



AGENDA

County Commission - Formal Session Meeting

10:00 AM - January 19, 2021

Montgomery County Courthouse, Annex III

Page

WELCOME AT 10:00 A.M.

INVOCATION BY CHAIRMAN DEAN

PLEDGE OF ALLEGIANCE LED BY COMMISSIONER WALKER

CALL OF ROLL TO ESTABLISH QUORUM

COMMENTS FROM CITIZENS

PRESENTATION OF THE MINUTES

1. Consider Minutes of the Regular Meeting of January 5, 2021, County Commission

CONSENT AGENDA

2. Consider Accounts Payable Checks and Payroll Checks 4
[Accounts Payable and Payroll Checks 01-05-2021](#)

NEW BUSINESS

3. Consider Bid Award to Climate Service, Inc. for Preventive Maintenance on HVAC for Various County Buildings, Support Services 5 - 8
[Agenda Item Memo - 21-002 - Pdf](#)
4. Consider Contract with ICS Solutions for Inmate Telephone and Video Visitation Services, Detention Center 9 - 11
[Agenda Item Memo - 21-003 - Pdf](#)
5. Consider Authorization of Miscellaneous Appropriations to Agencies, County Commission 12
[1-19-2021 Agencies Appropriations](#)
6. Consider Authorization of Miscellaneous Appropriations to Education, County Commission 13
[1-19-2021 BOE Appropriations](#)
7. Consider Authorization of Miscellaneous Appropriations from Designated Revenue, County Commission 14

[1-19-2021 Designated Revenue Appropriations](#)

- | | | |
|-----|---|---------|
| 8. | Consider Budget Change Request Number 1, Sheriff's Office
<u>Sheriff 2021-1</u> | 15 |
| 9. | Consider Position Fill Request(s) - Detention Facility
1. Corrections Officer Sergeant, Position Number 500421158
2. Stores Clerk I, Position Number 500018195
3. Corrections Officer Trainee, Position Number 500419117
4. Corrections Officer Trainee, Position Number 500419144

<u>PFR-CO Sgt.-1158</u>
<u>PFR-Stores Clerk I-8195</u>
<u>PFR-COT-9117</u>
<u>PFR-COT-9144</u> | 16 - 19 |
| 10. | Consider Position Fill Request(s) - Engineering Department
1. County Road Traffic Control Tech 1, Position Number 640572015
2. Master Auto Mechanic, Position Number 650592005
3. Fuel Transport Operator, Position Number 650554009

<u>PFR-Traffic Control Tech I-2015</u>
<u>PFR-Master Auto Mech-2005</u>
<u>PFR-Fuel Transport Oper-4009</u> | 20 - 22 |
| 11. | Consider Position Fill Request(s) - Probate Judge's Office
1. Customer Service Clerk, Position Number 750016034

<u>PFR-CSC-6034</u> | 23 |
| 12. | Consider Position Fill Request(s) - Sheriff's Office
1. Deputy Sheriff Trainee, Position Number 550430031

<u>PFR-DST-0031</u> | 24 |
| 13. | Consider Position Fill Request(s), Youth Facility/Court
1. Juvenile Probation Officer, Position Number 930304010

<u>PFR-Juvenile Probation Officer-4010</u> | 25 |
| 14. | Consider Travel/Training Request(s)

<u>Travel-Detention-1</u>
<u>Travel-Sheriff-5</u>
<u>Travel-Tax&Audit-1</u>
<u>Travel-YFDetention-3</u>
<u>Travel-YFDetention-4</u> | 26 - 30 |

REPORTS FROM STAFF

County Attorney
County Engineer

DISCUSSION ITEMS BY COMMISSIONERS

ADJOURN

**MONTGOMERY COUNTY COMMISSION
MEETING DATE JANUARY 5, 2021**

THE FOLLOWING WERE AUDITED AND ORDERED PAID

ACCOUNTS PAYABLE CHECKS DATED 12-18-2020	
Check Numbers: 298801 – 298929	Total Checks Paid: \$ 735,174.18

EFT's included in amounts

ACCOUNTS PAYABLE CHECKS DATED 12-23-2020	
Check Numbers: 299204 – 299264	Total Checks Paid: \$ 708,912.30

POLL WORKERS: 298930-299203 - \$159,359.77

EFT's included in amounts

PAYROLL CHECKS DATED 12-31-2020	
Check Numbers: 135580 – 135654	Total: \$ 94,227.44
Direct Deposits	Total: \$ 1,549,721.10
Federal Deposits	Total: \$ 313,420.46
Total Payroll Paid	Total: \$ 1,957,369.00

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



Memo

Re: Invitation to Bid No. 51901-21B-004 Preventive Maintenance HVAC for Various County Buildings

Date: County Commission - Formal Session - Jan 19 2021

To: Montgomery County Commission

From: Khristie Davis, Buyer I

BACKGROUND INFORMATION:

Request that approval of award on the above referenced Invitation to Bid to the only bid received, Climate Service, Inc. in the amount of \$264,350.00 annually to furnish Preventive Maintenance on Heating, Ventilation, Air Conditioning and Controls at the Montgomery County Commission Phelps and Price Judicial Center, Courthouse Annex I, Courthouse Annex II, Courthouse Annex III, and Montgomery Detention Facility, Mac Sim Butler Detention Facility, Montgomery County Youth Facility, Probate West, Probate South and Probate East be placed on a future agenda.

Coordination of award made with Lamar Allen, General Service Director, Support Service.

ATTACHED:

[Tabulation 51901-21B-004 Preventive Maintenance HVAC for Various County Building Contract No. 51901-21B-004 - Preventive Maintenance HVAC](#)

**Purchasing Department
Montgomery County Commission**

[illegible]

Notes:

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into on the 1st day of February 2021 by and between Climate Service, Inc. of Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

W I T N E S S E T H

WHEREAS, Climate Service, Inc. agrees to furnish Preventive Maintenance on Heating, Ventilation, Air Conditioning and Controls in accordance with the original equipment manufacturer (OEM) specifications and recommendations at the Montgomery County Commission Phelps and Price Judicial Center, Courthouse Annex I, Courthouse Annex II, Courthouse Annex III, and Montgomery Detention Facility, Mac Sim Butler Detention Facility, Montgomery County Youth Facility, Probate West, Probate South and Probate East in accordance with all the provisions of Invitation to Bid No. 51901-21B-004, as advertised by the Montgomery County Commission on November 16, 2020, (hereinafter referred to as the Invitation to Bid), a copy of which is attached hereto.

WHEREAS, In Consideration thereof, Climate Service, Inc. and Montgomery County Commission agree as follows:

1. All terms and conditions of the Invitation to Bid are incorporated herein by this reference.
2. That the Contract will begin on February 1, 2021 and will end on January 31, 2024.
3. That quoted price will remain firm for the duration of the Contract.
4. That Montgomery County Commission and Climate Service, Inc. reserves the right to cancel this contract at any time during the contract period, providing either party gives a sixty (60) day written notice.
5. That Climate Service, Inc. shall at all times be in compliance with all specifications and special provisions of the Invitation to Bid.
6. Climate Service, Inc. agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court cost, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Climate Service, Inc., death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands

and causes of action arise out of the negligent acts or omissions of Climate Service, Inc., its employees, agents and officers. Climate Service, Inc. also agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.

7. 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 Climate Services, Inc.
8. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 1st date of February 2021.

WITNESS:

CLIMATE SERVICE, INC.

By: _____

Title: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

By: _____

Title: _____



Memo

Re: Contract for Inmate Telephone and Video Visitation Services
Date: County Commission - Formal Session - Jan 19 2021
To: Montgomery County Commission
From: Tammy Turner, Buyer II

BACKGROUND INFORMATION:

I request approval of award of a three (3) year contract on the above referenced Invitation to Bid to ICS Solutions, for a commission rate of 88% for Part I: Inmate Telephone System and a commission rate of 64% for Part II: Video Visitation Service being paid to Montgomery County, be placed on a future agenda.

ICS offered the best overall solution to the Montgomery County Detention Facility for Part I: Inmate Telephone and Part II: Video Visitation Services.

Coordination of award made with Derrick Cunningham, Sheriff.

ATTACHED:

[Inmate Telephone Service](#)



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

To: Florence Cauthen, County Administrator

From: Derrick Cunningham, Sheriff

Date: December 30, 2020

Re: Invitation to Bid No. 52200-21B-003
Installation, Service and Operations of the Inmate Telephone and
Video Visitation Services

I request approval of award on the above referenced Invitation to Bid to Inmate Calling Solutions, LLC dba ICSolutions, for a commission rate of 88% for Part I: Inmate Telephone Systems and a commission rate of 64% for Part II: Video Visitation Service being paid to Montgomery County, be placed on a future agenda.

Inmate Calling Solutions dba ICSolutions offered the best overall solution to the Montgomery County Detention Facility for Part I: Inmate Telephones and Part II: Video Visitation Services.

If I can be of further assistance, please contact me.

DC/ms

SHERIFF'S OFFICE
POST OFFICE BOX 4219
MONTGOMERY, ALABAMA 361034219
OFFICE 334.832.4980
FAX 334.832.7113

DETENTION FACILITY
225 SOUTH MCDONOUGH STREET
MONTGOMERY, ALABAMA 36104
OFFICE 334.832.1386
FAX 334.265.0990

www.montgomerysheriff.com

Purchasing Department
Montgomery County Commission

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Notes:

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 1/19/2021 - CODE: 001-59320.498

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			52,000	50,500	10,700	44,400	43,700	201,300
C-2021-38	Dutchess Divas and Gents Youth Club, Inc.	Youth Programs					500	500
C-2021-39	Optimist Int'l, for Central Montg. Optimist Club	Community Services Programs	2,000					2,000
C-2021-40	MBA Community Ministries, Inc.	Community Service Programs to Include Providing Food for Robert E. Lee H.S. Football Team			1,000			1,000
								0
NC-2021-7	City of Montgomery, Neighborhood Svcs.	Green Acres Neighborhood Association	500					500
NC-2021-8	City of Montgomery, Neighborhood Svcs.	GGC Neighborhood (Gay Meadows / Gladlane / Club View Estates N. A.)	3,000					3,000
	Total Appropriations 1/19/2021		5,500	0	1,000	0	500	7,000
	APPROPRIATED BUDGET BALANCE		46,500	50,500	9,700	44,400	43,200	194,300
	County Administrator	Date						

MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 1/19/2021 - CODE: 001-59320.494								
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			58,526	75,000	68,700	75,000	59,500	336,726
BOE-2021-14	Pike Road BOE, for Pike Road Schools	For Superintendent			5,000			5,000
	Total Appropriations 1/19/2021		0	0	5,000	0	0	5,000
	APPROPRIATED BUDGET BALANCE		58,526	75,000	63,700	75,000	59,500	331,726
	County Administrator	Date						

MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 1/19/2021 - CODE: 001-59320.450									
Contract Number	Organization	Description of Program	Joint/Infra.	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			38,037	49,900	54,800	85,791	66,610	56,400	351,538
DR-C-2021-14	Central AL Community Foundation	Educational Programs for Youth who are from Economically Disadvantaged Circumstances			5,000				5,000
	Total Appropriations 1/19/2021		0	0	5,000	0	0	0	5,000
	APPROPRIATED BUDGET BALANCE		38,037	49,900	49,800	85,791	66,610	56,400	346,538
	County Administrator	Date							

Request Number: _____

COUNTY COMMISSION APPROVAL: _____

Administrator Date

JUSTIFICATION:

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT:

DEPARTMENT HEAD:

SUPERVISOR:

POSITION INFORMATION:

Position Title

Position Number

Pay Grade

_____ Pay Range _____

Proposed Effective Date

Type of Hire

() New

() Promotional

Type of Appointment

() Permanent

() Temporary

DEPARTMENT APPROVAL:

Department Head

Date _____

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Employee Benefit Manager

Date _____

Finance Director

Date _____

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT:

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County Administrator

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County Administrator

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DEPARTMENT APPROVAL:

Department Head

Date _____

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Employee Benefit Manager

Date _____

Finance Director

Date _____

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

Department: _____

Department Head: _____

Destination: _____

Departure Date: _____

Return Date: _____

Purpose of Travel: _____

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

Check Mode of Transportation: County Vehicle
Private Vehicle

Commercial Air
Other (Specify) _____

Total (est.) Cost: _____

Advance Registration Required: _____

Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director

Date _____

Commission Approval:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

Department: _____

Department Head: _____

Destination: _____

Departure Date: _____

Return Date: _____

Purpose of Travel: _____

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

Check Mode of Transportation: County Vehicle
Private Vehicle

Commercial Air
Other (Specify) _____

Total (est.) Cost: _____

Advance Registration Required: _____

Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director

Date _____

Commission Approval: _____

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

Department: _____

Department Head: _____

Destination: _____

Departure Date: _____ Return Date: _____

Purpose of Travel: _____

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

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

Total (est.) Cost: _____ Advance Registration Required: _____

Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director

Date _____

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County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

Date: _____

Department: _____

Department Head: _____

Destination: _____

Departure Date: _____ Return Date: _____

Purpose of Travel: _____

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2. _____ 5. _____
3. _____ 6. _____

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

Total (est.) Cost: _____ Advance Registration Required: _____

Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director Date _____

Commission Approval:

County Administrator Date _____

Montgomery County Commission
Travel / Training Request Approval

Request # _____

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Department: _____

Department Head: _____

Destination: _____

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Purpose of Travel: _____

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2. _____ 5. _____
3. _____ 6. _____

Check Mode of Transportation: County Vehicle
Private Vehicle

Commercial Air
Other (Specify) _____

Total (est.) Cost: _____

Advance Registration Required: _____

Fund Code: _____

Additional Comments: _____

Finance Review:

<i>To be completed by the Finance Department</i>	
Fund Code:	_____ (ex: 000-00000-000)
Description:	_____
Current Budget:	_____
Approved Requests:	_____
Budget Available:	_____
Current Requests:	_____
Budget Balance:	_____

Finance Director

Date _____

Commission Approval: _____

County Administrator

Date _____