

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

JULY 27, 2009

AGENDA

INFORMATION SESSION

Call to Order, Welcome at 8:00 a.m.

Prayer Led by Administrator Mims

Reports from Staff:

County Administrator
Deputy Administrator
County Attorney
County Engineer

Comments from Scheduled Attendees:

Envision 2020 Executive Director Lynn Beshear
Marshall Smith, District 3 Manager of State Veterans Affairs and Sonya Calland,
Montgomery County Veterans Service Officer
District Attorney Ellen Brooks, Executive Director Bill Tucker and Grant Specialist Sara
Byard with Central Alabama Regional Planning and Development Commission
Director of Elections Trey Granger and Assistant Chief Probate Clerk Pat Murphy

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Chairman Dean

Pledge of Allegiance Led By Vice Chairman Ingram

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of July 6, 2009

CONSENT AGENDA:

Consider Approval of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Approval of Grant Application to the Alabama Department of Economic and Community Affairs for the STOP Violence Against Women Recovery Act Grant Program and Related Resolution of Applicant for Matching Funds, District Attorney's Office
2. Consider Approval of Modification Number 1 to 2009 Weatherization Grant Agreement with ADECA, Grant Number ARRADOE-028-09, County Commission
3. Consider Approval of Ratification of Interlocal Cooperation Agreement with the City of Montgomery Regarding COPS-OTHERTECH-2009-3, Sheriff's Office
4. Consider Approval of the Annual Community Corrections Plan, Community Corrections
5. Consider Approval of Letter of Monetary Support for the Lister Hill Clinic Replacement Project, County Commission
6. Consider Approval of Change Order Number 7 with Bailey-Harris Construction Company, Inc., Montgomery County Courthouse Annex III Project, County Commission
7. Consider Approval of Miscellaneous Appropriations Reprogramming Requests, County Commission
8. Consider Approval of Final Payment to Business Interiors, Inc., for Montgomery County Detention Facility Interiors Package, Project Number GMC 6-5-010B, County Commission
9. Consider Approval of Final Payment to Forrester Developer, LLC, for Montgomery County Detention Facility Interiors Package, Project Number GMC 6-5-010B, County Commission
10. Consider Approval of Final Payment to Forrester Developer, LLC, for Montgomery County Detention Facility Interiors Package, Project Number GMC 6-5-010B2, County Commission
11. Consider Approval of Budget Change Request Number 3, Appraisal Department
12. Consider Approval of Budget Change Request Numbers 32, and 33 County Commission Appropriations
13. Consider Approval of Budget Change Request Number 34, Detention Facility / County Commission Appropriations
14. Consider Approval of Budget Change Request Numbers 6, 7, and 8, District Attorney's Office

15. Consider Approval of Position Fill Request for County Road Equipment Operator II Position, Engineering Department
16. Consider Approval of Travel/Training Requests (10)

OLD BUSINESS:

17. Consider Approval of Travel/Training Request Numbers 20, 21 and 22, Probate Judge's Office (Elections Center)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Recess to Information Session

INFORMATION SESSION

Comments from Scheduled Attendees:

Michael London, Partnership Specialist with Census 2010
Ron Sparks, Commissioner of Agriculture and Industries
Ken Upchurch with T.C.U. Consulting Services, LLC
Sheriff D.T. Marshall
Circuit Judge Tracy S. McCooey
Finance Director Sherrill Thomas

Reports from Staff:

County Administrator
Deputy Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

JULY 27, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

AUGUST 10, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

AUGUST 24, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

SEPTEMBER 7, 2009

County Holiday – Labor Day

SEPTEMBER 14, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

SEPTEMBER 28, 2009

Regular County Commission Meeting
8:00 a.m. - Information Session
9:30 a.m. - Formal Session
After Conclusion of the Formal Session, an
Information Session will be conducted until
12:00 Noon.

PERSONNEL ACTIONS

Fill action continues for 1 Clerk Typist II – County Commission Office
Fill action continues for 1 Deputy Finance Director – Finance Department
Fill action continues for 1 Grant Specialist – Public Affairs Department
Fill action continues for 1 Customer Service Clerk – Probate Judge's Office
Fill action continues for 1 Clerk III – Probate Judge's Office
Fill action continues for 1 Probate Court Clerk – Probate Judge's Office
Fill action continues for 1 Clerk III – Revenue Commissioner's Office
Fill action continues for 1 Clerk Typist II – Support Services Department
Fill action continues for 1 Program Analyst I – Information Systems Department
Fill action continues for 1 Identification Officer – Sheriff's Office
Fill action continues for 1 Emergency Communication Operator I or II – Sheriff's Office
Fill action continues for 2 Fingerprint Classifier II's – Sheriff's Office
Fill action continues for 1 Deputy Sheriff Lieutenant – Sheriff's Office
Fill action continues for 6 Corrections Officer Trainees/Corrections Officers – Detention Facility
Fill action continues for 4 Corrections Officer Sergeants – Detention Facility
Fill action continues for 14 Clerk II's – Detention Facility
Fill action continues for 1 Relief Juvenile Detention Officer – Youth Facility
Fill action continues for 1 County Road Equipment Operator I – Engineering Department
Fill action continues for 1 Civil Engineer Tech I – Engineering Department
Fill action continues for 1 Worthless Check Director – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk IV – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk II – District Attorney's Worthless Check Unit
Fill action continues for 1 Case Manager I – District Attorney's Child Support Unit

July 27, 2009

07-27-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-02-09

Check Number	To	Check Number
200524		200567
Total Checks Paid		\$309,992.50

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

07-27-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-10-09

Check Number	To	Check Number
200568		200680
Total Checks Paid		\$280,323.90

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

07-27-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-10-09

Check Number	To	Check Number
200681		200797
Total Checks Paid		\$698,502.38

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

07-27-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-17-09

Check Number	To	Check Number
200801		200902
Total Checks Paid		\$354,627.94

CHECK #	PAYEE	AMOUNT	DATE
200798	AL Cooperative Extension Svc.	\$ 150.00	07/13/09
200799	Concierge Airport Shuttle Svc.	\$ 640.00	07/14/09
200800	Grand Hyatt Denver Downtown	\$5,133.70	07/14/09

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

07-27-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-17-09

Check Number	To	Check Number
200903		200976
Total Checks Paid		\$1,464,355.70

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

07-27-09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 07-24-09

Check Number	To	Check Number
200977		201058
Total Checks Paid		\$285,211.72

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

07-27-09 Meeting

MONTGOMERY COUNTY COMMISSION

**THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID**

CHECKS ARE DATED 07-24-09

Check Number	To	Check Number
201059		201185
Total Checks Paid		\$1,992,827.99

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

Agenda

JUL 27 2009

07/27/09 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
07/17/09

Payroll Check Number	58917	To	Payroll Check Number	59141	\$ 160,386.98
Direct Deposits					\$ 734,818.92
Payroll Check Number	59142	To	Payroll Check Number	59174	\$ 74,201.27
Direct Deposits					\$ 366,224.85
Federal Deposits					\$ 316,115.51
Total Payroll Paid					\$ 1,651,747.53

<u>CHECK #</u>	<u>PAYEE</u>	<u>AMOUNT</u>	<u>DATE</u>
58915	Colonial Life Ins. for Pernell Sweeney	\$ 41.10	07/01/09
58916	RSA for Pernell Sweeney	\$ 311.12	07/01/09

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



Offices of
Ellen Brooks

District Attorney

Fifteenth Judicial Circuit of Alabama

DARYL D. BAILEY
CHIEF DEPUTY DISTRICT ATTORNEY

RHONDA B. CAPE
ADMINISTRATIVE ASSISTANT

JERRY N. BLOODSWORTH
CHIEF INVESTIGATOR

MONTGOMERY COUNTY COURTHOUSE
251 SOUTH LAWRENCE STREET
P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667



(334) 832-2550
FAX (334) 832-1615

Agenda

JUL 27 2009

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: Ellen Brooks *EB*
District Attorney

DATE: July 20, 2009

SUBJECT: ADECA Violence Against Women Grant

My office is applying for a \$15,000 grant from ADECA under the STOP Violence Against Women Recover Act Grant Program. This grant will pay for training of a Domestic Violence prosecutor. We are providing the 25% required match through in-kind items so there is no cost to the Commission.

Please place this item on the July 27, 2009 County Commission agenda for formal approval. The grant application is due on August 7, 2009. Some grant documents require Chairman Dean's signature and Sara Byard has delivered those documents to your office.

Thank you for your continued support of our Violence Against Women program.

ADECA
Law Enforcement / Traffic Safety Division
401 Adams Avenue
Montgomery, Alabama 36103-5690

GRANT APPLICATION
Standard Subgrant Conditions
and Assurances
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Standard Subgrant Conditions and Assurances – Applicant understands and agrees that a subgrant received as a result of this application shall be subject to and incorporate the following assurances and conditions of the federal funding agency from which the grant funds originate and the Law Enforcement and Traffic Safety (LETS) Division of the Alabama Department of Economic and Community Affairs (ADECA).

1. **Authority of Authorizing Official:** It possesses legal authority to apply for the subgrant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the Applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein; and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. **Records Management:** Applicant gives assurances to maintain such data and information and submit such reports, in such form, at such times, and containing such information as the State/Federal grantor may require. The ADECA, the Comptroller General of the United States, or any of the duly authorized representatives of the federal funding agency, shall have access for purpose of audit and examinations to any books, documents, papers, and records of the subgrantee and to relevant books and records of subgrantee contractors, as provided under Public Law 98-473, "Victims of Crime Act of 1984"; Public Law 93-415, "The Juvenile Justice and Delinquency Prevention Act of 1974"; Public Law 108-79, "The Prison Rape Elimination Act"; Public Law 106-561, Public Law 107-273, Public Law 108-405, "The Paul Coverdell National Forensic Sciences Improvement Act"; Public Law 103-322, "The Violent Crime Control and Law Enforcement Act of 1994"; Public Law 100-690, "The Anti-Drug Abuse Act of 1988"; Public Law 104-034, "The Local Government Law Enforcement Block Grants Act of 1995"; Public Law 108-447, "The Consolidated Appropriations Act of 2005"; Public Law 109-162, "The Violence Against Women and Department of Justice Reauthorization Act of 2005"; Public Law 107-110, the "No Child Left Behind Act of 2001"; Public Law 104-235, the "Child Abuse Prevention and Treatment Act of 1996"; and Public Law 89-564, "The Highway Safety Act of 1966". Records of the subgrantee and contractors includes books of original entry, source documents supporting accounting transactions, the general ledger, subsidiary ledgers, personnel and payroll records, cancelled checks, and related documents. If an audit is required and/or performed, records pertinent to the award shall be retained for at least three years following the closure of the most recent audit report. If no audit is required and/or performed, records must be retained for a period of at least three (3) years from the date of submission of the Final Financial Report. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the three-year year period, the records must be retained until completion of the action and resolution of all issues which arise from it or until the end of the regular three-year period, whichever is later.
3. **Funds Management:** Applicant assures that funds accounting, monitoring, and such evaluation procedures as may be necessary to keep such records as the State/Federal grantor agency shall prescribe, will be provided to assure fiscal control, proper management, and efficient disbursement of funds received.
4. **Audit Responsibility:** Subgrantee shall satisfy requirements contained in OMB Circular A-133 and the current ADECA Audit Policy.
5. **Subgrant Fiscal Reports:** Subgrantees shall submit a Subgrant Fiscal Report, LETS Form 54, for each quarter. Submission dates are as follows:

Period Covered	Report Due
January 1 – March 31	April 15
April 1 – June 30	July 15
July 1 – September 30	October 15
October 1 – December 31	January 15

Subgrantees have 60 days from the termination date of the subgrant to pay all encumbrances incurred during the subgrant period and submit a "Final Subgrant Fiscal Report". If quarterly reports are not filed on time, funds may be withheld until they are received.

6. **Subgrant Narrative Progress Report:** Subgrantee shall submit a Narrative Progress Report, LETS Form 55, or a specialized form provided in conjunction with an award for a specialized program, on a quarterly basis with the due dates identical to those above for the Quarterly Fiscal Report. The last quarterly report should become an "Annual Performance Report" whereby an assessment of the impact of the activities carried out under the subgrant is made. This report shall describe the activity undertaken and the results achieved. It shall include the data gathered on the approved performance indicators identified within the subgrant application or identified within a "Program Brief" detailing the program for which the application was submitted to implement.
7. **Published Material:** All published material and written reports submitted under this subgrant or in conjunction with the third party agreements under this subgrant will be originally developed material unless otherwise specifically provided for in the

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subgrant document. Material not originally developed included in reports will have the source identified either in the body of the report or in a footnote, whether the material is in a verbatim or extensive paraphrase format. All published material and written reports shall give notice that funds were provided under the particular State/Federal subgrant.

8. **Title of Property:** Title of property acquired in whole or in part with subgrant funds in accordance with approved budgets shall vest in the subgrantee, subject to divestment at the option of the ADECA LETS Division, where its use for project or criminal justice purposes is discontinued. Subgrantees shall exercise due caution in the use, maintenance, protection, and preservation of such property during the period of project use.
9. **Non Supplanting Certification:** Applicant understands and hereby certifies that Federal funds made available will not be used to supplant State or local funds but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made for grant-related activities. Further, that matching funds required to pay the non-Federal portion of the cost of the project, for which subgrant funds are made available, shall be in addition to funds that would otherwise be made available for law enforcement, criminal justice, victim assistance and drug enforcement. Federal funds must supplement State and local funds, not supplant them.
10. **Discrimination Prohibited:** No person shall, on the grounds of race, religion, color, national origin, sex, handicap, or limited English proficiency be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under or denied employment in connection with subgrants awarded by the ADECA LETS Division pursuant to funding from the U. S. Department of Justice, the U. S. Department of Education, the U. S. Department of Health and Human Services, the National Highway Traffic Safety Administration, or the U. S. Department of Transportation. Recipients of these federal funds are also subject to Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d (prohibiting discrimination in federally-funded programs on the basis of race, color, or national origin); Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794 (prohibiting discrimination in such programs on the basis of handicap); the Age Discrimination Act of 1975, 42 U.S.C. 8108, et seq., and the Department of Justice Nondiscrimination Regulations at 28 CFR, Part 42, Subparts C, D and G. Recipients of funds are also subject to Title I (employment of qualified disabled individuals), Title II (equal benefits of programs, services and activities to disabled individuals), and Title III (public accommodations to disabled individuals for services and activities). This grant condition shall not be interpreted to require the imposition in grant-supported projects of any percentage ratio, quota system, or other program to achieve racial balance or eliminate racial imbalance in a law enforcement agency.

In the event a federal or state court or administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, handicap, or limited English proficiency against a recipient of funds, the applicant will forward a copy of the finding to the appropriate federal funding agency from which the program is funded, as well as to the ADECA LETS Division within 30 days of receiving notice.

No agency or victim assistance program shall discriminate against victims because the victim disagrees with the way the State is prosecuting the criminal case.
11. **Equal Employment Opportunity Program:** Applicant agrees to formulate, as required, an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. 42.301 et. seq. and certifies to the State that it, if required, has a current EEOP on file which EEOP will be provided to the State, if and when requested.
12. **Continuation Funding:** Subgrantee understands that the awarding of this grant in no way assures or implies continuation of funding beyond the project duration indicated on the subgrant award document.
13. **Project Income:** All interest in other income earned by the subgrantee with respect to grant funds or as a result of conduct of the grant project (sale of publications, registration fees, service charges on fees, etc.) must be accounted for.
14. **Procurement Standards:** Subgrantees must comply with the State Bid Law and the Federal minimum requirements in regard to "Procurement Standards and Procedures". The basic minimum procurement standards are as follows:
 - a. **Adequate and Effective Competition:** All procurement shall be accomplished by obtaining adequate and effective competition to the maximum practicable extent consistent with the value, the nature, and the specifications of supplies and/or services to be procured.
 - b. A minimum of two bids are required on all procurement – unless the supplies, equipment or services are of a "Sole Source" nature, and in this instance (sole Source Contracts) must have prior approval of the ADECA LETS Division prior to placing of formal application.
 - c. Proposals for requests for bids must contain non-restrictive specifications.
 - d. All procurement shall be conducted so as to avoid collusion or actual conflicts of interest as well as any possibility of the

appearance of collusion or conflicts of interest.

15. **Accounting Requirements:** Subgrantee agrees to record all project costs, both the ADECA LETS Division's and matching share, following generally accepted accounting procedures. A separate account number or cost recording system must separate all project costs from the subgrantee's other or general expenditures. Adequate documentation for all project costs, both the ADECA LETS Division's and matching share, must be maintained. Such financial records and supporting documentation must be retained and available for audit purposes. For record retention requirements, please refer to Item #2 on Page One of these conditions. Adequate documentation is defined as follows for each major budget category:
 - a. **Personnel:** Documentation must indicate payroll period, payment rate, hours per day, signature of employee and approval of supervisor.
 - b. **Professional Services:** For individuals, documentation must indicate time period, payment rate, hours per day, signature of consultant and approval of project director. For organizations, documentation must be a detailed billing indicating service performed or product delivered, payment rate consistent with contractual agreement and approval by project director.
 - c. **Travel:** Documentation must be detailed, signed by the employee and approved by the employee's supervisor.
 - d. **Supplies and Operating Expenses and Equipment:** Documentation includes audited vendor invoices approved by the project director.
16. **Equipment:** Equipment purchased with Federal funds must continue to be used for its intended purpose as prescribed by the applicable authorizing legislation after the end of the project. If the use is discontinued, a refund may be due the ADECA LETS Division. The refund will be computed on resale value in accordance with the original matching ratio.
17. **Allowable Cost:** The allowance of costs incurred under any grant shall be determined in accordance with the general principles of allowance and standards for selected costs set forth in Office of Management and Budget (OMB) Circular No. A-87, "Cost Principles for State, Local, and Indian Tribal Governments", as further defined and delineated in the "Department of Justice Financial Guide", "Education Department General Administrative Regulations", "Highway Safety Grant Management Manual", and in the ADECA LETS Division Guidelines.
18. **Expiration of the ADECA LETS Division Funds:** Regulations require that active grant funds for a fiscal year which are not expended or obligated by the subgrantee at the end of the grant period will lapse and revert to the ADECA LETS Division. Obligations outstanding as of the termination of the subgrant shall be liquidated and a "Final Financial Report" submitted within 60 days from termination date.
19. **Expenses Not Allowable:** Grant funds may not be expended for (a) items not part of the approved budget or separately approved by the ADECA LETS Division, (b) purchase of land; (c) purchase of buildings or improvements thereon, or payment of real estate mortgages, or taxes, unless specifically provided for in the grant agreement; or (d) dues to organizations or federations; (e) entertainment; (f) purchase of equipment unless provided for in the grant agreement; or (g) indirect (overhead) costs.
20. **Subgrant Adjustments:** Subgrantees must obtain prior written approval from the ADECA LETS Division for major project changes. These include (a) changes of substance in project activities, designs, or research plans set forth in the approved application; (b) changes in the project director or key professional personnel identified in the approved application; (c) changes in the approved project budget; and (d) project period extension.
21. **Utilization and Payment of Funds:** Funds awarded are to be expended only for purposes and activities covered by the subgrantee's approved project plan and budget. Depending on the rules for each federal funding source, project funds may be made available through a fund advance and reimbursement procedure. Payments will be adjusted to correct previous over-payments or under-payments.
22. **Termination of Aid:** This grant may be terminated or fund payments discontinued by the ADECA LETS Division where it finds a substantial failure to comply with the provisions of PL 94-503 or regulations promulgated, including these grant conditions or application obligations, but only after notice and hearing and pursuant to all procedures set forth in Sections 510 and 511 of PL 94-503, and to PL 107-110, and to all procedures set forth in 34 CFR 80.43 and 20 USC 3474..
23. **Foreign Travel:** Travel outside the continental United States will not be approved for funding.
24. **Conflict of Interest:** In the use of the ADECA LETS Division's grant funds officials or employees of State or local units of government and non government grantees shall avoid any action which might result in, or create the appearance of:
 - a. Using his official position for private gain

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GRANT APPLICATION
Standard Subgrant Conditions
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- b. Giving preferential treatment to any person
 - c. Losing complete independence or impartiality
 - d. Affecting adversely the confidence of the public in the integrity of the Government or this program
25. **Copyrights:** Where activities supported by this grant produce original books, films, or other copyrightable material, the grantee may copyright such, but federal funding agencies reserve a royalty-free, nonexclusive and irrevocable license to reproduce, publish, and use such materials, and to authorize others to do so.
26. **Lobbying:** No part of a subgrant shall be used for publicity or propaganda purposes designed to support or defeat legislation pending before legislative bodies. However, this provision is not to be construed as limiting expenses for the purpose of testimony before legislative bodies reviewing the effectiveness of grant programs or to prevent introduction and support in the State Legislature of general statutory reform, such as criminal code revisions, etc.
27. **Bonuses or Commissions:** The subgrantee is prohibited from paying any bonus or commission to any individual for the purpose of obtaining approval of an application for the ADECA LETS Division assistance.
28. **Freedom of Information Act:** Pursuant to the Federal Freedom of Information Act (FOIA), 5 U.S.C. 552, and Section 521 of the Omnibus Crime Control And Safe Streets Act, all records, papers, and other documents required to be maintained by recipients of federal funds, including subgrantees and contractors, relating to the receipt and disposition of such funds, are required to be made available to the federal funding source. The FOIA also sets out that these records are to be made available to the public and press under the terms and conditions of the FOIA.
29. **Political Activity:** The restrictions of the Hatch Act, 5 U.S.C. Chapter 73, Subchapter III, concerning political activity by government employees are applicable to state and local government employees and to employees of private non-profit organizations that receive federal funds, whose principal employment is in connection with activities financed, in whole or in part, by federal grants.
30. **Environmental Impact:** Any application for subgrants or subcontracts, involving environmental changes or problems, must include either an environmental evaluation or a detailed environmental analysis as required by Section 102 (2) (c) of the National Environmental Policy Act.
31. **Clean Air Act and Federal Water Pollution Control Act Violation:** In accordance with the provisions of the Clean Air Act (42 U.S.C. 1857), as amended by PL 91-604, the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq.) as amended by PL 91-500 and Executive Order 11738, subgrants or contracts will not be made to parties convicted of offenses under these laws.
32. **Age Discrimination in Employment Act of 1967:** Any application for subgrants or subcontracts, involving the employment of personnel, must be in compliance with the Federal "Age Discrimination in Employment Act of 1967" (29 U.S.C. 621 et seq.), which, in brief form, sets out: "Sec. 4(a) It shall be unlawful for an employer - (1) to fail or refuse to hire or to discharge any individual or otherwise discriminate against any individual with respect to his compensation, terms, conditions, or privileges of employment, because of such individual's age; (2) to limit, segregate, or classify his employees in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his status as an employee, because of such individual's age; or (3) to reduce the wage rate of any employee in order to comply with this Act".
33. **Criminal Penalties:** Whoever embezzles, willfully misapplies, steals or obtains by fraud any funds, assets, or property which are the subject of a grant or contract or other form of assistance pursuant to federal grant funding, whether received directly or indirectly from the ADECA LETS Division, shall be fined not more than \$10,000 or imprisoned for not more than five years, or both. Whoever knowingly and willfully falsifies, conceals, or covers up by trick, scheme, or device, any material fact in any application for assistance submitted pursuant to federal grant funding or in any record required to be maintained pursuant to federal grant funding shall be subject to prosecution under the provisions of 18 U.S.C. 1001. Any law enforcement program or project underwritten, in whole or in part, by any grant, or contract or other form of assistance pursuant to federal grant funding, whether received directly or indirectly from the ADECA LETS Division, shall be subject to the provisions of 18 U.S.C. 361.

It is understood and agreed by the undersigned that the subgrant received as a result of this application is subject to the above conditions.

Signature of Authorized Official

Date

RESOLUTION OF APPLICANT FOR MATCHING FUNDS

WHEREAS, the State of Alabama, through the Alabama Department of Economic and Community Affairs, Law Enforcement/Traffic Safety Division, under the OMNIBUS Crime Control and Safe Streets Act of 1968, (PL-90-351 as amended and other appropriate federal authorizations, is offering financial aid to combat rising crime, improve the criminal justice system, assist victims of crime, and assist in the problems of juvenile justice; and

WHEREAS, the Montgomery County Commission, hereinafter referred to as the Applicant, is of the opinion that it would be beneficial to make application for such assistance and

WHEREAS, said applicant agrees to be accountable for providing the in-kind match toward the total cost of said project,

NOW, THEREFORE, BE IT RESOLVED by the Applicant that Elton N. Dean, Sr., in his official capacity as Chairman, be authorized to make application to the Alabama Department of Economic and Community Affairs, Law Enforcement/Traffic Safety Division, for said financial assistance.

Adopted this the 27th day of July, 2009.

I, _____,
in and for the Montgomery County Commission, Do hereby certify that the above is a true and correct copy of a resolution adopted at their regular meeting of July 27, 2009, and the same appears in the minutes of said meeting.

Witness by hand and official seal of the _____

This the _____ day of _____, 2009.

(Name)

(Title)

Bob Riley
GOVERNOR

Bill Johnson
DIRECTOR

State of Alabama

July 21, 2009

The Honorable Elton Dean, Sr.
Chairman
Montgomery County Commission
PO Box 1667
Montgomery, AL 36102

Dear Mr. Chairman:

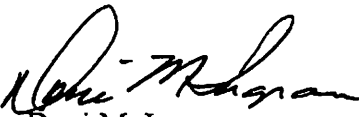
RE: Modification No. 1
Grant No. ARRADOE-028-09

Enclosed are two copies of the above-referenced Department of Energy Grant Modification.

Please sign and witness both copies and return one original to the Energy Division. Retain the other copy for your files. Also enclosed is an agreement form that must be signed and returned along with the grant modification.

If you have any questions, please call Willie Whitehead at (334) 242-5365.

Sincerely,


Doni M. Ingram
Director

WW/ks

Enclosures

cc: Mr. Bill Tucker

**MODIFICATION TO
2009 WEATHERIZATION GRANT AGREEMENT**

Grant Agreement No.: **ARRADOE-028-09**

Modification No.: **1**

Total Grant Amount: **\$1,480,294.00**

THIS MODIFICATION is entered into as of July 16, 2009 by and between the **ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS**, hereinafter, called the "Department," and the **MONTGOMERY COUNTY COMMISSION**, hereinafter, referred to as the "Subgrantee." This modification amends the **Grant Agreement No. ARRADOE-028-09** dated April 1, 2009.

1. **PURPOSE:** The purpose of this modification is to amend "**Paragraph 2: Funding**", the relative attachments of the above-referenced Grant Agreement, and to include **Attachment D**.
2. **Paragraph 2: "Funding"** is hereby amended to read as follows:

Funding: It is expressly understood and mutually agreed that in no event shall the total amount to be paid by the Department to the Subgrantee under this agreement exceed **\$1,480,294.00** for full and completely satisfactory performance. Additional requirements relative to the Grant amount may be found in Attachment A, Paragraph 2. Any additional costs shall be borne by the Subgrantee.

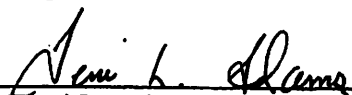
IN WITNESS WHEREOF THE DEPARTMENT AND THE SUBGRANTEE HAVE EXECUTED THIS AGREEMENT AS EVIDENCED BY THE SIGNATURES BELOW:

**ALABAMA DEPARTMENT OF
ECONOMIC AND COMMUNITY AFFAIRS**

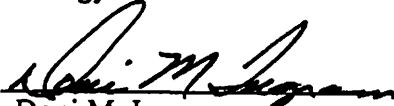
Department

MONTGOMERY COUNTY COMMISSION

Subgrantee

 7-17-09
Terri L. Adams Date
Energy Division Director

Authorized Official for Subgrantee Date

 7-20-09
Doni M. Ingram Date
Director

Subgrantee Witness Date

APPROVED AS TO FORM BY LEGAL:


Edward E. Davis
General Counsel for ADECA

SUBGRANTEE: Montgomery County Commission

ATTACHMENT A

WORK TO BE PERFORMED

April 1, 2009

1. The Subgrantee shall weatherize a minimum of **175** dwelling units in accordance with Priority List/Energy Audit weatherization measures as identified and approved for the State of Alabama. The Subgrantee shall utilize Blower Door technology on all dwellings to be weatherized. The minimum number of dwellings to be weatherized in each county is as follows:

<u>COUNTY</u>	<u>NUMBER OF UNITS</u>
Montgomery	175

2. If funds remain after the specified number of dwellings have been completed, it is mutually understood that additional dwellings will be weatherized until all available Grant Funds have been utilized.

SUBGRANTEE: Montgomery County Commission

GRANT AGREEMENT: ARRADOE-028-09

MODIFICATION: 1

ATTACHMENT B

Budget Sheet

	ORIGINAL BUDGET	INCREASE	TOTAL
ADMINISTRATIVE	\$18,528.00	+\$93,467.00	\$111,995.00
PROGRAM OPERATIONS	\$104,000.00	+\$974,207.00	\$1,078,207.00
HEALTH AND SAFETY	\$19,200.00	+\$191,392.00	\$210,592.00
AGENCY LIABILITY INSURANCE	\$1,500.00		\$1,500.00
TRAINING & TECHNICAL ASSISTANCE	\$75,000.00		\$75,000.00
FINANCIAL AUDIT	\$3,000.00		\$3,000.00
EQUIPMENT	\$0.00		\$0.00

GRAND TOTAL: \$1,480,294.00

ATTACHMENT D

PRODUCTION SCHEDULE FOR ARRADOE-028-09

Agency: Montgomery County Commission

Grant: ARRADOE-028-09

Homes to be Weatherized

Month/Year

08/2009	09/2009	10/2009	11/2009	12/2009	01/2010	02/2010
14	15	18	19	19	19	19

Homes to be Weatherized

Month/Year

03/2010	04/2010	05/2010	06/2010	07/2010	08/2010	09/2010
19	19	19	19	19	19	19

Homes to be Weatherized

Month/Year

10/2010	11/2010	12/2010	01/2011	02/2011
19	19	19	19	19

Total
351

TO: ANY JUDGE

**RE: GRANT NO: ARRADOE-028-09
MODIFICATION NO: 1**

Montgomery County Commission, hereby specifically, intentionally, and unconditionally agrees and affirms that the terms and commitments contained in the documents pertaining to this grant/contract shall not be constituted as a debt of the State of Alabama in violation of Article 11, Section 213 of the Constitution of Alabama, 1901, as amended. It is further agreed that if any provision of this grant/contract shall contravene any statute or constitutional provision or amendment, either now in effect or which may, during the course of this grant/contract, be enacted, then that conflicting provision in the grant/contract shall be deemed null and void. The grantee's/contractor's sole remedy for the settlement of any and all disputes arising under the terms of this agreement shall be limited to the filing of a claim with the Board of Adjustment for the State of Alabama.

For any and all disputes arising under the terms of this grant/contract, the parties hereto agree, in compliance with the recommendations of the Governor and the Attorney General, when considering settlement of such disputes, to utilize appropriate forms of non-binding alternative dispute resolution including, but not limited to, mediation by and through the Attorney General's Office of Administrative hearings or where appropriate, private mediators.

Authorized Official of **Montgomery County Commission**

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, 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
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

JUL 27 2009

July 23, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Interlocal Cooperation Agreement for COPS Grant

After the County Commission meeting on July 6, 2009, the Sheriff's Office briefed me regarding a grant opportunity for their office. In order to receive the grant, an Interlocal Cooperation Agreement with the City of Montgomery was required to be executed and submitted by July 20, 2009. On that date, Chairman Dean executed the agreement which will provide \$250,000 from the COPS-OTHERTECH-2009-3 grant.

I am requesting that the County Commission approve ratification of this Interlocal Cooperation Agreement with the City of Montgomery.

DLM/tn

The State of Alabama

County of Montgomery

INTERLOCAL COOPERATAION AGREEMENT

by and between

THE CITY OF MONTGOMERY, ALABAMA

and

MONTGOMERY COUNTY, ALABAMA

RELATING TO

COPS-OTHERTECH-2009-3

This Interlocal Cooperation Agreement is made and entered into this the 20th day of July 2009, by and between Montgomery County, Alabama, a body corporate and politic of the State of Alabama (hereinafter referred to as "County") and the City of Montgomery, Alabama, an Alabama municipal body corporate and politic (hereinafter referred to as "City"), both of whom witnesseth as follows:

WHEREAS, this Agreement is made under the authority laws of the State of Alabama to enter into agreements setting forth the powers, authorities and responsibilities to be exercised by each of them pursuant to the terms of this Agreement. Each of the City and the County are duly organized, under the laws of the State of Alabama, and each has full power and authority to execute, deliver and perform this Agreement; and

WHEREAS, each governing body, in performing governmental functions or in paying for the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and

WHEREAS, each governing body finds that the performance of this Agreement is in the best interest of both parties, that the undertaking will benefit the public, and that the division of costs fairly compensates the performing party for the services or functions under this Agreement; and

COPS-OTHERTECH-2009-3

WHEREAS, the City agrees to pay the County \$250,000, which represents 50 percent of the total COPS award received.

WHEREAS, the City and the County believe it to be in their best interests to reallocate the COPS funds.

NOW THEREFORE, the parties hereto, intending to be bound by the terms and conditions set forth herein, do hereby agree hereto as follows:

A. Purpose and Findings

This Agreement is made and entered into by the parties hereto in order to define the responsibilities of the City and the County in connection with the COPS-OTHERTECH-2009-3.

B. Payment of Funds

The City agrees to pay the County 50 percent of the COPS funds awarded, which equates to \$250,000. The Award will be issued to the City. The City will then issue a check made payable to the County for 50 percent of the COPS Award. The disbursement of this award to the County should take place no later than one week of the City's receipt of the award.

C. Period of Agreement

This Agreement shall only involve the COPS-OTHERTECH-2009-3 grant. A new agreement will be signed for any future COPS grants awarded.

D. Responsibilities

The City is responsible for their use of their portion of the COPS Award. The City is responsible for the administration of their portion of the COPS Award including the disbursement of the funds, monitoring their portion of the award, submitting reports including performance measure and program assessment data. The County has no responsibility or liability as to the City's portion of the COPS Award.

The County is responsible for their use of their portion of the COPS Award. The City is responsible for the administration of their portion of the COPS Award including the disbursement of the funds, assessment data, performance measure and program assessment data. The City shall have no responsibility or liability as to the County's portion of the COPS Award.

Each party to this Agreement will be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishings of the services by the other party.

E. Disparate Certification

The parties both agree that the County is entitled to a disparate allocation.

F. Accounting

Each party shall be responsible for all required accounting of their portion of the COPS Award. The City shall submit all quarterly reports.

G. Imposition of Liability

Nothing in the performance of this Agreement shall impose any liability for claims against the County.

Nothing in the performance of this Agreement shall impose any liability for claims against the City.

H. Third Parties

Nothing herein shall be construed to provide any rights to any third party. The parties to this Agreement do not intend for any third party to obtain a right by virtue of this Agreement.

I. Entire Agreement

By entering into this Agreement, the parties do not intend to create any obligations express or implied other than those set

out herein; further, this Agreement shall not create any rights in any party not a signatory hereto.

J. Miscellaneous

If any paragraph or part of a paragraph of this Agreement shall be declared null and void or unenforceable against any of the parties hereto by any court of competent jurisdiction, such declaration shall not affect the validity or enforceability of any other paragraph or portion of this Agreement.

This Agreement shall ensure to the benefit of the City and the County and shall be binding upon the City and the County and their respective successors and assigns.

This Agreement shall be governed as to its validity, construction and performance by the laws of the State of Alabama.

This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original; but such counterparts shall, when taken together, constitute but one and the same agreement.

The descriptive headings of the several paragraphs of this Agreement are inserted for convenience of reference only and do not constitute a part of this Agreement;

COPS-OTHERTECH-2009-3

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first above written.

ATTEST:

CITY OF MONTGOMERY, ALABAMA

Brenda Jo Blalock
City Clerk

By:

[Signature]
Mayor

ATTEST:

MONTGOMERY COUNTY, ALABAMA

Donald Z. Minn
Administrator, Montgomery
County Commission

By:

Elton N. Dean, Jr.
Chairman, Montgomery County
Commission

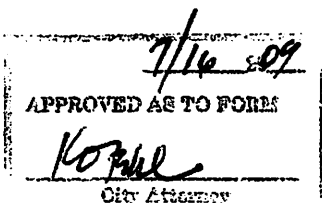
ACKNOWLEDGMENT BY THE CITY

STATE OF ALABAMA

MONTGOMERY COUNTY

I, the undersigned, a Notary Public in and for said State and County, hereby certify that Todd Strange and Brenda Blalock whose names, as Mayor and City Clerk, respectively, of the City of Montgomery, are signed to the foregoing Agreement, and who are known to me, as such Mayor and City Clerk, respectively, and with full authority, executed the same voluntarily for and the act of City of Montgomery.

Given under my hand and seal on this the 17th day of July 2009.



Traci Karris

Notary Public

My commission expires:

NOTARY PUBLIC STATE OF ALABAMA AT LARGE
MY COMMISSION EXPIRES: Mar 28, 2011
BONDED THRU NOTARY PUBLIC UNDERWRITERS

ACKNOWLEDGMENT BY THE COUNTY

STATE OF ALABAMA

MONTGOMERY COUNTY

I, the undersigned, a Notary Public in and for said State and County, hereby certify that Elton N. Dean, Sr. and Donald L. Mims whose names, as Chairman and County Administrator, respectively, of the County Commission of Montgomery County, Alabama, are signed to the foregoing Agreement, and who are known to me, acknowledged before me, that being informed of the contents of said Agreement, they, as such Chairman and County Administrator, respectively, and with full authority, executed the same voluntarily for and the act of County Commission of Montgomery County, Alabama.

Given under my hand and seal on this the 20th day of July 2009.

Sammy L. Nix
Notary Public
My commission expires: 3/3/12

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**

301 ADAMS AVENUE • P.O. BOX 1667
MONTGOMERY, ALABAMA 36102-1667

Agenda

JUL 27 2009

TO: The Montgomery County Commission

FROM: Paul H. Brown – Executive Director *PHB*
Montgomery County Community Corrections Department

DATE: July 17, 2009

RE: 2009-2010 Annual Community Corrections Plan

Commissioners of the Montgomery County Commission:

On Thursday, July 16, 2009, the Montgomery County Community Punishment and Corrections Authority formally convened, reviewed and adopted the 2009-2010 annual Community Corrections Plan for submittal to the Montgomery County Commission and the Department of Corrections for formal approval.

The approval of annual Community Corrections Plans by the County Commission and the Alabama Department of Corrections are mandated for the Community Corrections Department to receive State funding for Jail/Prison diversion felony offenders on Community Corrections Supervision.

The Community Corrections Department provides a variety of beneficial services to the Courts and the community which include: Pre-Trial Release, Community Service Restitution, County Probation, Drug Court support and coordination and direct supervision of felony offenders diverted from incarceration in State prison. The Department also provides vital offender monitoring, referral and supervision services to offenders predicated to help these individuals live a drug and crime free lifestyle while ensuring public safety. The citizens of the State of Alabama benefit from the cost savings of placing non-violent offenders on Community Supervision in lieu of more costly incarceration.

The Montgomery County Community Corrections Department relies greatly on the administrative and financial support it receives from the Community Corrections Division of the Alabama Department of Corrections in order to provide these services and to help safeguard public safety while maintaining offender accountability.

The Alabama Department of Corrections requires the submittal of written evidence of approval of the Community Corrections Plan on the part of the County Commission. The attached Plan is being provided for your review in advance of the July 27, 2009 Commission Meeting for which Commission consideration/approval of the plan is on the Commission agenda.

Submitted on behalf of:
Willie Jones – Chairman
Montgomery County Community Punishment and Corrections Authority

PAUL BROWN, EXECUTIVE DIRECTOR
(334) 832-7730 • FAX (334) 832-7176

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • PRE-TRIAL RELEASE

4-1

**Agenda Item Number 4 – Consider Approval of the Annual Community Corrections Plan,
Community Corrections**

The Annual Community Corrections Plan has been provided under separate cover.



Agenda

JUL 27 2009

July 23, 2009

To: Members of the Montgomery County Commission
The Honorable Elton Dean, Chair
The Honorable Reed Ingram, Co-Chair
The Honorable Dimitri Polizos
The Honorable Jiles Williams
The Honorable Ham Wilson

On behalf of our healthcare reform initiative I am requesting that the Montgomery County Commission grant funds to replace the Lister Hill Health Clinic, which was a recommendation from the Health Management Associates Study managed through the Envision 2020 process. The proposed new facility will be on the land donated by Jackson Hospital on their campus for that purpose.

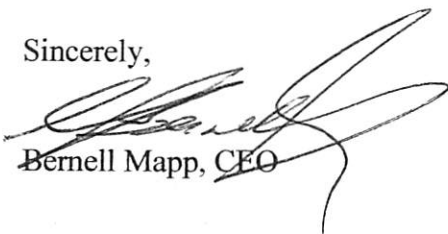
Our collaborative efforts with Montgomery City and County, the Montgomery Chamber, Joint Public Charity Hospital Board, our local hospitals and regional governments to increase access to primary healthcare in order to alleviate the financial losses of over \$30M annually by Baptist and Jackson hospitals have enabled us to take advantage of the opportunity to apply for ARRA 2009 through HRSA.

There are three critical issues in requesting stimulus money to replace the Lister Hill Clinic that require our gaining additional funding from other sources in order for our application to be competitive:

1. We cannot ask for 100% of cost of the Lister Hill replacement project – community support must be demonstrated
2. If only one-half of the Federally Qualified Health Clinics (FQHC) nationwide apply for stimulus money, there is still only a 15% award rate. (Lister Hill is one of 10 FQHCs managed by Health Services Inc)
3. Only 100 grants nationwide will be given

Time is of the essence in that applications are due to the Federal government on August 6. The Commission's investment of \$1M could be multiplied by up to 10 times, if our grant request is funded. We appreciate your consideration of this request.

Sincerely,


Bernell Mapp, CEO

4178 Lomac Street
P.O. Box 70365
Montgomery, Alabama 36107-0365
Telephone 334-420-5001
Fax 334-264-4353



July 27, 2009

ATTN: US Department of Health and Human Services
Health Resources and Services Administration
Bureau of Primary Health Care
Health Center Program

RE: ARRA 2009 FIP Funding Opportunity

To Whom It May Concern:

If the ARRA 2009 FIP grant proposal being submitted by Health Services Inc (HSI) is funded by HRSA, the County Commission of Montgomery, Alabama will commit \$1,000,000 toward construction of a new facility on land that has been donated by Jackson Hospital for the purpose of replacing the current Lister Hill Health Clinic, which is a Federally Qualified Health Center.

It is our understanding that the facility must be constructed and open its doors for services by November 1, 2011.

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

JUL 27 2009

July 22, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr. *JAM*
Deputy Administrator

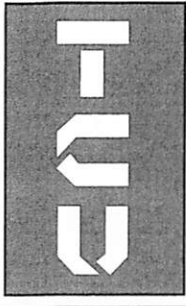
SUBJECT: Change Order No. Seven
Bailey Harris Construction
Annex III

Attached is Change Order No. Seven, received from T.C.U. for the Annex III construction project. Change Order No. Seven is comprised of items totaling \$4,045.00. This change was discussed during a previous Commission meeting on May 26, 2009 and is forwarded to you for your approval at the next County Commission meeting on July 27, 2009.

I agree with the recommendations of 2WR and T.C.U. Consultants and ask the Commission to review and approve the attached documents. Your careful consideration of this matter is greatly appreciated.

JAM/rw

Attachments



T.C.U. CONSULTING SERVICES, LLC

CONSTRUCTION CONSULTANTS

334-279-8765 • 334-272-5731 Fax

P.O. Box 230487

MONTGOMERY, ALABAMA 36123-0487

July 22, 2009

John Mitchell
Montgomery County Commission
P. O. Box 1667
Montgomery, AL. 36102-1667

Re: Attached Change Order No. 7 for Annex III

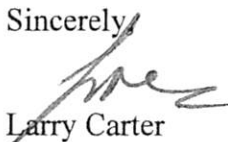
Dear John:

The attached Change Order No. 7 is submitted for approval by the Commission. The items included in this Change Order were presented to the Commission on 05/25/09 in the Information Session.

These changes total \$4,045.00, bringing the total to date to \$344,963.00 vs. expected tax savings of \$428,000. Total changes to the contract are expected to be approximately \$472,000.

When approved and signed by Mr. Dean, please retain one copy for your file and return (2) to me.

Sincerely,


Larry Carter

Enclosures: (1) lot of (3) Change Orders for signature

cc: file: Advertiser i2.6 and i1.1.4

W. K. Upchurch, III, w/o enclosures

Donnie Mims, " "

David Sawicki, 2WR/HW Architects, w/o enclosures



AIA® Document G701™ – 2001

Change Order

PROJECT (Name and address):	CHANGE ORDER NUMBER: 007	OWNER: ☐
Montgomery County Courthouse Annex Montgomery, Alabama	DATE: June 16, 2009	ARCHITECT: ☐
TO CONTRACTOR (Name and address):	ARCHITECT'S PROJECT NUMBER: 600	CONTRACTOR: ☐
Bailey-Harris Construction Company, Inc.	CONTRACT DATE: August 29, 2007	FIELD: ☐
1552 Bailey Harris Drive	CONTRACT FOR: General Construction	OTHER: ☐
Auburn, Alabama 36830		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

The original Contract Sum was	\$	16,378,900.00
The net change by previously authorized Change Orders	\$	340,918.00
The Contract Sum prior to this Change Order was	\$	16,719,818.00
The Contract Sum will be increased by this Change Order in the amount of	\$	4,045.00
The new Contract Sum including this Change Order will be	\$	16,723,863.00

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.

2WR HolmesWilkins Architects, Inc.
ARCHITECT (Firm name)

166 Commerce Street, P. O. Box 4834,
Montgomery, Alabama 36104

ADDRESS

BY (Signature)

J-Michael Rutland
(Typed name)

June 16, 2009

DATE

Bailey-Harris Construction Company, Inc.
CONTRACTOR (Firm name)

1552 Bailey Harris Drive, Auburn,
Alabama 36830

ADDRESS

BY (Signature)

Allen Harris
(Typed name)

June 16, 2009

DATE

Montgomery County Commission
OWNER (Firm name)

100 South Lawrence Street, Montgomery,
Alabama 36104

ADDRESS

BY (Signature)

Elton N. Dean Sr.
(Typed name)

June 16, 2009

DATE

T.C.U. CONSULTING SERVICES, LLC

P.O. Box 230487

Montgomery, Alabama 36123

(334)270-4255 (334)420-1503 Fax

Date: **May 28, 2009**

To: **2WR/HW Architects, Inc.**

166 Commerce Street

Attn: **Sawicki, David**

Montgomery, Alabama 36103

Project: **Advertiser Building**

THE FOLLOWING MATERIAL IS TRANSMITTED

☒ **With This Letter:**

☐ Under Separate Cover:

☐ Drawings ☐ Prints ☐ Specifications ☐ Shop Drwgs ☐ Equipment Data ☐ Samples

☐ Estimates ☒ Other

COPIES	DATE OR #	DESCRIPTION
1	5/18/2009	Approved Advertiser Project Change Proposal No. 7

This material is:

☐ For Information ☐ For Approval, Please return Copies to us ☒ For Your File

☐ For Job Use ☒ Approved as noted ☐ To be Revised and Resubmitted

☐ Not Approved ☐ For Revision and Fabrication ☐ Payment

Comments: **The attached Change Proposal No. 7 has been approved by MCC's Administration. Please forward a copy to Bailey Harris. This should be sufficient for them to pay their sub's. Please process Change Order #7 for approval by Elton Dean, Sr., Chairman, Montgomery County Commission. The Change Order is needed by 06/03 to allow time to include on the June 9th meeting agenda.**

TCU Consulting

Larry Carter



MONTGOMERY COUNTY COURTHOUSE ANNEX 3
FOR THE MONTGOMERY COUNTY COMMISSION

Date: 5/18/09

CHANGE ORDER PROPOSAL No. Seven (7)	Total	Accept	Rejected
7.1 Film tint @ Multi Purpose RM 419- Request by Owner	\$416.00	☒	☐
7.2 3rd Level parking Vestibule- action required to provide lighting for referenced area	\$2,416.00	☒	☐
7.3 Tension Cables @ opening on 1st level parking-Owner requested item	\$8,032.00	☒	☐
5.4 Handrail @ Plaza ramp P104- Cityrequired item @ Final Revie	\$1,585.00	☒	☐
7.5 Additional Dock Bumpers-City Required item @ Final Review	\$440.00	☒	☐
7.6 Provide gypsum board columns under ductwork-Owner requested item	\$537.00	☒	☐
7.7 Millwork slopes for comm. monitors- Owner Requested item	\$3,021.00	☒	☐
7.8 Additional raceway and data boxes @ 2nd level-Owner requested item	\$2,135.00	☒	☐
7.9 sliding window @mail slot-Owner requested	\$219.00	☒	☐
TOTAL (A)	\$18,801.00		

Recommended by:
2 WR/Holmes Wilkins Architects Inc.
Architect Firm's Name
David Sawicki
By Signature

David Sawicki, Construction Administrator
(Typed Name)

Date

Recommended by:
TCU Consulting Inc.
Owner Representative (Firm name)
[Signature]
By Signature

Larry Carter
(Typed Name)

Date 05/19/09

Recommended by:
Montgomery County Commission
Owner Representative (Firm name)
Donnie Mims
By Signature

Donnie Mims, County Administrator
(Typed Name)

Date 5/26/09

MONTGOMERY COUNTY COURTHOUSE ANNEX 3
FOR THE MONTGOMERY COUNTY COMMISSION

Date: 5/18/09

<u>CHANGE ORDER PROPOSAL No. Seven(7)</u>	<u>Total</u>	<u>Accept</u>	<u>Rejected</u>
7.10 Canopy @ Door Opening 302- Owner requested item	\$1,210.00	☒	☐
7.11 installing rolled type duct liner- Contract specifications specified rigid board type	<\$12,814.00>	☒	☐
7.12 Omit Waterproofing and topping slab @ entry drive-provided watercoating instead	<\$3152.00>	☒	☐
TOTAL (B)	<\$14,756.00>		
GRAND TOTAL A & B	\$4,045.00		

Recommended by:

2 WR/HolmesWilkins Architects Inc.
Architect Firm's Name
David Sawicki
By Signature

David Sawicki, Construction Administrator
(Typed Name)

Date

Recommended by:

TCU Consulting Inc.
Owner Representative (Firm name)
[Signature]
By Signature

Larry Carter
(Typed Name)

Date

Recommended by:

Montgomery County Commission
Owner Representative (Firm name)
Donnie Mims
By Signature

Donnie Mims, County Administrator
(Typed Name)

Date

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY, ALABAMA 36102-1667



ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

JUL 27 2009

July 27, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
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-2009-105: Montgomery County Parks and Recreation Department, Montgomery YMCA, for 1st Tee Program - \$5,000; (District 1)
- C-2009-106: Central Alabama Community Foundation, to be used by BONDS, to Support the Neighbors Helping Neighbors Community Watch Association, for the "National Night Out" Event - \$250; (Williams)
- NC-2009-95: City of Montgomery Parks and Recreation Department, Hayneville Road Community Center, for Basketball Camp - \$500; (Ingram)

DLM/tll

JUL 27 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director
Support Services *ps*

DATE: July 20, 2009

SUBJECT: Final Pay – Project No. GMC 6-5-010B-Montgomery
County Detention Facility Interiors Package

Request approval of the attached final payment to Business Interiors, Inc. on the above referenced project, in the amount of \$954.42, be placed on the agenda for the County Commission meeting on July 27, 2009.

Coordination of final payment made with Mr. John A. Mitchell, Sr., Deputy Administrator and Mr. Larry Carter of TCU Consulting Services.

Your approval is appreciated.

Attachment

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

(Instructions on reverse side) Page One of 2

TO (OWNER):		Montgomery County Con 100 South Lawrence Street Montgomery, AL 36104	PROJECT:	Montgomery County Detention Facility Interiors Package Montgomery, Alabama	APPLICATION NO:	2	Distribution to:	☐ OWNER
FROM (CONTRACTOR):		Business Interiors, Inc. P. O. Box 55865 Birmingham, AL 35255-5865	VIA (ARCHITECT):	Goodwyn, Mills, And Cawood, Inc. 2660 East Chase Lane, Ste. 200 P. O. Box 242128 Montgomery, AL 36124-2128	PERIOD TO:	5/6/2009	☐ ARCHITECT	☐ CONTRACTOR
CONTRACT FOR:		Interior Furnishings			ARCHITECT'S PROJECT NO:	GMC 6-5-0108	☐	
					CONTRACT DATE:	9/29/2008	☐	

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		
Change orders approved in previous months by Owner	ADDITIONS	DEDUCTIONS
Total	\$0.00	\$0.00
Approved this Month		
Number	Date Approved	
TOTALS		\$0.00
Net change by Change Orders		\$0.00

Application is made for Payment, as shown below, in connection with the Contract.

Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM..... \$154,166.41
2. Net change by Change Orders..... \$0.00
3. CONTRACT SUM TO DATE (Line 1+2)..... \$154,166.41
4. TOTAL COMPLETED & STORED TO DATE..... \$154,166.41
5. RETAINAGE: (Column G on G703) LESS: Material purchased by owner \$135,077.95
6. TOTAL EARNED LESS RETAINAGE..... \$19,088.46

- a. 0 % of Completed Work (Column D+E on G703) \$0.00
- b. % of Stored Material (Column F on G703) \$0.00

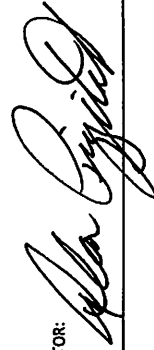
Total Retainage (Line 5a+5b or

Total in Column I of G703).....

6. TOTAL EARNED LESS RETAINAGE..... (Line 4 less Line 5 Total)

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:



By: _____ Date: 5/7/09

State of: Alabama

Subscribed and sworn to before me this

Notary Public: Brenda M. Bond

My Commission expires: 10/23/09

County of

Jefferson

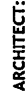
day of May 2009

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 954,42

(Attach explanation if amount certified differs from the amount applied for)

ARCHITECT: By: 

Date: 6/23/09

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 2

APPLICATION DATE: 5/6/2009

PERIOD TO: 5/6/2009

ARCHITECT'S PROJECT NO: GMC 6-5-010B

[illegible]

AIA DOCUMENT G703 - APPLICATION AND CERTIFICATE FOR PAYMENT - MAY 1983 EDITION - AIA REGISTERED - COPYRIGHT 1983
THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006

JUL 27 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director *ps*
Support Services

DATE: July 20, 2009

SUBJECT: Final Pay – Project No. GMC 6-5-010B-Montgomery
County Detention Facility Interiors Package

Request approval of the attached final payment to Forrester Developer, LLC. for the above referenced project, in the amount of \$7,548.19, be placed on the agenda for the County Commission meeting on July 27, 2009.

Coordination of final payment made with Mr. John A. Mitchell, Sr., Deputy Administrator and Mr. Larry Carter of TCU Consulting Services.

Your approval is appreciated.

Attachment

To Owner: Montgomery County Commission
PO Box 1667
Montgomery, AL 36102

Project :

Montgomery Co. Detention
FFE

Application NO: 03

Period To: 03-31-09

Contract For: BUilder

Contract Date: 11-06-08

Project Nos: 65010B

From Contractor:

Forrester Developer, llc
219 Hill Street
Wetumpka, AL 36092

VIA Architect:

Goodwyn, Mills, & Cawood, Inc.
2600 East Chase Lane
Montgomery, AL 36117

CONTRACTOR'S APPLICATION FOR PAYMENT

1. ORIGINAL CONTRACT SUM.....144,088
2. Net change by Change Orders..... (2,498)
3. Contract SUM to Date.....141,590
4. Total Completed & Stored to Date..... 141,590
- 4a. Less Materials purchased by Owner..... (75,840.03)
- 4b. Till Completed & Stored - Materials purchased by owner..... 65,750.77
5. Retainage
- 5a. 5 % of Completed Work..... 0
- 5b. 5 % of Stored Material..... 0
- Total Retainage..... 0
- Total Earned Less Retainage..... 65,750.77
- Less Previous Certificates for Payment..... 51064.77
- Less SALES TAX..... 7,137.01
6. Current Payment Due..... 75,399.60
7. Balance to Finish, Including retainage..... 0

75,840.03
65,750.77
65,749.97

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: Forrester Developer, llc.

By: [Signature] Date: 3, 30, 09

State of Alabama
County of Elmore
Subscribed and sworn to before
Me this 30 day of Nov

Notary Public: Don Hall
My Commission Expires: 03-28-2012

Architect's Certificate For Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

Amount Certified.....\$ 75,399.60 75,398.19

Architect: Goodwyn, Mills, & Cawood, Inc.

By: [Signature] Date: 6/5/09

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
TOTAL CHANGES APPROVED IN PREVIOUS MONTHS BY OWNER		0	(2,080)
TOTAL APPROVED THIS MONTH		0	(418)
TOTALS		0	(2,498)
NET CHANGES BY CHANGE ORDER		0	(2,498)

Continuation Sheet

MAA Document G702: APPLICATION AND CERTIFICATION FOR PAYMENT.

containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply.

APPLICATION NO: 03

APPLICATION DATE: 03-25-09

PERIOD TO: 03-01-09

ARCHITECT'S PROJECT NO: 65010B

ITEM NO	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN DORE)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	G % (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE OR VARIABLE RATE
			FROM PREVIOUS APPLICATION (D + E)							
G1	General Conditions	12,388	12,388		0	0	12,388	100	0	0
G2	Insurance / Bonds	5,180	5,180		0	0	5,180	100	0	0
C1	Mirror	6,158	6,168		0	0	6,168	100	0	0
C1L	Mirror Labor	6,200	6,200		0	0	6,200	100	0	0
C1T	Mirror Sales Tax	617			617	0	617	100	0	0
C2	Lockers	40,000	40,000		0	0	40,000	100	0	0
C2L	Locker Labor	11,375	11,375		0	0	11,375	100	0	0
C2T	Locker Sales Tax	4,000			4,000	0	4,000	100	0	0
C2F	Locker Freight	3,600	3,600		0	0	3,600	100	0	0
C3	Appliances	5,000	5,000		0	0	5,000	100	0	0
	TOTAL	144,089								

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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AIA Document G703™ - 1992

Continuation Sheet

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT.

containing Contractor's signed certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column F on Contracts where variable retainage for line items may apply.

APPLICATION NO: 03
APPLICATION DATE: 03-25-09
PERIOD TO: 03-01-09
ARCHITECT'S PROJECT NO: 650108

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F THIS PERIOD	G MATERIALS PRESENTLY STORED (NOT IN D OR E)	H TOTAL COMPLETED AND STORED TO DATE (D+E+G)	I BALANCE TO FINISH (C-H)	J RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D+E)						
C3L	Appliance Labor	8,000	8000		0	0	8000	0	0
C3T	Appliance Sales Tax	500			500	0	500	0	0
C4	Audio / Visual	23,000	23,000		0	0	23,000	0	0
C4L	Audio / Visual Labor	10,500	10,500		0	0	10,500	0	0
C4T	Audio / Visual Sales Tax	2,300			2300	0	2300	0	0
C5	Casework	4,000	4000		0	0	4000	0	0
C5L	Casework Labor	860	860		0	0	860	0	0
C5T	Casework Sales Tax	400			400	0	400	0	0
C6	Builder Co	(2080)	(2080)		0	0	(2,080)	0	0
C6	TV ... Co 3	(418)			(418)	0	(418)	0	0
		141,590	134,191		7399	0	141,590	0	0
			121,803		2225	0			

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

JUL 27 2009

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director *PS*
Support Services

DATE: July 20, 2009

SUBJECT: Final Pay – Project No. GMC 6-5-010B2-Montgomery
County Detention Facility Interiors Package

Request approval of the attached final payment to Forrester Developer, LLC. for the above referenced project, in the amount of \$3,349.26, be placed on the agenda for the County Commission meeting on July 27, 2009.

Coordination of final payment made with Mr. John A. Mitchell, Sr., Deputy Administrator and Mr. Larry Carter of TCU Consulting Services.

Your approval is appreciated.

Attachment

To Owner: Montgomery County Commission
PO Box 1667
Montgomery, AL 36102

From Contractor:
Forrester Developer, llc
219 Hill Street
Wetumpka, AL 36092

Project : Montgomery Co. Detention
FFE
VIA Architect:
Goodwyn, Mills, & Cawood, Inc.
2600 East Chase Lane
Montgomery, AL 36117

Application NO: 02
Period To: 03-31-09
Contract For: Systems Furniture Package
Contract Date: 11-06-08
Project Nos: 65010B2

CONTRACTOR'S APPLICATION FOR PAYMENT

1. ORIGINAL CONTRACT SUM.....56,900
2. Net change by Change Orders..... 0
3. Contract SUM to Date.....56,900
4. Total Completed & Stored to Date..... 56,900
4a. Less Materials purchased by Owner..... (40,125)
4b. Till Completed & Stored - Materials purchased by owner..... 16,775
5. Retainage
5a. 5 % of Completed Work..... 0
5b. 5 % of Stored Material..... 0
Total Retainage..... 0
- Total Earned Less Retainage..... 16,775
6. Less Previous Certificates for Payment..... 9383
7. LESS TAX..... 4012.50
8. Current Payment Due..... 3359.5
9. Balance to Finish, Including retainage..... 3279.50

40,125.22
16,744.48
16,744.48

16,775
16,744.48

9383
4012.50

3359.5
3279.50
3,349.26

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: Forrester Developer, llc.

By: [Signature] Date: 3-30-09

State of Alabama
County of Elmore
Subscribed and sworn to before
Me this 30 day of Mar

Notary Public: [Signature]
My Commission Expires: 03-28-2012

Dominic L Labriola
Notary Public
Elmore County
State of Alabama
Expiration 03-28-2012

Architect's Certificate For Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to the payment of the AMOUNT CERTIFIED.

Amount Certified.....\$ 3379.50
Architect: Goodwyn, Mills, & Cawood, Inc.

By: [Signature] Date: 6/5/09

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
TOTAL CHANGES APPROVED IN PREVIOUS MONTHS BY OWNER	0	0
TOTAL APPROVED THIS MONTH	0	0
TOTALS	0	0
NET CHANGES BY CHANGE ORDER	0	0

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 3

DEPARTMENT: APPRAISAL REVIEWED: S. Thomas 7/3/2009
Finance Director Date
REQUESTED BY: Jane S. Mardis 6/30/09 APPROVED:
Elected Official/Dept. Head Date Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
GIS System Development	120-51985-180	2,764,406	-29,450	2,734,956
Overtime	120-51985-113	10,000	1,950	12,950
Legal Services	120-51985-305	5,000	10,000	15,000
Office Supplies/Minor Equip	120-51985-211	64,500	15,000	79,500
Office Equipment	120-51985-540	0	2,500	2,500
TOTAL		2,843,906	0	2,843,906

JUSTIFICATION:

Overtime & Legal Services: To cover budget shortfalls
replace obsolete and inefficient office furniture
Receptionist Desk
Office Supplies/Minor Equipment: To
Office Equipment: To replace obsolete and inefficient

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 32

DEPARTMENT:	County Comm Appropriations	REVIEWED:	S. Thomas	7/1/2009
DATE:	7/1/2009	Finance Director		Date
REQUESTED BY:	Donald Mims	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Transfer to Gas Tax Fund	001-62100-111	50,000	-41,557	8,443
Repairs & Maintenance Industrial Park	001-51956-231	0	41,557	41,557
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		50,000	0	50,000

JUSTIFICATION:

Reclassify the budget set up for maintenance and landscaping/lawn service at the Industrial Park. The invoices are charged directly to the General Fund as opposed to being paid by the Gas tax fund.

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 33

DEPARTMENT:	County Commission	REVIEWED:	S. Thomas	7/7/2009
DATE:	7/7/2009	Finance Director		Date
REQUESTED BY:	Donald Mims, Administrator	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Montgomery YMCA	001-57201-468	153,000	5,000	158,000
In House Misc. Appropriations	001-59310-499	67,140	-5,000	62,140
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		220,140	0	220,140

JUSTIFICATION:

To provide funding for the YMCA 1st Tee Program.

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 34

DEPARTMENT:	County Commission	REVIEWED:	S. Thomas	7/7/2009
DATE:	Appropriations	Finance Director		Date
REQUESTED BY:	7/7/2009	APPROVED:		
Elected Official/Dept. Head	Donald Mims, Administrator	Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Jail-Contract Services	001-52200-304	500,000	200,000	700,000
Fund Balance	001-35900-000		-200,000	-200,000
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		500,000	0	500,000

JUSTIFICATION:

To increase the budget for Housing Inmates in Other Counties to cover increased costs caused by the delay in the new detention facility opening. Funds provided by budget change restricted to housing other inmate expense.

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 6

DEPARTMENT:	District Attorney	REVIEWED:	S. Thomas	7/1/2009
DATE:	7/1/2009	Finance Director		Date
REQUESTED BY:	Ellen Brooks	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies	761-51262-211	13,000	-400	12,600
Fuels & Lubricants	761-51262-212	4,500	-500	4,000
Other Rental	761-51262-229	7,200	4,400	11,600
Telephone	761-51262-251	1,500	-500	1,000
Postage	761-51262-252	6,000	-500	5,500
Other Office Equip & Rental	761-51262-540	2,500	-2,500	0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		34,700	0	34,700

JUSTIFICATION:

To Cover Increase In Expenses

141

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST REQUEST NUMBER 7

DEPARTMENT:	District Attorney	REVIEWED:	S. Thomas	7/1/2009
DATE:	7/1/2009	Finance Director	Date	
REQUESTED BY:	Ellen Brooks	APPROVED:		
Elected Official/Dept. Head		Administrator	Date	

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Other Rental	001-51261-229	623	685	1,308
Postage	001-51261-252	7,000	1,035	8,035
Beeper Service	001-51261-254	275	110	385
Cellular Service	001-51261-255	30,000	-1,830	28,170
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		37,898	0	37,898

JUSTIFICATION:

To Cover Increase In Expenses

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 8

DEPARTMENT:	District Attorney	REVIEWED:	S. Thomas	7/1/2009
DATE:	7/1/2009	Finance Director		Date
REQUESTED BY:	Ellen Brooks	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Repair & Maintain Motor Veh	760-51260-234	2,000	1,500	3,500
Grant/Off of Prosection Exp	760-51260-292	172,171	-1,500	170,671
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		174,171	0	174,171

JUSTIFICATION:

To Cover Increase In Expenses

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS,

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION
Engineering Department

MONTGOMERY, ALABAMA 36102-1667

ESTABLISHED 1816

MEMORANDUM

GEORGE C. SPEAKE, PE, PLS
COUNTY ENGINEER
JAMES M. KELLEY, PE
ASSISTANT COUNTY ENGINEER
(334) 832-1310
FAX (334) 832-7190
www.mc-ala.org

Agenda

JUL 27 2009

TO: Donald L. Mims, County Administrator

FROM: George C. Speake, County Engineer

DATE: June 23, 2009

**RE: POSITION FILL REQUEST FOR
COUNTY ROAD EQUIPMENT OPERATOR II**

As discussed during the June 22, 2009, Information Session, it is requested that a County Road Equipment Operator II (CREO II) position fill request be approved for the Engineering Department.

We have an employee that is to be demoted from a CREO II to a County Road Equipment I (CREO I) due to his recent unsatisfactory accident record involving operation of County dump trucks. In order to accomplish this demotion, we propose to promote another CREO I employee to a CREO II utilizing the existing CREO II employment register; this would, in turn, create a CREO I vacancy for placement of the employee to be demoted. In summary, these two employees would exchange positions with each other. The demotion pay reduction vs. the promotion pay increase would result in a net savings to the County of approximately \$1,244 per year in salary and benefit costs.

Your assistance with this request is greatly appreciated.

GCS/gcs

cc: File

POSITION FILL REQUEST

COMPLETED ACTION DATES

DEPARTMENT: Montgomery County Engineering

DEPARTMENT HEAD: George C. Speake, County Engineer

SUPERVISOR: George W. Macon, District III Maint. Supt.

1. 6/23/09 dept request
2. _____ admin review
3. _____ personnel dept
4. _____ cert to admin
5. _____ dept selection
6. _____ final review

1. POSITION TITLE: County Road Equipment Operator II

POSITION NUMBER: 111-53400-015, Replacing Jerome W. McCoy

PROPOSED EFFECTIVE DATE: July 13, 2009

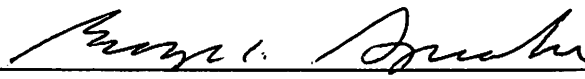
TYPE OF APPOINTMENT ☒ PERMANENT ☐ TEMPORARY

RECRUITING

☒ PROMOTION REGISTER ☐ TRANSFER

☐ OPEN COMPETITIVE REGISTER ☐ REEMPLOYMENT

PAY GRADE: (S06) (\$23,493-\$33,444) Annual pay step to be based upon City & County of Montgomery Personnel Board Rules & Regulations, Rule VI, Section 10(a) promotions

 DATE 6/23/09

Department Head

2. ADMINISTRATIVE REVIEW

☐ APPROVED

☐ DISAPPROVED

Funding Authority

3. CERTIFICATION

Promotional	_____	Candidates
Open-Competitive	_____	Candidates
Transfer	_____	Candidates

DATE _____

Personnel Director

4. SELECTEE: _____

Date _____

Appointing Authority

5. ☐ Manpower data entered by _____ Date _____

☐ Payroll entered by _____ Date _____

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 22

Date: July 16, 2009
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, Alabama
Departure Date: August 18, 2009 Return Date: August 21, 2009
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: to attend the 2009 ACCA Annual Convention

Traveler (s) Name: 1. Elton Dean, Sr. 4. Donald Mims
2. Reed Ingram 5. John Mitchell, Sr.
3. Jiles Williams, Jr. 6. _____

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

Total (est.) Cost: \$4,323.40 Advance Registration Required: \$925.00

Department Name: County Commission Fund Name: General

Additional Comments: Mileage - 1089.00; Meals - 1125.00; Hotel - 1154.40; Registration - 925.00;
Tolls - 30.00

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

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$4,323.40 and advance registration of \$925.00 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>\$40,000.00</u>
Approved Requests:	<u>\$23,710.71</u>
Budget Available:	<u>\$16,289.29</u>
Current Requests:	<u>\$4,323.40</u>
Budget Balance:	<u>\$11,965.89</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/17/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda
JUL 27 2009

Request # 4

Date: July 23, 2009
To: Donald L. Mims, Administrator
From: DiDi Henry, Public Affairs Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, AL
Departure Date: August 21, 2009 Return Date: August 21, 2009
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend the PRCA Recession Proof PR Conference

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

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

Total (est.) Cost: \$75.00 Advance Registration Required: \$75.00

Department Name: Public Relations Fund Name: General

Additional Comments: Registration - 75.00

To: DiDi Henry, Public Affairs Manager
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$75.00 and advance registration of \$75.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51130-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$8,000.00</u>
Approved Requests:	<u>\$593.70</u>
Budget Available:	<u>\$7,406.30</u>
Current Requests:	<u>\$75.00</u>
Budget Balance:	<u>\$7,331.30</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/23/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda
JUL 27 2009

Request # 13

Date: July 17, 2009
To: Donald L. Mims, Administrator
From: Larry R. Curvin
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Nashville, TN
Departure Date: October 20, 2009 Return Date: October 23, 2009
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To attend the 2009 Harris MSGOVERN Customer Conference to gain knowledge that will help to improve our current sales tax revenue collection system.

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

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

Total (est.) Cost: \$2,072.00 Advance Registration Required: \$850.00

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

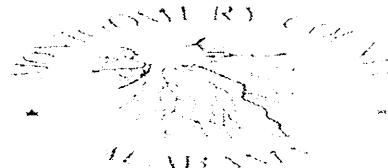
Additional Comments: Estimated costs for meals, mileage, lodging and a registration fee of \$850.
Advance payment due to MSGOVERN by July 31, 2009, or \$250 additional fee.
Registration fee to be paid from 2009 budget.

To: Larry R. Curvin
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$2,072.00 and advance registration of \$850.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51800-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$11,000.00</u>	
Approved Requests:	<u>\$9,955.96</u>	
Budget Available:	<u>\$1,044.04</u>	
Current Requests:	<u>\$850.00</u>	
Budget Balance:	<u>\$194.04</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/18/2009

cc: Finance Director / Buyer

16-3

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 13

Date: July 1, 2009
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Foley, AL
Departure Date: September 20, 2009 Return Date: September 25, 2009
Conference Leave (Days / Hours): 6 days
Purpose of Travel: Classifying, Recording, and Comparing Fingerprints and Palmprints

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

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

Total (est.) Cost: \$1,400.00 Advance Registration Required: None

Department Name: Sheriff's Office Fund Name: General (001-52110-265)

Additional Comments: _____

To: Sheriff D. T. Marshall
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$1,400.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52110-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$30,000.00</u>
Approved Requests:	<u>\$17,551.75</u>
Budget Available:	<u>\$12,448.25</u>
Current Requests:	<u>\$1,400.00</u>
Budget Balance:	<u>\$11,048.25</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/1/2009

cc: Finance Director / Buyer

16-4

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 6

Date: July 2, 2009

To: Donald L. Mims, Administrator

From: Gina Savage, Director of Detention

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Nashville, TN

Departure Date: October 5, 2009

Return Date: October 7, 2009

Conference Leave (Days / Hours): 3 days

Purpose of Travel: E-Team members to Attend Leading Edge Technology Training of
Electronic Control Devices Certification/Recertification Seminar

Traveler (s) Name: 1. Carlos Parks 4. _____
2. Bobby Jones 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$1,800.00 Advance Registration Required: \$1,500.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: Registration paid from 2009 budget. Other from 2010 budget.

To: Gina Savage, Director of Detention

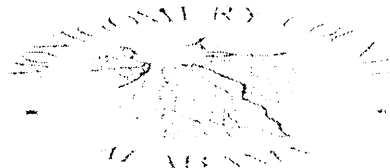
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$1,800.00 and advance registration of \$1,500.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52200-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$5,900.00</u>	
Budget Available:	<u>\$14,100.00</u>	
Current Requests:	<u>\$1,500.00</u>	
Budget Balance:	<u>\$12,600.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/2/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda
JUL 27 2009

Request # 16

Date: July 16, 2009
To: Donald L. Mims, Administrator
From: Bruce R. Howell
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Washington, D.C.
Departure Date: August 5, 2009 Return Date: August 8, 2009
Conference Leave (Days / Hours): three days
Purpose of Travel: 2009 JDAI National Inter-Site Conference
Sponsored by the Annie E. Casey Foundation

Traveler (s) Name: 1. Major James Graboys 4. _____
2. Michael Provitt 5. _____
3. Beverly Riddle Wise 6. _____

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

Total (est.) Cost: \$1,300.00 Advance Registration Required: _____

Department Name: Youth Facility Fund Name: 001-52604-265

Additional Comments: These funds are provided through the Casey Foundation through AOC to
Montgomery County for Training and Technical Assistance
Will be reimbursed by the Casey Grant.

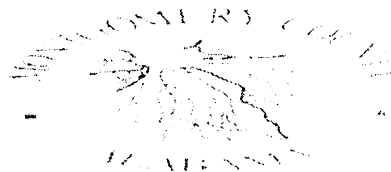
To: Bruce R. Howell
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$1,300.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-52604-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$245.00</u>	
Budget Available:	<u>\$9,755.00</u>	
Current Requests:	<u>\$1,300.00</u>	
Budget Balance:	<u>\$8,455.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/17/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Request # 23

Agenda
JUL 27 2009

Date: July 14, 2009
To: Donald L. Mims, Administrator
From: Jane Mardis, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Nashville, Tennessee
Departure Date: October 19, 2009 Return Date: October 23, 2009
Conference Leave (Days / Hours): 5 days
Purpose of Travel: Attending MSGovern 2009 Customer Conference

Traveler (s) Name: 1. Jane S. Mardis 4. _____
2. Stella Henley 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$5,310.00 Advance Registration Required: \$3,100.00

Department Name: Appraisal Fund Name: Reappraisal

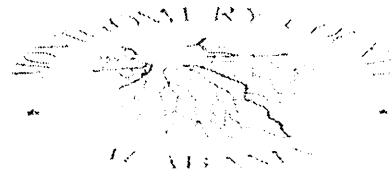
Additional Comments: Pre-Conference Course Registration: 2@\$700 = \$1400
Conference Registration: 2@\$850 = \$1700
Meals: 2@150 = \$300; Lodging: 2@\$800 = \$1600; Mileage: 1@\$310 = \$310

To: Jane Mardis, Chief Appraiser
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$5,310.00 and advance registration of \$3,100.00 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>\$21,374.00</u>	
Budget Available:	<u>\$8,626.00</u>	
Current Requests:	<u>\$3,100.00</u>	
Budget Balance:	<u>\$5,526.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/14/2009

cc: Finance Director / Buyer



131 S. Perry Street
Montgomery, AL 36104
Telephone (334) 832-1303
Fax (334) 832-2524
www.mc-ala.org

Montgomery County Appraisal Department

Jane S. Mardis • ACA G#00063-AL

Chief Appraiser • Director GIS



**BUSINESS PERSONAL
PROPERTY DEPARTMENT**
Telephone (334) 832-2539
Fax (334) 832-7777

July 14, 2009

Montgomery County Commission
Honorable Elton Dean, Chairman
Honorable Reed Ingram, Vice-Chairman
Honorable Dimitri Polizos
Honorable Jiles Williams

Re: Travel Request

Dear Sirs:

Govern Software is the new software that many of Montgomery County's departments and the City of Montgomery are currently utilizing. The software has been instrumental in our record-keeping and serves as a tool for accountability.

In Montgomery County, the following departments are involved with Govern: Sales Tax, Revenue Commissioner, Appraisal, Mapping, and Information Systems.

Govern provides a "Users Conference" once a year so their users can be educated on the most recent changes, updates, features, enhancements and new tools available. Education, via workshops, at their conferences make our departments more productive and typically many problems we are having can be solved by representatives we send to these conferences.

In October 2009, the "Users Conference" will be located in Nashville, TN which is the closest they have ever been to us. Driving, not flying would be the means of transportation.

I am requesting that Stella Henley and I be permitted to attend this conference for educational purposes.

As a cost-saving measure, early registration rates expire July 31, 2009. After this date there are two significant increases in registration as time nears the date of the conference.

2009 JUL 16 10 10 AM
JANE S. MARDIS
CHIEF APPRAISER

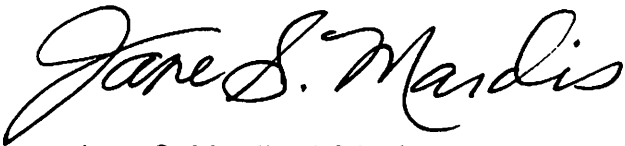
Montgomery County Commission
July 14, 2009

Page 2

Montgomery County funds approximately 22.72% of our overall budget, with the balance from the State of Alabama, City of Montgomery and Montgomery County School Board.

We appreciate your consideration in this request.

Sincerely,

A handwritten signature in black ink, reading "Jane S. Mardis". The signature is fluid and cursive, with the first letters of each word being capitalized and prominent.

Jane S. Mardis, ACA, G#00063-AL
Chief Appraiser – GIS Director
Montgomery County

C: Donald L. Mims
County Administrator

Sarah Spear
Revenue Commissioner

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 24

Date: July 15, 2009
To: Donald L. Mims, Administrator
From: Jane Mardis, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Montgomery, Alabama

Departure Date: August 7, 2009 Return Date: August 7, 2009

Conference Leave (Days / Hours): 1 day

Purpose of Travel: Attending "7-Hour USPAP Update" sponsored by AL Chapter of the Appraisal Institute

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

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

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

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: _____

To: Jane Mardis, Chief Appraiser

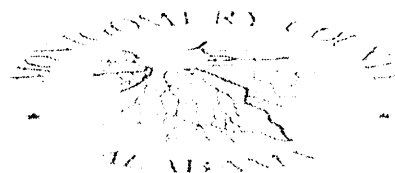
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$175.00 and advance registration of \$175.00 is authorized.

To be completed by the Finance Department

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>\$21,374.00</u>	
Budget Available:	<u>\$8,626.00</u>	
Current Requests:	<u>\$3,275.00</u>	
Budget Balance:	<u>\$5,351.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/15/2009

cc: Finance Director / Buyer

16-10

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 9

Date: July 9, 2009
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Sam Houston State Univ. - Huntsville, Texas
Departure Date: August 29, 2009 Return Date: September 5, 2009

Conference Leave (Days / Hours): 5 days

Purpose of Travel: To Attend National Institute Of Corrections (NIC) Peer Seminar Orientation for
New Probation and Parole Chief Executive Officers - at Sam Houston State Univ.
Fully paid and sponsored by the NIC.

Traveler (s) Name: 1. Paul Brown 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: _____

Department Name: Community Corrections Fund Name: Comm Corrections

Additional Comments: Participation in the Executive Leadership Program is by invitation subsequent to
a request for training and/or technical assistance. All costs of transportation, meals
lodging and training are paid by the National Institute for Corrections.

To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 07/27/09 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:	<u>124-57202-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$9,810.00</u>	
Approved Requests:	<u>\$4,874.00</u>	
Budget Available:	<u>\$4,936.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$4,936.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/9/2009

cc: Finance Director / Buyer

16-11

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 10

Date: July 16, 2009
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: 800 Monroe St, Huntsville, AL 35801

Departure Date: July 29, 2009

Return Date: July 29, 2009

Conference Leave (Days / Hours): One

Purpose of Travel: To attend a training on Organized Crime and Drug Enforcement Task
Force Annual Drug Summit

Traveler (s) Name: 1. Edgar Wilson 4. Shawn Smith
2. Charlie Martin 5. Shonda Grissett
3. Steve Tate 6. _____

Check Mode of Transportation:

County Vehicle

☒

Commercial Air

Private Vehicle

☐

Other (Specify)

Total (est.) Cost: \$75.00

Advance Registration Required: \$0.00

Department Name: Community Correction

Fund Name: Registration/Training

Additional Comments: _____

To: Paul Brown, Executive Director

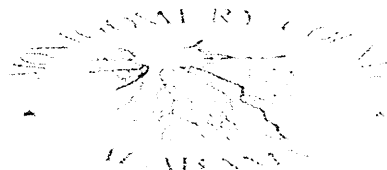
From: Donald L. Mims, Administrator

The above request is app. 07/27/09 reimbursement of actual and necessary expenses in the
approximate amount of \$75.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>124-57202-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$9,810.00</u>	
Approved Requests:	<u>\$4,874.00</u>	
Budget Available:	<u>\$4,936.00</u>	
Current Requests:	<u>\$75.00</u>	
Budget Balance:	<u>\$4,861.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 7/17/2009

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 20

Date: June 17, 2009
To: Donald L. Mims, Administrator
From: Trey Granger
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Diego, California
Departure Date: August 10, 2009 Return Date: August 14, 2009
Conference Leave (Days / Hours): 5 days
Purpose of Travel: to attend Election Center Conference and election training workshop in San Diego, California

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

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

Total (est.) Cost: \$2,540.00 Advance Registration Required: \$738.00

Department Name: Probate/Elections Fund Name: 001-51910-265

Additional Comments: will travel to Atlanta for flight to San Diego, California - flights from Atlanta are more economical

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

The above request is app. 07/06/09 reimbursement of actual and necessary expenses in the approximate amount of \$2,540.00 and advance registration of \$738.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51910-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$8,000.00</u>	
Approved Requests:	<u>\$181.05</u>	
Budget Available:	<u>\$7,818.95</u>	
Current Requests:	<u>\$2,540.00</u>	
Budget Balance:	<u>\$5,278.95</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 6/17/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

JUL 27 2009

Request # 21

Date: June 17, 2009
To: Donald L. Mims, Administrator
From: Trey Granger
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Diego, California
Departure Date: August 10, 2009 Return Date: August 14, 2009
Conference Leave (Days / Hours): 5 days
Purpose of Travel: to attend Election Center Conference and election training workshop in San Diego, California

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

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

Total (est.) Cost: \$2,540.00 Advance Registration Required: \$738.00

Department Name: Probate/Elections Fund Name: 001-51910-265

Additional Comments: will travel to Atlanta for flight to San Diego, California - flights from Atlanta are more economical

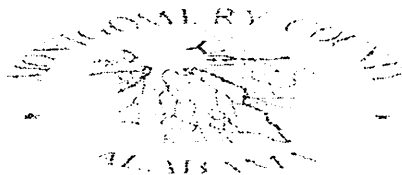
To: Trey Granger
From: Donald L. Mims, Administrator

The above request is app. 07/06/09 reimbursement of actual and necessary expenses in the approximate amount of \$2,540.00 and advance registration of \$738.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51910-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$8,000.00</u>	
Approved Requests:	<u>\$181.05</u>	
Budget Available:	<u>\$7,818.95</u>	
Current Requests:	<u>\$5,080.00</u>	
Budget Balance:	<u>\$2,738.95</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 6/17/2009

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

JUL 27 2009

Request # 22

Date: June 17, 2009
To: Donald L. Mims, Administrator
From: Trey Granger
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Diego, California
Departure Date: August 10, 2009 Return Date: August 14, 2009
Conference Leave (Days / Hours): 5 days

Purpose of Travel: to attend Election Center Conference and election training workshop in San Diego, California

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

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

Total (est.) Cost: \$2,540.00 Advance Registration Required: \$738.00

Department Name: Probate/Elections Fund Name: 001-51910-265

Additional Comments: will travel to Atlanta for flight to San Diego, California - flights from Atlanta are more economical

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

The above request is app. 07/06/09 reimbursement of actual and necessary expenses in the approximate amount of \$2,540.00 and advance registration of \$738.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51910-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$8,000.00</u>	
Approved Requests:	<u>\$181.05</u>	
Budget Available:	<u>\$7,818.95</u>	
Current Requests:	<u>\$7,620.00</u>	
Budget Balance:	<u>\$198.95</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 6/17/2009

cc: Finance Director / Buyer

MONTGOMERY COUNTY COMMISSION**Agenda****BUDGET CHANGE REQUEST****REQUEST NUMBER 35****JUL 27 2009**

DEPARTMENT:	County Comm Appropriation	REVIEWED:	S. Thomas	7/21/2009
DATE:	7/21/2009	Finance Director		Date
REQUESTED BY:	Donald Mims, Administrator	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Retirement	001-51100-121	36,704	5,000	41,704
Retirement	001-51110-121	38,523	2,700	41,223
Retirement	001-51120-121	13,183	3,200	16,383
Retirement	001-51130-121	9,030	-2,700	6,330
Retirement	001-51261-121	119,144	2,000	121,144
Retirement	001-51263-121	25,719	5,385	31,104
Retirement	001-51280-121	17,212	3,604	20,816
Retirement	001-51500-121	66,270	4,448	70,718
Retirement	000-15800-121	36,581	-14,000	22,581
Retirement	001-51901-121	163,949	1,600	165,549
Retirement	001-51910-121	15,214	4,500	19,714
Retirement	001-51920-121	12,489	600	13,089
Retirement	001-51930-121	422	-185	237
Retirement	001-52110-121	773,772	125,000	898,772
Retirement	001-52200-121	706,626	70,000	776,626
Retirement	001-52602-121	350,867	42,000	392,867
Retirement	001-52603-121	36,343	3,700	40,043
Retirement	001-54300-121	2,472	640	3,112
Retirement	001-55100-121	5,531	1,158	6,689
Reclassification reserve	001-59310-110	106,375	-106,375	0
Fund Balance	001-35900-000		-152,275	-152,275
				0
TOTAL		2,536,426	0	2,536,426

JUSTIFICATION:

The 2009 budget was adopted using a County employer retirement rate of 10.03%. The rate was increased to 12.22% to reflect the final value of the assets transferred to RSA. This budget change is necessary to cover the additional employer contribution to RSA.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

REQUEST NUMBER 36

BUDGET FORM 5
Agenda

JUL 27 2009

DEPARTMENT:	County Comm Appropriation	REVIEWED:	S. Thomas	7/21/2009
DATE:	7/21/2009		Finance Director	Date
REQUESTED BY:	Donald Mims, Administrator	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Retirement	008-57200-121	5,845	1,224	7,069
Retirement	008-57200-219	21,013	-1,224	19,789
Retirement	111-53200-121	99,013	10,000	109,013
Retiree benefits	111-53200-127	48,898	-10,000	38,898
Retirement	111-53300-121	95,152	19,922	115,074
Retiree benefits	111-53300-121	46,986	-19,922	27,064
Retirement	111-53400-121	111,444	23,333	134,777
Retiree benefits	111-53400-121	55,041	-23,333	31,708
Retirement	111-53800-121	26,381	5,523	31,904
Retiree benefits	111-53800-121	13,068	-5,523	7,545
Retirement	120-51985-121	169,075	12,000	181,075
Retiree benefits	120-51985-127	85,294	-12,000	73,294
Retirement	123-51961-121	94,115	4,000	98,115
Retiree benefits	123-51961-127	39,955	-4,000	35,955
				0
			0	0
				0
TOTAL		911,280	0	911,280

JUSTIFICATION:

The 2009 budget was adopted using a County employer retirement rate of 10.03%. The rate was increased to 12.22% to reflect the final value of the assets transferred to RSA. This budget change is necessary to cover the additional employer contribution to RSA.

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

7/14/2009 REQUEST NUMBER 2

DEPARTMENT: Detention Facility REVIEWED: S. Thomas 7/14/2009
Finance Director Date
REQUESTED BY: Gina Savage, Director APPROVED: _____
Elected Official/Dept. Head Date Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
FUND BALANCE		-	(12,685.00)	(12,685.00)
INSURANCE- BUILDING & CONTENTS	001-52200-271	10,370.00	12,685.00	23,055.00
				-
				-
				-
				-
				-
				-
				-
			0	
				0
				0
TOTAL		10,370.00	-	10,370.00

JUSTIFICATION:

To cover the additional insurance for the new Detention Facility not included in the original budget

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 22

DEPARTMENT:	Engineering	REVIEWED:	S. Thomas	7/7/09
			Finance Director	Date
REQUESTED BY:	George C. Speake	APPROVED:		
	Elected Official/Dept. Head		Administrator	Date
		7/7/2009		

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Road Building Mat. & Supplies	111-53400-213	110,000	(2,600)	107,400
Electricity	111-53400-244	5,000	2,500	7,500
Telephone	111-53400-251	900	100	1,000
Small Tools & Minor Equip.	111-53600-214	1,000	(600)	400
Copy Machine Rental	111-53600-223	2,000	600	2,600
Fuel & Lubricants	111-53700-212	25,000	(4,050)	20,950
Electricity	111-53700-244	5,500	1,000	6,500
Natural Gas	111-53700-245	5,000	3,000	8,000
Telephone	111-53700-251	200	50	250
Fuel & Lubricants	111-53300-212	171,500	(5,000)	166,500
Repair & Maint. Const. Equip.	111-53300-232	53,000	5,000	58,000
				0
TOTAL		379,100	0	379,100

JUSTIFICATION:

Internal transfers to cover various operating budget shortages.

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 6

DEPARTMENT:	Information Systems	REVIEWED:	S. Thomas	7/12/2009
DATE:	7/10/2009	Finance Director		Date
REQUESTED BY:	Lou Ialacci	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Other Misc Supplies	001-51965-219	5,000	-3,000	2,000
Telephone	001-51965-251	15,000	-5,000	10,000
Cellular Service	001-51965-255	20,000	-10,000	10,000
Professional Services	001-51965-307	71,100	18,000	89,100
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		111,100	0	111,100

JUSTIFICATION:

In April 2009, budget change #3 reduced the professional services budget by \$26,386 to cover the critical need for 2 servers and software not approved in the 2009 budget. This budget change is to realign and restore the professional services account to meet the department's requirements for disaster recovery services, SharePoint implementation, and network improvements for the current renovations.

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JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 2

DEPARTMENT:	Revenue Commissioner	REVIEWED:	S. Thomas	7/17/2009
DATE:	7-15-09		Finance Director	Date
REQUESTED BY:	Sarah G. Spear	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Registration & Travel	781-51500-265	2,000	-2,000	0
Mileage	781-51500-260	1,000	-150	850
Equipment and Furniture	781-51500-540	1,000	2,150	3,150
TOTAL		4,000	0	4,000

JUSTIFICATION:

Needed to replace 20 year old chairs in our East and West offices being used by our staff

REQUEST NUMBER #4

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Investigation - Dog	001-52110-380	67,090	-25,000	42,090
Repair/Maintain Motor Veh.	001-52110-234	191,472	25,000	216,472
				0
TOTAL		258,562	0	258,562

18-7

JUL 27 2009

BUDGET FORM 5

MONTGOMERY COUNTY COMMISSION BUDGET CHANGE REQUEST

REQUEST NUMBER 3

DEPARTMENT:	Tax & Audit	REVIEWED:	S. Thomas	7/21/2009
DATE:	7/21/2009	Finance Director		Date
REQUESTED BY:	Larry R. Curvin	APPROVED:		
Elected Official/Dept. Head		Administrator		Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Telephone	001-51800-251	2,750	850	3,600
Postage	001-51800-252	7,400	-850	6,550
Contract Services	001-51800-304	140,460	7,040	147,500
Professional Services	001-51800-307	11,000	-7,040	3,960
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		161,610	0	161,610

JUSTIFICATION:

To realign budget amounts to cover expenses.



Thur. Memo -
w/R Item

Agenda

JUL 27 2009

Professional Engineering Consultants, LLC

822 South McDonough Street
Montgomery, AL 36104
(334) 262-7307 * FAX (334) 262-7309

July 14, 2009

Honorable Donald L. Mims
Montgomery County Administrator
P.O. Box 1667
Montgomery, Alabama 36102

Re: Rest Rooms for Snowdown
Community Park Development
Project No. 08-RT-54-007
Change Order No. 2

Dear Sir:

Attached is a quote from the sub-contractor of the Contractor, Ingram Construction, LLC, to provide and install approximately 90 feet of electrical conduit as required by Alabama Power on the rest room project. Alabama Power is requiring the underground service to the building to be placed in conduit. We were not aware of this requirement at the time bids were taken on the project.

Also attached is Change Order No. 2 for \$1,878.00 to the contract since the Contractor, Ingram Construction, is not adding any markup to the quote. The new contract amount will become \$65,455.00 (\$63,577 plus \$1,878) when this change is approved.

We recommend approval of this change.

Please let me know if you have any questions or need any additional information.

Sincerely,

Newal S. Cauthen, P.E.

Attachments(s): as noted

c: Regional Planning Commission (Ms. Michele Haigler)
File

SNOWDOWN COMMUNITY PARK DEVELOPMENT
CHANGE ORDER NO. 2

THIS CHANGE ORDER made the 14th of July, in the year of Twenty Hundred and Nine by and between Ingram Construction, LLC, hereinafter called the Contractor, and Montgomery County Commission, hereinafter called the Owner.

WITNESSETH, That the Contractor and the Owner for the consideration hereinafter named agree as follows:

Article 1. Scope of Work: The Contractor has submitted the attached changes to add approximately 90 feet of electrical conduit, which will add \$1,878.00, to the contract for:

SNOWDOWN COMMUNITY PARK REST ROOMS
MONTGOMERY COUNTY, ALABAMA
RTP PROJECT NO. 08-RT-54-007

The work associated with these changes will be performed in accordance with the plans, specifications and contract requirements as if part of the original contract with one working day added to the original contract time to complete this work.

IN WITNESS WHEREOF they have executed this change order, the day and year first written above after approval by the Contractor and the Owner.

CONTRACTOR: Ingram Construction, LLC

BY: _____
(Legal Signature)

TITLE: _____

OWNER: Montgomery County Commission

BY: _____
(Legal Signature)

PIKE ROAD ELECTRIC CO., INC.
ELECTRICAL CONTRACTORS
PO BOX 640187
PIKE ROAD AL 36064
PHONE (334) 281-0909
FAX (334) 281-0938

July 8, 2009

To: Ingram Construction

Attn: Lee Ingram

Ref: Construction of Snowdown Rest Rooms

Change Order #1

Mr. Ingram,

The following is our price for installing 60'-5" PVC conduit with pull wire from the power company pole to the existing sleeve then 30' of 4" from the sleeve to the building service.

TOTAL QUOTE \$1,878.00

NOTE: 1-NO UTILITY COST OR FEES INCLUDED.

If you have any questions please feel free to call.
Thank you,



KEITH DAWKINS

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

MONTGOMERY 36102-1667

ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
DEPUTY ADMINISTRATOR
(334) 832-1210
FAX (334) 832-2533
TDD (334) 265-3568
www.mc-ala.org

Agenda

JUL 27 2009

July 21, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr. 
Deputy Administrator

SUBJECT: Change Order #2
FFE Medical Equipment
Montgomery County Detention Facility Project

I am requesting the Commission approve Change Order #2 at the next Commission meeting on July 27, 2009. This item was discussed and approved by Goodwyn, Mills & Cawood and T.C.U. An x-ray table and desk was deemed not necessary at this time by Montgomery County Sheriff's Office staff.

This change will reflect a deduction of \$4,554.30 to the Medical Equipment Contract. I am in agreement with this Change Order and recommend approval by the Commission.

JAM/rw

Attachment



T.C.U. CONSULTING SERVICES, LLC

CONSTRUCTION CONSULTANTS

334-279-8765 • 334-272-5731 Fax

P.O. Box 230487

MONTGOMERY, ALABAMA 36123-0487

July 1, 2009

John Mitchell
Montgomery County Commission
P. O. Box 1667
Montgomery, AL. 36102-1667

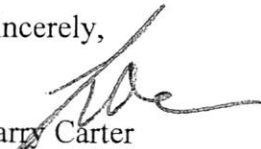
Re: MCDF FFE Medical Equipment Change Order #2

Dear John:

Attached are four original copies of Change Order #2 to the Medical Equipment Contract. This is for a deduct of \$4,554.30 to the contract amount. The deletion of the x-ray table and desk was agreed to by MCSO since at present there are no plans for a fixed x-ray machine in the facility. Please secure approval signature and return (3) signed copies to me.

If you have any questions, please call.

Sincerely,



Larry Carter

Enclosures (1)

cc: file MCDF: a1.1.4, i2.6, c5.1
W. K. Upchurch III, letter only
Melanie Bryant, GMC, “ “
Donnie Mims, letter only

AIA® Document G701™ – 2001

Change Order

PROJECT (Name and address):	CHANGE ORDER NUMBER: 002	OWNER: ☒
Montgomery County Detention Facility	DATE: June 9, 2009	ARCHITECT: ☒
Furniture & Equipment		CONTRACTOR: ☒
Medical Equipment Package		FIELD: ☒
Montgomery, Alabama		☐
TO CONTRACTOR (Name and address):	ARCHITECT'S PROJECT NUMBER: 6-5-010B	
Cardinal Health 200, Inc.	CONTRACT DATE: November 14, 2008	
700 Cardinal Place	CONTRACT FOR: Medical Equipment Package	
Dublin, OH 43017		

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

1. Relocation of Sharps container in Pharmacy as directed by the nurse.	Add	\$	80.00
2. Omission of Item IF-307 stainless steel table and Item IF-311 stainless desk in X-Ray 2025	Deduct	\$	(4,634.30)
	Total	\$	(4,554.30)

The original Contract Sum was	\$	107,182.10
The net change by previously authorized Change Orders	\$	-7,359.00
The Contract Sum prior to this Change Order was	\$	99,823.10
The Contract Sum will be decreased by this Change Order in the amount of	\$	4,554.30
The new Contract Sum including this Change Order will be	\$	95,268.80

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is February 6, 2009

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.

Goodwyn, Mills & Cawood, Inc.

ARCHITECT (Firm name)

2660 EastChase Lane, Suite 200
Montgomery, AL 36117

ADDRESS

Freddie Lynn, Jr.
BY (Signature)

Freddie E. Lynn, Jr., AIA, VP/Arch

(Typed name)

6/30/09
DATE

Cardinal Health 200, Inc.

CONTRACTOR (Firm name)

700 Cardinal Place
Dublin, OH 43010

ADDRESS

Doug Fisher
BY (Signature)

(Typed name)

6/29/09
DATE

Montgomery County Commission

OWNER (Firm name)

P O Box 1667
Montgomery, AL 36102-1667

ADDRESS

BY (Signature)

(Typed name)

DATE

20-3

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

A COUNTY OLDER THAN THE STATE

MONTGOMERY COMMISSION

MONTGOMERY 36102-1667



ESTABLISHED 1816

DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
JOHN A. MITCHELL, SR.
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(334) 832-1210
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www.mc-ala.org

Agenda

JUL 27 2009

July 22, 2009

MEMORANDUM

TO: Montgomery County Commission

FROM: John A. Mitchell, Sr. 
Deputy Administrator

SUBJECT: Purchase Order Proposal
Annex III
Copeland Fire and Security, Inc.

I am requesting the Commission consider a purchase order proposal in the amount of \$525.00. This proposal will add battery monitors to five of the doors in Annex III per Fire Marshall recommendations. This will ensure doors will unlock in case of a fire or power outage for life safety.

This item is to be discussed during the information session of the next Commission meeting on July 27, 2009. This proposal has been discussed with Commission staff and T.C.U. They recommend this item be accepted and find the cost in line with the scope of this project.

I recommend the Commission waive rules and issue a purchase order to Copeland for \$525.00. Please review the attached letter and documents from Larry Carter concerning this matter.

JAM/rw

Attachment

Larry Carter

From: Larry Carter [larry@tcuconsulting.com]
Sent: Friday, July 10, 2009 10:24 AM
To: Mitchell, John (johnmitchell@mc-ala.org)
Cc: Upchurch III, Ken (wkuiii@tcuconsulting.com); Silas, Pat (patsilas@mc-ala.org); Litchfield, Pat (patlitchfield@mc-ala.org)
Subject: Annex III Door Locking Devices
Attachments: Courthouse battery alarms.doc

John, the attached proposal is to add battery monitors to five of the doors in Annex III that were required by the Fire Marshall to fail unlocked in the event of Fire Alarm. These doors have battery back up as do all the electrically operated doors in the building. However the power supplies specified and installed do not have battery monitors to alarm if the battery needs to be replaced. Since these five doors are in the path of egress for Life Safety, I recommend that they be retrofitted with these monitors so that there is assurance that the doors will unlock in the event of a fire situation in conjunction with a power failure. If you agree please execute a purchase order to Copeland per the attached quote. I will provide the door locations to receive these monitors to Copeland once they have the order.

Larry Carter
TCU Consulting Services, LLC
2455 Bell Road
Montgomery, AL 36117
P.O. Box 230487
Montgomery, AL 36123
334/270-4255



July 6, 2009

Montgomery County Commission
c/o TCU Consulting Services, LLC
4255 Bell Road
Montgomery, Alabama 36117

ATTN: Larry Carter

Thank you for the opportunity to give you pricing on installing battery monitors on the power supplies at the Montgomery County Courthouse. The battery monitors will give an audible alarm when the battery voltage drops below 12VDC. This alarm can only be reset by changing out the low battery. The following is pricing to supply and install the needed equipment.

\$525.00

Five (5) 12VDC Battery Low Voltage Alarm
Misc Cables and Connectors

Pricing includes installation, and a one year warranty.

Please let me know if you have any questions.

Sincerely,

Justin Copeland

ELTON N. DEAN, SR.
CHAIRMAN

REED INGRAM
VICE CHAIRMAN

DIMITRI POLIZOS
JILES WILLIAMS, JR.
HAM WILSON, JR.

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Agenda

JUL 27 2009

July 21, 2009

MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: Lease Agreement for Parking Spaces at the
Montgomery County Commission Parking Deck
200 Scott Street

Steve Willingham of Hill, Hill, Carter, Franco and Black has asked the Commission to lease three parking spaces in the County parking deck on Scott Street. Attached is a lease agreement between Hill, Hill, Carter, Franco & Black and Montgomery County Commission along with a parking deck release statement.

Please review the agreement which also includes terms and conditions of use. This agreement is effective for one year beginning August 1, 2009 for a one-year fee of \$1260.00 for three undesignated parking spaces.

I recommend the Commission waive rules and approve this agreement at the next Commission meeting on July 27, 2009.

JAM/rw

Attachments

22-1



Haskell|Slaughter
attorneys at law

TTC

MONTGOMERY OFFICE

305 South Lawrence Street • Montgomery, Alabama 36104
Post Office Box 4660 • Montgomery, Alabama 36103-4660
f. 334.264.7945 • t. 334.265.8573
www.hsy.com

MEMORANDUM

July 21, 2009

TO: Donnie Mims
FROM: Tommy Gallion
RE: Hill, Hill, Carter, Franco & Black
Parking Lease Agreement

I have reviewed your July 21, 2009 memorandum and the Lease Agreement by and between Montgomery County Commission and Hill, Hill, Carter, Franco & Black for three parking spaces in the County deck located at 200 Scott Street for the annual sum of One Thousand Two Hundred Sixty Dollars (\$1260). I find the lease agreement to be legal and binding upon all the parties.

I am of the opinion that the services provided for in this lease agreement are in the best interest of the public health, safety, education, morals, security, prosperity, contentment and the general welfare of the citizens of Montgomery County. I therefore see no reason why this lease agreement should not be executed if it is the desire of the Commissioners.

2009 JUL 21 11:11 AM
50051-317
3247116_1

STATE OF ALABAMA
COUNTY OF MONTGOMERY

LEASE AGREEMENT

This Lease Agreement is by and between Hill, Hill, Carter, Franco & Black, (herein "Lessee") and Montgomery County Commission (herein "Lessor").

FOR AND IN CONSIDERATION of the agreements made herein, the Lessor does hereby rent unto Lessee and the Lessee does hereby rent from Lessor the following described premises, located in Montgomery County, Alabama (the "Premises"):

Three (3) non-designated vehicle parking spaces in the Montgomery County Commission Parking Deck located at 200 Scott Street, Montgomery, Alabama

Said Premises are leased on the following terms and conditions:

1. **TERM:** This lease will commence on August 1, 2009, and unless extended, will expire on July 31, 2010.
2. **RENT:** Lessee will pay Lessor on the first day of the term of this rental Agreement as rent for one (1) year the sum of Twelve hundred sixty dollars (\$420.00 year, per space).
3. **USE:** Lessee will use the premises for parking of personal or business vehicles.
4. **LIABILITY:** Lessee will be responsible for any damages caused by Lessee's attorneys and employees and for damages to Montgomery County by its clients while on the Premises during the term of this Agreement.
5. **SECURITY:** Lessor is not required to provide on-premises security guard or attendant.
6. **NOTICES:** Whenever notice is to be given under the terms of this rental Agreement, such notice will be deemed to have been given when enclosed in an envelope having the proper postage, addressed to the party to receive such notice and deposited at a U.S. Post Office to the following address:

LESSOR:
Montgomery County Commission
Post Office Box 1667
Montgomery, AL 36102-1667
Attn: Donald L. Mims, Administrator
(334) 832-1210

LESSEE:
Hill, Hill, Carter, Franco & Black
Post Office Box 116
Montgomery, AL 36101-0116
Attn: Steve Willingham
(334) 834-7600

22-3

A party may change its address for notices by giving written notice to the other party.

7. **QUIET ENJOYMENT:** The Lessor covenants to provide a non-designated parking space to Lessee in the Premises during the term of this agreement. Lessor will not be liable for any damages or loss of Lessee's vehicle, or otherwise liable for any other damages suffered by Lessee, unless due to the wanton or intentional acts of Lessor.
8. **ACCESS:** Lessee will have access to the Premises 24-hours a day, 365 days per year, Lessor will provide Lessee with an access card for entry. If Lessee loses an access card, Lessor will provide a replacement card for a \$10.00 charge. Card numbers issued: _____.
9. **RELEASE:** The attached Release is made a part of this Agreement.

IN WITNESS WHEREOF, Lessee and Lessor have caused this Lease to be executed effective as of July 27, 2009.

MONTGOMERY COUNTY COMMISSION, LESSOR:

BY: _____
Donald L. Mims, Administrator

HILL, HILL, CARTER, FRANCO & BLACK, LESSEE:

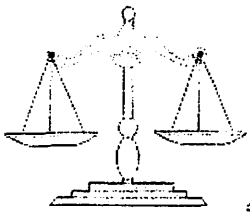
BY: _____
Steve Willingham

**STATE OF ALABAMA
MONTGOMERY COUNTY**

PARKING DECK RELEASE

FOR AND IN CONSIDERATION of the Lease of three parking spaces in the Montgomery County Parking Deck at Lawrence and Scott Streets, Montgomery, Alabama, Hill, Hill, Franco & Black, acknowledges that Montgomery County will not be responsible or liable for damage or vandalism of vehicles utilizing said deck and releases Montgomery County therefore, and agrees to indemnify and hold Montgomery County harmless of and from damages proximately resulting from the use of said parking spaces by Hill, Hill, Franco & Black.

Executed this ____ day of July, 2009.



MONTGOMERY COUNTY PROBATE COURT
OFFICE OF REESE MCKINNEY, JR.

Agenda

JUL 27 2009

To: Judge Reese McKinney, Jr.

From: Patrick J. Murphy, Deputy Chief Clerk

Date: July 21, 2009

Subject: Fill Requests, Atlanta Highway Tag Office

The Probate Court received two resignations for Customer Service Clerks for the Atlanta Highway office in the past month.

The Atlanta Highway office accounts for 37% of all of the Probate Office sales (2009), all of which are face-to-face transactions.

We have one employee out on FMLA leave, with another requesting FMLA leave later this summer.

If we do not quickly fill these positions, we could experience a 33% loss in production on the front tag and license line at the most productive probate court in the county, assuming no other sick or leave time is taken.

POSITION FILL REQUEST

ORIGINAL

COMPLETED ACTION DATES

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

DEPARTMENT: Probate Court

DEPARTMENT HEAD: Judge Reese McKinney, Jr.

SUPERVISOR: Cathy Mobley

POSITION TITLE: Customer Service Clerk (CO0016)

POSITION NUMBER: (18) To fill the position made by the resignation of
Bridgett Teague

PROPOSED EFFECTIVE DATE: 6/26/2009

TYPE OF APPOINTMENT (X) Permanent () Temporary

RECRUITING

- () PROMOTIONAL REGISTER () TRANSFER
(X) OPEN COMPETITIVE REGISTER () REEMPLOYMENT

PAY GRADE: A03CO - S1 \$24,414

Department Head

7.21.09
Date

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

POSITION FILL REQUEST

DEPARTMENT: Probate Court

ORIGINAL

DEPARTMENT HEAD: Judge Reese McKinney, Jr.

SUPERVISOR: Cathy Mobley

COMPLETED ACTION DATES

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

POSITION TITLE: Customer Service Clerk (CO0016)

POSITION NUMBER: (43) To fill the position made by the resignation of Sharon Gholston

PROPOSED EFFECTIVE DATE: 6/26/2009

TYPE OF APPOINTMENT (X) Permanent () Temporary

RECRUITING

() PROMOTIONAL REGISTER () TRANSFER

(X) OPEN COMPETITIVE REGISTER () REEMPLOYMENT

PAY GRADE: A03CO - S1 \$ 24,414

Reese McKinney, Jr.
Department Head

7-21-09
Date

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