas T. Gallion, III's Opinion Dated _____.

STATE OF ALABAMA
AGREEMENT
Between
Montgomery County Commission
And
The Bridge, Inc.

FOR THE
Davis Program

This Contract (the "Agreement") is entered into by and between the Montgomery County Commission (hereinafter sometimes referred to as "Contracting Authority") and The Bridge, Inc. (hereinafter sometimes referred to as "Company" and/or "The Bridge").

WHEREAS, the Contracting Authority is the designated authority seeking the implementation of the Davis Program (hereinafter referred to as "the program") in Montgomery County, Alabama.

WHEREAS, the Contracting Authority desires to have the program operated and managed by an organization with experience in adolescent programs; and

WHEREAS, the Contracting Authority desires that The Bridge, Inc. undertake the operation and management of said Davis Program under the following conditions.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained in this Agreement, the parties agree as follows:

Section 1: Purpose. The Company hereby agrees to undertake the development, operation and management responsibilities of the Davis Treatment Center to include a community day reporting/treatment program, Parent Project program, and Transitions program. The Company agrees to operate the program under the terms of this Agreement at such time agreed to by the Company and the Contracting Authority and established as set out herein. The operation of the program will be in accordance with the required terms and conditions provided within the Request For Proposal # 52601-16P-001.

Section 2: Duty to Cooperate. The parties acknowledge that their cooperation is critical to the ability of the Company to perform its duties successfully and efficiently. Accordingly, each party agrees to cooperate with the other fully in formulating and implementing the Company's recommendations. Both parties agree to cooperate with all audits, reviews, or inspections.

Section 3. Standard for the Davis Program Operation. While the Davis Program is under the management and control of the Company the program will, subject to limitations beyond the

control of the Company, conform to applicable federal, state, and local statutes and ordinances and the applicable laws of the State of Alabama.

Section 4. Inventory. Representatives of the Contracting Authority and the Company will complete an inventory of equipment and furnishings provided by the Contracting Authority for the operations of the Davis Program. The Contracting Authority will be responsible for all major repair and replacement of equipment and furnishings provided to the Company for the operation of the Davis Program.

Section 5. Insurance. The Company at its sole cost and expense, shall provide for the comprehensive liability coverage and workmen's compensation for all of the Company's agents, servants, employees, personnel, and other persons connected in any way to the operation and the management of the program. The Company shall provide property coverage for any personal property used in the operation of the Davis Program. The Contracting Authority will be responsible for the property and facilities furnished to the Company in operating the Davis Program.

Section 6. Characteristics The program shall comply with applicable constitutional and DYS standards as well as any local, state, or federal standards, statutes, rules and regulations.

Section 7. Juvenile Records The Company will have written policies and procedures to govern a juvenile record system. Information contained in the juvenile records shall be consistent with that required by Alabama Department of Youth Services for non-committed youth, and has been established in all programs of The Bridge, Inc. All information shall be considered confidential and is subject to release or disclosure only to authorized representatives of the agency having jurisdiction over the juvenile. Release of juvenile records to physicians or other health care providers for use in treatment is hereby expressly authorized by the Confining Jurisdiction.

Section 8 Program Records The Company will maintain program records of all significant activities related to the operation of the program. These records will be available for review by the Contracting Authority.

Section 9 Compliance The Company agrees to comply with the standards of the Alabama Department of Youth Services and the Medicaid Administrative Code, the Medicaid Provider manual, Rehabilitative Services, Chapter 105.

Section 10 Physical Examination The Contracting Authority will pay for a complete physical exam to include the Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) for youth entering the program.

Section 11. Term The Term of this Agreement shall commence on March 1, 2016 and shall run through September 30, 2016 with the option of both the Contracting Authority and the Company to renew this agreement under the same terms. If State funding is available, the contract may be increased up to 5% for each one-year renewal period. The company understands that the term of this Agreement and any subsequent renewal periods is dependent on necessary funds being paid to the Contracting Authority for the compensation outlined in Section 12 herein.

Section 12. Termination for Convenience Either party may terminate this Agreement without cause for any reason. Either party shall give written notice to the other party at least thirty (30) days before the effective termination date.

Section 13. Compensation for Services The Contracting Authority hereby agrees to pay the Company, as compensation for their services related to this Agreement for the period commencing on March 1, 2016 and ending September 30, 2016 the sum of \$271,250.00 Dollars, payable in monthly installments of \$38,750.00.

The parties agree that the compensation to the Company for any renewal periods will be negotiated by the parties beginning not later than sixty (60) days prior to each such remaining annual period. In the event the parties are not able to agree on the compensation for said remaining annual periods, the Company shall continue operation of the Facility for the then existing compensation for a period through and including thirty (30) days from delivery of written notice of termination of this Agreement.

Section 14. Billing for Services The Company will submit an invoice to the Contracting Authority monthly for services provided during the month in accordance with the Request for Proposal #52601-16P-001. Payment for the services invoiced is due within 10 days of receipt of the invoice by the Contracting Authority.

Section 15. Unusual Occurrences and Incidents The Company will immediately notify the Contracting Authority in the event of an unusual occurrence or incidents and thereafter as requested and as soon as practical, furnish written notification of such occurrence or incident. In the event of a disturbance caused by a client, or if any security threat or peril should occur with or outside the program, the Contracting Authority shall be notified immediately. The Company will cooperate with the Contracting Authority and local law enforcement agencies in taking command and restoring order.

Section 16. Breach, Notice, and Cure In the event of a breach of any obligation or covenant under this Agreement, the non-breaching party may give the breaching party written notice of the specifics of the breach, and the breaching party shall have ten (10) days in which to cure the breach. Only if the breach is not cured within such period shall the non-breaching party be entitled to pursue any remedies it may have due to the breach.

In the event any provision contained in the Agreement shall be breached by either party and thereafter waived by either party, such waiver shall be limited to the particular breach so waived and shall not be deemed to waive any other breach.

Section 17. Prohibition of Assignment The Contracting Authority acknowledges that the nature of the services to be rendered under this agreement are unique and based on the Company's expertise and that as a consequence of such, the Contracting authority is prohibited from assigning duties or obligations due under the terms of this Agreement without the consent of the Company.

Section 18. Hold Harmless The Company will hold harmless the Contracting Authority as to any charge back, penalties, state or federal repayments and any interest incurred by reason of any Title XIX noncompliance arising out of or connected with any action or failure to act by the Company in regard to the Company's responsibilities in regard to the Rehabilitative services or eligibility therefore as contemplated by this agreement. The term "Title XIX noncompliance" shall be construed to mean any failure or inability of the Company to meet the Medicaid requirements of Title XIX of the Social Security Act, and any regulations promulgated by the Federal government in connection therein.

The Company will hold harmless the Contracting Authority as to any penalties, state, or federal charge backs and/or replacements and any interest incurred by any reason as a result of the findings of any Medicaid, Attorney General or DYS Audit. The Company will hold harmless the Contracting Authority as to any and all actions of the Company.

Section 19. Notice If notice or demand of any kind is to be given by any party to any other party, it shall be in writing, signed by the party giving it, directed to the intended recipient with sufficient postage prepaid certified mail, addressed as follows:

To the Contracting Authority:
Bruce R. Howell, Administrator
Montgomery County Family Court
P.O. Box 9219-1111 Airbase Blvd
Montgomery, AL 36108-9219

To the Company:
Tim Naugher, Executive Director
The Bridge, Inc.
3232 Lay Springs Road
Gadsden, AL 35904

Section 20. Formal Review and Evaluation The Company and the Montgomery County youth facility staff will provide a quarterly review and evaluation of the services provided under this Agreement and the corresponding RFP. A written report summarizing the review and evaluation will be provided to the presiding Family Court Judge of Montgomery, Alabama.

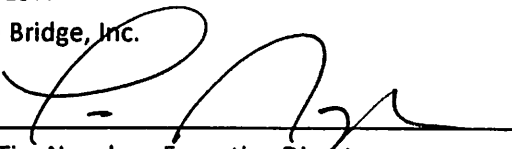
Section 21. Resolution of Disputes If a dispute arises out of or relates to this agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions and negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between Montgomery County Commission and The Bridge, Inc.

Section 22. Complete Agreement; Amendments and Waivers This Agreement and all exhibits hereto and incorporated by references as set out fully herein comprise the entire understanding of the parties with respect to the transactions contemplated hereby.

This Agreement may be amended, each party may take any action herein prohibited or omit to take action herein required to be performed by it, and any breach of any covenant, agreement, warranty or representation may be waived, only if each party has obtained the written consent or waiver of the other party as to that specified breach only.

ATTEST:

The Bridge, Inc.

By:  _____

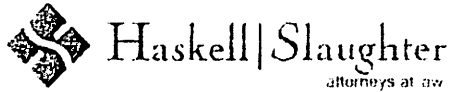
Tim Naugher, Executive Director

Date: 2.19.16

ATTEST:

The Montgomery County Commission

By: _____ Date: _____



Haskell Slaughter & Gallion, LLC

9 Commerce Street

Suite 1200

Montgomery, Alabama 36104

T 334 265 8573 | F 334 264 7945

For LG

MEMORANDUM

March 7, 2016

To: Donnie Mims

From: Thomas T. Gallion, III

Re: Agreement with The Bridge, Inc. for the Davis Program

I have reviewed your Memorandum dated March 4, 2016, regarding the Agreement with The Bridge, Inc. I have also reviewed the agreement.

It is my opinion that everything in the agreement appears to be in order and will be binding on all parties, if executed.

I am also of the opinion that the services provided for in this agreement are in the best interest of the public health, safety, education, and general welfare of the citizens of Montgomery County. I, therefore, see no reason why the agreement cannot be executed if it is the desire of the Montgomery County Commission.

50051-317

CONSTRUCTION COST ESTIMATE PROJECT: N/A B.C. NO. N/A		ARCHITECT: JMKH ARCHITECTURE, PC		Lawrence Street Handicap Parking		DATE OF REPORT: Rev.2--2-15-2016 PROCEED DATE: N/A PROJECT COMPLETION DATE: N/A	
WORK DIVISION	%	AMOUNT					
1. GENERAL REQUIREMENTS		\$3,521.69		12 % of Divisions 2-16			
2. SELECTIVE DEMOLITION		\$13,992.75		Landscaping-pavers-asphalt-Relocate visible utilities (includes fencing)			
3. CONCRETE		\$10,936.20		Curb and Gutter-Cheek Wall-Pavers-6" Base and concrete paving			
4. MASONRY		\$0.00					
5. METALS		\$3,900.00		Added Handrail with additional concrete as shown			
6. WOOD AND PLASTICS		\$0.00					
7. THERMAL AND MOISTURE PROTECTION		\$1,090.20		Expansion joint sealant			
8. DOORS AND WINDOWS		\$0.00					
9. FINISHES		\$0.00					
10. SPECIALTIES		\$3,028.32		Handicap signage- striping-parking blocks			
11. EQUIPMENT		\$0.00					
12. FURNISHINGS		\$0.00					
13. FIRE SUPPRESSION		\$0.00					
14. PLUMBING		\$0.00					
15. MECHANICAL		\$0.00					
16. ELECTRICAL		\$1,800.00		Move light pole base (city to install pole)			
SUB-TOTAL		\$38,269.16					
CONTINGENCY (10%)		\$3,286.91					
TOTAL		\$41,556.07					
GRAND TOTAL		\$41,556.07		* Additional Parking Space cost is \$5,846.44			

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Revised County Logo Designs

2" —————



Logo to be used for 2" and over



Logo to be used for under 2"

Designs are NOT drawn to scale.

Images have been magnified for better viewing.



HIXSON
Consultants, Inc.

Building Envelope Solutions Team

947 1st Avenue West, Alabaster, AL 35007

Phone: 205-663-2220

Fax: 205-664-5115

January 27, 2016

Applied Technical Consulting Services Proposal

Annex #2, Pardons & Paroles, and Care Here **Montgomery, Alabama**

Mr. Patrick Addison
P.H.&J Architects
807 South McDonough Street
Montgomery, AL 36104
paddison@phjarch.com

Patrick,

In keeping with your request Hixson Consultants, Inc., HCI, is pleased to provide the following applied technical Consulting Services Proposal for the above facility.

BASIC SERVICES

I. BUILDING ENVELOPE ASSESSMENT

A. Visual Roof, Wall and Glazing Condition Assessment and Report Addressing:

1. Roof, Wall and Glazing Systems including Flashings, Sealants, Gaskets and Architectural Metal Accessories.
2. Executive Summary Report.
3. Captioned Condition Photo Report to Document Conditions Observed and Offer Recommended Repair/Replacement Action Items.
4. Phone Conference to Discuss Condition Observations and Recommendations with Client.

II. ADDITIONAL SERVICES – To Be Determined By the Client

- A. Additional Services are hereby defined as services not specifically identified and included as Basic Services to the Discovery in Section I of this Proposal. Additional Services may include but are not limited to:

Value • Integrity • Experience

Roofing • Waterproofing • Architectural Sheet Metal • Glazing • Wall Systems

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1. Services in connection with creating Cost of Construction Estimates for the Client's Selected course of action.
2. Assisting with Scope of work(s), specifications and flashing detailing for the Client's selected course of action. Attendance at meetings that may be requested, beyond the scope of work as indicated above.
3. Assist with mandatory Preconstruction Conference(s). Perform quality assurance field observation activities as directed.
4. Providing Onsite Quality Assurance Monitoring Site Visits to observe work in progress for Roof Installation, Wall Construction and Window Installation. Assist to review RFI's, New Conditions, Supplemental Details and Change Orders. Assist to resolve conflicts relative to the scope of work. Preparing summary reports and captioned condition photo documentation of Site Visits.
5. Revisions to originally approved programs because of inclement weather and discovery of concealed conditions.
6. Services in connection with infrared thermography, water hose testing, chamber water pressure or air barrier testing, or with submersion via flood testing or lab testing.
7. Other services that may be authorized by the Client.

Qualifications and Limitations of Services

1. If the Discovery Phase visual observations indicate the need for destructive concealed discovery, HCI will make recommendations. HCI does not perform destructive work or repair conditions. HCI can observe, document and make recommendations based upon destructive discovery work done by others.
2. As Building Scientists delivering applied technical consulting services to avoid or solve moisture intrusion issues we do not practice Engineering. If the services of a Structural Engineer are required those services would be incurred at an additional cost to our Client.
3. Printed Architectural and Specification documents will be provided by the Client or the Client will reimburse HCI for printing costs for print copies of Architectural Documents.
4. HCI will provide scanned electronic copies of architectural drawings with our comments. All comments made of documents reviewed and of work installed are presented for information and recommendation only, and are based on our past considerable experience and our desire to facilitate long-term expected performance with minimal expected maintenance burden to the Building Owner. Our limit of liability for recommendations made by Hixson Consultants, Inc. is the cost of services executed and paid.
5. Quality Assurance Site Visits will be followed with a Brief Summary Report and Captioned Condition Photo Report including action items deemed necessary. Report will be delivered only to Client, unless otherwise instructed.

6. Hixson Consultants, Inc. carries General Liability, Workman's Compensation and E&O insurance.
7. Our Standard Terms and Conditions included apply to this work and all service delivery.

COST OF BASIC SERVICES (Either I or II)

I. Discovery Site Visit for Three Buildings One Day	\$ 5,200
A. Executive Summary Report	\$ Included
B. Captioned Condition Photo Report	\$ Included
C. Telephone Conference	\$ Included
II. Discovery Site Visit for Each Building Separate Days	\$ 2,670.00 EA
A. Executive Summary Report	\$ Included
B. Captioned Condition Photo Report	\$ Included
C. Telephone Conference	\$ Included
III. Phone, Fax and E-mail Correspondence	\$ Included
IV. Fee compensation to Hixson Consultants, Inc. for Additional Services that may be requested will be invoiced in accordance with the following hourly rate schedule:	
• Principal	\$175
• Sr. Consultant	\$150
• Infrared Survey	\$135
• Consultant/CAD	\$125
• Building Envelope Technician	\$100
• Administrator	\$ 90
• Tech Assistant	\$ 75
• Clerical	\$ 65

Reimbursable expenses for Additional Services will be invoiced at cost plus 10%. Examples of reimbursable expenses include color photo printing or photo CDs. The budget above includes the expected costs on this project for the listed Basic Services.

Additional Services may be required or requested because of discovery of concealed conditions, the non-performance of others or conditions of the work not previously considered, additional site visits and additional meetings, or lengthy conference calls. The budget may be increased accordingly; however, we will not proceed with work beyond the budgeted amount without prior authorization from our Client.

We pledge to you our very best efforts and expertise. Should you find this Proposal acceptable, please sign where appropriate and e-mail or fax the Proposal to us whereby we will schedule this work accordingly. Please advise us of questions, comments or required changes.

Thank you for consulting with Hixson Consultants, Inc. and may we have your valued business?

Sincerely,

Hixson Consultants, Inc.

Greg L. Cunningham

Greg L. Cunningham, Senior Consultant

cc: Ben Hixson, Principal / CCCA, CCS, CIT / RCI Professional Member
Tony Wright Senior Consultant

HCI will not commence work on this project without a signed agreement.

Hixson Consultants, Inc. 947 1st Ave West, Alabaster, AL 35007 (205) 663-2220
www.bedocs.com
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7.5

I have read and agree to the terms and conditions attached.

Agreed to by:

_____	_____
Printed Name	E-mail Address
_____	_____
Signature	Telephone Number
_____	_____
Title	Fax Number

Date	

Name of Additional Insured for Insurance Certificate _____

Invoice sent to the attention of:

- ☐ Same as above
- ☐ Check here if HIC Invoice may be distributed via e-mail and specify if different from the address above.

_____	_____
Printed Name of Person Authorized for Payment	E-mail Address
Billing Address:	
_____	_____
Street or PO Box	Direct Telephone Number
_____	_____
City, State, Zip Code	Fax Number

HIXSON CONSULTANTS, INC.

Hixson Consultants, Inc. 947 1st Ave West, Alabaster, AL 35007 (205) 663-2220
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CONSULTING SERVICES TERMS AND CONDITIONS**I. COMPENSATION**

A. Fee compensation to Hixson Consultants, Inc. hereafter also HCI, for Basic Services shall be invoiced monthly based on actual hours expended by HCI at our prevailing rates.

B. The budget amount represents the estimated cost to our Client limited to the Basic Services (excluding any / all reimbursable expenses) as outlined in Section I.A. of the Agreement and is conditional upon all of the terms and conditions stated herein. HCI shall endeavor to provide the Basic Services within the estimated budget and shall also endeavor to notify Client prior to exceeding this budget; however, in all circumstances Client agrees and accepts to compensate HCI for all hours expended in the interest of the project.

C. Reimbursable Expenses are in addition to fee compensation for services and include actual expenditures made / incurred by HCI and / or its agents in the interest of the project and resulting directly from the performance of services under the Agreement. Unless prepaid, reimbursable expenses are invoiced at cost plus 10% and include, but are not limited to:

1. Travel and subsistence.
2. Long distance telephone, cellular telephone use, telex, telecopy.
3. Expense of courier service, shipping, postage and delivery service.
4. Expense of any / all reproduction of drawings, specifications, photographs, calculations, reports, correspondence, expense backup, etc.
5. Fees and expenses of a Registered Professional Consulting Engineer or Registered Architect.
6. Cost of staging, scaffolding, ladders or other equipment.

D. Compensation to HCI for the performance of authorized Additional Services where the scope is defined may be a lump sum amount if mutually agreed upon in advance; and shall be in addition to the Basic Services fee amount or shall be otherwise billed at our prevailing hourly rates.

E. Overtime requested by Client of HCI in an effort to recover and / or to maintain the overall schedule due to slippage by others shall be compensated at 1 1/2 times the above rates for time on weekdays and Saturdays and at 2 times the standard hourly rates for Sundays and holidays.

F. Out-of-town travel time is chargeable from scheduled departure time to scheduled return arrival time. Time zone differences will be adjusted to actual hours. Non-travel and after hours time out of town on overnight and / or extended trips are not chargeable.

II. PAYMENT

A. Payment on account of authorized services and / or expenses shall be made monthly in the amount of HCI's monthly invoice for services performed and / or expenses incurred. Payment of HCI's invoices is not contingent upon Client's receipt of funds.

B. Client shall notify HCI in writing within twenty (20) days from the invoice of any incorrect or disputed item on the invoice or such invoice shall be deemed complete and correct and fully due and owing.

C. If this assignment is suspended for more than one (1) month or abandoned in whole or in part, by Client or Third Party, HCI shall promptly be paid its compensation for services performed and expenses incurred prior to receipt of written notice of such suspension or abandonment.

D. Payments are due and payable upon receipt of invoice. Client agrees to pay invoices in a timely manner. On the thirty-fifth (35th) day following invoice date and on each successive thirtieth (30th) day thereafter, a late charge in the amount of one and one-half percent (1.50 %) may be added to and become due on all unpaid principal amounts due. Finance charges accrue from the original date of the invoice. Payment received will first be applied to any accrued late fees and then to the balance of the original invoice(s).

E. In the event that payment is not made, the Client agrees to pay all collection costs and expenses incurred by HCI to collect the amount due including a reasonable attorney's fee whether or not suit is instituted.

III. GENERAL PROVISIONS

A. Record of expenses and hourly rate based services performed will be kept on the basis of General Accepted Accounting Principles (GAAP) and will be available to Client in HCI's office during normal business hours.

B. Reports, photos, specifications, drawings, calculations and related documents prepared by HCI are for the exclusive use by Client for this project. Client's and HCI's responsibility and liability with respect to these drawings and documents are limited solely to this project.

C. This agreement may be terminated by either party upon seven (7) days written notice should the other party substantially fail to perform in accordance with its provisions through no substantial fault of the other. In the event of termination, HCI shall promptly be paid its compensation for services performed to termination date, including reimbursable expenses, in full. Upon receipt by HCI of said payment in full, HCI shall deliver to Client one reproducible copy of documents prepared by HCI to termination date. HCI shall have no responsibility whatsoever for subsequent changes or additions and / or for use of these documents by Client and / or by others.

D. Client agrees that HCI is entitled to rely on it exclusively for the accuracy and timeliness of information it provides HCI with respect to the project, unless HCI knows or has reason to believe such information is in error. Client shall provide HCI with drawings, specifications, reports, field measurements, surveys, warranty coverage, leak history and any other requested data that may be obtainable in order for HCI to perform its services.

E. HCI is providing only technical consulting services in an advisory capacity under this Agreement and is not providing (nor profiting from) any products, materials, shop fabrication and / or field installation. It is understood and agreed that the final responsibility for checking and verifying the accuracy of and for use of all documents / recommendations provided by HCI under this Agreement is and shall remain solely with Client.

F. The total extent of responsibility and liability for any and all errors and / or omissions by HCI in work provided under this Agreement shall be limited to correcting any such document errors and / or omissions in our part of the work. Client agrees and accepts that it is prohibited as a condition of this

Agreement from making deductions or "back charging" HIC's compensation for any reason whatsoever. HIC assumes no responsibility for material costs and / or labor costs by others due to services provided by HIC under this Agreement.

G. HIXSON CONSULTANTS, INC. ASSUMES NO CONSEQUENTIAL DAMAGES AND LIMITS ANY DAMAGES WHATSOEVER TO THE COST OF SERVICES PROVIDED. HIXSON CONSULTANTS, INC. DISCLAIMS ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE AND ANY AND ALL OTHER CONSEQUENTIAL DAMAGES. HIC OFFERS SERVICES TO STOP MOISTURE INTRUSION AND CONDENSATION FORMATION. HIC DOES NOT OFFER CONSULTING SERVICES RELATED TO ADDRESSING MOLD AND ASBESTOS AND THE CLIENT WILL NEED TO HIRE SPECIALISTS TO ADDRESS REMEDIAL WORK.

H. It is understood and agreed that the Agreement is conditional, based upon a comprehensive schedule mutually agreed upon prior to HIC beginning work, for services to be provided by HIC. Any deviation from this schedule resulting from any action or inaction by other than HIC may result in Additional Service costs and / or HIC being unable to recover to maintain said overall schedule. Such inability to recover shall not constitute just-cause for termination of the Agreement by Client.

I. HIC shall endeavor to maintain said schedule; however, it is understood and agreed that the only liability assumed by HIC for its nonperformance, resulting in failure to maintain schedule, shall be absolutely limited to providing / increasing overtime and / or staff at no additional cost to Client, regardless of circumstances and / or Client's exposure.

J. HIC reports are for the exclusive use of our Client and are not intended for any other purpose. Reports are based on the information available to us at the time of the report. Should additional information become available at a later date, we reserve the right to determine the impact, if any, the new information may have on our discovery and recommendations and to revise our opinions and conclusions if necessary and warranted.

K. HIC maintains statutory Employee's Insurance, including Worker's Compensation, Employer's Liability, and Comprehensive General Liability and will provide current Certificate of Insurance to our client upon request.

L. We carry \$1 Million Errors and Omissions (E&O) insurance for our work and more coverage than this is specifically excluded from the terms of our Agreement unless cited as a line item additional cost.

M. HIC is an independent contractor in the performance of its duties under the Agreement. The detailed methods and manner of conducting the services shall be under the complete control and direction of HIC.

N. All persons performing any part of the services will be employees or agents of HIC and not employees or agents of the Client. HIC will be fully responsible for all applicable federal, state and local taxes arising out of HIC's activities under this Agreement, including by way of illustration but not by way of limitation, federal income tax, social security tax, unemployment compensation contribution and all other taxes, contributions, or business license fees as required (excluding any international fees, duties or taxes).

O. HIC will not have control over, or charge of, and will not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work; these are solely a Client / Contractor responsibility. HIC will not be responsible for Client / Contractor failure to carry out the work in accordance with the project Contract Documents.

P. HIC will not have control over, or charge of, and will not be responsible for acts or omissions of Client or Contractor, Subcontractors or their agents or employees, or of any persons performing services or portions of the work.

Q. HIC will comply with all applicable federal and state laws and regulations with respect to non-discrimination and equal opportunity in employment.

R. Client assumes entire responsibility and liability for any and all damage or injury of any kind or nature whatsoever to all persons and to all property caused by, resulting from, arising out of, or occurring in connection with the work and / or HIC's services performed under the Agreement even if the damage or injury results from any wrongful actions by HIC; and if any persons shall make a claim for any damage or injury as hereinabove described, the Client agrees to indemnify and hold HIC harmless from and against any and all loss, expense, damage or injury that may result of any such claim even if the claim results from the wrongful actions of HIC.

S. Client agrees to resolve by mediation any and all disputes, claims or controversies arising from or related to any work performed for Client by HIC including disputes related to the breadth or scope of this provision. Mediation shall be conducted in Birmingham, AL. This provision however does not require the mediation of disputes where the fees paid to HIC are less than \$10,000 or the amount sought does not exceed \$10,000.

T. The prevailing party in any mediation, or any other final, binding dispute proceeding upon which the parties may agree, may be awarded reasonable attorneys' fees and expenses incurred by such party upon a finding that the other party initiated or continued to assert a clearly frivolous, unreasonable, or groundless claim or defense.

U. The Agreement constitutes the entire Agreement by and between Client and Hixson Consultants, Inc. pertaining to Technical Consulting Services for the referenced assignment. The terms and conditions herein shall supersede and take precedence over any / all terms and conditions which may be embodied in Client's purchase order or similar documents. The Agreement may be amended only by mutual agreement in writing signed by both parties and attached hereto. The laws of the State of Alabama will govern the Agreement.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 32

DEPARTMENT:	County Comm Appropriati	REVIEWED:	S. Thomas	3/1/2016
DATE:	3/1/2016	Finance Director		Date
REQUESTED BY:	Donald L. Mims	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Pre-Trial Security Equipment	206-51102.239	0	6,383	6,383
Construction Projects	206-51107.524	1,100,000	(6,383)	1,093,617
TOTAL		1,100,000	0	1,100,000

JUSTIFICATION:

Budget for the cost of security equipment for the Pre-Trial division in Annex II.

Contact Information Sheet

Date: February 26, 2016

To: Florence Cauthen

Phone: (334) 832-1203

E-Mail: florencecauthen@mc-ala.org

From: Bryan Clark

Reference: Annex 2 Security Equipment Additions

Cornerstone / Norment Security Group, Inc. – East Coast
Service and Supply

NC-ASLB - License No. 00213P2

VA-DCJS - License No. 11-3536

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02262016 Montgomery County Annex 2 Access, Duress and IP IC Upgrade

DATE: January 31, 2016
TO: Montgomery County Commission
PROJECT: Annex 2 Door Release, Duress, and Audio/Video Intercom Systems
LOCATION: Montgomery, Alabama
ARCHITECT: N/A

We Propose the Following:

Scope of Work

Provide, Install, and Program:

- (1) Un-Latch Electric Strike
- (1) Power Supply
- (1) Aiphone JKS Video Intercom System with One Door Station
- (1) Sonatrol Under-Counter Duress Switches
- (1) IPIO-8 Remote Contact Over IP Device Set - TX/RX
- (1) Installation Material
- (1) Installation and Programming Labor

Part 1 - Proposed System Information:

- 1.1 - Door Access Equipment: One office area entrance door will have an electric strike installed to allow for limited access and remote lock release.

Please sign and return one copy for our files.

This proposal is subject to acceptance with in 30 days from the date hereon, and to all standard terms and conditions noted on the attached page.

We hope this proposal will merit your placing with us your business, which will have our best attention in pursuing the work to completion.

By: Bryan Clark

Accepted: _____ Firm: _____

Page 2 of 5

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02262016 Montgomery County Annex 2 Access, Duress and IP IC Upgrade

- 1.2 - IP Based Video Intercom System: The office area entrance door will have a Door Station Unit (Call Button, Video Camera, and a 2-way Intercom Speaker). The system will include a desktop Video Master Station that will allow the main receptionist to be notified if a call button is pressed, observe the calling party, and release the door. The call notifications, live video, 2-way conversations, and door release can also be accomplished by a software application installed on up to 10 networked computers in the office.
- 1.3 - Duress System: One location will have an under-counter Panic/Duress switch that will generate a remote alarm notification on the current dispatch duress system in Annex 1.

Part 2 - We specifically exclude the following:

- 2.1 - Labor to receive, unload, distribute, layout, and installation of materials supplied by us but designated for installation by others.
- 2.2 - All required additional electrical conduit, raceways, standard back boxes, handholds, innerduct, pull strings, etc.
- 2.3 - Required additional door - material or installation.

Proposal Total - \$6,383.00

Dispute Resolution: IF A DISPUTE ARISES OUT OF OR RELATES TO THIS AGREEMENT OR ITS BREACH, THE PARTIES SHALL ENDEAVOR TO SETTLE THE DISPUTE FIRST THROUGH DIRECT DISCUSSIONS AND

Part 3 - General Notes:

Please sign and return one copy for our files.

This proposal is subject to acceptance with in 30 days from the date hereon, and to all standard terms and conditions noted on the attached page.

We hope this proposal will merit your placing with us your business, which will have our best attention in pursuing the work to completion.

By: Bryan Clark

Accepted: _____ Firm: _____

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02262016 Montgomery County Annex 2 Access, Duress and IP IC Upgrade

-
- 3.1 - Norment will provide its standard General Liability Insurance. (Certificate furnished upon request)
 - 3.2 - We are not responsible for broken or damaged materials (except that caused by our own employees) nor for the protection of same.
 - 3.3 - We will perform periodic clean-up of waste generated by our work and deposit debris into containers or dumpsters provided by others.
 - 3.4 - Suitable secured dry storage space is to be provided by the Customer for our materials and protection of same.
 - 3.5 - If Payment & Performance Bonds are required, please add 2%.
 - 3.6 - Sales tax not included. Customer to provide a current copy of their tax exempt certificate if applicable.

NEGOTIATIONS. IF THE DISPUTE CANNOT BE SETTLED THROUGH DIRECT DISCUSSIONS OR NEGOTIATIONS, THE PARTIES SHALL ENDEAVOR TO SETTLE THE DISPUTE BY NON-BINDING MEDIATION. THE LOCATION OF THE MEDIATION SHALL BE MONTGOMERY, ALABAMA. EITHER PARTY MAY TERMINATE THE MEDIATION AT ANY TIME AFTER THE SESSION, BUT THE DECISION TO TERMINATE MUST BE DELIVERED IN PERSON TO THE OTHER PARTY AND THE MEDIATOR. ENGAGING IN MEDIATION IS A CONDITION PRECEDENT TO ANY OTHER FORM OF BINDING DISPUTE RESOLUTION. IF THE PARTIES CANNOT AGREE ON A MUTUAL RESOLUTION THEN ANY DISPUTES NOT RESOLVED BY MEDIATION SHALL BE DECIDED IN THE CIRCUIT COURT OF MONTGOMERY COUNTY, ALABAMA AND GOVERNED BY THE LAWS OF THE STATE OF ALABAMA BETWEEN THE MONTGOMERY COUNTY COMMISSION AND THE CONTRACTOR.

Options

The following options are tendered, and should the Customer elect, can be included in Norment's scope contingent upon Norment being awarded the Base Proposal scope as identified above.

None.

Please sign and return one copy for our files.

This proposal is subject to acceptance with in 30 days from the date hereon, and to all standard terms and conditions noted on the attached page.

We hope this proposal will merit your placing with us your business, which will have our best attention in pursuing the work to completion.

By: **Bryan Clark**

Accepted: _____ Firm: _____

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STANDARD TERMS AND CONDITIONS

APPLYING TO MATERIALS INSTALLED BY US:

1. **CLEANING.** NORMENT does not include final cleaning of glass, metal, or other materials installed by our personnel. We are however responsible for the polishing and cleaning up of our work areas on a daily basis with regard to trash, cut-offs, and broken glass.
2. **DAMAGE AND PROTECTIONS.** (a) We are not responsible for broken or damaged glass, metal or other materials (except that caused by our own employees), nor for the protection of same. Our responsibility for damage and loss in transit ceases upon delivery in good condition to a public carrier. (b) All burns, weld spatters, exposed field rivets, bolts, nuts, welds, and any marring of the shop coat of painting on security equipment shall be thoroughly cleaned and retouched by the finish painting contractor. (c) Purchaser shall protect all items installed by us from damage by paint, etc., being installed by other trades. Any material so damaged shall be repaired or replaced by purchaser at no cost to us.
3. **OVERTIME.** All work is to be performed during regular week day working hours. Extra charges will be made for overtime work or for work performed on Saturdays, Sundays, or holidays. All overtime must be approved by owner.
4. **STORAGE.** Purchaser shall provide suitable and ventilated storage space for our materials at job site, without charge to us. We do not accept any responsibility for damage of material not stored properly.
5. **PREPARATION.** Any building preparations needed will be as they pertain to the referenced Scope-of-Work of this Proposal. (a) Purchaser shall be entirely responsible for accuracy of building construction such as locations of beams, columns, and masonry walls, and for accuracy in concrete work. Concrete ceilings must be level and true. Any chipping of concrete or pointing up between the jail steel and the concrete work that may be necessary due to unevenness of concrete shall be done by others at no cost to us. Purchaser is responsible for setting all hollow metal frames true and plumb. We exclude concrete, masonry work, plumbing work, carpentry work, and field painting. (b) Purchaser shall complete all floor finish, cement, curbs, water proofing, and other cement work, where shown or specified in connection with the materials furnished by us, and all plastering and painting on or near such materials. (c) Purchaser, without expense or unnecessary delay to us, shall provide necessary opening through the outside wall of building no less than 6'0" x 8'0" for ingress materials purchased pursuant to this proposal.
6. **CHANGE OR CANCELLATION.** Materials or work in process is not subject to change or cancellation.
7. **CONTINGENCIES.** Delivery and performance by us is contingent upon causes within our control. We shall not be liable for any losses, damages or delays due to or caused by insurrection, riot, war, civil or military authority, transportation difficulties, fire shortage of labor or material, strike or labor disputes, flood, storm, or any other cause or circumstance whether like or unlike the foregoing, beyond our reasonable control or for any delays due to any failure of you or others to furnish and/or approve technical data, drawings, etc. Acceptance of materials on delivery shall constitute a waiver of any claims for losses or damages due to delay, whether or not excused by the foregoing, and shall constitute a waiver of the right to revoke such acceptance for any reason. Further, under no circumstances shall we be liable for any liquidated, special, incidental or consequential damages or for any penalties, whether direct or indirect.
8. **TERMS.** Unless otherwise stated in writing, terms of payment shall be: Net thirty (30) days after submittal of monthly pay request on date required by the contract; Net thirty (30) days after completion of installation during the previous month; Subject to our approval of credit. Time of payment is of the essence. No shipment will be made to or labor performed for jobs with a past due account.
9. **BACK-CHARGES.** No back-charges against us or deductions from our contract price shall be valid unless made with our prior written consent.
10. **VERBAL STATEMENT.** This proposal covers completely our entire understanding and is not to be modified in any way by verbal statements.
11. **TRADE PRACTICES.** All customary trade conditions and practices, not in conflict with anything herein stated, will apply to this proposal and any contract based thereupon.
12. **ACCEPTANCE.** All accepted proposals are subject to our approval, any contract based upon this proposal will incorporate this proposal in its entirety, including all terms and conditions hereof. Acceptance is limited to the terms of this proposal. Notification of objection is hereby given to any different or additional terms. All prices are subject to acceptance and unless a conditional commitment in writing is received by us within ten (10) days after bid date, prices are subject to change without notice.
13. **CONTRACT.** In the event of any conflict between the terms and conditions stated herein and the terms and conditions of any acceptance or agreement to which these terms may be made a part thereof or in the plans or specifications now or hereafter existing, the terms of this proposal and the terms and conditions herein stated shall govern.
14. **HOISTING.** Purchaser shall provide us free use of purchaser's hoist on regular time.
15. **EMBEDS.** We exclude the distribution, setting and building in of all embeds.
16. **DISTRIBUTION.** We exclude receiving, unloading, and distribution of any materials we furnish or install except glass, hardware, and control consoles.
17. **WARRANTY.** We warrant that the materials to be furnished and/or installed by us shall be free from defects in material and workmanship under normal use and service, and when properly installed, for a period of twelve months from the date of installation, if installed by us, or from the date of delivery, if not installed by us. We agree to repair or replace F.O.B. point of shipment, such materials, or any part thereof, found by us after inspection as defective, provided said materials and/or equipment has been properly installed and provided said equipment has been properly operated and maintained in accordance with our recommendations and the recommendations and specifications of the manufacturer. Our obligation hereunder shall be limited to the replacement or repair and in no event shall we be liable for consequential, incidental or special damages. THIS WARRANTY IS MADE IN LIEU OF ANY AND ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, AND EXCLUDES ANY WARRANTIES OF MERCHANTABILITY OR FITNESS.
18. **PLANS AND SPECS.** If materials are being furnished by us in accordance with plans and specs, the materials comply with the plans and specs to the best of our knowledge. However, all of the materials and equipment are subject to final acceptance by the architects and/or owners and we do not warrant their acceptance. With respect to any error of deficiency in any provisions of the specifications, plans or drawings furnished to us or in the event of any charges thereto, purchaser shall reimburse us for any additional expense resulting from such error, deficiency or change.
19. **TIME FOR ACCEPTANCE.** This proposal is subject to acceptance within the time limitations stated on the reverse side hereof and, further, within said time, prices are subject to change without notice unless a conditional commitment, in writing, is received by us within ten days after bid date.
20. **DEFAULT.** Should purchaser fail to pay for all labor, materials or supplies furnished by us, when payment is due, or should purchaser otherwise default in any of the provisions of this agreement, and should we employ an attorney to enforce any provision hereof or collect damages for breach of this agreement or recover on any applicable payment bond, then purchaser and its surety agree to pay us such reasonable attorney's fees and other costs as we may expend therein.
21. **RETENTION.** In no event shall purchaser hold retainage from us at a percentage greater than the percentage retained by the owner from purchaser.
22. **TAXES.** We include all applicable taxes, unless stated otherwise on the face of the proposal.

APPLYING TO MATERIAL(S) WE DO NOT INSTALL:

For materials furnished, but not installed, by us, the above provisions apply; but delete paragraphs 2, 3, 8, 14, 22 and 23 above, and add the following provisions:

1. **TERMS.** (Unless otherwise stated in writing) F.O.B. Shipping Point. Net 30 days. Subject to approval of credit. Time of payment is of the essence. No shipment will be made to or labor performed for jobs with a past due account.
2. **TAXES.** Any sales or excise taxes (present or future) to be in addition to price(s) named herein, unless stated otherwise on the face of this proposal.

RETENTION: In no event shall purchaser hold retention on a supply only order

Norment Security Group, Inc.

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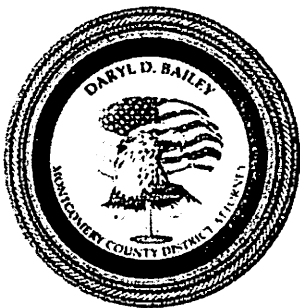
Florence Cauthen

From: Mike Thomas
Sent: Tuesday, March 01, 2016 12:15 PM
To: Florence Cauthen
Subject: RE: Annex 2 Security Upgrade Proposal

Satisfactory to me.

Thanks

Michael J. Thomas
Chief Investigator
Montgomery County District Attorney's Office
15th Judicial Circuit
251 S. Lawrence Street
Montgomery, Alabama 36102
Phone: (334) 832-2550
Fax: (334) 832-1615
mikethomas@mc-ala.org



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From: Florence Cauthen
Sent: Monday, February 29, 2016 4:36 PM
To: Mike Thomas
Subject: FW: Annex 2 Security Upgrade Proposal

Attached is revised proposal from Bryan Clark. Please let me know if this is satisfactory.
Thanks.
Florence

From: Bryan Clark [<mailto:bclark@cornerstonedetention.com>]
Sent: Monday, February 29, 2016 9:32 AM

To: Florence Cauthen <FLORENCECAUTHEN@mc-ala.org>

Subject: Annex 2 Security Upgrade Proposal

Florence,

Please see the attached proposal for Annex 2. If you have any questions, please call or email.

Thanks,

Bryan Clark
Norment Security Group
2511 Midpark Rd.
Montgomery, Alabama 36109
334-281-8440 Office Main
334-286-4312 Office Direct
334-285-5055 Fax



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**Alabama Alcoholic Beverage Control Board
Licensing and Compliance Division**

2715 Gunter Park Drive West
Montgomery, AL 36109
Phone: 334-213-6300
Fax: 334-213-6322

February 23, 2016

MEMORANDUM

To: All Wet County Commissions

From: Summer Childers
Licensing and Compliance Division Director

Subject: County Levies for Alcohol Licensing

Sec. 28-3A-4, Code of Alabama, requires the Alcoholic Beverage Control Board to collect all county license fees for all new license applications and renewed licenses. In order for this program to be set up for fiscal year 2016-2017, the **attached form must be completed** listing all amounts set by your county in column three (3). **If your county does not wish to make changes to the fees for a particular license type, please indicate that by writing "no change".**

Limitations of the maximum amount of county fees for the following ten (10) types of licenses have been set.

<u>Type</u>	<u>Maximum County Fee</u>
Retail Beer (On or Off Premises)	\$75.00
Retail Beer (Off Premises Only)	\$75.00
Retail Table Wine (On or Off Premises)	\$75.00
Retail Table Wine (Off Premises Only)	\$75.00
Wholesale Beer Only	\$275.00
Wholesale Table Wine Only	\$275.00
Wholesale Table Wine and Beer	\$375.00
Additional Warehouse Wine or Beer or Both	\$100.00
Importer	\$250.00
Brewpub	\$500.00

Please supply us with this information no later than **April 22, 2016**. This form must be signed by an authorized county official. Please return your completed document to McKenzie.Reed@abc.alabama.gov or mail to the address above. If there are any changes in your contact information, it is your responsibility to notify the ABC Board as soon as possible.

Received by: _____

County: _____

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COUNTY (51) MONTGOMERY 2016 - 2017

TYPE LICENSE & CODE	*FILING FEE	STATE LICENSE FEE	COUNTY LICENSE FEE	RENEWAL TOTAL	NEW LICENSE TOTAL
010 - LOUNGE RETAIL LIQUOR - CLASS I	\$ 50.00	\$300.00	300.00	600.00	650.00
011 - LOUNGE RETAIL LIQUOR - CLASS II - (PACKAGE)	\$ 50.00	\$300.00	300.00	600.00	650.00
020 - RESTAURANT RETAIL LIQUOR	\$ 50.00	\$300.00	300.00	600.00	650.00
031 - CLUB LIQUOR - CLASS I	\$ 50.00	\$300.00	500.00	800.00	850.00
032 - CLUB LIQUOR - CLASS II	\$ 50.00	\$750.00	750.00	1,500.00	1,550.00
**					
040 - RETAIL BEER - (ON OR OFF PREMISES)	\$ 50.00	\$150.00	75.00	225.00	275.00
**					
050 - RETAIL BEER (OFF PREMISES ONLY)	\$ 50.00	\$150.00	75.00	225.00	275.00
**					
060 - RETAIL TABLE WINE (ON OR OFF PREMISES)	\$ 50.00	\$150.00	75.00	225.00	275.00
**					
070 - RETAIL TABLE WINE (OFF PREMISES ONLY)	\$ 50.00	\$150.00	75.00	225.00	275.00
080 - LIQUOR WHOLESALE	\$ 50.00	\$500.00	500.00	1,000.00	1,050.00
**					
090 - WHOLESALE BEER ONLY	\$ 50.00	\$550.00	275.00	825.00	875.00
**					
100 - WHOLESALE TABLE WINE ONLY - 16.5% OR LESS	\$ 50.00	\$550.00	275.00	825.00	875.00
**					
110 - WHOLESALE TABLE WINE & BEER COMBINED	\$ 50.00	\$750.00	375.00	1,125.00	1,175.00
120 - WAREHOUSE LICENSE	\$ 50.00	\$200.00	200.00	400.00	450.00
**					
130 - ADDITIONAL WAREHOUSE-WINE, BEER OR BOTH	\$ 50.00	\$200.00	100.00	300.00	350.00
140 - SPECIAL EVENTS RETAIL	\$ 50.00	\$150.00	150.00	N/A	350.00
150 - SPECIAL RETAIL LICENSE - 30 DAYS OR LESS	\$ 50.00	\$100.00	100.00	N/A	250.00
160 - SPECIAL RETAIL - MORE THAN 30 DAYS	\$ 50.00	\$250.00	250.00	500.00	550.00
170 - RETAIL COMMON CARRIER	\$ 50.00	\$150.00	150.00	300.00	350.00
200 - MANUFACTURER	\$ 50.00	\$500.00	500.00	1,000.00	1,050.00
**					
210 - IMPORTER	\$ 50.00	\$500.00	250.00	750.00	800.00
**					
220 - BREWPUB	\$ 50.00	\$1,000.00	500.00	1,500.00	1,550.00
230 - INTERNATIONAL MOTOR SPEEDWAY	\$ 50.00	\$300.00	300.00	600.00	650.00
240 - NON-PROFIT - TAX EXEMPT	N/A	N/A	N/A	N/A	N/A

* A \$50.00 non-refundable filing fee is charged to all new licenses.

** May not charge more than one-half of the state fee for this type of license.

SIGNED: _____
Authorized County Official

Title

Date

ELTON N. DEAN, SR.
CHAIRMAN

DANIEL HARRIS, JR.
VICE CHAIRMAN

ANDREW D. HALL
RONDA M. WALKER
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION
P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

March 7, 2016

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Payment of Dues to International City/County Management Association

As incoming President of the Alabama City/County Management Association (ACCMA), I attend Regional Board Meetings of the International City/County Management Association (ICMA). In order to vote on issues such as voting on Nominating Committee for National Officers, I am required to be a member of not only ACCMA, but also ICMA.

I am requesting for the County Commission to approve my dues during the March 21, 2016, Commission meeting to the ICMA for approximately \$1,200 in order for me to represent the Alabama Association.

Thank you for your consideration of this request.

/tn

Attachment

The Benefits of Membership in ICMA

HOW ICMA HELPS YOU AS A PROFESSIONAL - HELPS YOUR COMMUNITY - HELPS YOUR PROFESSION

ICMA supports local government professionals worldwide, the communities they serve, and the profession they value. As an ICMA member, you are part of a worldwide community of over 9,000 who share a commitment to local government excellence and dedication to the highest standards of honesty and integrity, and who help make good communities great, giving us a place we're proud to call home.

How ICMA Helps You as a Professional

- A framework for professional conduct through the ICMA Code of Ethics
- Networking and knowledge sharing with peers across service, state, and national boundaries both online and in person at an unparalleled annual professional conference
- Personal support through the Members in Transition program and member partners' program
- Career support through job postings and resources available on ICMA's Career Network
- Outside counsel on professional challenges through access to the Senior Advisor program, in partnership with select state associations
- Access to local government-focused professional development resources on leadership/management and in a wide variety of technical areas through ICMA University webinars, workshops, and leadership development programs
- Connection with thought leadership through the **[Member Exclusive]** Leading Ideas Series, capturing the insights of prominent authors and innovative thinkers on leadership and management topics and how their creative ideas apply to local government managers
- Support for your continuing education and pursuit of lifelong learning through **[Member Exclusive]** fellowships/scholarships
- Distinction for your qualifications, standards, and commitment to lifelong learning through ICMA's **[Member Exclusive]** Voluntary Credentialing Program (ICMA-CM)*
- Recognition of your achievements with awards programs that highlight extraordinary accomplishment as well as dedicated service to the profession.

How ICMA Helps Your Community

- Access to a wide array of information and knowledge resources, including *Public Management (PM) magazine*, the *Leadership Matters (member edition)* e-newsletter, and premium access to the Knowledge Network
- A manager and staff who are required to perform in adherence to the ICMA Code of Ethics, which enables a community to demonstrate its commitment to high standards of professional local government management
- Leading ICMA survey data and research
- A platform for problem-solving and information sharing between and among local government communities worldwide.

How ICMA Helps Your Profession

- Ethics advocacy and the enforcement of a professional Code of Ethics
- Support of professionals in local government management across the country and around the globe
- The Life, Well Run campaign, which promotes understanding of the value of professional local government management
- Development of the next generation of local government management professionals.

* Applicants must be ICMA Full members and meet credentialing eligibility requirements.

ICMA	UNIVERSITY	PUBLICATIONS	PROGRAM CENTERS	INTERNATIONAL
About	About	Print	About	About
Membership	Annual Conference	Digital	Sustainable Communities	Projects
Ethics	Professional Development	PM Magazine	Performance Analytics	Services
Priorities	Credentialing	Blog	Management Strategies	Where We Work
Partners	Leadership Development			CityLinks

ICMA / Membership / State Associations

State Association Relationships

ICMA works closely with all state associations through its ICMA Liaison program. Learn more about linkages between your state association and ICMA.

ICMA maintains close ties to state-based associations of local government professionals through its dedicated state liaison program. During 2009, ICMA launched an initiative to more closely align its work and measure progress over time. Formal affiliation agreements (ICMA & State Association Affiliation Agreement Template) between state associations and ICMA will offer a tool for documenting where and how we work together, and how we can build on key strategic initiatives of mutual benefit. To date, 42 of the 43 state associations of local government professionals have finalized these affiliation agreements, setting specific goals in collaboration with ICMA. (ICMA-State Affiliation Agreements as of April 2013).

ICMA-State Affiliation Agreements: Frequently Asked Questions.

Challenging economic times compel us to work efficiently, complement one another's efforts, and share resources. The affiliation agreement initiative is framed around priorities in the 2008 ICMA Strategic Plan. These include:

- Leadership
- Professional Development
- Knowledge Sharing
- Membership Engagement and Support.

Leadership

ICMA and state associations will collaborate on promoting and celebrating the highest ethical standards of professional behavior, and promotion and defense of the council/manager form of government. Joint professional development activities will underscore a commitment to lifelong learning. Through advances in technology, ICMA and state associations can more effectively gather and share information, so that together we become the preeminent source of information about leadership and management of local government. ICMA is committed to highlighting to all local government professionals the value of belonging to their respective state association and to ICMA.

Connections

A key link between ICMA and our state affiliates, is our collaboration on the **Life, Well Run** campaign which seeks to raise awareness of the role professional local government managers play in building communities we're proud to call home. ICMA recognizes these generous donors for their cumulative giving to the Fund for Professional Management, which includes the Life, Well Run Campaign.

Professional Development

ICMA also works closely with state association staff to assist with state conference program planning, ensure ICMA leadership representation at state meetings, and support the network of state staff in association management practices.

If you have information about programs supported by your state association that may be of interest to others, please send them to your ICMA liaison. (Click "Leadership / Liaison Directory" at right to find the name of the liaison for your state.)



Executives

Building vibrant communities that improve people’s lives is both a privilege and a challenge, and ICMA is honored to support the local government senior administrators who rise to this occasion each and every day.



Having access to the information, trends, data, and other resources that cross state lines and national borders to help you solve community challenges more effectively is vital to your success and that of your community.

Some of our local government professionals’ favorite ICMA benefits include:

- Networking with other members who have faced similar challenges and whose perspectives and experiences can help you reach a workable solution in less time and with greater success.
- A reliable and consistent approach to ethics, including the framework that is the ICMA Code of Ethics, ethics enforcement, and personalized ICMA ethics guidance and training as new challenges emerge in your community and among your staff.
- Member support through programs such as Members in Transition (which supports professionals during their search for new employment) and professional recognition like the Voluntary Credentialing Program.
- Professional and leadership development programs like the ICMA SEI, Gettysburg, and Williamsburg Leadership Institutes and ICMA University webinars. These professional development programs also help you meet annual professional development requirements as outlined in the guidelines for Tenet 8 of the ICMA Code of Ethics.
- Access to data and resources, like the Model Employment Agreement, the Manager Evaluations Handbook, and the ICMA Smart Brief.
- Opportunities to actively contribute to your profession through volunteerism and mentorship of the next generation and resources to help you give back, such as the guidebook for creating a management internship program and the opportunity to host the Local Government Management Internship Program.
- The Knowledge Network, which provides information on pressing local government issues, opportunities for you to share and receive knowledge, and online networking with your peers in other local governments.
- Support for managers who seek to build skills for the future, including meeting new challenges that arise mid-career and planning for the phase of life that will follow a management career.

If you’re not already plugged into the ICMA network join now!

ICMA

About
Membership
Ethics
Priorities
Partners
Career Network
News
Events

UNIVERSITY

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INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION

777 North Capitol Street, NE Suite 500 Washington, DC 20002-4201 800-745-8780/202-962-3680 Fax: 202-962-3500

MEMORANDUM

TO : Mr. Donnie Mims
Montgomery County Administrator

FROM : Derrick Cunningham
Montgomery County Sheriff's Office

DATE : March 3, 2016

SUBJECT: Bids for MCDF Kitchen Services

We want to approve this bid but we are going to Trinity Food Service which was not the lowest bidder. The lowest bid came back to CBM but we are not going with them because they were removed from our facility previously on a previous contract. However, we would like to go to Trinity which was the next lowest bidder. If you have any questions please let me know.

See the attached letter in reference to CBM.

BID RESULTS FOR INVITATION TO BID NO. 52110-168-013, INMATE FOOD SERVICE
Montgomery County Detention Facility

Population	Trinity Services Group		CBM Managed Services		A 'viands Food Serv.		Five Star Corr. Service	
	1 st Year	2 nd Year	1 st Year	2 nd Year	1 st Year	2 nd Year	1 st Year	2 nd Year
500-549	0.830	0.847	0.830	0.851	0.886	0.913	0.867	0.867
550-599	0.804	0.820	0.810	0.830	0.860	0.886	0.848	0.848
600-649	0.787	0.803	0.795	0.815	0.839	0.864	0.836	0.836
650-699	0.772	0.787	0.772	0.791	0.801	0.809	0.825	0.825
700-749	0.759	0.774	0.745	0.764	0.775	0.775	0.809	0.809
750-799	0.748	0.759	0.725	0.743	0.740	0.740	0.795	0.795
800-849	0.736	0.747	0.705	0.723	0.720	0.720	0.764	0.764
850-899	0.724	0.731	0.695	0.712	0.680	0.680	0.754	0.754
900-949	0.714	0.721	0.690	0.707	0.660	0.660	0.744	0.744
950-999	0.705	0.712	0.685	0.702	0.650	0.650	0.735	0.735
Total:	7.579	7.701	7.452	7.638	7.611	7.697	7.977	7.977
Total Cost: 1ST & 2ND Year	15.28			15.09		15.308		15.954
Prices paid last 2 Years								
Total			\$7.475	\$7.593			13 Bids Mailed	
			\$15.068					

STATE OF ALABAMA
MONTGOMERY COUNTY

CONTRACTURAL AGREEMENT

CONTRACT NO. 52200-16B-013

THIS CONTRACTUAL AGREEMENT made and entered into on the 1st day of April, 2016, by and between Trinity Services Group, Inc. of Oldsmar, Florida and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Trinity Services Group, Inc. agrees to furnish Inmate Food Services for the Montgomery County Detention Facility in accordance with all the provisions of Invitation to Bid No.52200-16B-013 as issued by the Montgomery County Commission on February 8, 2016, (hereinafter referred to as the Invitation to Bid), a copy of which is attached hereto.

WHEREAS, In Consideration thereof, Trinity Services Group, Inc. and Montgomery County Commission agree as follows:

1. All terms and conditions of the Invitation to Bid are incorporated herein by this reference.
2. That the Contract will begin on April 1, 2016 and will end on March 31, 2016 with an option to renew one (1) year.
3. That prices shall remain firm during this contract period.
4. That Montgomery County Commission and Trinity Services Group, Inc. may terminate this agreement with a sixty (60) day written notice by either party.
5. That Trinity Services Group, Inc. shall furnish all management, labor, food, materials and supplies, as well as kitchenware, utensils, etc., necessary to provide for the Montgomery County Detention Facility inmates, including special diets, seven days a week.
6. That Trinity Services Group, Inc. shall provide three full nutritionally balanced meals (hot breakfast, hot or cold lunch and a hot dinner) each day at regularly scheduled times.
7. The Sheriff, or his designee, shall act as the agent of the Montgomery County Detention Facility for the purpose of serving as the Detention Facility's contact person for Trinity Services Group, Inc., overseeing performance and completion of the contract pursuant to

its terms. The Sheriff, or his designee, shall receive, review and process billing from Trinity Services Group, Inc. and conduct periodic inspections of the food service area and review menus.

8. That Trinity Services Group, Inc. shall at all times be in compliance with all specifications and special provisions of the Invitation to Bid.
9. Trinity Services Group, Inc. shall agree to indemnify and hold harmless Montgomery County, its agents, servants and employees for any and all claims, actions, lawsuits, damages, judgment or liabilities of any kind whatsoever arising out of the operation and maintenance of the aforesaid program of food services provided by Trinity Services Group, Inc., it being the express understanding of the parties hereto that Trinity Services Group, Inc. shall provide the actual food service program. Montgomery County shall promptly notify Trinity Services Group, Inc. of any incident, claim or lawsuit of which Montgomery County becomes aware and shall fully cooperate in the defense of such claim, but Trinity Services Group, Inc. shall retain sole control of the defense while their action is pending, to the extent allowed by law.
10. If a Dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Trinity Food Services, Inc.
11. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 1ST day of April, 2016.

WITNESS:

TRINITY FOOD SERVICES, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

MAR 21 2016
BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 37

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	3/9/2016
DATE:	3/7/2016	Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:	
Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
HandsOn River Region	001-56300.427	0	5,000	5,000
Donation Revenue	001-59310.498	(313,800)	(5,000)	(318,800)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(313,800)	0	(313,800)

JUSTIFICATION:

To budget for an appropriation to HandsOn River Region for the Volunteer Management Program.

MAR 21 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 38

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	3/15/2016
DATE:	3/7/2016	Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:	
Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Whom It Concerns	001-57600.450	0	1,000	1,000
Donation Revenue	001-59310.498	(318,800)	(1,000)	(319,800)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(318,800)	0	(318,800)

JUSTIFICATION:

To budget for an appropriation to Whom it Concerns, Inc. for program activities.

MAR 21 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 39

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	3/15/2016
DATE:	3/7/2016	Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:	
Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Central Alabama Regional Planning & Development Comm.	001-56200.450	0	5,000	5,000
Donation Revenue	001-59310.498	(319,800)	(5,000)	(324,800)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(319,800)	0	(319,800)

JUSTIFICATION:

To budget for an appropriation to Central Alabama Regional & Development Commission for HVAC repairs at the Dublin Senior Center.

MAR 21 2016
BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 40

DEPARTMENT:	County Comm Appropriati	REVIEWED: S. Thomas	3/16/2016
DATE:	3/16/2016	Finance Director	Date
REQUESTED BY:	Donald L. Mims	APPROVED:	
Elected Official/Dept. Head		Administrator	Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
BOE Robert E. Lee High School	001-58100.498	0	2,000	2,000
Donation Revenue	001-59310.498	(324,800)	(2,000)	(326,800)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(324,800)	0	(324,800)

JUSTIFICATION:

Budget for an appropriation to Robert E. Lee High School Principal's Discretionary Fund for student support activities related to the death of a student.

MAR 21 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	Board of Registrars	REVIEWED:	S. Thomas	2/2/2016
			Finance Director	Date
REQUESTED BY:	George M. Noblin	APPROVED:		
Elected Official/Dept. Head	Date	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Extra Help	001-51920-115	0	3,000	3,000
Overtime	001-51920-113	8,314	(2,000)	6,314
Advertising	001-51920-253	1,000	(1,000)	0
TOTAL		9,314	0	9,314

JUSTIFICATION:

Additional help to process increase in applications, including electronic, for the March 1, 2016 Primary Election and election day requirements

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	EMCDB	REVIEWED:	S. Thomas	3/2/2016
DATE:	3/2/2016	Finance Director		Date
REQUESTED BY:	Derrick Cunningham	APPROVED:		
Elected Official/Dept. Head		Administrator	Date	

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Repair & Maintenance Software	784-51986.499	18,500	(7,300)	11,200
Administrative Expense	784-51986.240	30,900	7,300	38,200
				0
TOTAL		49,400	0	49,400

JUSTIFICATION:

To cover the additional software programming cost for the new Computerized Aided Dispatch System (CAD) to integrate the CAD System with the Records Management System (RMS) and the Automatic Vehicle Locator software (AVL).

MAR 21 2016
BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 4

DEPARTMENT:	Engineering	REVIEWED:	S. Thomas	3/1/16
			Finance Director	Date
REQUESTED BY:	George C. Speake	APPROVED:		
Elected Official/Dept. Head	2/29/2016	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
County Shop Const. Equip	111-53700.561	240,898	64,898	305,796
County Wide Const. Equip	111-53100.561	124,261	(64,898)	59,363
TOTAL		365,159	0	365,159

JUSTIFICATION:
To realign the equipment budgets for County Shop and Construction equipment.

MAR 21 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 4

DEPARTMENT:	JUDGE OF PROBATE	REVIEWED:	S. Thomas		2/22/2016
	ELECTIONS		Finance Director		Date
REQUESTED BY:	JUDGE STEVEN L. REED	APPROVED:			
Elected Official/Dept. Head	Date	Administrator			Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Fuels and Lubricants	001-51910-212	1,000	(500)	500
Mileage	001-51910-260	0	500	500
TOTAL			0	0

JUSTIFICATION:

To realign the budget to cover mileage reimbursements to Election Center employees for the inspection of the delivery of election equipment to polling locations.

MAR 21 2016

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	Public Affairs	REVIEWED:	S. Thomas	2/26/2016
DATE:	2/25/2016		Finance Director	Date
REQUESTED BY:	DiDi Henry	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Contract Services	001-51130 -304		40,250	40,250
Fund Balance	001.35900		(40,250)	
TOTAL		0	0	40,250

JUSTIFICATION:

To budget for Stamp Advertising expenses approved by the Commission.

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Engineering District 2
DEPARTMENT HEAD: George Speake
SUPERVISOR: Ron Betts

1. _____ dept request
2. _____ admin review
3. _____ pers dept
4. _____ cert to admin
5. _____ dept selection
6. _____ final review

1. Position Title CREO I

Position Number 620551017 - REPLACING JEREMY ORUM

Proposed Effective Date February 29, 2016

Type of Appointment (☒) Permanent () Temporary

Recruiting

- (☒) Promotional Register () Transfer
(☒) Open Competitive Register () Reemployment

Pay Grade S04- 1 \$26,096.

Pay Step to be based upon City /
County of Montgomery Personnel
Board Rules and Regulations, Rule
6 Section 10 b Transfers


Department Head

Date 2/12/16

2. Administrative Review

- () Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Personnel Director

Date _____

4. Selectee:

Appointing Authority

Date _____

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES	
1. _____	dept request
2. _____	admin review
3. _____	pers dept
4. _____	cert to admin
5. _____	dept selection
6. _____	final review

DEPARTMENT: Montgomery County Engineering Construction

DEPARTMENT HEAD: George Speake

SUPERVISOR: Danise Nettles

1. Position Title Traffic Control Technician II

Position Number TBD

Proposed Effective Date March 14, 2015

Type of Appointment (☒) Permanent () Temporary

Recruiting

() Promotional Register () Transfer
(☒) Open Competitive Register () Reemployment

Pay Grade S07- 1 28,833

Pay Step to be based upon City /
County of Montgomery Personnel
Board Rules and Regulations, Rule
6 Section 10 a Promotions



Department Head

Date 2/23/2016

2. Administrative Review

() Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Date _____

Personnel Director

4. Selectee:

Date _____

Appointing Authority

5. () Manpower data entered by _____
() Payroll entered by _____

Date _____
Date _____

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

1. _____ dept request
2. _____ admin review
3. _____ pers dept
4. _____ cert to admin
5. _____ dept selection
6. _____ final review

DEPARTMENT: M. C. Sheriff's Office - Detention Facility

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: W. Robinson, Colonel

1. Position Title Administrative Support Associate

Position Number 230

Proposed Effective Date March 14, 2016

Type of Appointment (☒) Permanent () Temporary

Recruiting

- () Promotional Register () Transfer
(☒) Open Competitive Register () Reemployment

Pay Grade \$25,630 - \$38,294 (A03)

Derrick Cunningham Date February 26, 2016
Department Head

2. Administrative Review

- () Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Personnel Director Date _____

4. Selectee: _____

Appointing Authority Date _____

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Sheriff's Office
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Kevin Murphy, Chief Deputy

1. _____ dept request
2. _____ admin review
3. _____ pers dept
4. _____ cert to admin
5. _____ dept selection
6. _____ final review

1. Position Title Deputy Sheriff Corporal
Position Number 97
Proposed Effective Date March 14, 2016

Type of Appointment ☒ Permanent () Temporary

Recruiting

☒ Promotional Register () Transfer
☐ Open Competitive Register () Reemployment

Pay Grade Deputy Sheriff Corporal \$40,575 - \$54,816 (PS2-4)

Derrick Cunningham pbu
Pay step to be based upon City and County of Montgomery Personnel
Board Rules and Regulations, Rule VI Section 10(A-Promotions)

Date February 26, 2016

Department Head

2. Administrative Review

() Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Date _____

Personnel Director

4. Selectee:

Date _____

Appointing Authority

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

1. _____ dept request
2. _____ admin review
3. _____ pers dept
4. _____ cert to admin
5. _____ dept selection
6. _____ final review

1. Position Title Deputy Sheriff Trainee / Deputy Sheriff

Position Number _____

Proposed Effective Date March 14, 2016

Type of Appointment ☒ Permanent () Temporary

Recruiting

Promotional Register () Transfer
x Open Competitive Register () Reemployment

Pay Grade Deputy Sheriff Trainee \$38,236 (PST)

PSI-4
Deputy Sheriff \$39,466 - 51,661 (PS1-5)

Derrick Cunningham phw

Department Head

Date February 26, 2016

2. Administrative Review

- () Approved
() Disapproved

Funding Authority

*To Be determined
after
promotion*

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Personnel Director

4. Selectee: _____

Appointing Authority

Date _____

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Support Services

DEPARTMENT HEAD: Florence Cauthen

SUPERVISOR: Myrtle R. Singleton

- | | |
|----------|----------------|
| 1. _____ | dept request |
| 2. _____ | admin review |
| 3. _____ | pers dept |
| 4. _____ | cert to admin |
| 5. _____ | dept selection |
| 6. _____ | final review |

1. Position Title Buyer I

Position Number 260782001

Proposed Effective Date April 1, 2016

Type of Appointment (☒) Permanent () Temporary

Recruiting

- () Promotional Register (☒) Transfer
(☒) Open Competitive Register () Reemployment

Pay Grade A05 \$32,318 Step 01

Florence M. Cauthen
Department Head

Date 2/23/2016

2. Administrative Review

- () Approved
() Disapproved

Funding Authority

3. Certification

Promotional _____ Candidates
Open-Competitive _____ Candidates
Transfer _____ Candidates

Personnel Director

Date _____

4. Selectee: _____

Appointing Authority

Date _____

5. () Manpower data entered by _____ Date _____
() Payroll entered by _____ Date _____

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 23

AGENDA

MAR 21 2016

Date: March 10, 2016
To: Donald L. Mims, Administrator
From: Ronda M. Walker
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, AL
Departure Date: April 21, 2016 Return Date: April 22, 2016
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend a course: Landfills, Hazardous Materials and Solid Waste

Traveler (s) Name: 1. Ronda M. Walker 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$224.56 Advance Registration Required: \$190.00
Department Name: County Commission Fund Name: General
Additional Comments: Registration - \$190.00; Mileage - \$34.56

To: Ronda M. Walker
From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$224.56 and advance registration of \$190.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51100.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$22,500.00</u>	
Approved Requests:	<u>\$19,178.60</u>	
Budget Available:	<u>\$3,321.40</u>	
Current Requests:	<u>\$224.56</u>	
Budget Balance:	<u>\$3,096.84</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/10/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 24

Date: March 16, 2016
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

AGENDA

MAR 21 2016

Request approval to be granted for the following:

Destination: Orange Beach, AL

Departure Date: June 7, 2016 Return Date: June 10, 2016

Conference Leave (Days / Hours): 4 Days

Purpose of Travel: to attend Alabama City County Management Association's
2016 Summer Conference

Traveler (s) Name: 1. Donald L. Mims 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$1,200.84 Advance Registration Required: \$195.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration - \$195.00; Hotel - \$567; Meals - \$225; Mileage - \$213.84

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,200.84 and advance registration of \$195.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51100.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$22,500.00</u>
Approved Requests:	<u>\$19,178.60</u>
Budget Available:	<u>\$3,321.40</u>
Current Requests:	<u>\$1,425.40</u>
Budget Balance:	<u>\$1,896.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/16/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 5

AGENDA

MAR 21 2016

Date: March 10, 2016
To: Donald L. Mims, Administrator
From: Judge Steven L. Reed
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Point Clear, Alabama

Departure Date: May 16, 2016 Return Date: May 19, 2016

Conference Leave (Days / Hours): 4 Days

Purpose of Travel: National College of Probate Judges Conference

Traveler (s) Name: 1. Judge Steven L. Reed 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$1,468.32 Advance Registration Required: \$480.00

Department Name: Probate Fund Name: 001 and 783

Additional Comments: _____

To: Judge Steven L. Reed
From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,468.32 and advance registration of \$480.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51300.265</u>	<u>783-51350.265</u>
Description:	<u>Reg & Training</u>	<u>Reg & Training</u>
Current Budget:	<u>\$14,000.00</u>	<u>\$3,000.00</u>
Approved Requests:	<u>\$6,474.28</u>	<u>\$2,244.84</u>
Budget Available:	<u>\$7,525.72</u>	<u>\$755.16</u>
Current Requests:	<u>\$713.16</u>	<u>\$755.16</u>
Budget Balance:	<u>\$6,812.56</u>	<u>\$0.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/15/2016

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 5

AGENDA

MAR 21 2016

Date: March 16, 2016
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, AL (Marriott Legends Hotel and Conference Center at Capitol Hill)

Departure Date: April 6, 2016 Return Date: April 7, 2016

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: Attend CROAA: Overview of County Revenue Course in Prattville, AL.
This is a required course that will apply toward employee earning his initial
CCRO Certification.

Traveler (s) Name: 1. Kenneth Holmes 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$209.56 Advance Registration Required: \$175.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Advance Online Registration Fee \$175.00. Lodging \$0. Mileage \$34.56.
Meals \$0 (Lunch Provided). CROAA Course Sponsored By ACCA.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$209.56 and advance registration of \$175.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$3,098.33</u>	
Budget Available:	<u>\$6,901.67</u>	
Current Requests:	<u>\$209.56</u>	
Budget Balance:	<u>\$6,692.11</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/16/2016

cc: Finance Director / Buyer

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Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 6

AGENDA

MAR 21 2016

Date: March 16, 2016
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, AL

Departure Date: May 13, 2016 Return Date: May 13, 2016

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend ALTIST Certified Revenue Examiner Program Special Topics 1 (A.M.)
Course And Special Topics 2 (P.M.) Course in Hoover, AL. Each Attendee Will
Earn 8 Hours CPE Total Toward Their 40 Hour Annual CRE CPE Requirement.

Traveler (s) Name: 1. Te'Rea Smith 4. _____
2. Twyla Jackson 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$429.64 Advance Registration Required: \$300.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Registration Fees \$300.00 Total. Mileage \$89.64 Total (Traveling Together).
Meals \$40.00 Total. Lodging \$0 (None). ALTIST CRE Program Courses
Sponsored By Auburn University Center for Governmental Services,

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$429.64 and advance registration of \$300.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$3,098.33</u>	
Budget Available:	<u>\$6,901.67</u>	
Current Requests:	<u>\$639.20</u>	
Budget Balance:	<u>\$6,262.47</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/16/2016

cc: Finance Director / Buyer

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Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 7

AGENDA

MAR 21 2016

Date: March 16, 2016
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, AL

Departure Date: July 15, 2016 Return Date: July 15, 2016

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend ALTIST Certified Revenue Examiner Program Special Issues For Sales
And Use Tax Examination Course In Hoover, AL. Each Attendee Will Earn 8
Hours CPE Toward Their 40 Hour Annual CRE CPE Requirement.

Traveler (s) Name: 1. Te'Rea Smith 4. _____
2. Twyla Jackson 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$429.64 Advance Registration Required: \$300.00

Department Name: Tax & Audit Fund Name: 001-51800-265

Additional Comments: Registration Fees \$300.00 Total. Mileage \$89.64 Total (Traveling Together).
Meals \$40.00 Total. Lodging \$0 (None). ALTIST CRE Program Courses
Sponsored By Auburn University Center for Governmental Services,

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$429.64 and advance registration of \$300.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51800.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$3,098.33</u>	
Budget Available:	<u>\$6,901.67</u>	
Current Requests:	<u>\$1,068.84</u>	
Budget Balance:	<u>\$5,832.83</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/16/2016

cc: Finance Director / Buyer

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Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 23

AGENDA

MAR 21 2016

Date: March 8, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Washington, DC

Departure Date: April 17, 2016 Return Date: April 19, 2016

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: attend national Stepping Up Summit

Traveler (s) Name: 1. Gayle Atchison 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☒
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$100.00 Advance Registration Required: \$0.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: Expenses to be paid by SummaSource

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$100.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$9,667.00</u>
Budget Available:	<u>\$15,333.00</u>
Current Requests:	<u>\$100.00</u>
Budget Balance:	<u>\$15,233.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/10/2016

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 24

AGENDA

MAR 21 2016

Date: March 11, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Newnan, GA
Departure Date: April 19, 2016 Return Date: April 21, 2016
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: K9 Deputies to attend Mantracker Seminar

Traveler (s) Name: 1. David Talley 4. _____
2. Tim Heath 5. _____
3. Josh Henry 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$1,590.00 Advance Registration Required: \$0.00

Department Name: Sheriff's Office Fund Name: 001-52110.380

Additional Comments: Expenses to be paid from K9 Budget

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$1,590.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-52110.380</u>	(ex: 000-00000-000)
Description:	<u>Investigations-K9</u>	
Current Budget:	<u>\$45,300.00</u>	
Approved Requests:	<u>\$17,110.82</u>	
Budget Available:	<u>\$28,189.18</u>	
Current Requests:	<u>\$1,590.00</u>	
Budget Balance:	<u>\$26,599.18</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/14/2016

cc: Finance Director / Buyer

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Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 26

AGENDA

MAR 21 2016

Date: March 14, 2016
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn, Alabama
Departure Date: May 24, 2016 Return Date: May 25, 2016
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: attend 2016 Middle District of Alabama LECC Conference

Traveler (s) Name: 1. Derrick Cunningham 4. _____
2. Trent Beasley 5. _____
3. Randy Pollard 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$200.00 Advance Registration Required: \$180.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

To: Sheriff Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$200.00 and advance registration of \$180.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$25,000.00</u>
Approved Requests:	<u>\$9,767.00</u>
Budget Available:	<u>\$15,233.00</u>
Current Requests:	<u>\$300.00</u>
Budget Balance:	<u>\$14,933.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/14/2016

cc: Finance Director / Buyer

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Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 12

Date: March 15, 2016
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

AGENDA

MAR 21 2016

Request approval to be granted for the following:

Destination: Renaissance Montgomery Convention Center
Departure Date: March 30, 2016 Return Date: March 30, 2016
Conference Leave (Days / Hours): 1 day
Purpose of Travel: Mental Health Conference- Hidden in Plain View The Human and economic cost of Mental Illness

Traveler (s) Name: 1. Beverly Riddle Wise 4. _____
2. Linda Parsly-Engle 5. _____
3. Bruce R. Howell 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$387.00 Advance Registration Required: _____

Department Name: Youth Facility Fund Name: 001-52603-265

Additional Comments: _____
Invision 20/20 Conference

To: Bruce R. Howell
From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$387.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52603.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$11,000.00</u>
Approved Requests:	<u>\$1,992.00</u>
Budget Available:	<u>\$9,008.00</u>
Current Requests:	<u>\$577.00</u>
Budget Balance:	<u>\$8,431.00</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/15/2016

cc: Finance Director / Buyer

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Revised October 12, 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 11

AGENDA

MAR 21 2016

Date: March 8, 2016
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: May 19, 2016 Return Date: May 19, 2016

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: to attend The Women's Conference

Traveler (s) Name: 1. Laura Hughley 4. -
2. Nina Nolan 5.
3. 6.

Check Mode of Transportation: County Vehicle ☐ Commercial Air ☐
Private Vehicle ☒ Other (Specify) ☐

Total (est.) Cost: \$298.00 Advance Registration Required: \$298.00

Department Name: Personnel Fund Name: Merit System

Registration Fee: \$149.00/per person

To: Carmen Douglas, Director
From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$298.00 and advance registration of \$298.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>123-51961-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$3,374.97</u>	
Budget Available:	<u>\$16,625.03</u>	
Current Requests:	<u>\$298.00</u>	
Budget Balance:	<u>\$16,327.03</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/10/2016

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 9

AGENDA

MAR 21 2016

Date: March 8, 2016
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 201 Tallapoosa Street, Montgomery, Al 36104

Departure Date: March 30, 2016

Return Date: March 30, 2016

Conference Leave (Days / Hours): One day

Purpose of Travel: To attend the Mental Health Conference

Traveler (s) Name: 1. Shonda Williams 4. _____
2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle ☒ Commercial Air ☐
Private Vehicle ☐ Other (Specify) ☐

Total (est.) Cost: \$130.00 Advance Registration Required: \$0.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

To: Paul Brown, Executive Director
From: Donald L. Mims, Administrator

The above request is app. 3/21/16 reimbursement of actual and necessary expenses in the
approximate amount of \$130.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$12,425.00</u>	
Approved Requests:	<u>\$2,600.98</u>	
Budget Available:	<u>\$9,824.02</u>	
Current Requests:	<u>\$130.00</u>	
Budget Balance:	<u>\$9,694.02</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/10/2016

cc: Finance Director / Buyer

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ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting stood adjourned until Monday, April 4, 2016, at 8:00 in the morning.


Deputy Administrator


Chairman