

MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
APRIL 6, 2015

INFORMATION SESSION

Chairman Dean called the meeting to order at 8:08 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

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission on scheduled attendees and items on the agenda.

DISCUSSION BY THE COMMISSION

The Commission discussed the relocation of a historical marker, which recognizes the creation of Montgomery County in 1816, from Washington Street to the Courthouse on South Lawrence Street. Vice Chairman Harris inquired as to why PH&J Architects, P.C., had to review the relocation of the historical marker. Administrator Mims responded that there are underground utilities around county buildings and that he did not feel comfortable digging in the area without direction from the architects. After discussion, the Commission agreed to place this item on the next agenda and requested a drawing of underground utility locations on all county campuses for future reference.

Vice Chairman Harris requested a \$2,000 miscellaneous appropriation from his account to One Place Family Justice Center for the domestic violence program.

After discussion, the Commission agreed to add this item to the miscellaneous appropriations.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims informed the Commission that the Special Call Meeting of the Montgomery County Emergency Management Communications District Board would be held immediately following the Formal Session.

Administrator Mims presented Budget Change Request Number 8 from the Engineering Department and Budget Change Request Number 1 from Information Systems. After discussion, the Commission agreed to waive rules and add these items to the agenda.

Administrator Mims briefed the Commission regarding a resolution proclaiming April 7, 2015, as National Service Recognition Day in Montgomery County. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY CHIEF ADMINISTRATOR RHONDA CAPE WITH THE DISTRICT ATTORNEY'S OFFICE

Chief Administrator Rhonda Cape with the District Attorney's Office, briefed the Commission regarding an irregular pay increase for Investigator I Terrance James from Pay Grade PS5, Step 1 to Pay Grade PS5, Step 3 effective April 13, 2015. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY PROBATE JUDGE STEVEN L. REED, CHIEF PROBATE CLERK WILLIAM FLOWERS AND SR. VICE PRESIDENT TIM HOLMES WITH JMR+H ARCHITECTURE, PC

Probate Judge Steven L. Reed requested construction change items pertaining to the Annex III third floor renovations and alterations for the Probate Judge's Office. Senior Vice President Tim Holmes with JMR+H Architecture, PC, briefed the Commission regarding the ten construction change items.

Chairman Dean requested that Commissioner Hall, Commissioner Walker, Judge Reed and Administrator Mims meet with the architect and contractor regarding the proposed change order items.

After discussion, the Commission agreed to waive rules and add to the agenda six of the proposed ten construction change items requested by Judge Reed: Item #3 - cabinet to hide security box, Item #4 - install windows in courtroom doors, Item #5 - add keyboard tray at Judge's bench, Item #7 - add millwork to judge's bench and witness stand, Item #8 - relocate fire strobe for filing cabinets and Item #9 - soffit modifications above bench.

Judge Reed stated that due to time constraints, he would discuss his proposed legislative agenda at the next Commission meeting. This includes Montgomery County's authorization for the Judge of Probate to charge a \$15.00 issuance fee for a business license and to authorize a \$150.00 late fee to be assessed after a business license is more than 10 days past due. The Commission agreed to place this item on the next briefing memo.

PRESENTATION BY DIRECTOR AYLIA MCKEE WITH THE PUBLIC DEFENDER'S OFFICE, GRIFFIN HARRIS AND PATRICK ADDISON WITH PH&J ARCHITECTS, INC.

Administrator Mims briefed the Commission regarding Change Order Number 4 to the Agreement with Holley-Henley Builders, Inc., regarding renovations and alterations to the Montgomery County Greil Mansion for the Montgomery County Public Defender's Office. Director Aylia McKee with the Public Defender's Office stated that the State of Alabama will reimburse the County for this Change Order. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY JUVENILE COURT ADMINISTRATOR BRUCE R. HOWELL

Juvenile Court Administrator Bruce R. Howell briefed the Commission regarding a continuation grant with the Alabama Department of Youth Services for the Davis Treatment Center Program. After discussion, the Commission agreed to waive rules and add this item to the agenda.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission regarding the Montgomery County Video Surveillance Upgrade Proposal by Cornerstone/Norment Security Group, Inc., and related Budget Change Request Number 20 for the Sheriff's Office. He also presented a memorandum from CARPDC Executive Director Greg Clark regarding his search for grants concerning video surveillance equipment, which stated "There are no grants currently within the system that address the purchasing of video surveillance equipment for the designated purposes indicated in your request." After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake requested an additional step increase with promotional pay increase for Administrative Assistant to the County Engineer, effective April 13, 2015. After discussion, the Commission agreed for Mr. Speake to provide additional justification for the additional step increase at their next meeting.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission regarding a Position Fill Request for Clerk II, Position Number 290002006 from the Board of Registrars. After discussion, the Commission agreed to waive rules and add this item to the agenda.

PRESENTATION BY SHERIFF DERRICK CUNNINGHAM

Sheriff Derrick Cunningham briefed the Commission regarding Position Fill Requests for Corrections Officer Trainee/Corrections Officer, Position Number 216 and Stores Clerk I, Position Number 193 from the Detention Facility. He also briefed the Commission regarding a Position Fill Request for Clerk Typist II, Position Number 146 from the Sheriff's Office. After discussion, the Commission agreed to place these requests on the next agenda.

Sheriff Cunningham briefed the Commission regarding property for a future vehicle maintenance shop. After discussion, the Commission agreed for Sheriff Cunningham to move forward in obtaining the cost of the property.

DISCUSSION BY THE COMMISSION

Commissioner Walker requested a \$1,000 miscellaneous appropriation from her account to the Board of Education, Children's Center School for the principal's discretionary fund.

Vice Chairman Harris requested a \$2,000 miscellaneous appropriation from his account to the Family Sunshine Center for the family services program.

After discussion, the Commission agreed to add this item to the miscellaneous appropriations.

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 Commissioner Hall.

The Pledge of Allegiance was led by Vice Chairman Harris.

County Administrator Mims 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 Thomas T. Gallion, III, and County Engineer George C. Speake.

Commissioner Williams made a motion to approve the Minutes of the Regular Meeting of March 16, 2015. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission.

CONSENT AGENDA

Administrator Mims 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 Administrator Mims. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Accounts Payable Checks and Payroll Checks Authorization, Consent Agenda Pages 1 through 9, 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:

COUNTY COMMISSION – ADOPTED RESOLUTION PROCLAIMING APRIL 7, 2015 AS NATIONAL SERVICE RECOGNITION DAY IN MONTGOMERY COUNTY

Administrator Mims presented the following Resolution:

RESOLUTION

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's counties are increasingly turning to national service and volunteerism as a cost-effective strategy to meet county needs; and

WHEREAS, AmeriCorps and Senior Corps participants address the most pressing challenges facing our communities, from educating students for the jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, AmeriCorps and Senior Corps participants serve in more than 60,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with county executives nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National Association of Counties and county executives across the country for the County Day of Recognition for National Service on April 7, 2015.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby proclaim April 7, 2015, as National Service Recognition Day in Montgomery County, Alabama, and encourage residents to recognize the positive impact of national service in our county; to thank those who serve; and to find ways to give back to their communities.

We hereby certify that the above
Resolution was adopted by the
Montgomery County Commission
on this, the 6th day of April, 2015.

End of Resolution

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

Commissioner Hall expressed his appreciation for the contribution of service that the people of AmeriCorps and Senior Corps give to the communities. He added that time is the greatest gift that you can give to the communities and fellow citizens, and they make it easier for the Commission to provide for the citizens of Montgomery County. Commissioner Hall presented the resolution to the representatives of AmeriCorps and Senior Corps.

Mayor Todd Strange stated that it is an honor to attend today's meeting where his political career started. He informed the audience that Officer David Colley was killed Saturday morning in the line of duty and his funeral will be Wednesday, April 8th at 2:00 p.m., adding that there has been an incredible outpouring of love and support for this family. He told the audience of an emotional story concerning an off-duty officer in uniform who was at the Carmike Theater and an eight-year-old boy left his parents side, tugged on the officer's sleeve and told him that he was sorry that his friend died. Mayor Strange stated that the police officers are part of a fraternity and sorority. He said that he is happy to join the county and present a resolution proclaiming April 7, 2015, as National Service Recognition Day in the City of Montgomery.

NEW BUSINESS

SHERIFF'S OFFICE – APPROVED RENEWAL OF SERVICE AGREEMENT WITH CORNERSTONE/NORMENT SECURITY GROUP, INC., FOR SECURITY SYSTEMS – DOOR LOCKS AND CAMERA EQUIPMENT INCLUDING SOFTWARE SUPPORT

Administrator Mims presented the following memorandum from Sheriff Derrick Cunningham:

March 12, 2015

MEMORANDUM

TO: Donnie Mims, County Administrator
Montgomery County Commission

FROM: Sheriff Derrick Cunningham
Montgomery County Sheriff's Office

SUBJECT: Court Security Maintenance Agreement Renewal

After speaking with Lou Ialacci, I am hereby requesting that we renew the Court Security Maintenance Agreement at this time. We were able to negotiate a lower annual rate of \$233,457.00 as opposed to the \$261,282.48 annual rate we were paying previously. Furthermore, I am requesting that we pay the renewal rate annually in order to take advantage of an additional 2.5% discount.

It is of my opinion that we move forward on this matter as soon as possible. I look forward to hearing from you regarding this matter.

Thank you.

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. (Copies of Memorandum, Agreement, and Attorney Gallion's Opinion, Agenda Pages 1-2 through 1-12, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED AMENDMENT OF POLICY REGARDING
REPLACEMENT FEE FOR ELECTRONIC FUEL KEYS AND SECURITY CARDS

Administrator Mims presented the following memorandum from Deputy Administrator Florence M. Cauthen:

March 19, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Amendment of Policy Regarding Replacement Fee for Electronic Fuel Keys and Security Cards

The Montgomery County Commission agreed at its meeting on March 16, 2015, to place on the next agenda an amendment of the policy regarding fees charged to Montgomery County employees to replace lost or damaged electronic fuel keys and security cards.

The existing policy requires an employee to pay \$10 to replace a lost or damaged security card. The amendment eliminates the \$10.00 fee to replace a damaged security card.

I hereby request approval of the amendment.

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Commissioner Williams and unanimously approved by the Commission. (Copies of Memoranda and February 26, 2008 Minutes Pertaining to Subject Matter, Agenda Pages 2-2 through 2-6, are attached to these Minutes.)

COUNTY COMMISSION – APPROVED CHANGE ORDER ITEM FROM NORMENT SECURITY GROUP, INC., REGARDING COUNTY COURTHOUSE ANNEX I, THIRD FLOOR RENOVATIONS AND ALTERATIONS FOR THE DISTRICT ATTORNEY AND CHILD SUPPORT OFFICES

Administrator Mims presented the following memorandum:

April 1, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Change Order Item from Norment Security Group, Inc., regarding County Courthouse Annex I, Third Floor Renovations and Alterations for the District Attorney and Child Support Offices

The Montgomery County Commission, during its meeting on March 16, 2015, agreed to place on the next agenda a change order item from Norment Security Group, Inc., regarding County Courthouse Annex I, Third Floor Renovations and Alterations for the District Attorney and Child Support Offices.

I am requesting approval of this change order item.

Attachment

End of Memorandum

Commissioner Williams made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Letter and Proposal, Agenda Pages 3-2 through 3-4, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED REVISING COLLEGE INCENTIVE PROGRAM

Administrator Mims presented a memorandum from Sheriff Derrick Cunningham requesting approval to revise the College Incentive Program.

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 Memorandum, Agenda Pages 4-1 and 4-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED AUTHORIZATION OF THE PROPOSED
WORDING FOR A CIVIL RIGHTS HISTORICAL MARKER AND PLACEMENT ON
WASHINGTON STREET, AS REQUESTED BY THE MONTGOMERY IMPROVEMENT
ASSOCIATION

Administrator Mims presented the following memorandum:

April 2, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Historical Marker Location and Wording

On March 16, 2015, the Honorable Charles Price, Robert E. James and Joseph Caver with the Montgomery Improvement Association met with the Commission concerning the placement of a civil rights historical marker at Annex I. After discussion, the Commission agreed to place on the next agenda the proposed wording of the historical marker and its location at Annex I.

The following is the proposed wording submitted by the Montgomery Improvement Association:

**“Montgomery County Circuit Court Site of Major Civil Rights Cases
1955-1965**

In 1956, 89 persons were indicted for violating an old anti-boycott law; the appeal of Rosa Parks’ conviction was filed; the operation of the Montgomery Improvement Association car pool was enjoined; and Attorney Fred D. Gray was accused of legal misrepresentation (actions in all 4 cases ended with the successful end of the boycott). In 1957, the NAACP was banned from Alabama (later overturned). In 1960, black Alabama State College and white MacMurray College (Illinois) students were jailed for eating together at the Regal Cafe, and in a related case a white and a black student were arrested for attempted desegregation of the Jefferson Davis Hotel; all convictions in these cases were reversed. Also in 1960, local black ministers were convicted of libel in the case that resulted in the landmark 1964 Times v. Sullivan ruling by the U.S. Supreme Court. AfricanAmerican lawyers arguing cases in the courts here included attorneys Fred D. Gray Sr., Charles Langford, Solomon Seay Jr., Charles Conley, Orzell Billingsley, Peter Hall, Arthur Shores, and Robert Carter.

Sit-Ins and Marches at the Montgomery County Courthouse

On February 25, 1960, Alabama State College students demanded service at the “Whites Only” Courthouse Grille located on this site. When refused, the students occupied all the tables. The Grille was then closed, the lights turned off, and the

students asked to leave. Subsequently, 9 ASC students were expelled, a dozen professors were pressured to resign, and the president was compelled to step down. Fred D. Gray filed *St. John Dixon v. Alabama* as a result of these actions and ultimately the students were ordered reinstated. On March 17, 1965, after a week of voting rights demonstrations in Montgomery marred by police violence against the protesters, some 4,000 students from Montgomery and Tuskegee marched on the Montgomery County Courthouse where leaders met with city, county, state, and federal officials. During the 7-hour meeting, students sang and chanted in the rain outside. When Dr. Martin Luther King Jr. emerged from the meeting, he announced that officials had apologized for the recent violence. Erected by the Montgomery Improvement Association 2015”

I am requesting approval of the proposed wording for the historical marker and authorization to place this historical marker on Washington Street between the two sidewalks near the northeast corner of Annex I.

Attachment

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 PRIMESOUTH BANK AND LIBERTY BANK (SUCCESSOR TO FIRST TUSKEGEE BANK) AS BANK DEPOSITORIES FOR THE REMAINDER OF THE 2015 CALENDAR YEAR

Administrator Mims presented the following memorandum from Finance Director Sherrill R. Thomas:

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Sherrill R. Thomas, Finance Director

DATE: March 19, 2015

RE: Authorized Bank Depositories

In October 2014 the Commission approved a list of banks currently doing business in Montgomery County that were authorized as depositories for Calendar Year 2015. Below are two additional banks that are qualified and should be approved as depositories for County funds.

Liberty Bank (Successor to First Tuskegee Bank)

PrimeSouth Bank

End of Memorandum

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

COUNTY COMMISSION – APPROVED PAYMENT OF 2014-2015 MEMBERSHIP DUES TO THE ALABAMA CITY/COUNTY MANAGEMENT ASSOCIATION (ACCMA) FOR DEPUTY ADMINISTRATOR FLORENCE M. CAUTHEN

Administrator Mims presented the following memorandum:

March 18, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Payment of 2014-2015 Membership Dues to the Alabama City/County Management Association (ACCMA)

The Montgomery County Commission, at its meeting on March 16, 2015, agreed to place Payment of 2014-2015 Membership Dues to the Alabama City/County Management Association (ACCMA) for Deputy Administrator Florence M. Cauthen 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 Hall and unanimously approved by the Commission. (Copy of Invoice, Agenda Page 7-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED MISCELLANEOUS APPROPRIATIONS REPROGRAMMING REQUESTS

Administrator Mims requested approval of the following miscellaneous appropriations reprogramming requests:

April 6, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator

SUBJECT: Miscellaneous Appropriations Reprogramming Request

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

** C-2015-49: Rescind Appropriation to Montgomery Concerned Citizens, for Community Activities - \$500; (Williams)

NOTE: Organization could not provide the necessary documents.

**NC-2015-85: Rescind Appropriation to BOE, Robert E. Lee High School, for Basketball Semi Finals in Birmingham, Alabama - \$900; (Walker)

NOTE: The Basketball Semi Finals in Birmingham, Alabama did not take place.

NC-2015-86: City of Montgomery, to be used by BONDS to Support Old Cloverdale Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Harris)

NC-2015-87: City of Montgomery, to be used by BONDS to Support the Dillard Estates Homeowner's Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Hall)

End of Memorandum

During the County Commission Meeting this date, Chairman Dean requested that the following Miscellaneous Appropriations Reprogramming Requests be added and his fellow Commissioners concurred:

C-2015-63: One Place Family Justice Center, for Domestic Violence Program - \$2,000; (Harris)

C-2015-64: Family Sunshine Center for Family Services Program - \$2,000; (Harris)

NC-2015-88: BOE, Children's Center School, for Principal's Discretionary Fund - \$1,000; (Walker)

**Rescind

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

COUNTY COMMISSION – APPROVED REIMBURSEMENT TO THE CIRCUIT CLERK’S OFFICE FOR SCANNING OF JUVENILE FILES

Administrator Mims presented the following memorandum:

April 1, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Juvenile Court Files

As part of the renovation of the Youth Facility, installation of a mobile compactible file system was proposed to maximize storage space in the file room of the Juvenile Court clerk’s office. The cost of that system is \$20,391.

Circuit Clerk Tiffany McCord has proposed that approximately 148 boxes of juvenile files dating back to 1986 be scanned to the court’s electronic files and then destroyed. Scanning allows the files to be more easily accessible by the Juvenile Court clerks and reduces the space needed to store the files. The compactible file system will not be necessary.

Circuit Clerk McCord submitted a proposed budget of \$7,400 (attached) for scanning the juvenile files.

The Montgomery County Commission, at its meeting on March 16, 2015, agreed to place on the next agenda consideration to reimburse the Circuit Clerk up to \$7,400.00, upon proof of payment, for the cost of scanning the juvenile files.

I am requesting approval of this reimbursement.

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. (Copy of Proposed Budget for Scanning Juvenile Files, Agenda Page 9-2, is attached to these Minutes.)

COUNTY COMMISSION APPROPRIATIONS – APPROVED BUDGET CHANGE
REQUEST NUMBER 24 FOR \$1,000 TO BRITTON YMCA, FOR YOUTH AND COUNTY
PROGRAM

Administrator Mims requested approval of Budget Change Request Number 24, County Commission Appropriations.

Commissioner Williams made a motion to approve the request. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. (Copy of Budget Change Request, Agenda Page 10-1, is attached to these Minutes.)

DISTRICT ATTORNEY’S OFFICE – APPROVED IRREGULAR PAY INCREASE FOR
CHIEF INVESTIGATOR TO PAY GRADE PS7, STEP 13

Administrator Mims presented the following memorandum:

April 1, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Irregular Pay Grade Increase for Chief Investigator Mike Thomas

The Montgomery County Commission, at its meeting on March 16, 2015, agreed to place on the next agenda District Attorney Bailey’s request for an irregular pay grade for Chief Investigator Mike Thomas Grade PS7, Step 13, \$106,699.

I have discussed the effective date of this request with District Attorney Bailey and it is to be effective the first full pay period following County Commission approval.

I am requesting approval of this item.

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. (Copies of Memorandum and Chief Investigator Salary and Benefits Comparison Sheet, Agenda Pages 11-2 and 11-3, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED POSITION FILL REQUEST FOR CLERK TYPIST II,
POSITION NUMBER 92

Administrator Mims presented the following memorandum:

March 18, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Position Fill Request for Clerk Typist II, Sheriff's Office

The Montgomery County Commission, at its meeting on March 16, 2015, agreed to place a Position Fill Request for Clerk Typist II, Position Number 92 from the Sheriff's Office 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 Walker and unanimously approved by the Commission. (Copy of Position Fill Request, Agenda Page 12-2, is attached to these Minutes.)

VARIOUS DEPARTMENTS – APPROVED TRAVEL/TRAINING REQUESTS (13)

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

<u>DEPARTMENT</u>	<u>TRAVEL/TRAINING REQUESTS</u>
1. County Commission	Request Numbers 19 and 20
2. Support Services	Request Number 1
3. Risk Management	Request Number 9
4. Engineering Department	Request Number 5
5. Appraisal Department	Request Numbers 16 and 17
6. Personnel Department	Request Numbers 10 and 11
7. Community Corrections	Request Number 11
8. Revenue Commissioner's Office	Request Number 6
9. District Attorney's Office	Request Numbers 24 and 25

Commissioner Williams made a motion to approve the requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Travel/Training Requests, Agenda Pages 13-1 through 13-13, are attached to these Minutes.)

WAIVE RULES

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

VARIOUS DEPARTMENTS – APPROVED BUDGET CHANGE REQUESTS (2)

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

<u>DEPARTMENT</u>	<u>BUDGET CHANGE REQUESTS</u>
1. Engineering Department	Request Number 8
2. Information Systems	Request Number 1

Commissioner Williams made a motion to approve the requests. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Budget Change Requests, Agenda Pages 14-1 and 14-2, are attached to these Minutes.)

DISTRICT ATTORNEY’S OFFICE – APPROVED IRREGULAR PAY INCREASE FOR INVESTIGATOR I TERRANCE JAMES FROM PAY GRADE PS5, STEP 1 TO PAY GRADE PS5, STEP 3, EFFECTIVE APRIL 13, 2015

Administrator Mims presented the following memorandum from District Attorney Daryl D. Bailey:

MEMORANDUM

TO: Donnie Mims
County Administrator

FROM: Daryl D. Bailey
District Attorney

DATE: March 30, 2015

SUBJECT: Request for Irregular Pay Grade for Investigator Terrance James
Grade PS5, Step 3, \$57,835

I respectfully request that Investigator Terrance James’ starting salary commence at Grade PS5, Step 3. Investigator James was with the Montgomery Police Department for over 13 years. This

experience is extremely valuable to the District Attorney's Office and justifies the salary step request. I am confident Investigator James will be an asset to our office.

The funding for this request is in the budget so no additional funds would be required. I request the Commission to waive rules on this at the next Commission meeting.

Contact me if you have any questions.

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 Position Fill Request, Agenda Page 15-2, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED CONSTRUCTION CHANGE ITEMS 3, 4, 5, 7, 8, AND 9, CONCERNING ANNEX III THIRD FLOOR RENOVATIONS AND ALTERATIONS FOR THE PROBATE COURT

Administrator Mims presented the following letter from Tim Holmes of JMR&H Architecture, P.C.:

April 1, 2015

Mr. Donnie Mims, Administrator
Montgomery County Commission
PO Box 1667
Montgomery, AL 36102-1667

Re: Probate Judge Suite
Montgomery County Courthouse Annex III
Montgomery, AL

Donnie:

Attached please find a description of construction change items which have been requested by the Probate Judge. I've described each request in terms of the requirements of the contract documents and also included a cost per item for this work. As you know, all of these requests will be a change to the contract amount and as such, we submit these to you for approval. While we understand these items are personal preference, none of these will affect the performance and day-to-day function of the Probate Judge Office and Courtroom space.

Our firm has spent many hours with alternative selections, revised drawings, meetings, and exhaustive efforts in assisting with contractor pricing for each of these items. We are available to assist you and the County Commission with decisions relating to these requests in hope of bringing closure to this important project. While we understand taste is a personal issue, we are also aware the County has limited funds available for this and many other projects.

Should you have any comments or questions whatsoever, please do not hesitate to call. We will await the Commission's directive and stand ready to administer any additional work as required.

Best regards,

/s/ JMR&H Architecture, P.C.
Tim Holmes, AIA

End of Letter

Commissioner Williams made a motion to approve items 3, 4, 5, 7, 8, and 9 of the change order. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copy of Construction Change Items, Agenda Pages 16-2 and 16-3, is attached to these Minutes.)

COUNTY COMMISSION – APPROVED CHANGE ORDER NUMBER 4 TO THE AGREEMENT WITH HOLLEY-HENLEY BUILDERS, INC., REGARDING RENOVATIONS AND ALTERATIONS TO THE MONTGOMERY COUNTY GREIL MANSION FOR THE MONTGOMERY COUNTY PUBLIC DEFENDER'S OFFICE

Administrator Mims requested approval of Change Order Number 4 to the agreement with Holley-Henley Builders, Inc., regarding renovations and alterations to the Montgomery County Greil Mansion for the Montgomery County Public Defender's Office.

Commissioner Williams made a motion to approve the request. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copy of Change Order Number 4, Agenda Pages 17-1 through 17-11, is attached to these Minutes.)

YOUTH FACILITY – APPROVED CONTINUATION GRANT WITH THE ALABAMA DEPARTMENT OF YOUTH SERVICES FOR THE DAVIS TREATMENT CENTER PROGRAM

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

MEMORANDUM

To: Mr. Donnie Mims

From: Bruce R. Howell, Juvenile Court Administrator

Date: March 25, 2015

Re: Request for DYS Grant Application

Please see the attached letter. I am requesting time to discuss our continuation grant for the Davis Treatment Program with the commissioners at the April 6, 2015, early working session. I am asking that rules be waived and that a vote be taken during the formal session on the grant application.

Thank you for your consideration in this matter.

End of Memorandum

Commissioner Walker made a motion to approve the request. The motion was seconded by Vice Chairman Harris and unanimously approved by the Commission. (Copies of Letter and Grant Application, Agenda Pages 18-2 through 18-6, are attached to these Minutes.)

SHERIFF'S OFFICE – APPROVED MONTGOMERY COUNTY VIDEO SURVEILLANCE UPGRADE PROPOSAL BY CORNERSTONE/NORMENT SECURITY GROUP, INC., AND RELATED BUDGET CHANGE REQUEST NUMBER 20

Administrator Mims presented the following memorandum from Sheriff Derrick Cunningham:

March 9, 2015

MEMORANDUM

TO: Donnie Mims, County Administrator
Montgomery County Commission

FROM: Sheriff Derrick Cunningham
Montgomery County Sheriff's Office

SUBJECT: County Surveillance Cameras Upgrade

Please be advised that I would like to proceed with upgrading the county surveillance cameras using On-Net Surveillance Systems, Inc. On-Net is the most feasible, compatible and cost effective with our current system. Our current service vendor, Cornerstone Service & Supply, will work closely with our IS Department in training two (2) IS employees on how the software/hardware are maintained which will be extremely cost effective to the county.

Cornerstone currently has all the expertise and will provide the installation of the new software, cameras, and special equipment necessary for the first phase of upgrading cameras and equipment. With the County IS Department utilizing two (2) of their employees to be trained to service the new system, this will put the county in a better position to take over more of the maintenance of the camera equipment in the future. The total cost for the entire project to be completed is \$548,316.00 which is much more inexpensive than some of the other systems.

I look forward to hearing from you regarding this matter.

Thank you.

encls.

End of Memorandum

Commissioner Williams made a motion to approve the Montgomery County video surveillance upgrade proposal by Cornerstone/Norment Security Group, Inc., and related budget change request number 20. The motion was seconded by Commissioner Hall and unanimously approved by the Commission. (Copies of Memoranda, Contact Information Sheet, Proposal, and Budget Change Request, Agenda Pages 19-2 through 19-13, are attached to these Minutes.)

BOARD OF REGISTRARS – APPROVED POSITION FILL REQUEST FOR CLERK II,
POSITION NUMBER 290002006

Administrator Mims presented the following memorandum from Chairman of Board of Registrars George M. Noblin:

MEMORANDUM

DATE: April 1, 2015

TO: Donald Mims, Administrator
Montgomery County Commission

FROM: George M. Noblin, Chairman
Montgomery County Board of Registrars

RE: Request to Fill Employee Vacancy

The Board recently hired Ashley Taylor to fill the Clerk II position created with the retirement of Mary Duncan, and he has been in that position since March 16, 2015. However, his circumstances have changed and he has to resign effective April 3, 2015. Although he applied for this position through the Montgomery County/City Personnel Department, he had been working in a temporary job in Sylacauga, and had plans to move to Montgomery permanently, while making arrangements to stay in town during the work week and returning to Sylacauga on weekends, until he moved his family here. His wife has become pregnant and now does not want to make the move, hence his change of plans.

In the short time he has been employed in our office, his work has been most impressive, and we regret having to lose him. However, with the City Election cycle close at hand, we need to move quickly to hire Mr. Taylor's replacement.

With that in mind, it would be greatly appreciated if the rules could be waived and this matter could be considered at the next County Commission meeting. The appropriate Position Fill Request form for further action appending approval by the Commission is herewith attached.

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. (Copy of Position Fill Request, Agenda Page 20-2, is attached to these Minutes.)

RECESS TO SPECIAL CALL MEETING OF THE EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD

Chairman Dean recessed the Formal Session to a Special Call Meeting of the Emergency Management Communications District Board.

ADJOURNED SPECIAL CALL MEETING OF THE EMERGENCY MANAGEMENT COMMUNICATIONS DISTRICT BOARD

Commissioner Williams made a motion to adjourn the meeting of the Emergency Management Communications District Board on April 6, 2015, at 9:54 a.m. The motion was seconded by Commissioner Walker and unanimously approved by the Board.

FORMAL SESSION

Chairman Dean resumed the Formal Session.

COMMENTS BY COMMISSIONERS AND ATTENDEES

Family Sunshine Center Director Karen Sellers, noting that board member Dr. Finley was with her, expressed her appreciation for the Commission's continued financial support. She said that the center would not have made it without their contributions. Commissioner Hall thanked her for all that she does.

I Am More Than President Michelle Browder briefed the Commission on the success of the organization's *CONVERSE-sation on Truth and Reconciliation Summit and Concert* held during the 50th Anniversary of the Selma to Montgomery Voting Rights March. She stated that approximately 2,400 students and parents attended the events. She added that Atlanta, Georgia has requested she start the program there as well. Ms. Browder presented a "Bridge Over Troubled Water" plaque to Chairman Dean, stating that *I Am More Than* wanted to honor him for being the first black Chairman of Montgomery County Commission. She also acknowledged Derrick Cunningham as the first black Sheriff of Montgomery County. She then thanked the Commission for their continued support. Chairman Dean stated that this was a good investment by the Commission and congratulated her on the success of the program.

Chairman Dean informed the audience that Montgomery has had a problem with suicides over the last three weeks and stated that the Mental Health Symposium should be held every year.

Chairman Dean recognized Emergency Management Director Calvin Brown.

Probate Judge Steven Reed spoke about the Healthy Minds Network and said that Probate plans to come before them regarding the mental health of adolescents under the age of nineteen. He also informed the Commission that the Census Bureau has noticed a loss of population in Montgomery. He stated that Montgomery is not growing and everyone needs to be more proactive. He said that people travel from different cities to work in Montgomery but we have to have people live here to see growth. He added that three years of declining population is a trend and that we have to take decisive action. Judge Reed told the Commission that he appreciates them giving him the time to speak.

Commissioner Hall wished everyone a Happy Easter and expressed his appreciation to all the department heads and employees for their hard work.

Commissioner Williams told the audience good morning and Happy Resurrection Day. He stated that we should always give thanks to God. He said that he was sorry for what happened to the police officer on Saturday and urged everyone to pray for the family.

Commissioner Walker stated that she was at her son's baseball game for seven-to-eight-year-olds at the East Montgomery baseball field. She stated that there are 800-900 kids in the Dixie Youth Baseball and she wanted to acknowledge Dixie Youth Baseball because it's an awesome program. Commissioner Walker then thanked everyone for the notes, cards, emails and text messages showing concern for her health. She informed everyone that she will have her final chemo treatment on April 13th and then she will have surgery and radiation treatment. She said that she deeply appreciates everyone and that it has been a tremendous help to her. She asked that everyone continue to pray for her and her family.

Chairman Dean applauded Commissioner Walker for the strength that she has shown during her cancer treatments, adding that we should praise God all the time. He stated that God is a miracle worker, and he is working in healing Commissioner Walker.

Vice Chairman Harris welcomed everyone to the meeting and told them that he hoped they had a wonderful Resurrection Sunday. He thanked Commissioner Williams for reminding everyone what Easter Sunday is all about. He thanked Judge Reed for bringing the decline in population to everyone's attention. Vice Chairman Harris said that he had some ideas of what is contributing to it but we will get the professionals' opinions. He noted that jobs are growing but people are leaving. He said that he would like to recognize a good friend who is in the audience today, Jim Franklin from the YMCA. He expressed his appreciation for all that Mr. Franklin does for the community. Vice Chairman Harris said that he just finished working with Mr. Franklin on the Youth in County Day and is now working with him regarding the Cleveland Avenue Golf Classic, which will be held on August 22, 2015. He said that their goal is to raise \$75,000 this year. He stated that he has enjoyed the YMCA and added that the YMCA saved his life.

RECESS TO INFORMATION SESSION

Chairman Dean recessed the Formal Session to the Information Session.

INFORMATION SESSION

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

PRESENTATION BY MONTGOMERY CITY/COUNTY EMERGENCY MANAGEMENT AGENCY DIRECTOR CALVIN BROWN

Montgomery City/County Emergency Management Agency Director Calvin Brown briefed the Commission regarding a Functional Emergency Operation Center Exercise to be held Friday, May 8, 2015, at 10:00 a.m.

PRESENTATION BY JUVENILE COURT ADMINISTRATOR BRUCE R. HOWELL

Juvenile Court Administrator Bruce R. Howell briefed the Commission regarding a revised Memorandum of Understanding with the Administrative Office of Courts for reimbursement of salary paid to a Court Referee for the 15th Judicial Circuit for the period beginning March 16, 2015, and ending September 30, 2015. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Howell briefed the Commission regarding Amendment Number 1 to Contract with The Bridge, Inc., for the Davis Treatment Program. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Howell briefed the Commission regarding Position Fill Requests for Juvenile Probation Officer I, Position Number 900304026 and Juvenile Detention Compliance Officer, Position Number 900303001 from the Youth Facility. After discussion, the Commission agreed to place these items on the next agenda.

PRESENTATION BY CHIEF INFORMATION AND TECHNOLOGY OFFICER LOU IALACCI

Chief Information and Technology Officer Lou Ialacci briefed the Commission regarding a Position Fill Request for IT Technician, Position Number 220271004 from Information Systems. After discussion, the Commission agreed to place this item on the next agenda.

Mr. Ialacci briefed the Commission regarding a Bid Award for SAN backup storage appliance expansion, Bid No. 51965-15B-015. After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY COUNTY ENGINEER GEORGE SPEAKE

County Engineer George Speake briefed the Commission regarding a House Bill and Senate Bill introduced by Senator Brewbaker and Representative Ingram which would authorize any municipality to exercise zoning authority in its police jurisdiction if that municipality is located in a County in which another municipality located in the County has zoning authority outside its corporate limits. After discussion, the Commission asked Mr. Speake and Administrator Mims to meet with Association of County Commissions of Alabama Counsel Mary Pons regarding the matter.

PRESENTATION BY CEO JACKIE BUSHMAN AND CFO, PRESIDENT LEWIS FIGH WITH BUCKMASTERS

Buckmasters CEO Jackie Bushman and CFO, President Lewis Figh briefed the Commission regarding the 2015 Buckmasters Expo. Mr. Bushman requested an appropriation from the Commission to help fund this year's event. The Commission thanked Mr. Bushman and Mr. Figh for their presentation. The Commission inquired as to what they appropriated for the 2014 Buckmasters Expo and Administrator Mims responded that he would research it and let them know.

PRESENTATION BY EXECUTIVE DIRECTOR KAREN SELLERS WITH FAMILY SUNSHINE CENTER

Executive Director Karen Sellers with Family Sunshine Center briefed the Commission regarding the FY2014 Financial and Programmatic update.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims informed the Commission that they appropriated \$42,500 to Buckmasters in 2014. Commissioner Hall requested that Administrator Mims research what impact this event has had upon hotel usage. After discussion, the Commission agreed to place a Budget Change Request in the amount of \$42,500 to the Montgomery Area Chamber of Commerce for the 2015 Buckmasters Expo on the next agenda.

PRESENTATION BY COMMUNITY CORRECTIONS EXECUTIVE DIRECTOR PAUL BROWN

Executive Director Paul Brown with Community Corrections briefed the Commission regarding a strategy to increase Community Corrections program participant numbers. After discussion, the Commission agreed to invite Deputy Director Jeffrey Williams with the Alabama Department of Corrections to their next meeting to discuss how the state and Montgomery County Community Corrections can work together.

PRESENTATION BY CHAIRMAN LAURIE WEIL AND DIRECTOR OF MARKETING
KATHERINE PERKOWSKI WITH THE ALABAMA SHAKESPEARE FESTIVAL

Alabama Shakespeare Festival Chairman Laurie Weil and Director of Marketing Katherine Perkowski briefed the Commission regarding the “Beyond Glory” Program and requested funding. After discussion, the Commission agreed to place a Budget Change Request in the amount of \$5,000 on the next agenda.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission regarding an Agreement with Chambless King Architects concerning the renovations for the Probate and Revenue Commissioner South Office. After discussion, the Commission agreed to place this Agreement on the next agenda. Administrator Mims presented Amendment Number 3 to Contract with Topco Pest Control Services for county buildings (Contract #51100-13B-024). After discussion, the Commission agreed to place this item on the next agenda.

Administrator Mims presented Amendment Number 1 to Contract with Automatic Food Service, Inc., for servicing of vending machines (Contract #51988-13B-033). After discussion, the Commission agreed to place this item on the next agenda.

PRESENTATION BY FINANCE DIRECTOR SHERRILL THOMAS

Finance Director Sherrill Thomas briefed the Commission regarding a Position Fill Request for Payroll and Benefits Manager, Position Number 210113001 from the Finance Department. After discussion, the Commission agreed to place this item on the next agenda.

RECESS TO EXECUTIVE SESSION

Administrator Mims presented a letter from Chamber of Commerce Senior Vice President of Corporate Development Ellen G. McNair, requesting the convening of an Executive Session to discuss a commerce or trade matter. Commissioner Williams made a motion to go into the Executive Session. The motion was seconded by Commissioner Hall and unanimously approved by each Commissioner, openly giving their individual vote. Administrator Mims noted that all five County Commissioners were present. Chairman Dean recessed the Information Session to the Executive Session. (Letter from Ellen McNair and a Checklist for Conducting Lawful Executive Sessions, Agenda Pages 21-1 and 21-2, are attached to these Minutes)

RECESS TO INFORMATION SESSION

Vice Chairman Harris made a motion to recess the Executive Session. The motion was seconded by Commissioner Walker and unanimously approved by the Commission. Chairman Dean recessed the Executive Session to the Information Session.

INFORMATION SESSION

COMMENTS FROM SCHEDULED ATTENDEES, STAFF AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission regarding the Joint Risk Management Committee members. After discussion, the Commission asked Administrator Mims to research the Montgomery County Commission regular meeting minutes regarding this matter and report back at their next meeting.

Administrator Mims presented an email from ACCA Counsel Mary Pons regarding Amendment of HB264 to increase the local preference for local vendors from 3% to 5%.

Commissioner Hall left the meeting for a business trip.

COMMENTS FROM PUBLIC AFFAIRS DIRECTOR DIDI HENRY

Public Affairs Director DiDi Henry briefed the Commission regarding the 2014-2015 Youth Apprenticeship/Summer Job Program. Ms. Henry noted that some of the offices suggested that the students work 25-30 hours per week rather than 40 hours per week. Chairman Dean asked Administrator Mims to research the cost for 30 students working 25 hours per week and to report back at the next meeting.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims presented an invoice from Garrett Coliseum Redevelopment Corporation in the amount of \$12,500 for FY2015 appropriation. He explained that the Coliseum had requested quarterly payments of \$12,500 which equates to \$50,000 annually. After discussion, the Commission agreed to place a Budget Change Request in the amount of \$50,000 on the next agenda.

Administrator Mims informed the Commission that Library Board Member Ham Wilson, whose term expires June 1, 2015, expressed his desire to not be re-appointed to the board. Chairman Dean informed the Commission that Library Board Member Paulette Moncreif, whose term expires June 1, 2017, expressed her desire to resign from the Board. The Commission agreed to place these items on the next briefing memo for further discussion.

Administrator Mims presented a letter from the Alabama Department of Revenue regarding the nomination of persons for consideration as members of the County Board of Equalization. The Commission agreed to place this item on the next briefing memo for further discussion.

COMMENTS FROM DEPUTY ADMINISTRATOR CAUTHEN

Deputy Administrator Cauthen informed the Commission that she had spoken with Personnel Director Carmen Douglas regarding the current Rural Addressing Coordinator job description and it was agreed that a desk audit would be useful. She suggested that once the desk audit has

been completed, the Commission could then consider realignment of 911 responsibilities. The Commission agreed.

Deputy Administrator Cauthen presented a Memorandum of Understanding regarding overflow parking at 3425 McGehee Road at no cost. The MOU is relative to the new Probate and Revenue Commissioner Offices that are to be placed at this location.

Deputy Administrator Cauthen informed the Commission that \$40,000 will be credited to the purchase price of the building located at 3425 McGehee Road and will be applied to repairs discovered during an inspection of the property.

Chairman Dean commended Deputy Administrator Cauthen on doing a great job. Administrator Mims briefed the Commission on some of the projects that Deputy Administrator Cauthen was overseeing.

Deputy Administrator Cauthen presented a schedule of Montgomery County Commission Construction Projects/Needs with funding sources. (Copy of Schedule, Agenda Page 22-1, is attached to these Minutes.)

Deputy Administrator Cauthen brought to the Commission's attention a memorandum regarding use of the Commission Conference Room and Chambers. (Copy of Memorandum, Agenda Pages 23-1 and 23-2, is attached to these Minutes.)

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims informed the Commission that he and Commissioner Hall discussed the Advanced Disposal contract and that Commissioner Hall was pleased with an automatic renewal provision for successive three year terms unless cancelled by the Commission or Advanced Disposal. After discussion, the Commission agreed to place this item on the next briefing memo as a waived rules item.

Administrator Mims presented a letter from the Alabama Ethics Commission regarding the filing of the 2014 Statement of Economic Interests forms, which are due by April 30, 2015.

Administrator Mims presented the Schedule of Upcoming Bids/Contract Renewals for April through August 2015.

Administrator Mims presented a letter from Alabama State University requesting funding in the amount of \$3,000 for the Small Business Development Center. After discussion, the Commission agreed to place a Budget Change Request in the amount of \$3,000 on the next agenda.

Administrator Mims presented a letter from Alabama Bravehearts requesting funding for the basketball program. No action was taken by the Commission.

Administrator Mims presented a letter from Montgomery Public Schools Career Tech Department requesting funding for and an invitation to the 12th Annual Career Tech Extravaganza. No action was taken by the Commission.

Administrator Mims briefed the Commission regarding a proposal presented last year by Pastor Kyle Searcy concerning “Youth City” The Center for Youth Leadership and Development. After discussion, the Commission agreed for Pastor Searcy to make a presentation to them individually regarding a location for the program and asked Administrator Mims to coordinate those meetings.

Administrator Mims reminded the Commission that during the March 2, 2015, County Commission meeting, President Barbara Mays with Royal Ambassadors M. E. D., Inc., requested funding in the amount of \$20,000 for program services. No action was taken by the Commission.

Administrator Mims reminded the Commission that during the March 16, 2015, County Commission meeting, Community Liaison Christy Holding with The Samaritan Counseling Center, Inc., requested funding in the amount of \$5,000 for the program. He noted that last year, the Commission approved a \$5,000 Budget Change Request for this program. Commissioner Walker stated that she would make an appropriation from her account.

Administrator Mims presented a thank you letter from Tamera Riley, a 10th grade student at Jefferson Davis High School, who was able to participate in the A-KEEP program due to funding from Vice Chairman Harris. The Commission asked Administrator Mims to invite her to speak to the Commission when she returns from her trip.

ADJOURNMENT

Commissioner Williams made a motion to adjourn the meeting of the Montgomery County Commission on April 6, 2015, at 12:42 p.m. The motion was seconded by Commissioner Walker and unanimously approved by the Commission.

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-06-15

Check Number	To	Check Number
251554		251620
Total Checks Paid		\$394,188.46

CHECK #	PAYEE	AMOUNT	DATE
251552	CrossFit Saints Forge	\$ 700.00	03-05-15
251553	Donohoo Chevrolet, LLC	\$40,427.20	03-05 -15

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

AGENDA

APR - 6 2015

04-06-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-13-15

Check Number	To	Check Number
251621		251713
Total Checks Paid		\$426,833.08

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

04-06-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-16-15

Check Number	To	Check Number
251714		251721
Total Checks Paid		\$4,700.00

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 03-20-15

Check Number	To	Check Number
251722		251815
Total Checks Paid		\$1,002,882.55

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

04-06-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-20-15

Check Number	To	Check Number
251816		251902
Total Checks Paid		\$456,224.03

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

AGENDA

APR - 6 2015

04-06-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-27-15

Check Number	To	Check Number
251903		251969
Total Checks Paid		\$1,022,420.72

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

AGENDA

APR - 6 2015

04-06-15 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-27-15

Check Number	To	Check Number
251970		252045
Total Checks Paid		\$635,649.01

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

CHECKS ARE DATED
03/20/15

Payroll Check Number	122363	To	Payroll Check Number	122435	\$ 50,299.68
Direct Deposits					\$ 821,739.57
Payroll Check Number	122436	To	Payroll Check Number	122465	\$ 251,165.58
Direct Deposits					\$ 358,225.28
Federal Deposits					\$ 313,952.94
Total Payroll Paid					\$ 1,795,383.05

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

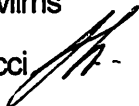
CHECKS ARE DATED
04/03/15

Payroll Check Number	122466	To	Payroll Check Number	122540	\$ 51,356.24
Direct Deposits					\$ 823,762.24
Payroll Check Number	122541	To	Payroll Check Number	122571	\$ 249,726.12
Direct Deposits					\$ 357,850.56
Federal Deposits					\$ 314,693.36
Total Payroll Paid					\$ 1,797,388.52

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

Interoffice Memo

To: Donnie Mims

From: Lou Ialacci 

Cc: Sheriff Cunningham, Chief Murphy, Florence Cauthen

Date: February 24, 2015

RE: County Security Maintenance Agreement Renewal

Please place this memo and the attached Maintenance Agreement on the Thursday memo for discussion at the March 3, 2015 Commission work session. The basic contract terms are the same as the previous agreement that was approved by the County Attorney.

Norment is providing this maintenance agreement renewal for the County's security systems - door locks and camera equipment including software support. The County has requested a three (3) year contract rather than five (5) years. We have been able to negotiate a lower annual rate of \$233,457 compared to our current rate of \$261,282.48. In addition I recommend we pay annually for the maintenance to take advantage of a 2.5% discount.

The IS department is not staffed or experienced enough at this time to take on the mechanical or software support of the two areas - door locks and cameras. The IS department will obtain training and work with the vendor to install new software for the surveillance system and eventually take over the maintenance of the software and become the first line of support. This should help lower the maintenance costs from Norment for the cameras. We will also work more closely in the other areas of security to see what other services we may be able to move in house. The plan over the next three years is for the IS department to work towards taking over more of the maintenance currently being provided by Norment.

Norment has done a very good job of maintaining the security equipment over the years. The Sheriff's Office and the IS department think we should look closely at this area as more and more of the equipment becomes much more reliable and easier to replace.

Thank you



CORNERSTONE
SERVICE & SUPPLY

Norment *ALZUTEX* *trentech* *ECS* *EO Integrated Systems, Inc.*

TO: Montgomery County Commission
(Customer) **PO Box 1667**
Montgomery, AL 36102

From: Norment Security Group
(Contractor) **Cornerstone Service & Supply**
621 Poole Drive
Garner, NC 27529

Facility Location: Montgomery County Sheriff's
Department
250 S. McDonough St.
Montgomery, AL 36104

Proposal No.: 02112015MGM

Proposal Date: 2/11/2015

Cornerstone Service Agreement Terms and Conditions

SCOPE AND DEFINITION OF SERVICES: The services provided shall be those indicated on the face hereof or as set forth in Attachment "A". Cornerstone / Norment herein is referred to as "Contractor".

Cornerstone / Norment (The Contractor) will furnish its services as an independent contractor and not as an employee of Customer. It is agreed that the Contractor will take reasonable care and precautions in the performance of its work, and that Customer will maintain all necessary and required insurance coverage to protect itself against damage or injury to persons or property. **EXECUTION OF THIS CONTRACT SUPERCEDES ALL PREVIOUS EXTENSIONS.**

COVERAGE:

1. Base Contract as described in Attachment "A"
 - 24/7/365 support of all covered systems.
 - Response time as determined by Customer for critical outages.
 - Telephone technical support with direct access to our after-hours on-call technician via Cornerstone's 24-hour emergency service phone number.
 - Priority service over noncontract Customers.
 - Repair parts for the covered systems. If the repair parts for the systems covered under this agreement become unavailable, or the systems become obsolete or unserviceable, Norment will provide the customer with a replacement proposal.
 - Reduced labor rates.
2. Preventive Maintenance Inspections as per Attachment "B" of this agreement

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

Norment *ALARMTEQ* *trentech* *ECS* ENGINEERED CONTROL SYSTEMS  EO Integrated Systems, Inc.

EXCLUSIONS:

1. Replacement for obsolete parts are not included as part of this service agreement. If parts are required, they will be charged at a discount from the Manufacturer's list price (if discounts are available to the Contractor).
2. The Contractor will not warrant materials provided by others under this agreement.

TERM: The commencement date of this Agreement shall be on the first day of the month following acceptance of this agreement and shall be for an initial terms of 3 Years. The Agreement shall be automatically renewed for the initial terms of the Agreement at the end of the initial terms unless terminated by either party by giving notice to the other at least ninety (90) days prior to the end of the current term.

PAYMENT: The Institution shall pay to the Contractor the total base price as illustrated in the payment table below. As part of this Agreement, for labor and material required outside of the scope of services in Attachment "A", Customer will be billed at an hourly straight time rate of \$100 per hour plus material and related travel costs. In any case, all extra work, material or labor required or requested beyond base price scope shall require specific authorization. Customer agrees to make payment of invoices for the base price services as well as for any invoices representing work outside the base scope outline in Attachment "A" within thirty (30) days of the date of the Invoice. The Contractor reserves its right to suspend services until delinquent payments have been made.

Service Rates: In the event that services outside the scope of this agreement require additional labor, the additional labor hours will be billed at a rate of \$100.00 per hour for Contract Customers. Weekends, holidays, and after hour service call rates for services outside the scope of this agreement shall be calculated at 1.5 times the billed rate.

Term	Annual Cost	Monthly Payment	Annual Payment (with 2.5% Prepayment Discount)	Savings with Discount
Year 1	\$ 233,457.50	\$ 19,454.79	\$ 227,621.06	\$ 5,836.44
Year 2	\$ 246,297.66	\$ 20,524.81	\$ 240,140.22	\$ 6,157.44
Year 3	\$ 259,844.03	\$ 21,653.67	\$ 253,347.93	\$ 6,496.10

BASE CONTRACT SERVICE RATES

2.5% discount for annual payment ____ (initial here). Payment must be made within 30 days of the execution of this agreement in order for this discount to be applied.

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

Norment ***AIR/TEK*** ***trentech*** ***ECS*** ENGINEERED CONTROL SYSTEMS  GO Integrated Systems, Inc.

Failure to pay any amount due within sixty (60) days shall constitute a suspension of services and further obligations under this Agreement until payment is remedied.

TAXES: Customer shall bear the cost of any sales, use, excise or other tax applicable to the services provided hereunder.

ACCESS: Customer agrees to provide free access to the systems and equipment to be maintained, and to provide the necessary equipment to reach inaccessible equipment and peripheral devices (e.g. scaffolding, man lifts etc.). The Contractor shall be provided a safe work place for its personnel.

FORCE MAJEURE: The Contractor shall not be responsible for failure to render service due to causes beyond its control including but not limited to lack of payment, work stoppages, fires, civil disobedience, riots, rebellions, acts of God and other similar occurrences where the safety of personnel cannot be maintained.

DEFAULT: If the Customer fails to perform any of the terms of this Agreement and the failure continues for more than thirty (30) days after written notice; or if Customer's occupational business license shall terminate for any reason ; the Customer shall become insolvent or file bankruptcy; or make any assignment of this Agreement without the Contractor's consent, then the Contractor shall have the right to terminate the Agreement for default which shall be effective thirty (30) days after written notice of such termination.

INDEMNIFICATION: Customer shall indemnify and hold the Contractor harmless from any and all claims resulting from the services provided under this Agreement except where such claims result from the sole negligence of the Contractor.

LIMITATION OF LIABILITY: In no event shall the Contractor be liable for any special, indirect, incidental or consequential damages whatsoever.

TERMINATION: Either party shall have the right to terminate their obligations under this Agreement at the end of the term or at the end of any subsequent 3 year period provided that the party terminating the Agreement shall provide ninety (90) days written notice prior to the end of the then current term. The Contractor shall be paid in full for all work performed and costs incurred prior to the date of termination.

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 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

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

Norment *AIR/TEQ* *trentech* *ECS* ENGINEERED CONTROL SYSTEMS  EO Integrated Systems, Inc.

COUNTY, ALABAMA AND GOVERNED BY THE LAWS OF THE STATE OF ALABAMA BETWEEN THE MONTGOMERY COUNTY COMMISSION AND THE CONTRACTOR.

CONTRACT CHANGES: NEW PROJECTS THAT ADD EQUIPMENT TO THE COUNTY INVENTORY THAT REQUIRE MAINTENANCE, WILL BE ADDED TO THE MAINTENANCE CONTRACT UPON A NEGOTIATED CHANGE ORDER VALUE.

GOVERNING LAW: This Agreement shall be construed and enforced in accordance with the laws of the State of Alabama.

ENTIRETY OF AGREEMENT: This Agreement is the entire and exclusive agreement for the services to be provided herein. This Agreement supersedes and otherwise renders null and void any prior written or oral agreements entered into with respect to the services provided herein. This Agreement shall only be modified in a writing signed by both parties.

Montgomery County Commission
Approved by Authorized Representative

Date: _____

Signature: _____

Print Name: _____

Title: _____

Proposal No.: 02112015MGM

Cornerstone / Norment Service & Supply
Approved by Authorized Representative

Date: _____

Signature: _____

Print Name: _____

Title: _____

Date: 2/11/2015

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

Norment *ALIRITEK* *trentech* *ECS* ENGINEERED CONTROL SYSTEMS 

Proposal No.: 02112015MGM

Date: 2/11/2015

ATTACHMENT "A"

Maintenance Agreement Options

Base Contract

(INCLUDED)

- 24/7/365 support of all covered systems.
- Response time as determined by Customer for critical outages.
- Telephone technical support with direct access to our after-hours on-call technician via Cornerstone's 24-hour emergency service phone number.
- Priority service over noncontact Customers.
- Discounted pricing for all material purchases
- Reduced labor rates.

Repair Parts Coverage - Electronics

(INCLUDED)

Repair parts for the covered electronic systems. If the repair parts for the systems covered under this agreement become unavailable, or the systems become obsolete or unserviceable, Norment will provide the customer with a replacement proposal.

Repair Parts Coverage – Security Hardware

(INCLUDED)

Repair parts for the covered security locking hardware (no commercial hardware, roll-up doors, or exterior gates included). If the repair parts for hardware covered under this agreement become unavailable, or become obsolete or unserviceable, Norment will provide the customer with a replacement proposal.

Electronic Preventive Maintenance (one visit per year):

(INCLUDED)

Perform thorough cleaning, testing, and servicing of all door control equipment, to include PLC, touch screens, computers, and equipment cabinets located throughout the facility.

Hard-line Preventive Maintenance (one visit per year):

(INCLUDED)

Norment will perform preventive maintenance on 100% of Slider and Swing Door devices throughout the facility once per contract period. We will clean and lubricate, perform visual inspections, align and replace minor parts as needed to ensure proper operation of devices.

Buildings Covered Under This Agreement:

New Jail, Old Jail, Courthouse, Parking Deck, Lawrence Street Parking, Revenue Department, Annex I, Annex II, Annex III, Community Corrections, Carnegie Building, Youth Facility, Training Facility, Warehouse, Pike Road Substation/Kiosk, Pine Level Kiosk, K-9 Facility/Kiosk, Remer Substation Kiosk, Probate / Revenue Offices.

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

Norment *HAUTER* *trentech* *ECS* ENGINEERED CONTROL SYSTEMS *SD Integrated Systems, Inc.*

Proposal No.: 02112015MGM

Date: 2/11/2015

ATTACHMENT "B"

This Attachment is a part of and in addition to the System Maintenance Agreement between Cornerstone / Norment Service & Supply and Montgomery County Commission, dated 2/3/2015.

A. Systems covered under this Maintenance Agreement are:

- | | |
|-----------------|---|
| 1) PLC | 5) Hard-line swing doors and slider devices with hardware |
| 2) Touch Screen | 6) Card Access System |
| 3) Intercom | 7) UPS Replacement Batteries |
| 4) CCTV | |

Note: As it relates to an upgrade of the County Video System, this Maintenance Contract reflects the first year of warranty coverage for the video encoder equipment. No servers, workstations, or network switches are included as the County has elected to provide those materials and maintain them. Video System Software Update Program (SUP) is not included in this contract. It is part of the Video System upgrade and invoiced separately.

B. The services provided under this agreement are:

- 1) **Preventive Maintenance Inspection (PMI)** – Contractor will perform thorough cleaning, testing, servicing, and adjustments of all door control equipment, to include PLC, Touch Screen computers, and electronic security equipment cabinets located throughout the facility. Contractor will identify any major equipment malfunctions or irregularities to the Customer immediately upon discovery. All discrepancies will be documented by Contractor in a detailed PMI report within ten (10) business days of the conclusion of the PMI.

a) Electronics (one visit per year)

- Programmable Logic Control System

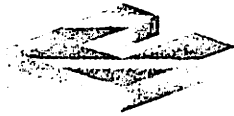
- Input voltage check at each system
- All cards are securely seated.
- Removal of dust and contamination accumulation

- Touch Screen System

- Removal of all exterior and interior dust/contamination accumulation (requires down time)
- Check CPU power supply and cooling fans for proper operation

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

Norment *AMITEC* *trentech* *ECS* ENGINEERED CONTROL SYSTEMS  EO Integrated Systems, Inc.

- Ensure all cards are securely seated
- Calibrate Touch Screen monitor

- **Intercom System**

- Input voltage check at each system
- Equipment ambient temperature
- General sound level and quality in each area
- Dust and contamination accumulation

- **Closed Circuit Television (CCTV) System**

- Check all power supplies for proper output voltages
- Verify that all cameras are properly focused/aligned; adjust as necessary
- Surface clean all viewing monitors of dust and contamination accumulation
- Test keyboards for proper functions to include PTZ functionality
- Clean exterior camera domes
- Clean interior camera domes as necessary
- Clean or replace air filters in DVR units

b) Detention (one visit per year)

- **Swing Door Devices**

- Visual inspection of doors and locks for wear and tear
- Test functionality of locking device
- Test/adjust lock and door position switches
- Clean and lubricate as necessary
- Test/adjust all door closures as necessary

- **Sliding Door Devices**

- Check and lubricate locking mechanism
- Check bottom guide wear pads
- Clean roller track
- Adjust lock bars, door drive brackets, & rollers as necessary
- Check and adjust limit switches as necessary
- Check and adjust drive pressure and speed as necessary
- Adjust all closures and Door Position Switches as necessary.

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

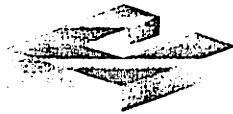
Norment ***HAUTER*** ***trentech*** ***ECS***  SD Integrated Systems, Inc.

Contractor will provide the Customer with a telephone directory containing the names and numbers of the Operations Manager, Service Manager, and On-Call Service Technicians. Contractor will also provide the phone number to a dedicated cellular phone that is assigned to an on-call technician. Access to the on-call emergency number is available 24 hours per day, 7 days per week.

In the event of an emergency during normal business hours (Mon-Fri, 7am-4pm), the Customer will call Contractor's main office number and report a service request. For after-hours support, the Customer will contact Contractor's on-call service technician via the dedicated cellular telephone.

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



CORNERSTONE
SERVICE & SUPPLY

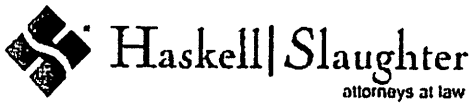
Norment *ALERT* *trentech* *ECS* *SO Integrated Systems, Inc.*

Service Level	Qualifying Condition	Response
Emergency Repair	- Any condition that renders a large group of doors inoperable (5 or more opening) - Life Safety issues such as emergency release system inoperable. - Public Safety issues such as exterior security door not locking. - Critical Doors as determined by the Customer.	Contractor will have a qualified technician respond, via telephone, to the facility within 4 hours of notification. Service response time is defined as the period between the placing of a service request and established communications between Contractor and Customer personnel. Contractor personnel will be on site within 8 hours of notification if deemed necessary. Contractor will affect repairs with Customer provided spare parts. If parts are not available, Contractor's technician will arrange for delivery of the required parts by the fastest method possible and be on site when the parts arrive.
Critical Repair	- Multiple intercom failure. - Multiple CCTV camera failure. - Booking Area CCTV failure. - Staff Duress receiver failure. - Corridor door failure. - Vehicle gate failure. - UPS failure.	Contractor will have a qualified technician respond, via telephone, to the facility within 4 hours of notification. Service response time is defined as the period between the placing of a service request and established communications between Contractor and Customer personnel. Contractor personnel will be on site within 24 hours of notification, or by noon of the next business day. Contractor will affect repairs with Customer provided spare parts. If parts are not available, Contractor's technician will arrange for delivery of the required parts by the fastest method possible and be on site when the parts arrive.
Minor Repair	- Individual Cell door failure. - Individual CCTV camera failure. - Individual intercom failure. - Any failures of non-critical systems.	Contractor will have a qualified technician on site within five (5) business days. Contractor's technician will affect repairs using Customer supplied spare parts. If parts are not available, Contractor's technician will arrange delivery of the required parts. Once the parts are received, Contractor will schedule a technician to complete the repair within five (5) business days.

Table D1 – Response Matrix

CORNERSTONE / NORMENT SERVICE & SUPPLY SERVICE AGREEMENT

NC State Electrical License # 17367-SP-LVNC, NC Alarm Systems Business NC License # 738-CSA, VA DCJS #11-3536



Haskell Slaughter & Gallion, LLC
8 Commerce Street
Suite 1200
Montgomery, Alabama 36104
t. 334.265.8573 | f. 334.264.7945

MEMORANDUM

March 16, 2015

TTB

To: Donnie Mims
From: Thomas T. Gallion, III
Re: County Security Maintenance Agreement Renewal

I have reviewed your memorandum of March 13, 2015, and the agreement Cornerstone Security Group, Inc., for security systems-door locks, and camera equipment including software support. The annual rate will be \$233,457.00 as opposed to \$261,282.48 annual rate previously paid.

It is my opinion that everything in the agreement appears to be in order. The agreement 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 should not be executed if it is the desire of the Montgomery County Commission.

50051-317

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 10, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator *fmc*

SUBJECT: Amendment of Policy Regarding Replacement Fee for Electronic Fuel Keys and Security Cards

The Commission approved in 2008 a \$10.00 fee to be paid by County employees to replace lost or damaged electronic fuel keys and security cards. I have discussed the existing policy with Sheriff Cunningham, and we agree that an employee should not be charged to replace a damaged card.

With Sheriff Cunningham's recommendation, I propose that the existing policy be amended to eliminate a fee to replace a damaged security card and that the amendment be placed on the agenda for approval at the next County Commission meeting.

MINUTES OF REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
February 26, 2008

INFORMATION SESSION

Chairman Strange called the Meeting to Order at 8:00 a.m. The Meeting was held at the Montgomery County Administration Building, Courthouse Annex I.

The Meeting was opened with prayer led by Commissioner Williams.

COMMENTS FROM SCHEDULED ATTENDEES, STAFF, AND COMMISSIONERS

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims briefed the Commission on today's scheduled attendees and reviewed today's agenda items.

DISCUSSION ITEMS BY COMMISSIONERS

Chairman Strange presented a proposed letter to be sent to Governor Riley detailing a partnership between the City, County, State and Federal Government to fund the Outer Loop and explaining that a toll road option be kept open.

COMMENTS FROM ADMINISTRATOR MIMS

Administrator Mims presented to the Commission memoranda from Community Corrections Executive Director Don Parker requesting board member reappointments to the Montgomery County Community Punishment and Corrections Authority. The Commission agreed to discuss this item at the next meeting.

COMMENTS FROM DEPUTY ADMINISTRATOR MITCHELL

Deputy Administrator Mitchell asked the Commission to approve a contract for an armored car service to pick up and transport tax and audit funds to the bank.

DISCUSSION ITEMS BY COMMISSIONERS

The Commission discussed the use of Montgomery area banks to hold county funds. Chairman Strange asked Deputy Administrator Mitchell to issue a Request for Proposal to area banks for

Mr. Ingram made a motion to Table the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copies of Letter, Map, and Information Sheet, Agenda Pages 11-2 through 11-4, are attached to these Minutes.)

Mr. Max Pugh, Builder/Developer, discussed The Homestead on Old Pike, Plat No. 1. He stated that he owned 14 acres on Old Pike Road and was subdividing the acreage. Each lot would consist of +/-2 acres. He was working on covenants and restrictions and asked for input from adjoining neighbors.

Commissioner Reed informed the Commission that he had received a phone call regarding this Plat and related drainage and road issues. Mr. Ingram also stated that the deeds should reflect that the roads will not be maintained by the County.

After discussion, the Commission agreed to place this item on the next agenda.

Mr. Lehman Sloan, a neighbor of Mr. Max Pugh, spoke to the Commission regarding concerns with the development. He noted that the lots may be too small. He stated that the back of the property was against his driveway, which already had drainage problems. Mr. Reed and Mr. Speake informed Mr. Sloan that the drainage problems were an issue for the State Health Department. Mr. Speake also stated that the minimum lot size was one acre.

Chairman Strange asked Mr. Ingram to meet with Mr. Pugh and work out the problems.

COUNTY COMMISSION - APPROVED REPLACEMENT FEE FOR ELECTRONIC FUEL KEYS AND SECURITY CARDS

The Administrator presented a memorandum from Deputy Administrator John A. Mitchell, Sr., requesting approval of replacement fee for electronic fuel keys and security cards:

February 20, 2008

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr.
Deputy County Administrator

SUBJECT: Fees for Replacement Electronic Fuel
Keys and Security Cards

Electronic fuel keys and security cards are provided free to employees. During the previous year, the County spent \$600.00 to replace electronic fuel keys and security cards lost or damaged by County employees.

We recommend that a replacement fee of \$10.00 be charged to the employee for each key or card that is lost or damaged.

I am requesting approval of this replacement fee at the next Commission meeting. Your careful review and consideration is appreciated.

Attachment

End of Memorandum

Mr. Williams made a motion to approve the request. The motion was seconded by Mr. Polizos and unanimously approved by the Commission. (Copy of Memorandum from Director of Support Services Paul St. John, Agenda Page 12-2, is attached to these Minutes.)

COUNTY COMMISSION - APPROVED MISCELLANEOUS APPROPRIATIONS
REPROGRAMMING REQUESTS

The Administrator presented the following Miscellaneous Appropriations Reprogramming Requests:

February 26, 2008

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

I am requesting authority to reprogram the following from fund code 001-59320-499 (Agency, Miscellaneous Appropriations) to:

- C-2008-60: Central Alabama Community Foundation, to be used by BONDS to Support the Freeport Estates Homeowners Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500
- C-2008-61: Central Alabama Community Foundation, to be used by BONDS to Support the Gibson Hills Homeowners Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000
- NC-2008-65: Rolling Hills-Lakes Volunteer Fire Department, for General Operations - \$5,000

MEMORANDUM

TO: John A. Mitchell, Sr.
Deputy Administrator

FROM: Paul St. John, Director PS
Support Services

DATE: February 5, 2008

SUBJECT: Fees for Electronic Fuel Keys and
Security Cards

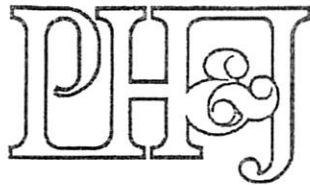
When the fuel keys and security cards are issued to employees for the first time there is no charge to the employee.

The electronic fuel keys cost the County \$5.40 each and the security cards \$4.56 each.

I would like to request that after the first time "free" issuance to employees, that any additional keys/cards will cost the employee \$6.00.

If this is presented to the County Commission and approved, request that information regarding these fees be added to the County procedure manual.

If further information is needed, please let me know.



architects inc.

Founded 1957 • Pearson, Humphries & Jones Architects

807 SOUTH McDONOUGH STREET • MONTGOMERY, AL 36104-5080 POST OFFICE BOX 215-36101
Tel 334/265-8781 / Fax 334/265-9208 • Email: phjarch@bellsouth.net • Website: www.phjarchitects.com

Renis O. Jones, Jr., FAIA
Harrell G. Gandy, AIA

J. Roland Pond, AIA
Renis O. Jones, III, AIA

E. Griffin Harris, AIA
Patrick T. Addison, AIA

Saturday, March 7, 2015

Mr. Donnie Mims, Administrator
Montgomery County Commission
Post office Box 1667
Montgomery, Alabama 36102-1667

Re: Montgomery County Courthouse - Annex 1
Renovations for the District Attorney and Child Support

PH&J Project # 1208-GVC

Dear Mr. Mims,

I would like to request a few minutes with the Commission at their next scheduled Commission Meeting to discuss an increase in our security allowance for the above-mentioned project. This increase is to cover the required security devices associated with the "DA Requested Modification" to the project that the Commission approved at their February 17, 2015 Commission meeting.

Attached is the change request from Norment Security Group in the amount of \$7,178.00, which adjusts and adds to the existing security structure for Annex 1. All the electrical infrastructure for Norment's work was included in the architect's package for the DA's Modification. But, due to the nature and importance of Courthouse security, we could not include or direct the security modifications until the Commission approved the change in project scope as requested by District Attorney Daryl Bailey. This adjustment will come out of the remaining contingency allowance for the project and does not require addition funding for the project.

If you and Florence Cauthen have any questions, please call.

Sincerely,

Patrick T. Addison, AIA

Attachments:

Cc: Florence Cauthen, Sheriff Derrick Cunningham, Griff Harris, File

Norment

SECURITY GROUP

PROPOSAL

2511 Midpark Rd.
Montgomery, Alabama 36109
334-281-8440
FAX: 334-285-5055

Montgomery County Commission
100 S. Lawrence St.
Montgomery, AL 36104
Attn: Donnie Mimms

02/25/15

Proposal Number:
MCC02.25.15

Furnish and install the listed equipment for the Annex 1, 3rd Floor renovation phase 2. The project includes cable and interface equipment to extend the security video workstation display to a customer supplied large screen monitor. Provide and install access control hardware for one door. Provide and install one IP Based Video/Intercom system with PC software for multiple monitor and control points.

Furnish and install:

- ❖ (1) RI-120 Reader Interface Unit w/Enclosure
- ❖ (1) Proxpro Card Reader
- ❖ (1) Aiphone IP Based Video/Intercom System
- ❖ (1) Sewell HDMI Extender Transceivers
- ❖ Installation Material and Labor
- ❖ Programming Labor

PRICE - Good for 90 Days:

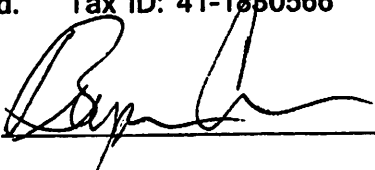
Total: \$9,553.00

Credit for changes to the Phase-1 system: -\$2,375.00

Net Total: \$7,178.00

A one-year parts and labor warranty is provided. Tax ID: 41-1880566

Sign and return one copy for our files.

By: 

Accepted: _____ Firm: _____ Date: _____

Renovations to Annex 1 - Third Floor for the District Attorney & Child Support for the Montgomery County Commission

Description:	Contingency Allowance:
10% Contingency per October 18, 2013 project budget	\$382,500.00
Change Order #1	-\$155,122.00
- Add County IT work to expand County services to new areas	
Note: IT work is \$139,186.00 of the \$155,122.00	
- Furring at existing structural clay tile walls.	
- New louvered hollow metal door for 1st Floor Phone Closet	
- Miscellaneous Plumbing	
- Replace deteriorated restroom floor setting beds	
- Repair to existing fire wall at existing Janitor's Closet	
Change Order #2	-\$224,133.00
- Relocate hot water heater and hub drain	
- Demo existing ceiling in Toilet 348	
- DA requested modifications	
- Repair and complete 2-Hr fire wall at Corridor 300A	
- Replace Existing HVAC supports	
- Alter HM frames and repair and complete 1-HR fire walls at Lobby 375	
- Remove and replace two HM frames at Public Lobby 300	
Justification - DA is contributing \$50,000.00 towards the DA Requested Modifications	\$50,000.00
Normant Security Allowance Increase	-\$7,178.00
Sub-Total: (Current to date)	\$46,067.00



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

AGENDA

APR - 6 2015

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

March 4, 2015

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham *D.C.*
Montgomery County Sheriff's Office

SUBJECT : Revising College Incentive Program

In order to update our college incentive program, I conducted a review on the cost per credit hour of the universities the Montgomery County Sheriff's Office utilizes in its college incentive program. The fees have increased since our last inquiry. The following is a break-down of our findings:

University	Undergraduate (per credit hour)	Graduate (Per Credit Hour)
Alabama State University	\$289	\$343
Auburn Montgomery	\$281	\$348
Faulkner University	\$575	\$480
Troy Montgomery	\$274	\$365

The lowest undergraduate rate, Troy Montgomery, is \$274.00 per credit hour. The lowest graduate rate, Alabama State University, is \$343.00 per credit hour. Utilizing a reimbursement percentage system for our members, I propose the following compensation (based on the grades earned for each credit hour) for all of the approved universities:

MAILING ADDRESS
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 36103-4219

WWW.MONTGOMERYSHERIFF.COM

SHERIFF'S OFFICE 334.832.4980
FAX 334.832.7113

DETENTION FACILITY 334.832.1386
FAX 334.265.0990

4-1

Undergraduate Courses

- Final grade of A: 90% tuition reimbursement or a maximum of \$250.00 per credit hour
- Final grade of B: 80% tuition reimbursement or a maximum of \$220.00 per credit hour
- Final grade of C: 60% tuition reimbursement or a maximum of \$165.00 per credit hour

Graduate Courses

- Final grade of A: 90% tuition reimbursement or a maximum of \$310.00 per credit hour
- Final grade of B: 80% tuition reimbursement or a maximum of \$275.00 per credit hour
- Final grade of C: No reimbursement

The Montgomery County Sheriff's Office will only reimburse members for the aforementioned grades. Final grades of a D or F, courses listed as withdrawn, administrative, incomplete, audited, and non-traditional course work are not reimbursable under the MCSO college incentive program. At this time, I'm requesting that this matter be put on the agenda for the next County Commission Meeting for consideration.

Thank you in advance for your assistance in this matter.

DC/crv



ALABAMA CITY/COUNTY MANAGEMENT ASSOCIATION

P.O. Box 5040, Montgomery, Alabama 36103-5040
Phone: 334-263-7594 Fax: 334-263-7678

March 3, 2015

Invoice

TO: Mr. Donnie Mims, Administrator
Montgomery County
P.O. Box 1667
Montgomery, AL 36102-1667

ACCMA 2014-2015 Membership Dues for Florence Cauthen (Membership Dues not paid at time of Winter Conference Registration)	\$50.00
--	---------

TOTAL AMOUNT DUE:	\$50.00
--------------------------	----------------

**Make checks payable to: Alabama City/County Management Association
and return a copy of the invoice with remittance
ASAP to:**

ALABAMA CITY/COUNTY MANAGEMENT ASSOCIATION
P.O. BOX 5040
MONTGOMERY, AL 36103-5040

.....
FUTURE CONFERENCES:

ACCMA 2015 Summer Conference

**June 10-12
Hampton Inn & Suites, Orange Beach, Ala.**

WATCH FOR FUTURE CONFERENCE REGISTRATION MAILINGS!

**PROPOSED BUDGET
FOR SCANNING JUVENILE FILES**

The following budget is proposed for 20 clerks to work 16-20 hours after hours and/or on Saturday's for the purpose of scanning juvenile files in the clerk's office at the Montgomery Youth Facility. Said juvenile files date back to 1986 and may include multiple petitions within each file which, in essence, create a separate file/case. The juvenile files to be scanned are boxed in 148 boxes. The proposed budget for scanning said juvenile files is as follows:

Recommended fee for 10 boxes	\$500.00
<u>Total Number of Boxes</u>	<u>148</u>
Proposed Budget	\$7400.00

Tiffany B. McCord, Clerk
Montgomery County Circuit Court
251 South Lawrence Street
Montgomery, AL 36104
(334) 832-4950

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 24

DEPARTMENT:	County Comm Appropriati	REVIEWED:	S. Thomas	3/16/2015
DATE:	3/16/2015		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
YMCA of Montgomery	001-58400.498	0	1,000	1,000
Donation Revenue	001-40000.47701	(45,000)	(1,000)	(46,000)
TOTAL		(45,000)	0	(45,000)

JUSTIFICATION:

To budget funding to the YMCA of Montgomery for Britton YMCA Youth and County Program.



www.mc-ala.org/da

Daryl D. Bailey
District Attorney
Fifteenth Judicial Circuit of Alabama
251 South Lawrence Street
P.O. Box 1667
Montgomery, Alabama 36102-1667



(334)832-2550

MEMORANDUM

TO: Donnie Mims
County Administrator

FROM: Daryl D. Bailey 
District Attorney

DATE: March 4, 2015

SUBJECT: Request for Irregular Pay Grade for Chief Investigator Mike Thomas
Grade PS7, Step 13, \$106,699

I respectfully request that Chief Investigator Mike Thomas' salary be placed at Grade PS7, Step 13. Chief Investigator Thomas has been with the District Attorney's Office for 23 years. Prior to being appointed my Chief Investigator, he had been at the top of the pay scale for an Investigator III since 2007. Chief Investigator Thomas supervises all investigators and three other units in my office. I believe his knowledge and expertise qualifies him for this level of compensation.

The funding for this irregular pay grade request is in the budget so no additional funds would be needed. Please place this request on the next Commission agenda for approval by the Commission.

Contact me if you have any questions.

MONTGOMERY COUNTY COMMISSION
2015 MAR -5 AM 10:54

**Montgomery County DA
Chief Investigator Salary and Benefits Comparison**

	Before Promotion	Pay Step per Promotional Rules	Additional Pay Step Request
	Grade PS6 Step 13	Grade PS7 Step 8	Grade PS7 Step 13
Salary	89,706	93,473	106,699
Benefits	25,125	25,870	28,485
	\$114,831	\$119,343	\$135,184

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 CLERK TYPIST II

Position Number 92

Proposed Effective Date MARCH 16, 2015

Type of Appointment X Permanent () Temporary

Recruiting

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

Pay Grade Clerk Typist II \$25,146-\$35,795 Grade AO3

Derrick Cunningham *pbw* Date 2/26/15
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 _____

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 19

AGENDA

APR - 6 2015

Date: March 17, 2015

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, Al

Departure Date: May 7, 2015 Return Date: May 9, 2015

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: to attend Leadership Alabama
Associated with approved travel #17 on 04/7/2014 for Tuition approval

Traveler (s) Name: 1. Dan Harris 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$505.80 Advance Registration Required: \$0.00

Department Name: County Commission Fund Name: General

Additional Comments: Lodging - \$400; Mileage -\$105.80

To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$505.80 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-51100.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$22,500.00

Approved Requests: \$12,601.00

Budget Available: \$9,899.00

Current Requests: \$505.80

Budget Balance: \$9,393.20

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/18/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 20

AGENDA

APR - 6 2015

Date: March 30, 2015
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, Al
Departure Date: June 10, 2015 Return Date: June 12, 2015
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Attend ACCMA 2015 Summer Conference
Perdido Beach Resort

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

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

Total (est.) Cost: \$1,984.56 Advance Registration Required: \$390.00

Department Name: County Commission Fund Name: General

Additional Comments: Registration -\$390.00 (\$195 each); Mileage - \$455.40 (\$227.70 each)
Lodging -\$839.16 (\$ 419.58 each); Meals -\$300.00 (\$150 each)

To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$1,984.56 and advance registration of \$390.00 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>\$12,601.00</u>	
Budget Available:	<u>\$9,899.00</u>	
Current Requests:	<u>\$2,490.36</u>	
Budget Balance:	<u>\$7,408.64</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2015

cc: Finance Director / Buyer

Revised October 12 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 1

Date: March 27, 2015
To: Donald L. Mims, Administrator
From: Myrtle Singleton, Purchasing Manager
Re: Travel / Training Request


AGENDA

APR - 6 2015

Request approval to be granted for the following:

Destination: Hilton Garden Inn East, 1600 Interstate Park Dr., Montgomery, AL

Departure Date: June 11, 2015 Return Date: June 12, 2015

Conference Leave (Days / Hours): 2 Days

Purpose of Travel: to attend Microsoft Excel 2007/2010 Training

Traveler (s) Name: 1. Tammy Turner 4. _____
2. Dorothy Anderson 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$256.00 Advance Registration Required: \$256.00

Department Name: Support Services Fund Name: General

Additional Comments: Registration - \$256.00 (\$128.00 each registrant)

To: Myrtle Singleton, Purchasing Manager

From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$256.00 and advance registration of \$256.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-51901.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$2,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$2,000.00</u>	
Current Requests:	<u>\$256.00</u>	
Budget Balance:	<u>\$1,744.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 9

AGENDA

APR - 6 2015

Date: March 20, 2015

To: Donald L. Mims, Administrator

From: Scott Kramer, Risk Manager

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Houston, TX

Departure Date: June 8, 2015

Return Date: June 10, 2015

Conference Leave (Days / Hours): 3 Days

Purpose of Travel: to attend PRIMA Annual Conference

Traveler (s) Name: 1. Scott Kramer 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$0.00

Advance Registration Required: \$0.00

Department Name: Risk Management

Fund Name: Liability

Additional Comments: ****All expenses will be handled by PRIMA****

To: Scott Kramer, Risk Manager

From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 007-51100.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$15,000.00

Approved Requests: \$2,031.64

Budget Available: \$12,968.36

Current Requests: \$0.00

Budget Balance: \$12,968.36

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/24/2015

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 5

AGENDA

APR - 6 2015

Date: April 1, 2015
To: Donald L. Mims, Administrator
From: George C. Speake, County Engineer
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: May 11, 2015 Return Date: May 14, 2015
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Attend the 2015 ACEA Annual Conference

Traveler (s) Name: 1. James Kelley 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,200.00 Advance Registration Required: \$185.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265

Additional Comments: Mileage, Lodging, & Meals
*Registration is required to be paid online when registering. Mr. Kelley will use
his personal credit card to meet this requirement.

To: George C. Speake, County Engineer
From: Donald L. Mims, Administrator
The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$1,200.00 and advance registration of \$185.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$6,500.00</u>	
Approved Requests:	<u>\$4,675.63</u>	
Budget Available:	<u>\$1,824.37</u>	
Current Requests:	<u>\$1,200.00</u>	
Budget Balance:	<u>\$624.37</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 4/1/2015

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 16

AGENDA

APR - 6 2015

Date: March 16, 2015
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: On Line Course Return Date: _____
Conference Leave (Days / Hours): 28-hour online
Purpose of Travel: Alabama 28-hour Commercial Topics Package

Traveler (s) Name: 1. Dona Wright 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$399.95 Advance Registration Required: \$399.95
Department Name: Appraisal Fund Name: Reappraisal
Additional Comments: This is a 28-hour online course. No travel expenses involved. Money is only
needed for the package to complete course. PACKAGE PRICE \$399.95
TOTAL: \$399.95

To: Clay Henley, Chief Appraiser
From: Donald L. Mims, Administrator
The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$399.95 and advance registration of \$399.95 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>120-51985.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$30,000.00</u>	
Approved Requests:	<u>\$16,596.53</u>	
Budget Available:	<u>\$13,403.47</u>	
Current Requests:	<u>\$399.95</u>	
Budget Balance:	<u>\$13,003.52</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/18/2015
cc: Finance Director / Buyer

Revised October 12, 2005

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 17

AGENDA

APR - 6 2015

Date: March 17, 2015
To: Donald L. Mims, Administrator
From: Clay Henley, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: April 22, 2015 Return Date: April 24, 2015
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Real & Personal Property Calculations

Traveler (s) Name: 1. Clay Henley 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$0.00 Advance Registration Required: \$0.00
Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: This request is for Administrative leave due to Clay being the instructor for this
class. There are no other travel expenses involved.

To: Clay Henley, Chief Appraiser
From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>120-51985.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$30,000.00</u>
Approved Requests:	<u>\$16,596.53</u>
Budget Available:	<u>\$13,403.47</u>
Current Requests:	<u>\$399.95</u>
Budget Balance:	<u>\$13,003.52</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/18/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 10

AGENDA

APR - 6 2015

Date: March 25, 2015
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Birmingham, AL
Departure Date: May 19, 2015 Return Date: May 20, 2015
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend 2015 Alabama SHRM State Conference

Traveler (s) Name: 1. Carmen Douglas 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$105.80 Advance Registration Required: _____
Department Name: Personnel Fund Name: Merit System

Additional Comments: Mileage - 105.80
Other expenses paid by SHRM

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

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$105.80 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
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>\$1,470.00</u>
Budget Available:	<u>\$18,530.00</u>
Current Requests:	<u>\$105.80</u>
Budget Balance:	<u>\$18,424.20</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/25/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 11

AGENDA

APR - 6 2015

Date: March 25, 2015
To: Donald L. Mims, Administrator
From: Carmen Douglas, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Atlanta, GA
Departure Date: July 19, 2015 Return Date: July 22, 2015
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: to attend the IPAC 2015 Conference and Pre-Conference Workshop

Traveler (s) Name: 1. Margaret Broekhoven 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,269.00 Advance Registration Required: \$325.00

Department Name: Personnel Fund Name: Merit System

Additional Comments: Registration - \$325.00; Food - \$300.00; Hotel - \$400.00; Mileage - \$184.00;
Parking - \$60.00

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

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$1,269.00 and advance registration of \$325.00 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>\$1,470.00</u>	
Budget Available:	<u>\$18,530.00</u>	
Current Requests:	<u>\$1,374.80</u>	
Budget Balance:	<u>\$17,155.20</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/25/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 11

AGENDA

APR - 6 2015

Date: March 24, 2015
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 201 Waterfront Street, National Harbor, MD 20745
Departure Date: July 25, 2015 Return Date: July 31, 2015
Conference Leave (Days / Hours): 7 Days
Purpose of Travel: To attend the 21st Annual Training Conference and Veteran's Court 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: \$3,668.00 Advance Registration Required: \$700.00
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. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$3,668.00 and advance registration of \$700.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>124-52960.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$12,300.00</u>	
Approved Requests:	<u>\$3,783.00</u>	
Budget Available:	<u>\$8,517.00</u>	
Current Requests:	<u>\$3,668.00</u>	
Budget Balance:	<u>\$4,849.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 3/30/2015

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 6

AGENDA

APR - 6 2015

Date: March 31, 2015
To: Donald L. Mims, Administrator
From: Janet Buskey, Revenue Comm.
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Auburn, Al
Departure Date: April 15, 2015 Return Date: April 17, 2015
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Train the Trainer

Traveler (s) Name: 1. Janet Buskey 4. _____
2. Allyson Holland 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$935.88 Advance Registration Required: \$0.00
Department Name: Revenue Commission Fund Name: 755-51500.265

Additional Comments: _____

To: Janet Buskey, Revenue Comm.
From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$935.88 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>755-51500.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$7,000.00</u>
Approved Requests:	<u>\$2,807.02</u>
Budget Available:	<u>\$4,192.98</u>
Current Requests:	<u>\$935.88</u>
Budget Balance:	<u>\$3,257.10</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 4/1/2015

cc: Finance Director / Buyer

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Revised October 17 2005

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 24

AGENDA

APR - 6 2015

Date: March 17, 2015
To: Donald L. Mims, Administrator
From: Daryl D. Bailey
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: April 13, 2015 Return Date: April 15, 2015
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: ADAA 2015 Spring Extended Business Session

Traveler (s) Name: 1. Daryl Bailey 4. _____
2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$375.00 Advance Registration Required: \$375.00
Department Name: District Attorney Fund Name: 001-51261-265

Additional Comments: _____

To: Daryl D. Bailey
From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$375.00 and advance registration of \$375.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51261.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$65,000.00</u>	
Approved Requests:	<u>\$15,913.00</u>	
Budget Available:	<u>\$49,087.00</u>	
Current Requests:	<u>\$375.00</u>	
Budget Balance:	<u>\$48,712.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas
Date: 3/18/2015
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 25

AGENDA

APR - 6 2015

Date: April 1, 2015
To: Donald L. Mims, Administrator
From: Daryl D. Bailey
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Washington, D. C.
Departure Date: May 31, 2015 Return Date: June 5, 2015
Conference Leave (Days / Hours): 6 Days
Purpose of Travel: Attend National District Attorneys Assoc.: The Executive Program

Traveler (s) Name: 1. Daryl Bailey 4. _____
2. Azzie Taylor 5. _____
3. Rhonda Cape 6. _____

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

Total (est.) Cost: \$7,604.00 Advance Registration Required: \$1,895.00
Department Name: District Attorney Fund Name: 760-51260-265

Additional Comments: _____

To: Daryl D. Bailey
From: Donald L. Mims, Administrator

The above request is app. 04/06/15 reimbursement of actual and necessary expenses in the
approximate amount of \$7,604.00 and advance registration of \$1,895.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>760-51260.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$65,000.00</u>	
Approved Requests:	<u>\$15,913.00</u>	
Budget Available:	<u>\$49,087.00</u>	
Current Requests:	<u>\$7,979.00</u>	
Budget Balance:	<u>\$41,108.00</u>	

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 4/1/2015

cc: Finance Director / Buyer

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Revised October 12, 2005

APR - 6 2015

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 8

DEPARTMENT:	Engineering	REVIEWED:	S. Thomas	3/30/15
			Finance Director	Date
REQUESTED BY:	George C. Speake	APPROVED:		
Elected Official/Dept. Head	3/26/2015	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Road Constr & Main Supplies	111-53700.213	15,000	(390)	14,610
Contract Services	111-53700.304	500	390	890
TOTAL		15,500	0	15,500

JUSTIFICATION:

Internal Transfer to Cover Insufficiency in Contract Services for the County Shop

APR - 6 2015

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 1

DEPARTMENT:	Information Systems	REVIEWED:	S. Thomas	4/1/2015
DATE:	4/1/2015		Finance Director	Date
REQUESTED BY:	Lou Ialacci	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Repair and Maint DP Equip	001-51965-235	348,000	(11,800)	336,200
Data Storage/Memory Units	001-51965-582	55,500	11,800	67,300
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		403,500	0	403,500

JUSTIFICATION:

To purchase storage equipment for the County's disaster recovery site.

DISTRICT ATTORNEY
POSITION FILL REQUEST

ORIGINAL

DEPARTMENT HEAD: Daryl D. Bailey

SUPERVISOR: Michael J. Thomas

POSITION TITLE: Investigator I

POSITION NO: 400 002 003

PROPOSED EFFECTIVE DATE: February 17, 2015

TYPE OF APPOINTMENT: (X) PERMANENT () TEMPORARY

RECRUITING:

(X) OPEN () TRANSFER

() PROMOTION (X) PROMOTION/TRANSFER

PAY GRADE: PS5-01 – PS5-13 SALARY RANGE: \$54,021 - \$76,901

Pay step to be based upon the following rules:

(x) Promotions – If the rate in the previous position was less than the minimum rate established for the class of the new position, the rate of the pay shall be advanced to the minimum of the class of the new position. If the difference in pay ranges does not automatically result in an increase in the equivalent of a one-step increase in the rate of pay for an employee promoted, a one-step immediate increase within the pay range of the new classification may be given by the appointing authority.

*Merit dates do not change.

(x) Transfers – If the rate of pay in the previous position falls within the pay range established for the class of the new position and does not correspond to a step in the salary plan, it shall be adjusted to the next higher step, but otherwise this rate of pay may remain unchanged on the recommendation of the administrative officer in accordance with this rule.

1 ADMINISTRATIVE REVIEW

(X) APPROVED

() DISAPPROVED

2 22 min 2/17/15
Funding

3 SELECTEE: Terrance D. James

Shondra B. Cape Date: 3/31/15
Appointing Authority Signature – District Attorney Office

4 () Manpower data entered by: _____ Date: _____

() Payroll entered by: _____ Date: _____

- 1. Install New Carpet in Judge's Suite** **\$8,260.00**
Installed carpet was selected by Judge and installed per Contract Documents. Once installed, the Judge was not pleased with selection and requested alternatives to installed carpet. Alternatives were provided and new selections were made.
- 2. Replace Light in Judge's Suite** **\$8,458.00**
Lights installed were selected and specified by Electrical Engineer of record as directed by the Architect from similar fixtures within the building. Once installed, the Judge was not pleased with selection and subsequently selected an alternative fixture.
- 3. Cabinet to Hide Security Box** **\$848.50**
Existing security cabinet in courtroom waiting area was enclosed with gypsum board and framing per Contract Documents. Once completed, we felt the existing door would require a wooden door for a more finished appearance.
- 4. Install Windows in Courtroom Doors** **\$1,335.00**
New courtroom doors were furnished and installed per Contract Documents. Request has been made to add windows to new doors which would allow visibility into courtroom from courtroom vestibule without opening doors.
- 5. Add Key Board Tray at Judges Bench** **\$175.00**
Request to add a computer keyboard tray to Judge's bench for under-counter mounting of computer keyboard.
- 6. Reception Millwork Redesign** **\$4,135.00**
Reception counter at main Reception Area is installed per Contract Documents. Request has been made to provide alternate design to cover bracket supports at counter. Alternate design has been provided.
- 7. Add Millwork at Judge's Bench and Witness** **\$1,013.50**
Millwork is installed per Contract Documents. Request has been made to add a trim piece of millwork to opening between bench and witness stand.
- 8. Relocate Fire Strobe for Filing Cabinets** **\$883.63**
Fire strobe is located in filing room per Life Safety Code and installed per Contract Documents. Request has been made to relocate strobe to allow taller file cabinets along rear wall of File Room.
- 9. Soffit Modifications above Bench** **\$2,004.98**
Soffit is installed per Contract Documents. Request has been made to lower soffit bulkhead to match furring on each side of bench. Soffit was raised over bench area to provide a more pronounced ceiling accent over bench.

10. Add to Cased Opening at Court Waiting / Lobby \$2,860.78

Cased opening in existing solid masonry wall was designed to open the space between the Lobby and Courtroom Waiting with as wide of an opening as possible. Request has been made to reduce width of opening to align with existing column.

TOTAL \$29,974.39

APR - 6 2015

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Change Order

PROJECT (Name and address): Renovations & Alterations to the Montgomery County Greil Mansion for the Montgomery County Public Defenders Office	CHANGE ORDER NUMBER: 004 DATE: April 1, 2015	OWNER: ☒ ARCHITECT: ☒ CONTRACTOR: ☒ FIELD: ☐ OTHER: ☐
TO CONTRACTOR (Name and address): Holley-Henley Builders, Inc. 438-A Twain Curve Montgomery, AL 36117	ARCHITECT'S PROJECT NUMBER: 1208GVG CONTRACT DATE: October 10, 2014 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
ADD Boxes and conduit for phone/data as per attached PCO #4 \$7,980.74

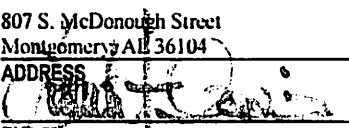
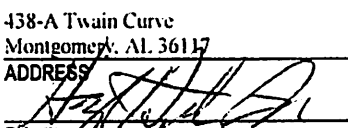
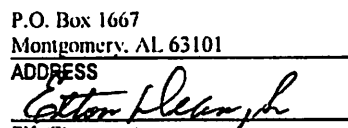
TOTAL \$7,980.74

The original Contract Sum was	\$ 354,585.00
The net change by previously authorized Change Orders	\$ 54,432.00
The Contract Sum prior to this Change Order was	\$ 409,017.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 7,980.74
The new Contract Sum including this Change Order will be	\$ 416,997.74

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>PH&J Architects, Inc.</u> ARCHITECT (Firm name)	<u>Holley-Henley Builders, Inc.</u> CONTRACTOR (Firm name)	<u>Montgomery County Commission</u> OWNER (Firm name)
<u>807 S. McDonough Street</u> <u>Montgomery, AL 36104</u> ADDRESS	<u>438-A Twain Curve</u> <u>Montgomery, AL 36117</u> ADDRESS	<u>P.O. Box 1667</u> <u>Montgomery, AL 63101</u> ADDRESS
 BY (Signature)	 BY (Signature)	 BY (Signature)
<u>Patrick Addison, Vice President</u> (Typed name)	<u>Hoyt Henley Jr., Vice President</u> (Typed name)	<u>Elton Dean Sr., Chairman</u> (Typed name)
<u>4-1-2015</u> DATE	<u>4-1-2015</u> DATE	<u>4-6-15</u> DATE

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User Notes: (1650939703)

HOLLEY-HENLEY BUILDERS, INC

P O DRAWER 210097
MONTGOMERY, AL 36121-0097

Phone: 334-272-2988
Fax: 334-270.0391

TITLE: Proposed Change Order
PROJECT: GREIL
GRIEL MANSION RENOVATION

PROPOSED CHANGE ORDER

NO. 4

DATE: 01/30/2015

TO: Attn: BUDDY EUBANK
P H & J ARCHITECTS
P.O BOX 215
MONTGOMERY, AL 36101

SUBMITTED:
COMPLETED:
REQUIRED:

DESCRIPTION

Add Boxes & Conduit for Phone/Data as per attached

Num	Item	Description	Ref	Qty	Unit	Unit Price	Amount
1	1	61 Outlet Boxes		1 000		122.00	122.00
2	2	200' - 3/4" EMT		1 000		88.00	88.00
3	3	17 - 3/4" EMT Connectors & Couplings		1 000		6.80	6.80
4	4	684' - 3/4" Flex		1 000		479.93	479.93
5	5	42 - 3/4" Flex Connectors		1 000		29.82	29.82
6	6	30' - 1/2" Flex		1 000		15.47	15.47
7	7	2 - 1/2" Connectors		1 000		0.50	0.50
8	8	3' Deep UNI-Strut		1 000		6.60	6.60
9	9	8' 3" Sleeve		1 000		31.60	31.60
10	10	2 - 4x8' Plywood Backboards		1 000		56.00	56.00
11	11	1000' Pull String		1 000		21.80	21.80
12	12	5 Access Panels		1 000		64.74	64.74
13	13	Lot - Miscellaneous Straps, Screws, Etc		1 000		9.63	9.63
14	14	192 Man Hours at \$28.00 Per Hour (Includes time for cutting walls & ceilings)		1 000		5,376.00	5,376.00
15	15	15 % Overhead & Profit		1 000		946.33	946.33
16	16	10% Fee		1 000		725.52	725.52

APPROVAL

By:

Holly Henley, Jr

Date:

1-30-15

By:

Bill Nantz

Date:

2/21/15

Page 1 of 2

17-6

HOLLEY-HENLEY BUILDERS, INC

P O. DRAWER 210097
MONTGOMERY, AL 36121-0097

Phone: 334-272-2986
Fax. 334-270 0391

TITLE: Proposed Change Order

PROPOSED CHANGE ORDER

PROJECT: GREIL
GRIEL MANSION RENOVATION

NO. 4

DATE: 01/30/2015

TO: Attn: BUDDY EUBANK
P H & J ARCHITECTS
P.O. BOX 215
MONTGOMERY, AL 36101

SUBMITTED:

COMPLETED:

REQUIRED:

\$7,980.74

\$0.00

\$7,980.74

APPROVAL

By: _____
Hoyt Henley, Jr.

By: _____

Date: _____

Date: _____

Page 2 of 2

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GREIL MANSION RENOVATION
PH&J ARCHITECTS, INC.
HOLLEY-HENLEY - GENERAL CONTRACTOR
RAWLINSON ELECTRIC CO., INC.

Schedule of Values

	TOTAL	PREVIOUS	THIS PERIOD	% COMPLETE
DEMO	\$15,000.00	15,000.00	-0-	100
ROUGH-IN	\$38,000.00	16,000.00	22,000.00	100
DEVICES (RECEPTACLES, SWITCHES, ETC.)	\$5,000.00	-0-	3,500.00	70
LIGHT FIXTURES	\$82,200.00	-0-	18,000.00	22
FIRE ALARM	\$5,000.00	-0-	1,800.00	36
ADD PHONE DATA OUTLETS	\$7,255.00	-0-	7,255.00	100
TOTAL	\$153,455.00	\$31,000.00	\$52,555.00	54

Phone / (334) 285-5739 Fax / (334) 285-4358

INVOICE NO.: PR#3 GMR
TERMS: NET 10

SHIP TO:

ORDER DATE: 00/00/00

DATE SHIPPED: 00/00/00

JOB NUMBER: 000001

BREIL MANSION RENOVATIONS

3 SAFEGUARD. THE SA GUARDING THE SA GUARDIAN

ADD BOXES AND CONDUIT FOR PHONE/DATA

61	OUTLET BOXES	122.00
200'	3/4" EMT	88.00
17	3/4" EMT CONNECTORS AND COUPLINGS	6.80
24'	3/4" FLEX	479.93
42	3/4" FLEX CONNECTORS	29.82
50	1/2" FLEX	15.47
2	1/2" FLEX CONNECTORS	50
3'	DEEP UNI-STRUT	61.60
8'	3" SLEEVE	31.60
2	4' X 8' PLYWOOD BACKBOARDS	56.00
1000'	PULL STRING	21.00
5	ACCESS PANELS	64.74
LOT	MISC. STRAPS, SCREWS, ETC.	463
		932.99
	192 MAN HOURS AT \$28.00 PER HOUR	
	(INCLUDES TIME FOR CUTTING WALLS AND CEILINGS)	5376.00
	15% DHT P	6308.89
		9461.33
	TOTAL	\$7255.00

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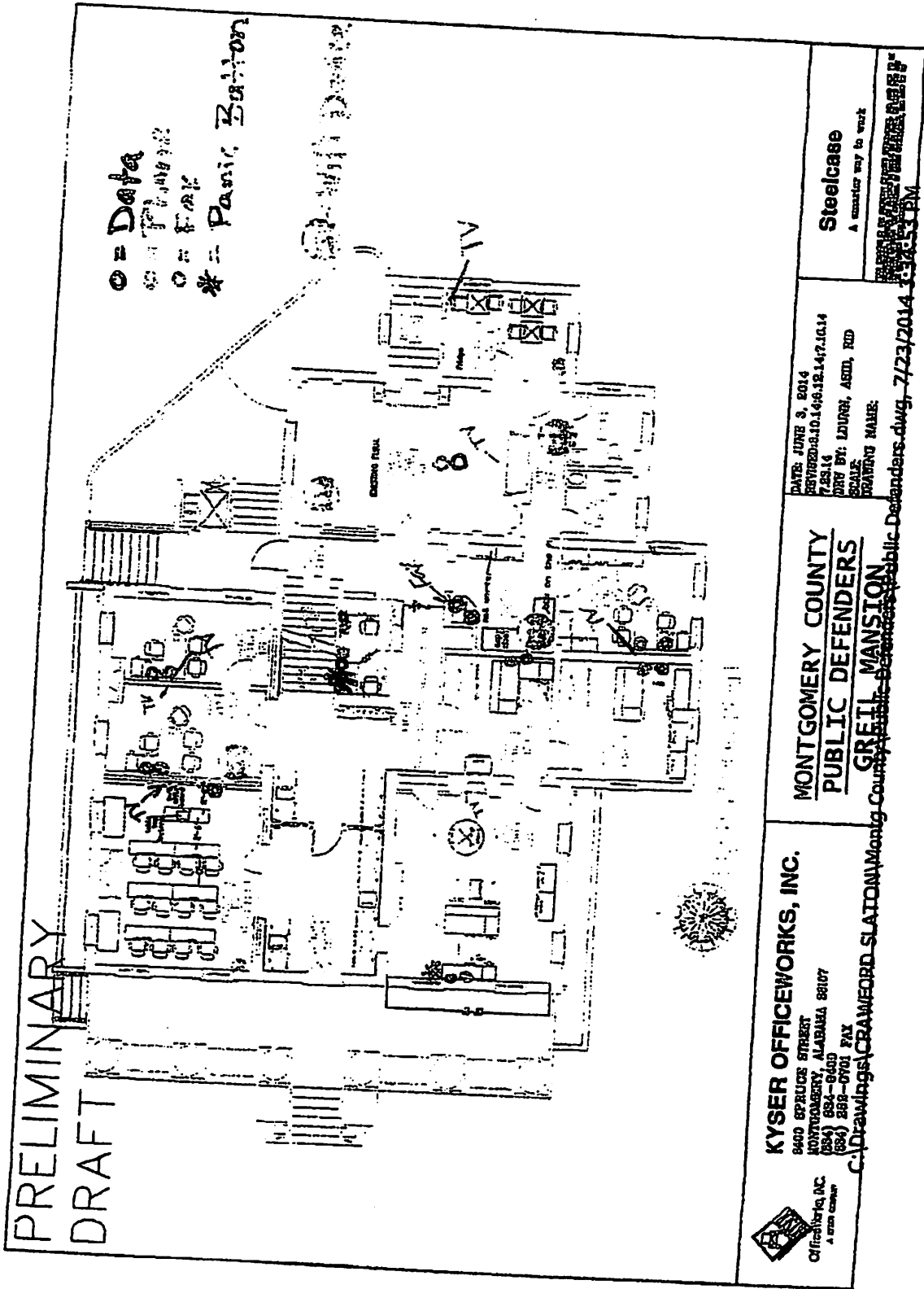
KYSEY OFFICEWORKS, INC.
 2400 SPRUCE STREET
 MONTGOMERY, ALABAMA 36107
 (334) 834-8400
 (334) 832-0701 FAX

**MONTGOMERY COUNTY
PUBLIC DEFENDERS
GREIL MANSION**

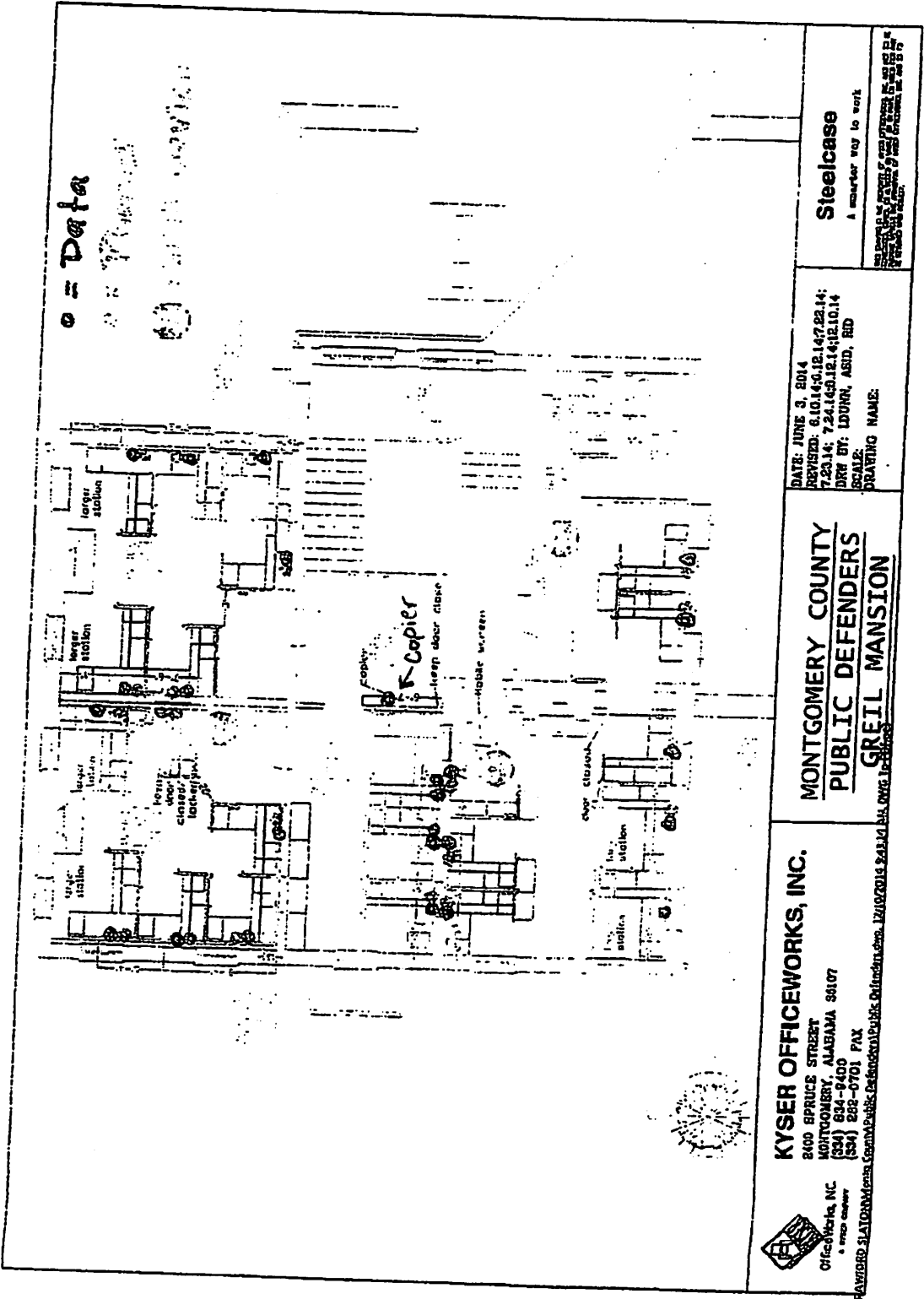
DATE: JUNE 3, 2014
 REVISED: 6.10.14 6.12.14 7.22.14;
 7.23.14; 7.24.14 8.12.14 10.10.14
 DES BY: LOUHN, ASD, RID
 SCALE:
 DRAWING NAME:

Steelcase
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SEE PAGE 11 FOR SECTION & CROSS SECTION. SEE PAGE 12 FOR
 SECTION & CROSS SECTION. SEE PAGE 13 FOR
 SECTION & CROSS SECTION.



Set A



o = Data

KYSER OFFICEWORKS, INC.
 2400 SPRUCE STREET
 MONTGOMERY, ALABAMA 36107
 (334) 634-9400
 (334) 283-0701 FAX

**MONTGOMERY COUNTY
 PUBLIC DEFENDERS
 GREIL MANSION**

DATE: JUNE 3, 2014
 REVISED: 6/10/14, 6/12/14, 7/22/14;
 7/23/14; 7/24/14, 8/12/14, 8/10/14
 DESIGNED BY: DORR, ASID, RID
 SCALE:
 DRAWING NAME:

Steelcase
 A marker way to work

THIS DRAWING IS THE PROPERTY OF KYSER OFFICEWORKS, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM.



OfficeWorks, Inc.
 • interior solutions

C:\Users\jacob\Documents\Public Defenders\Greil Mansion.dwg 12/02/2014 2:41:10 PM DWG 1:1=1/8"=1'-0"

19-9

CONSENT OF SURETY

Bond No. 8800134

PROJECT: Renovations & Alterations to the Montgomery County Greil Mansion for the Montgomery County Public Defenders Office

TO (Owner): Montgomery County Commission
P. O. Box 1667
Montgomery, AL 36102

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(here insert name and address of Surety as it appears in the bond).

FCCI Insurance Company
6300 University Parkway
Sarasota, FL 34240

, SURETY,

on the bond of (here insert name and address of Contractor as it appears in the bond).

Holley-Henley Builders, Inc.
438 -A Twain Curve
Montgomery, AL 36117

, CONTRACTOR,

hereby approves the following adjustment:

Add Misc repairs as per attached RFP#2 \$79,738.89

Add Boxes and conduit for phone/data as per attached POC #4 \$7,980.74 with total of \$87,719.63

The Surety agrees that such change shall not relieve the Surety of any of its obligations to (here insert name and address of Owner as it appears in the bond).

Montgomery County Commission
P. O. Box 1667
Montgomery, AL 36102

, OWNER,

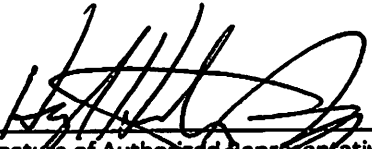
as set forth in the said Surety's bond.

IN WITNESS WHEREOF,

The Surety and Contractor have acknowledged the 1st day of April , 2015 .

Holley-Henley Builders, Inc.

Contractor


Signature of Authorized Representative

Hoyt Henley, Jr., Vice-President

Name & Title

FCCI Insurance Company

Surety


Signature of Authorized Representative

Retha McReynolds, Attorney-in-Fact

Name & Title



More than a policy. A promise.

GENERAL POWER OF ATTORNEY

Know all men by these presents: That the FCCI Insurance Company, a Corporation organized and existing under the laws of the State of Florida (the "Corporation") does make, constitute and appoint:

George W Thompson III; LaVera Brown; Retha McReynolds; Jamie Hooie; Douglas K Aman; Charles Carper IV

Each, its true and lawful Attorney-In-Fact, to make, execute, seal and deliver, for and on its behalf as surety, and as its act and deed in all bonds and undertakings provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the sum of (not to exceed \$5,000,000): **\$5,000,000.00**

This Power of Attorney is made and executed by authority of a Resolution adopted by the Board of Directors. That resolution also authorized any further action by the officers of the Company necessary to effect such transaction.

The signatures below and the seal of the Corporation may be affixed by facsimile, and any such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached.

In witness whereof, the FCCI Insurance Company has caused these presents to be signed by its duly authorized officers and its corporate Seal to be hereunto affixed, this 22ND day of September, 2011.

Attest:

Craig Johnson
Craig Johnson, President
FCCI Insurance Company



Thomas A. Koval Esq., EVP, Chief Legal Officer,
Government Affairs and Corporate Secretary
FCCI Insurance Company

State of Florida
County of Sarasota

Before me this day personally appeared Craig Johnson, who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 9/25/2016

ARLENE CUEMAN
Notary Public, State of Florida
My Comm. Expires Sept. 25, 2016
No. EE 213082

Arlene Cueman
Notary Public

State of Florida
County of Sarasota

Before me this day personally appeared Thomas A. Koval, Esq., who is personally known to me and who executed the foregoing document for the purposes expressed therein.

My commission expires: 9/25/2016

ARLENE CUEMAN
Notary Public, State of Florida
My Comm. Expires Sept. 25, 2016
No. EE 213082

Arlene Cueman
Notary Public

CERTIFICATE

I, the undersigned Secretary of FCCI Insurance Company, a Florida Corporation, DO HEREBY CERTIFY that the foregoing Power of Attorney remains in full force and has not been revoked; and furthermore that the February 24, 2011 Resolution of the Board of Directors, referenced in said Power of Attorney, is now in force.

Dated this 15TH day of April, 2015

Thomas A. Koval, Esq., EVP, Chief Legal Officer,
Government Affairs and Corporate Secretary

1:CHNA-3692-NA-04, 9/14

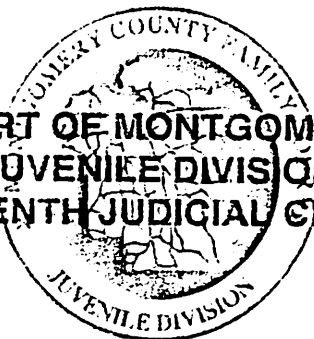
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17-11

CHARLES PRICE
Circuit Judge, Presiding
ANITA L. KELLY
Circuit Judge
CALVIN L. WILLIAMS
Circuit Judge
ROBERT T. R. BAILEY
Circuit Judge
VICKY U. TOLES
Referee
BRUCE R. HOWELL
Court Administrator
BRANDI K. ALEXANDER
Detention Director

**FAMILY COURT OF MONTGOMERY COUNTY
JUVENILE DIVISION
FIFTEENTH JUDICIAL CIRCUIT**



BEVERLY RIDDLE WISE
Probation Supervisor
PATRICIA STRICKLAND
Probation Supervisor
RAY WILLIAMS
Probation Supervisor
PRESTON FRAZIER
Intake Supervisor
ANGELA STARR
Deputy Clerk
WARREN G. BRANTLEY, PhD
Court Therapist

March 25, 2015

Mr. Donnie Mims
Montgomery County Administrator
Montgomery County Commission
P.O. Box 1667
Montgomery, AL 36102-1667

Dear Mr. Mims,

The Montgomery County Juvenile Court is requesting continued funding from the Alabama Department of Youth Services (DYS) of the Davis Day Treatment Center (DTC) for the period of October 1, 2015 through September 30, 2016. The requested funding amount is \$600,000.00, an increase of \$100,000.00 from the previous grant award. The requested increase will support capacity building and additional identified needs for the adjudicated juveniles, service delivery personnel, and families served through juvenile court.

Presently, the DTC operates three distinct programs under its umbrella of services: Davis Day Treatment Program (DTP), Weekend Adolescent Intensive Treatment program (WAIT), and the Truancy Intervention Program (TIP). In addition to these services, the DTC will enhance the program through the inclusion of 1) an evidence based parenting service ("Parent Project") available to parents of adjudicated juveniles with identified parenting skill development needs, 2) increased mental health services, 3) more intensive one-on-one specialized academic tutoring, and 4) conflict resolution and "peace building" training for juveniles and program personnel utilizing evidence based intervention models. The Conflict Resolution program service addition shall replace the current WAIT program activities.

As a reminder of the current programs' purpose and functions:

The DTP is a diversion program for youth who would otherwise be committed to DYS. Juvenile offenders are admitted on a case-by-case basis (i.e., sex offenders, "low" and "medium" risk youth, and youth with less than a 70 IQ are ruled out). The intensity of the program is individualized to the youth risk score, assessed needs (from a bio-psychosocial assessment), and recommendations from the Juvenile Court.

The overarching goal of the DTP is to provide juvenile offenders a second chance through a diversionary program, which offers youth an opportunity to live productive lives thus avoiding

1111 AIRBASE BOULEVARD • P.O. Box 9219 • MONTGOMERY, ALABAMA 36108-0219
TELEPHONE (334) 261-4100 • FAX (334) 261-4132

18-2

Mr. Donnie Mims
Page Two
March 25, 2015

commitment to the DYS. Within this overarching goal is the secondary goal of reduction and/or elimination of illicit substance use among referred youth. Lastly the DTP strives to return referred youth to the appropriate grade level within the Montgomery Public School System.

Davis Day Treatment program participants are provided transportation to/from the DTP as needed. The services proffered in programming include four hours of education daily including credit recovery, individual, group, and family counseling, GED preparation, case management, and vocational services. Typically, the program does not serve low risk score youth as defined by the DYS Risk Assessment Instrument to preclude integrating high risk/high need youth with youth who have limited exposure and experience with criminality and criminogenic issues. Youth who are not at risk for DYS commitment are not considered for admission (i.e., status offenders, first time misdemeanants). While there have been a few youth with moderate risk scores admitted to the program, the program admission limitations are implemented so as to reduce the potential for "net-widening" and inappropriate use of the program purpose.

The Truancy Intervention Program (TIP) is a collaborative initiative between the DTP, Juvenile Court, and Montgomery Public School system that focuses on remedying truancy cases referred to Juvenile Court from the Montgomery Public Schools and Helping Families Initiative program. The TIP has a capacity to serve 20 students ages 12 – 18. Students are referred to the program from the Montgomery Juvenile Court when they have excessive unexcused school absences and have been exhausted other school and community based truancy intervention efforts. The TIP is a composite of key components derived from the Phoenix New Freedom Truancy Resource Curriculum. This comprehensive curriculum is divided into nine participant modules and is designed to combat the problem of truancy by addressing its root causes. Students participate in two consecutive weekend sessions with their parents and are monitored for up to nine weeks for attendance, grades, and tardies.

Thank for you for your consideration.

Respectfully,

A handwritten signature in black ink, appearing to read "Bruce R. Howell".

Bruce R. Howell
Juvenile Court Administrator

ALABAMA DEPARTMENT OF YOUTH SERVICES
Fiscal Year 2015 - 2016 DIVERSION GRANT APPLICATION

Due April 6, 2015

Program Information:

Program Name: Davis Day Treatment Program

Program Type: ☐ Residential ☐ Outpatient ☒ Afterschool/Evening ☐ Group Home
☒ Monitoring ☐ In-Home ☐ Case Management ☒ Day Treatment
☐ Other _____

Licensed by DYS: ☒ Yes ☐ No

Program Status (new programs may receive grant awards if funding permits; priority consideration will be given to counties without diversion services): ☒ Existing Program ☐ New Program

Submitting County: Montgomery County

Counties Served (letters of support must be submitted from each county in the service area):

Montgomery County

Fiscal Agent (government entity authorization letter must be included):

Montgomery County Commission

Application Prepared By (additional preparers or grantee contacts may be provided on separate paper using the format below):

- Name: Bruce Howell Role: Chief Probation Officer
Email: Brucehowell@mc-ala.org Phone: (334) 261-4100
- Name: Beverly Wise Role: Probation Officer Supervisor
Email: beverly.wise@alacourt.gov Phone: (334) 261-4100
- Name: Jim Herring Role: The Bridge, Inc., Compliance Director
Email: jherring@bridgeinc.org Phone: (334) 380-5222
- Program Contact Name: Jim Herring Title: The Bridge, Inc., Compliance Director
Email: jherring@bridgeinc.org Phone: (334) 380-5222
- Court Personnel Contact Name: Beverly Wise Title: Probation Officer Supervisor
Email: Beverlywise@mc-ala.org Phone: (334) 261-4100

Section A: Risk & Needs Data - differences identified between committed and diversion youth

Committed and Program Youth Data were more similar than different in nature as indicated through the Committed Youth & DTP Program Youth Data Analysis. This suggests that juveniles placed in DTP, except for the final offense related to their commitment, are substantially the same in familial, peer groups, academic/school, and other domains indicated in the Risk Assessment and Needs Assessment Instruments.

A. Risk Levels

76% of juveniles admitted to the DTP were high to very high risk, versus youth committed to ADYS indicated 72% high to very high risk scores. The DTP program admitted zero (0) low risk youth, while one low risk score juvenile was committed to ADYS. There were six juveniles admitted to DTP and six youth committed to ADYS whose risk assessment instrument indicated medium risk scores. In as much, both ADYS committed and Davis admitted youth were substantially similar in regards to overall risk score level.

B. Most Serious Adjudication related to commitment

The most serious current offenses related for youth committed to ADYS indicated Drugs (36%), Felony Persons (20%), and Violation of Probation (20%). For DTP juveniles, the most serious offenses related to commitment indicated Property Crimes (76%), Misdemeanor Persons (26%), and Violation of Probation & Public Order offenses (24%).

C. Age at first referral & total number of referrals

The populations are substantially similar indicating an average 42% of juveniles' first referral occurred at age 14 or 15, and 32% of the juveniles' first referral occurred at 13 years old or younger. Both groups were equal in "total number of referrals to intake" across the three categories, with 60% of both populations having four or more referrals.

D. School discipline / attendance

The DTP program youth indicated higher risk scores in this domain at 96% of the juveniles have "some" to "major truancy/disruptive behaviors" at school, while ADYS committed youth indicated 88% of juveniles having difficulty in the same domain.

E. Peer relationships

While more DTP admitted juveniles indicated having friends in their network who provide positive influence (20%), as opposed to the ADYS youth with only 8% reporting positive relationships, both populations indicate having some delinquent friends – 52% DTP juveniles versus 48% ADYS committed youth. 44% of the ADYS committed youth indicated "most of their friend relationships" engage in delinquent behaviors.

- F. Victim of abuse or neglect
Both populations of committed youth, DTP & ADYS, reported low incidents of abuse or neglect in their histories, 24 and 20% respectively.
- G. Parental supervision
ADYS youth indicated higher incidence of "ineffective supervision" and "frequent conflict" than DTP juveniles, at 48 and 36%, respectively. However, DTP youth indicated higher a incidence of "little supervision or discipline" and "constant conflict" than the comparison population at 40 and 28%, respectively.
- H. Family relationships
ADYS committed youth and DTP youth indicated high incidences of family relationship problems. ADYS youth indicated 20% indicated problems with frequent verbal conflict, 44% with routine conflict and unstable home environment, and 4% indicated repeated physical and emotional abuse. DTP committed youth indicated 56% of them had problems with frequent verbal conflict, 24% with routine conflict and unstable home environment, and 0% indicated repeated physical and emotional abuse.
- I. Parenting skills
76 and 84 % of the DTP & ADYS committed youth risk scores along this domain indicate "some improvement needed," "significant shortcomings," and/or "abusive parenting."
- J. Emotional stability
The domain addressing juveniles' mental health, substance abuse issues, and behavioral difficulties indicates a higher risk score for DTP juveniles. One hundred percent (100%) of the DTP youth indicated having moderate to severe problems in this domain. ADYS youth risk scores indicated 72% of youth with similar issues.

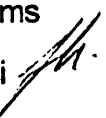
r Population

cribes the youth committed to DYS through the Montgomery County participating youth) and youth served through the DTP during the . The sample size (n = 50) is a combination of 25 randomly selected in lieu of a DYS commitment, and 25 randomly selected youth committed to DYS. The data was collected through the DYS Risk Assessment Instrument (RAI) and Needs Assessment Instrument (NAI) and collated on the attached Data Entry Form. The data is further summarized on the attached DYS Committed Youth Data Analysis form. For ease of comparison and future trending, a separate Risk/Needs Combination Analysis form was created, also found attached to this grant request.

Of the 50 youth in the sample, 7 (28%) were committed to HFT and 18 (72%) were committed to DYS. The sample population shows that 92% percent of the youth were African-American, 8% were Caucasian, and 0% were "Other." Sixty-four percent of the sample was male while 36% were female. The age range of the sample population served was 12 to 18. The RAI data indicated that, for the DTP, no "Low Risk" youth and six (24%) "Medium Risk" youth were served, therefore, 76% of youth were categorized as "High Risk" or "Very High Risk." For the

Interoffice Memo

To: Donnie Mims

From: Lou Ialacci 

Cc: Sheriff Cunningham, Chief Murphy, Florence Cauthen

Date: February 24, 2015

RE: County Surveillance Cameras Upgrade Proposal

Please send the attached proposal to the County Attorney for review and place this on the Thursday memo for discussion at the March 3, 2015 Commission work session. It would be ideal if we could receive the attorney's opinion prior to the work session.

Montgomery County Commission has had a contract with the same security company, Norment Security Group, Inc. since the County decided to standardize and consolidate its physical and video security systems under the Sheriff's Office approximately 8 years ago. Just recently Norment Security was purchased by Cornerstone. Norment is a local representative for multiple security software and hardware vendors and they provide installation and maintenance on several products. My department is working on this project with the Sheriff's Office to provide them with our technical expertise and support.

- The current camera system uses Microsoft's Windows XP operating system, which is no longer supported by Microsoft for fixes or anti-intrusion protection. The current system is supporting mostly old technology analog cameras and computer equipment that are over 5 years old. Our current vendor and the IS department recommend these areas be updated to current technology before a serious problem occurs.
- It was determined that due to the critical nature of the services and the knowledge base of the local vendor that the County would continue to work with that same vendor.
- Norment, the Sheriff's Office, the IS department and the Administrator participated in presentations from three vendors;
 1. Pelco by Schneider Electric presented technology that was not as up to date as the County needs to handle our current and future requirements. The cost was close to a million dollars.
 2. Bosch Security Systems provides more up to date equipment and systems and was comparable in cost to Telco, but according to Norment, Bosch has had reliability and quality issues. The cost would be over \$900,000.
 3. GeoVision Inc has already provided some security cameras for the County. The cameras require a proprietary support system that is designed to work for

only small camera systems. This option cannot support the number of cameras currently being used by the county.

4. On-Net Surveillance Systems Inc. (OnSSI) is a server based system that can support the County now and as it continues to grow. The software supports most all camera equipment and eliminates the need for remote servers and video storage devices. The centralized server and network storage technology will provide the Sheriff's Office with the ability to retrieve video faster. The cost for the software system, hardware, and installation would be under \$600,000.
- Norment (Cornerstone Group) currently has all the expertise and will provide the installation of the new software, cameras, and special equipment necessary for the first phase of upgrading cameras and equipment. The IS department will send two (2) people for training on the new system and work closely with Cornerstone to learn as much as possible. This will put us in a better position to take over more of the maintenance of the camera equipment in the future, which will save the County money.
 - We recommend the attached proposal from Cornerstone for replacing the outdated software and several of the older cameras that may not be compatible with current technology.
 - The attached proposal for \$246,742 is for the software and conversion work to be performed by Norment to fully implement the new systems. It also has their terms and conditions for the project. The County Information Systems department will be working with the vendor to learn and assist as much as possible. Our support allowed the vendor to propose a lower price.
 - The IS department will also have to increase its software maintenance account to pay for the annual software maintenance of \$6,724. This is a reasonable price and very important for the County to keep up with technical changes, fix program "bugs", and take advantage of new enhancements.
 - There was an option in the original proposal for the computer equipment and cameras. The estimated cost for the servers and storage equipment for \$183,854 and the cost of replacing the incompatible cameras of \$117,720. The IS department is requesting to have this amount set aside for us to acquire the necessary equipment. We think we can save the county money on all the technical equipment once we learn more about the system and the requirements.
 - The total cost of the project will not exceed \$548,316.



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Phone (919) 779-0006, Fax (919) 779-0351
www.cornerstonedetention.com/services/
NC-ASLB – License No. 00213P2
VA DCJS #11-3536

Contact Information Sheet

Date: February 20, 2015

To: Lou Ialacci

Phone: (334) 832-1305

E-Mail: louialacci@mc-ala.org

From: Mike Suriano

Reference: Montgomery County Video Surveillance Upgrade

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

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19-4



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02202015 Montgomery County Video Surveillance Upgrade

DATE: February 20, 2015
TO: Montgomery County
PROJECT: Video Surveillance System Upgrade
LOCATION: Montgomery, Alabama
ARCHITECT: N/A

Montgomery County, AL, has requested a migration path for their video surveillance systems throughout the County facilities. The County currently utilizes Digital Video Recorder (DVR) technology with analog cameras with a handful of IP based cameras. Due to the proprietary nature of some IP camera manufacturers, not all cameras are compliant with the OnSSI VMS. Our migration solution is to remove all the existing DVR units and convert the analog video to digital streams using 4-channel and 16-channel video encoders. These digital video streams along with the streams from the existing IP based cameras will be sent to a bank of Network Video Recorders (NVR) through the County's IP network. The video feeds will be stored on these NVR's and archived to storage appliances. The NVR's and storage appliances are to be provided by the County. Camera call-up at the Jails will continue to function off the existing analog video switcher. It is recommended that the bank of NVR's for the Jail system remain in the Jail security equipment rooms. County provided viewing stations will be installed at key locations with the Ocularis client access software to allow for access to live and recorded video. County also requested the Base Proposal include the Software update Program (SUP) for the IP licenses in the scope of work. We Propose the Following:

Scope of Work

Part 1 - Furnish and install the work as designated below, except as specifically excluded under Part 2:

1.1 - Video Surveillance Encoder Equipment to Convert Analog Cameras to a Digital Stream

- Pike Road - Furnish and install (1) 4-channel video encoder unit.
- K-9 Unit - Furnish and install (1) 4-channel video encoder unit.
- MCSO Warehouse - Furnish and install (1) 4-channel video encoder unit.

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: Mike Suriano

Accepted: _____ Firm: _____

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02202015 Montgomery County Video Surveillance Upgrade

- Firing Range - No video encoder unit needed.
- Parking Deck - Furnish and install (2) 16-channel video encoder units.
- Courthouse - Furnish and install (1) 4-channel video encoder unit and (2) 16-channel video encoder unit.
- Community Corrections - Furnish and install (1) 4-channel video encoder unit and (1) 16-channel video encoder unit.
- Annex 3 Map Room - Furnish and install (1) 4-channel video encoder unit and (2) 16-channel video encoder unit.
- Annex 3 Security Room - Furnish and install (1) 4-channel video encoder unit and (1) 16-channel video encoder unit.
- Annex 3 Basement - Furnish and install (2) 16-channel video encoder units.
- Annex 1 Family Court - Furnish and install (2) 4-channel video encoder units.
- Annex 1 Security Room - Furnish and install (1) 4-channel video encoder unit and (3) 16-channel video encoder units.
- Jail 2 - Furnish and install (10) 16-channel video encoder units.
- Jail 1 DVR Room - Furnish and install (6) 16-channel video encoder units.
- Jail 1 Closet - Furnish and install (3) 16-channel video encoder units.

1.2 - Video System Licenses – (1) per 4-ch Encoder, (4) per 16-ch Encoder, and (1) per IP Camera

- Pike Road – Provide (1) IP license for encoder.
- K-9 Unit - Provide (1) IP license for encoder.
- MCSO Warehouse - Provide (1) IP license for encoder.
- Firing Range - Provide (9) IP licenses for IP cameras.
- Parking Deck - Provide (8) IP licenses for encoders.
- Courthouse - Provide (9) IP licenses for encoders and (14) IP licenses for IP cameras..
- Community Corrections - Provide (5) IP licenses for encoders and (5) IP licenses for IP cameras.
- Annex 3 Map Room - Provide (5) IP licenses for encoders.
- Annex 3 Security Room - Provide (9) IP licenses for encoders and (10) IP licenses for IP cameras.
- Annex 3 Basement - Provide (4) IP licenses for encoder.

Please sign and return one copy for our files.

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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: Mike Suriano

Accepted: _____ Firm: _____

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- Annex 1 Family Court - Provide (2) IP licenses for encoders and (3) IP licenses for IP cameras.
- Annex 1 Security Room - Provide (13) IP licenses for encoders and (12) IP licenses for IP cameras.
- Jail 2 - Provide (40) IP licenses for encoders.
- Jail 1 DVR Room - Provide (24) IP licenses for encoders.
- Jail 1 Closet - Provide (12) IP licenses for encoders.

1.3 - Video System Software – System Configuration Requirements (configuration of up to 64 camera feeds per recorder). Total of (11) recording servers.

- Furnish and install the OnSSI CS Base video software on a customer supplied Base Server.
- Furnish and install OnSSI CS Recording software on (11) customer supplied recording servers.
- Provide training to customer for video client install on customer supplied workstations.

1.4 - Video System Software Update Program (SUP)

- This proposal includes the SUP for (1) CS Base and (187) IP licenses. The SUP period is for 5-years. Additional camera licenses added to the SUP will be prorated.

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 - Base and Recording servers. These are to be provided by the customer.
- 2.3 - Video client workstations. These are to be provided by the customer.
- 2.4 - Network switches and the installation of the same.
- 2.5 - Programming of any camera call-up at the Jail locations. Jail will maintain the analog switcher for call-up.
- 2.6 - All conduit, raceways, standard back boxes, handholds, innerduct, pull strings, wire, cabling, etc. not identified above.
- 2.7 - Removed equipment to be returned to the County for disposal.

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: Mike Suriano

Accepted: _____ Firm: _____

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Page 4 of 8



CORNERSTONE
SERVICE & SUPPLY

Norment *AIR/TEQ. Lincotech ECS*

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02202015 Montgomery County Video Surveillance Upgrade

Part 3 - Clarifications:

- 3.1 - County to provide network switches next to the encoders and IP addressing scheme. 10/100/1000 switches required.
- 3.2 - County to provide all workstations.
- 3.3 - County to provide CAT6 cabling to client workstation locations. No new cabling included.
- 3.4 - Norment will train customer on how to load and configure client viewing workstations.
- 3.5 - Recording storage will be dependent on the amount of hard drive space provided by the customer. This will depend on the configuration of the camera feeds and the amount of motion detection. We have attached an example of a minimum storage requirement.
- 3.6 - Camera call-up for the cameras at the Jail(s) will remain with the existing analog switcher. No programming changes included.
- 3.7 - Customer supplied servers will be configured at the customer site. Norment engineering will assist the customer in installation and setup.
- 3.8 - As some camera manufacturers use a proprietary CODEC for their IP camera streams. In this proposal we have included optional IP camera pricing as we could not determine if any or all GeoVision IP cameras installed at the County were compatible with the OnSSI software. The list of GeoVision cameras installed are as follows.

1. SD010-0D PTZ Camera - Qty. 24
2. FD320D Fixed Dome Camera - Qty. 5
3. BL120D Bullet Camera – Qty. 3
4. VD120D Vandal Resistant Dome Camera – Qty. 19
5. FE120 Fisheye Camera – Qty. 1

Part 4 - General Notes:

- 4.1 - Norment will provide its standard General Liability Insurance. (Certificate furnished upon request)
- 4.2 - We are not responsible for broken or damaged materials (except that caused by our own employees) nor for the protection of same.
- 4.3 - We will perform periodic clean-up of waste generated by our work and deposit debris into containers or dumpsters provided by others.
- 4.4 - Suitable secured dry storage space is to be provided by the Customer for our materials and

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: Mike Suriano

Accepted: _____ Firm: _____

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02202015 Montgomery County Video Surveillance Upgrade

protection of same.

- 4.5 - If Payment & Performance Bonds are required, please add 2%.
- 4.6 - Sales tax not included. Customer to provide a current copy of their tax exempt certificate.
- 4.7 - Factory end-user training listed below.

Base Proposal Total - \$246,742.00

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 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.

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: Mike Suriano

Accepted: _____ Firm: _____

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Page 6 of 8



Norment *ADDITIONAL* *INTECH* *ECS*

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Basic Ocularis Training -

This two day training provides the student with the knowledge and skills to install and support Ocularis CS, IS, or PS. Students obtain hands on experience using Ocularis CS to install the software, configure cameras, manage user accounts, use Video Walls, and export video. This is not an operational end user class but a full Ocularis administration class. Graduates who pass the final exam will be certified in Ocularis CS, IS, and PS. Certification is valid for two years. Cost for training is \$1,099.00 per student. This cost does not include travel and lodging.

Training dates and locations are listed on the OnSSI website.

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.

Option No. 1: Replacement IP based cameras.

Norment will furnish and install replacement cameras for the existing IP based cameras that do not function properly or are not compatible with the new system. This option is a unit price for the new IP based cameras. Camera licenses are included in the IP camera count above. For additional cameras to the system a license will need to be added to each camera.

Option No. 1A: ATV IPFD2MT Fixed Interior Dome, 2MP, D/N, 3-9mm, 12VDC/PoE.

Option 1A: Total - \$693.00 ea.

Option No. 1B: ATV IPVD2TRWI Fixed Interior/Exterior Dome, Vandal Resistant, WDR, ENV, 2MP, 2-9mm, 12VDC/PoE.

Option 1B: Total - \$945.00 ea.

Option No. 1C: Sony SNC-RH164, Exterior, 1MP, PTZ 10X, with mounting hardware –

Option 1C: Total - \$3,850.00 ea.

Please sign and return one copy for our files.

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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: Mike Suriano

Accepted: _____ Firm: _____

19-10
Page 7 of 8

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.

19-11
Page 8 of 8

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 20

DEPARTMENT: County Comm Appropriati REVIEWED: S. Thomas 3/10/2015
 DATE: 3/10/2015 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
Security Equipment-Software	116-57202.586	0	246,742	246,742
Security Equipment	116-57202.591	0	301,574	301,574
Fund Balance	116.35900		(548,316)	
TOTAL		0	0	548,316

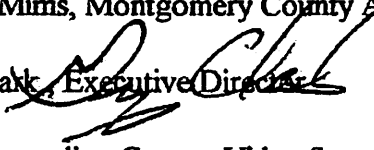
JUSTIFICATION:

To budget for a capital improvement project to replace the current security system equipment in County buildings.

MEMORANDUM

DATE: April 2, 2015

TO: Montgomery County Commissioners
Donnie Mims, Montgomery County Administrator

FROM: Greg Clark, Executive Director 

SUBJECT: Grants regarding County Video Surveillance Equipment

CARPDC has reviewed the available federal grants within the Grants.gov system, for any regarding video surveillance equipment. There are no grants currently within the system that address the purchasing of video surveillance equipment for the designated purposes indicated in your request.

There may be a future grant possibility under Homeland Security Grant Program (HSGP) that we are still investigating. The FY2015 grant notice has not been released at this time.

CARPDC will continue to review Grants.gov website and investigate any grant notification that sounds promising.

If the County Commission will provide a list of current needs, CARPDC will be glad to explore grant possibilities for you.

ORIGINAL

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Board of Registrars

DEPARTMENT HEAD: George M. Noblin

SUPERVISOR: George M. Noblin

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

1. Position Title Clerk II

Position Number 290002006

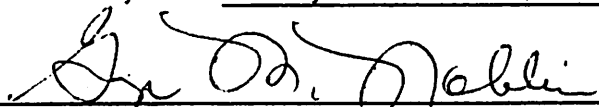
Proposed Effective Date April 13, 2015

Type of Appointment ☒ Permanent ☐ Temporary

Recruiting

- | | |
|---|---------------------------------------|
| ☐ Promotional Register | ☐ Transfer |
| ☒ Open Competitive Register | ☐ Reemployment |

Pay Grade Pay Grade A02 - \$22,485 - \$32,008


Department Head

Date April 1, 2015

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 _____

APR - 6 2015

March 31, 2015

Members of the Montgomery County Commission
101 S. Lawrence Street
Montgomery, AL 36104

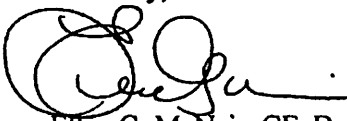
Re: Opinion on Applicability of Executive Session

Dear Montgomery County Commission Members:

I am requesting to appear before the Montgomery County Commission on Monday April 6, 2015 in executive session. Please be advised that I have reviewed the commerce or trade matter which the Montgomery County Commission proposes to discuss in executive session. It is my opinion that an executive session is authorized for this discussion under Section 7(a)(7) of Act No. 2005-40, and an open meeting will have a detrimental effect upon the competitive position of the Montgomery County Commission.

Pursuant to Section 7(a)(7) of Act No. 2005-40, a copy of this letter should be attached to the minutes of the County Commission meeting wherein the body considers a motion to convene an executive session to discuss this matter.

Sincerely,



Ellen G. McNair, CEcD
Senior Vice President
Corporate Development



RECEIVED BY THE MONTGOMERY COUNTY COMMISSION

21-1

ATTACHMENT E:

A Checklist for Conducting Lawful EXECUTIVE SESSIONS

		For Reference, See	
☐	1. Convene An Open Meeting	Page 21	Section IV (A) 1
☐	2. Enter a motion stating the reason for the Executive Session. <i>Executive Sessions may only be called for one of the following reasons:</i>	Page 21	Section IV (A) 2
	a. General Reputation and Character, Job Performance, or Salaries / Compensation	Page 21	Section IV (B) 1
	b. Formal Complaints or Charges Against an Individual or Legal Entity	Page 23	Section IV (B) 2
	c. Discussion with the Government Body's Attorney	Page 23	Section IV (B) 3
	d. Security Plans and Measures	Page 24	Section IV (B) 4
	e. Criminal Investigation and the Identity of an Undercover Agent or Informer	Page 25	Section IV (B) 5
	f. Negotiations to Buy / Sell / Lease Real Property	Page 25	Section IV (B) 6
	g. Preliminary Negotiations in Trade Competition	Page 26	Section IV (B) 7
	h. Negotiations Between The Body and a Group of Public Employees	Page 27	Section IV (B) 8
	i. Discuss and Vote Upon a Public or Contested Case Hearing	Page 27	Section IV (B) 9
☐	3. Receive a Written or Oral Declaration (if necessary).	Page 20	Section IV (A) 4
	a. Written Declarations are required for these Executive Sessions:		
	I. Discussion with the body's attorney concerning options for, and ramification of, litigation, mediation, or arbitration.		
	II. Discussions that would disclose the identity of an undercover informant or that focus on criminal investigations of non-public officials.		
	III. Discussions concerning the negotiations between the body and a group of public employees.		
	b. It is required that a designated person certify that the Executive Session is warranted for these specific reasons before the body votes to go into Executive Session.		
☐	4. Vote to go into Executive Session	Page 20	Section IV (A) 4
	a) The vote must be open/public; and		
	b) Each member must openly give his/her individual vote.		
☐	5. Enter a Statement Concerning Reconvention	Page 21	Section IV (A) 5

AGENDA

APR - 6 2015

MONTGOMERY COUNTY COMMISSION CONSTRUCTION PROJECTS/NEEDS WITH FUNDING SOURCES

State of Alabama

Fund 206 4/15/2015

PROJECT COST	Alabama DYS funds	2014 Energy Bond Issue	Funds from 2012 Refunding Bonds	Funds from 2014 Refunding Bonds	Funds from Fund 116 Capital		Construction Cash balance 3/10/15	Cash balance
					2015 Refunding Bonds	Projects balance		
	\$3,000,000	\$4,330,985	\$806,370	\$1,898,100	\$1,228,489	\$3,736,988	\$397,409	
						625,000		
Estimated 2015 Distribution from State Oil and Gas Trust								
Fund 116 and 2015 Bond Issue								
INEX I								
District Attorney	DA Original	2,850,274						
	Architect fees	325,878						
	Total project	3,176,152						
	Change Orders	379,255						
		3,555,407						
	Paid to Date 3/6/15	(1,787,313)						
		1,768,094						
2014 Bond Issue								
INEX III								
Probate Judge	Probate Judge	1,371,206						
	Architect fees	123,693						
	Total Project	1,494,899						
	Change Orders	44,966						
	Add On-Table refinis	1,500						
		1,541,365						
2012 Bond Issue/2014 Energy Bonds/State								
YOUTH FACILITY								
	Schneider Electric	4,330,985	(4,330,985)					
	Bear Brothers	3,478,900						
	Fire Alarm System	168,939	(193,028)	(285,872)			(98,076)	
	Architect	613,342	(613,342)	0			0	
		8,592,166						
Other Projects:								
	Prisel Building-Public Def.	451,184						
	ess: State funding	(192,347)						
	o Pd to date	(250,377)						
	Probate West bathroom	125,827					(8,460)	
	Paid to Date 3/6/15	(121,407)						
	Circuit Clerk Teller Glass Window							
	Probate South						(65,726)	
	Security Equipment Upgrade						(1,300,000)	
	Other Facility Improvement Needs:						(548,316)	
	Fourhouse Weatherization						(300,000)	
	Mechanical Fire Alarm System-Courthouse						(300,000)	
	Detention Facility Shower Waterproofing						(150,000)	
	Detention Facility Humidity Controls						?	
	Elevator Upgrades						?	
	Resurfacing County Parking Lots						?	
	Courthouse- Carpet and Painting						?	
	Marne Building Repairs						?	
			0	0	0		1,051,805	392,989

22-1

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

April 2, 2015

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Use of Commission Conference Room and Chambers

The Montgomery County Commission, at its meeting on February 2, 2015, discussed security in Annex III and in the Commission offices. As requested, I am providing information on use of the Commission Conference Room (CR) and Chambers (CH).

Commission Boards:

Community Punishment and Corrections Authority – **CR** every other month
County Parks and Recreation Board – **CR** quarterly

Other Regularly Scheduled Users:

Helping Montgomery Families Initiative (District Attorney's Office)
Multi-disciplinary (DHR, DA, BOE, etc.) team meeting to discuss cases under investigation
CR weekly (Wednesday) 12:30-2:45 pm

Pre-Trial Diversion (District Attorney's Office)
Commission meeting to admit and release defendant/clients
CR and CH monthly (last Tuesday in month) 1:00-5:00 pm

Revenue Commissioner – Annual Tax Sale **CH**

Maxwell/Gunter Restoration Advisory Board
Forums to discuss and exchange information about DoD's Environmental Restoration program, identify issues of concern, and establish a direct line of communication between DoD, communities, and regulators
CR bi-annually

Occasional Users:

Risk Management –

Safety Training for Engineering - **CH** (plus **CR** if eight hour training)

Weight Watchers – **CR** weekly 12:00-1:00 or 1:00-2:00 for 12 weeks if class is scheduled

“Scale Back Alabama” – **CR** for initial weighing and final weighing (app 3 hours each)

Architects

Bid Openings for County Projects

CR

Public Building Authority – **CR**

Congresswoman Sewell – **CR** and **CH**

City of Montgomery

Downtown Environmental Alliance, 50th Anniversary March coordination, etc.

CR and CH

ACCA

Safety Coordinator Training and Deputy Training

CR and CH

Alabama Retired State Employees Association – **CR and CH**

Leadership Alabama – **CR and CH**

All County Departments have been allowed to use the Chambers and Conference Room on an “as needed” basis, based on availability.

DLM/tn