

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

APRIL 12, 2010

AGENDA
INFORMATION SESSION

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

Prayer Led by Commissioner Williams

Reports from Staff:

County Administrator
Deputy Administrator
County Attorney
County Engineer

Comments from Scheduled Attendees:

Sheriff D.T. Marshall
Ken Upchurch with T.C.U. Consulting Services

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Polizos

Pledge of Allegiance Led By Commissioner Williams

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of March 22, 2010

CONSENT AGENDA:

Consider Approval of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Approval of Board Member Appointments to Catoma Volunteer Fire Protection Authority, County Commission
2. Consider Approval of Modification to 2009 Weatherization Grant Agreements DOE-028-09 and ARRA DOE-028-09 with ADECA
3. Consider Approval of Agreement with the State of Alabama Department of Examiners of Public Accounts Regarding Reimbursement of Costs Associated with the Annual Audit of Federal Financial Assistance Received by Montgomery County, County Commission
4. Consider Approval of Professional Services Agreement with Gordon L. Davis, P.E., Regarding Inspection and Report of the Montgomery County Parking Deck on Scott Street, County Commission
5. Consider Approval of Miscellaneous Appropriations Reprogramming Requests, County Commission
6. Consider Approval of Bid Award for Moisture Damage Abatement at 530 S. Lawrence Street and 3030 Mobile Highway, County Commission
7. Consider Approval of Bid Award for Inmate Laundry Service, Bid Award 52200-10C-010, Detention Facility
8. Consider Approval of Bid Award for Drainage Repairs at 530 S. Lawrence Street, Bid Award 51100-10B-011, County Commission
9. Consider Approval of Final Payment to Cardinal Health, for Medical Equipment at the New Montgomery County Detention Facility
10. Consider Approval of Position Fill Request for Groundskeeper, Youth Facility
11. Consider Approval of Travel/Training Requests (23)

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:

City/County Emergency Management Agency Director Steve Jones
Revenue Commissioner Janet Buskey
Revenue Manager Larry Curvin
Information Systems Director Lou Ialacci
Jennifer Anderson with Central Alabama Regional Planning and Development
Commission
Risk Manager Scott Kramer

Reports from Staff:

County Administrator
Deputy Administrator
Manager of Public Affairs

Adjourn

CALENDAR OF EVENTS

APRIL 12, 2010

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.

APRIL 26, 2010

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.

MAY 10, 2010

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.

MAY 24, 2010

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.

MAY 31, 2010

County Holiday (National Memorial Day)

PERSONNEL ACTIONS

Fill action continues for 1 Clerk Typist II – County Commission Office
Fill action continues for 1 Computer Operation Manager – Information Systems Department
Fill action continues for 1 Grant Specialist – Public Affairs Department
Fill action continues for 1 Clerk Typist II – Support Services Department
Fill action continues for 1 Painter I – Support Services Department
Fill action continues for 1 Mail & Store Room Clerk – Support Services Department
Fill action continues for 1 Community Corrections Officer – Community Corrections
Fill action continues for 1 Clerk II – District Attorney's Worthless Check Unit
Fill action continues for 1 Clerk IV – District Attorney's Worthless Check Unit
Fill action continues for 1 Worthless Check Director – District Attorney's Worthless Check Unit
Fill action continues for 1 Case Manager I – District Attorney's Child Support Unit
Fill action continues for 7 Correction Officer Trainees – Detention Facility
Fill action continues for 1 Correction Officer Sergeant – Detention 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 Clerk III – Probate Judge's Office
Fill action continues for 2 Customer Service Clerks – 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 Latent Fingerprint Examiner – Sheriff's Office
Fill action continues for 2 Deputy Sheriff Trainees – Sheriff's Office
Fill action continues for 1 Relief Juvenile Detention Officer – Youth Facility

April 12, 2010

04-12-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 03-26-10

Check Number	To	Check Number
206607		206619
Total Checks Paid		\$336,278.35

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

04-12-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 04-01-10

Check Number	To	Check Number
206621		206738
Total Checks Paid		\$348,774.98

CHECK #	PAYEE	AMOUNT	DATE
206620	Postmaster Bulk Mailing	\$ 6,186.55	03/31/10

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

04-12-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 04-01-10

Check Number	To	Check Number
206739		206846
Total Checks Paid		\$209,615.16

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

04-12-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 04-08-10

Check Number	To	Check Number
206847		206854
Total Checks Paid		\$66,888.36

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

04-12-10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 04-09-10

Check Number	To	Check Number
206855		206868
Total Checks Paid		\$247,311.53

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

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
03/26/10

Payroll Check Number	102557	To	Payroll Check Number	102730	\$ 129,604.14
Direct Deposits					\$ 790,975.48
Payroll Check Number	102731	To	Payroll Check Number	102760	\$ 274,553.47
Direct Deposits					\$ 330,826.00
Federal Deposits					\$ 319,385.94
Total Payroll Paid					\$ 1,845,345.03

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

04/12/10 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
04/09/10

Payroll Check Number	102763	To	Payroll Check Number	102934	\$ 130,558.32
Direct Deposits					\$ 794,470.05
Payroll Check Number	102935	To	Payroll Check Number	102968	\$ 276,134.00
Direct Deposits					\$ 331,977.13
Federal Deposits					\$ 320,089.99
Total Payroll Paid					\$ 1,853,229.49

CHECK #

PAYEE

AMOUNT

DATE

102761

Anthony D. Lewis

\$ 98.95

03/26/10

102762

Employees Retirement System of AL

\$ 215,393.11

04/01/10

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

APR 12 2010

CATOMA VOLUNTEER FIRE PROTECTION AUTHORITY, INC.

50 Booth Road
Montgomery, AL 36108

Donnie Mims
Montgomery County Commission
101 S. Lawrence Street
Montgomery, AL 36108

Dear Mr. Mims:

Catoma Volunteer Fire Protection Authority Inc. held an annual election at the March 11, 2010 meeting. As a result, the following were elected and will hold office for a two year term beginning March 11, 2010:

Martin Mayer, Vice President
6716 Old Selma Road
Montgomery, AL 36108

Amanda Marshall, Treasurer
54 Nora Lane
Montgomery, AL 36108

Christopher Taylor, Member at large #2
206 Sharon Lane
Montgomery, AL 36108

} Terms Expire 3/8/12

The following officers have another year to complete their two year terms of office:

Spencer Searight, President
145 Sunset Ridge
Montgomery, AL 36108

Ms. C. J. Widener, Secretary
5916 Pine Trace
Box B-4
Montgomery, AL 36108

Frances Wood, Member at Large #1
1120 Cantelou Road
Montgomery, AL 36108

The fire chief serves a continuous term at the discretion of the Board:

Bobby Brooks, Chief
1415 Cantelou Road
Montgomery, AL 36108

Thank you for your assistance and cooperation.

Sincerely,

A handwritten signature in black ink, appearing to read 'Martin Mayer', with a long horizontal line extending to the right.

Martin Mayer,
Vice President
Catoma Volunteer Fire Protection Authority, Inc.

Catoma Volunteer Fire
Protection Authority

Updated 3/2009

Officers:

Term Expires:

Spence Searight, President
145 Sunset Ridge
Montgomery, AL 36108
Home: 240-8400

3/1/2011

* Martin Mayer, Vice President
6716 Old Selma Road
Montgomery, AL 36108

3/1/2010

Carol "CJ" Widener, Secretary
Box B-4, 5916 Pine Trace
Montgomery, AL 36108
Home: 834-4680

3/1/2011

* Amanda Marshall, Treasurer
57 Nora Lane
Montgomery, AL 36108
Home: 264-2556

3/1/2010

Members:

Frances Wood, Member at Large #1
1120 Cantelou Road
Montgomery, AL 36108

3/1/2011

* Leila Fisher, Member at Large #2
6519 Ashwood Circle
Montgomery, AL 36108

3/1/2010

Robert Brooks, Jr., Chief
1415 Cantelou Road
Montgomery, AL 36108
Home: 265-8296 Pager: 571-9237

Term: 2 Years

(President, Secretary & Member at Large Place #1 - elected in odd numbered years)
(Vice President, Treasurer & Member at Large Place #2 - elected in even numbered years)
(Chief – Continuous Term)

CARPDC

CENTRAL ALABAMA REGIONAL PLANNING
AND DEVELOPMENT COMMISSION

Bill J. Tucker
Executive Director

Donny Barber
Wx Program Manager



Weatherization Assistance Program

Agenda

March 29, 2010

APR 12 2010

2010 MAR 30 AM 7:47

MONTGOMERY COUNTY
COMMISSION

Donald L. Mims
P.O. Box 1667
Montgomery, Alabama 36102-1667

Mr. Mims,

This cover letter concerns the Montgomery County Weatherization Assistance Program contracts DOE 028-09 and ARRADOE 028-09. A modification to the contracts by ADECA-CSS reduces the contracts slightly.

The State has shifted said funds to the DOE 007-09 and ARRADOE 007-09 contracts, administered by CARPDC, to allow for auditing expenses incurred by the agency.

Our office wanted you to be aware of the above changes. If you have any questions, please contact this office at your convenience at the number listed below.

Sincerely,

Bill Tucker,
Executive Director

BT/db

OFFICE OF THE GOVERNOR

BOB RILEY
GOVERNOR



ALABAMA DEPARTMENT OF ECONOMIC
AND COMMUNITY AFFAIRS

DONI M. INGRAM
DIRECTOR

State of Alabama

March 16, 2010

The Honorable Elton Dean, Sr.
Chairman
Montgomery County Commission
c/o Central Alabama Regional Planning
and Development Commission
430 South Court Street
Montgomery, AL 36104

Dear Mr. Chairman:

RE: Modification No. 1
Grant No.: DOE-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 Community Services Section. 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,

A handwritten signature in black ink, appearing to read "Doni M. Ingram".

Doni M. Ingram
Director

WW/ks

Enclosures

cc: Mr. Bill Tucker

**MODIFICATION TO
2009 WEATHERIZATION GRANT AGREEMENT**

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

Modification No.: **1**

Total Grant Amount: **\$235,760.00**

THIS MODIFICATION is entered into as of March 3, 2010 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. DOE-028-09**

dated April 1, 2009.

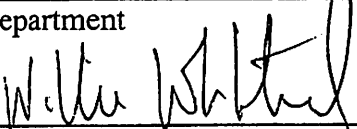
1. **PURPOSE:** The purpose of this modification is to amend "**Paragraph 2: Funding**" and the relative attachments of the above-referenced Grant Agreement.
2. **Paragraph 2: "Funding"** is hereby amended to read as follows:

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 **\$235,760.00** 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.

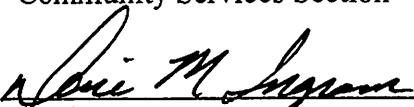
IN WITNESS WHEREOF THE DEPARTMENT AND THE SUBGRANTEE HAVE EXECUTED THIS AGREEMENT AS EVIDENCED BY THE SIGNATURES BELOW:

**ALABAMA DEPARTMENT OF
ECONOMIC AND COMMUNITY AFFAIRS**

Department

 3/15/10
Date

Willie Whitehead, Chief
Community Services Section

 03.15.10
Date
Doni M. Ingram
Director

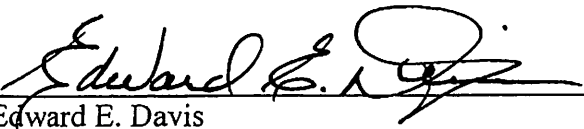
MONTGOMERY COUNTY COMMISSION

Subgrantee

Authorized Official for Subgrantee Date

Subgrantee Witness Date

APPROVED AS TO FORM BY LEGAL:


Edward E. Davis
General Counsel for ADECA

SUBGRANTEE: Montgomery County Commission

GRANT AGREEMENT: DOE-028-09

MODIFICATION: 1

ATTACHMENT B

Budget Sheet

	ORIGINAL BUDGET	DECREASE/ INCREASE	TOTAL
ADMINISTRATIVE	\$14,560.00		\$14,560.00
PROGRAM OPERATIONS	\$169,000.00		\$169,000.00
HEALTH AND SAFETY	\$31,200.00		\$31,200.00
AGENCY LIABILITY INSURANCE	\$1,000.00		\$1,000.00
TRAINING & TECHNICAL ASSISTANCE	\$20,000.00		\$20,000.00
FINANCIAL AUDIT	\$2,000.00	-\$2,000.00	\$0.00

GRAND TOTAL: \$235,760.00

**MODIFICATION TO
2009 WEATHERIZATION GRANT AGREEMENT**

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

Modification No.: **1**

Total Grant Amount: **\$235,760.00**

THIS MODIFICATION is entered into as of March 3, 2010 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. DOE-028-09**

dated April 1, 2009.

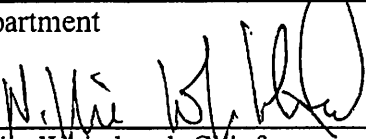
1. **PURPOSE:** The purpose of this modification is to amend "**Paragraph 2: Funding**" and the relative attachments of the above-referenced Grant Agreement.
2. **Paragraph 2: "Funding"** is hereby amended to read as follows:

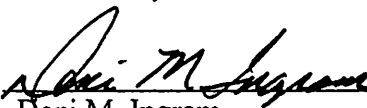
Funding: It is expressly understood and mutually agreed that in no event shall the total amount to be paid by the Department to the Subgrantee under this agreement exceed **\$235,760.00** for full and completely satisfactory performance. Additional requirements relative to the Grant amount may be found 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

 3/15/10
Willie Whitehead, Chief
Community Services Section

 03.15.10
Doni M. Ingram
Director

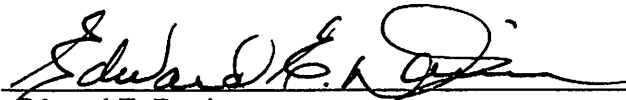
MONTGOMERY COUNTY COMMISSION

Subgrantee

Authorized Official for Subgrantee Date

Subgrantee Witness Date

APPROVED AS TO FORM BY LEGAL:


Edward E. Davis
General Counsel for ADECA

SUBGRANTEE: Montgomery County Commission

GRANT AGREEMENT: DOE-028-09

MODIFICATION: 1

ATTACHMENT B

Budget Sheet

	ORIGINAL BUDGET	DECREASE/ INCREASE	TOTAL
ADMINISTRATIVE	\$14,560.00		\$14,560.00
PROGRAM OPERATIONS	\$169,000.00		\$169,000.00
HEALTH AND SAFETY	\$31,200.00		\$31,200.00
AGENCY LIABILITY INSURANCE	\$1,000.00		\$1,000.00
TRAINING & TECHNICAL ASSISTANCE	\$20,000.00		\$20,000.00
FINANCIAL AUDIT	\$2,000.00	-\$2,000.00	\$0.00

GRAND TOTAL: \$235,760.00

TO: ANY JUDGE

**RE: GRANT NO: DOE-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**

OFFICE OF THE GOVERNOR

BOB RILEY
GOVERNOR



ALABAMA DEPARTMENT OF ECONOMIC
AND COMMUNITY AFFAIRS

DONI M. INGRAM
DIRECTOR

State of Alabama

March 16, 2010

The Honorable Elton Dean, Sr.
Chairman
Montgomery County Commission
c/o Central Alabama Regional and
Planning Commission
430 South Court Street
Montgomery, AL 36104

Dear Mr. Chairman:

RE: Modification No. 2
Grant No. ARRA DOE-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 Community Services Section. 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,

A handwritten signature in cursive script, reading "Doni M. Ingram".

Doni M. Ingram
Director

DMI/WW/ks

Enclosures

cc: Mr. Bill Tucker

**MODIFICATION TO
2009 WEATHERIZATION GRANT AGREEMENT**

Grant Agreement No.: ARRA DOE-028-09

Modification No.: 2

Total Grant Amount: \$1,477,294.00

THIS MODIFICATION is entered into as of March 3, 2010 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. ARRA DOE-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**.

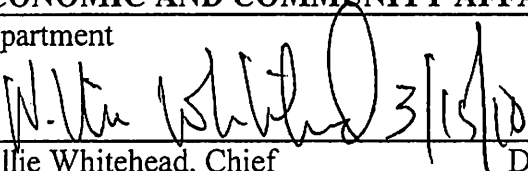
2. **Paragraph 2: "Funding"** is hereby amended to read as follows:

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 **\$1,477,294.00** 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.

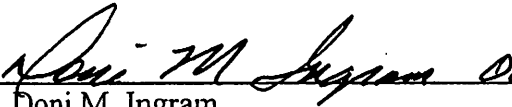
IN WITNESS WHEREOF THE DEPARTMENT AND THE SUBGRANTEE HAVE EXECUTED THIS AGREEMENT AS EVIDENCED BY THE SIGNATURES BELOW:

**ALABAMA DEPARTMENT OF
ECONOMIC AND COMMUNITY AFFAIRS**

Department


Willie Whitehead, Chief
Community Services Section

Date


Doni M. Ingram
Director

Date

MONTGOMERY COUNTY COMMISSION

Subgrantee

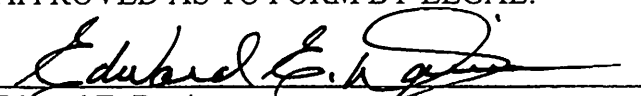
Authorized Official for Subgrantee

Date

Subgrantee Witness

Date

APPROVED AS TO FORM BY LEGAL:


Edward E. Davis
General Counsel for ADECA

SUBGRANTEE: Montgomery County Commission

GRANT AGREEMENT: ARRA DOE-028-09

MODIFICATION: 2

ATTACHMENT B

Budget Sheet

	ORIGINAL BUDGET	INCREASE	TOTAL
ADMINISTRATIVE	\$111,995.00		\$111,995.00
PROGRAM OPERATIONS	\$1,078,207.00		\$1,078,207.00
HEALTH AND SAFETY	\$210,592.00		\$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	\$0.00
EQUIPMENT	\$0.00		\$0.00

GRAND TOTAL: 1,477,294.00

**MODIFICATION TO
2009 WEATHERIZATION GRANT AGREEMENT**

Grant Agreement No.: ARRA DOE-028-09

Modification No.: 2

Total Grant Amount: \$1,477,294.00

THIS MODIFICATION is entered into as of March 3, 2010 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. ARRA DOE-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**.

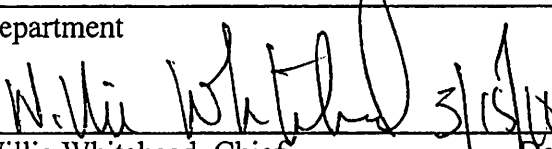
2. **Paragraph 2: "Funding"** is hereby amended to read as follows:

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 **\$1,477,294.00** 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


Willie Whitehead, Chief

Community Services Section

MONTGOMERY COUNTY COMMISSION

Subgrantee

Authorized Official for Subgrantee

Date


Doni M. Ingram

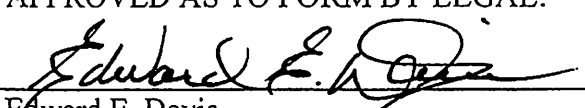
Director

Date

Subgrantee Witness

Date

APPROVED AS TO FORM BY LEGAL:


Edward E. Davis

General Counsel for ADECA

SUBGRANTEE: Montgomery County Commission

GRANT AGREEMENT: ARRA DOE-028-09

MODIFICATION: 2

ATTACHMENT B

Budget Sheet

	ORIGINAL BUDGET	INCREASE	TOTAL
ADMINISTRATIVE	\$111,995.00		\$111,995.00
PROGRAM OPERATIONS	\$1,078,207.00		\$1,078,207.00
HEALTH AND SAFETY	\$210,592.00		\$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	\$0.00
EQUIPMENT	\$0.00		\$0.00

GRAND TOTAL: 1,477,294.00

TO: ANY JUDGE

**RE: GRANT NO. ARRA DOE-028-09
MODIFICATION NO. 2**

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**



Ronald L. Jones
Chief Examiner

Mailing Address:
P.O. Box 302251
Montgomery, AL 36130-2251

State of Alabama
Department of
Examiners of Public Accounts

Telephone (334) 242-9200
FAX (334) 242-1775

2010 MAR -8 AM 9:07

Location:
Gordon Persons Building
50 North Ripley Street, Room 3201
Montgomery, AL 36104-3833

Agenda

APR 12 2010

March 5, 2010

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

Dear Mr. Dean:

Enclosed is the agreement between the Department of Examiners of Public Accounts and the Montgomery County Commission for an audit of the federal assistance received by your office.

Please sign and date the two (2) copies of the agreement and return one (1) copy to the County Audit Division of our Department.

Sincerely,

Mike Scroggins
Director County Audit Division

MS/np

Enclosure

STATE OF ALABAMA
MONTGOMERY COUNTY

AGREEMENT

This agreement by and between the Department of Examiners of Public Accounts (EPA) and the Montgomery County Commission (MCC) becomes effective upon full execution.

It is agreed that the EPA will audit the MCC for the one (1) year period October 1, 2008 through September 30, 2009. The audit will encompass a financial audit in accordance with Government Auditing Standards issued by the Comptroller General of the United States, an audit of compliance with applicable laws and regulations of the State of Alabama, and an audit of compliance with applicable laws and regulations of the Federal Government in accordance with OMB Circular A-133 and the Single Audit Act Amendments of 1996.

MCC agrees to reimburse EPA for its necessary and reasonable costs to conduct the audit, which include personnel costs and travel expenses incurred at amounts authorized by the State Travel Law. The maximum cost of this agreement to MCC shall not exceed ten thousand two hundred thirty dollars (\$10,230.00). MCC agrees to pay 65% of the cost of this agreement upon full execution and 35% after completion of fieldwork as evidenced by invoices from the Department of Examiners of Public accounts.

EPA agrees to furnish all required copies of audit reports to federal grantor agencies in addition to copies provided to MCC.

EPA agrees that all working papers shall be made available upon request for review by the federal grantor agencies consistent with State Law. EPA agrees to retain all working papers and reports for a minimum of three (3) years from the date of the audit report unless EPA is notified in writing to extend the retention period.

MCC agrees to make available to EPA all financial and operating data determined necessary by EPA to conduct the audits. MCC agrees to provide a working area for personnel of EPA, which facilitates efficient fieldwork.

This agreement and all promises by MCC are made subject to availability of sufficient funds.

The parties shown below have executed this agreement to become effective on the date specified previously and under all conditions described herein.

IN WITNESS THEREOF, the parties have affixed their hands and seals this _____ day of _____, 20____.

STATE OF ALABAMA
Department of Examiners
of Public Accounts



Ronald L. Jones
Chief Examiner

Montgomery County Commission

Elton N. Dean, Sr.
Chairman

JMR Architecture, PC
J Michael Rutland
Agenda

APR 12 2010

2010 MAR 16 AM 8:20
MONTGOMERY COUNTY
COMMISSION

15 March 2010

Mr. Donald L. Mims, CPA, MPA
Administrator, Montgomery County Commission
PO Box 1667
Montgomery, Alabama 36102-1667

RE: Scott Street Parking Facility

Mr. Mims:

Per our telephone conversation today, please find enclosed two (2) copies of Gordon L. Davis Professional Services Agreement for your review and approval.

I met with Mr. Davis today onsite and we both walked the entire facility to conduct a preliminary inspection of the areas you have brought to our attention in your previous letters. Mr. Davis is prepared to initiate a comprehensive survey of the site as described in the Agreement as soon as possible. He has requested that you designate Point of Contact information (i.e., Maintenance Supervisor, etc) onsite to coordinate your areas of concern and his detailed review. Mr. Rutland has asked Gordon to produce a report this week for his review.

We understand that you will be submitting this Agreement to the Commission for approval in a timely manner.

Mr. Davis and I walked the entire facility this morning. Although some issues do exist that would require repair and/or modification, we did not witness any condition that would present a hazard to continued use of the facility.

Please do not hesitate to contact me with any further questions you may have regarding this matter. It is our desire to serve the needs of the County in whatever capacity you require.

Thank you,



Dean Sharp, Contract Administrator
334-868-8310 (cellular phone)
dsharp@jmrarch.net

Electronic Copy:

M. Rutland; V McKnight; G. Davis

Gordon L. Davis

STRUCTURAL ENGINEERING CONSULTANT

Telephone
(334) 213-3070

Mailing Address
P.O. Box 241371
Montgomery, Alabama 36124-1371

Facsimile
(334) 213-4020
E-mail
gldavis1@mindspring.com

PROFESSIONAL SERVICES AGREEMENT

CLIENT: Montgomery County Commission
P.O. Box 1667
Montgomery, Alabama 36102-1667

PROJECT: Montgomery County Parking Deck, Scott Street, Montgomery, AL

DATE: March 10, 2010

=====

SCOPE OF WORK:

Structural inspection, written report of description of structural deficiencies; evaluation of cause of deficiencies and description of repair recommendations. Plans and details for repair will be provided under separate agreement, after extent of damage is determined.

FEE:

Billed hourly at the rate of \$175.00 per hour for professional engineer and \$60.00 per hour for CAD or drafting services. Maximum fee not to exceed \$2,000.00.

NOTE: Travel, shipping and printing expenses will be billed at a rate of cost plus 10%, based upon actual invoices.

APPROVALS



FOR: GORDON L. DAVIS, P.E.
(ENGINEER)

FOR: Montgomery Co. Commission
(CLIENT)

DATE: March 10, 2010

TITLE

DATE

See reverse of this page for General Conditions.

GENERAL CONDITIONS FOR THIS AGREEMENT

1. All required services outside the SCOPE OF WORK outlined will be provided upon the CLIENT'S request and will be billed at the quoted hourly rates.
2. Fees outlined in this contract will be adhered to subject to conditions and criteria set forth by the CLIENT and the requirements of the applicable governmental agencies, building codes, etc., in effect on the date of the ENGINEER'S signing of this contract.
3. In the event that a questions may arise as to an error or omission in the ENGINEER'S work or plans, the ENGINEER will assume no liability of errors or omissions unless notified within 48 hours of the CLIENT'S discovery of such. If notified within 48 hours, the ENGINEER will have the right to remedy any such errors or omissions within a reasonable and agreed upon time thereafter, at no additional cost to the CLIENT.
4. The length of this project is estimated to be less than one (1) year from the date of this contract. Any SCOPE OF WORK item or portion remaining after one (1) year will be subject to a ten percent (10%) escalation in the FEE SCHEDULE. Any hourly charges or reimbursable costs incurred after one (1) year will be subject to the hourly rates in effect at that time. Any retentions or deferred fees shall be due and payable after one (1) year.
5. CLIENTS will be billed monthly, unless otherwise agreed, based upon the percentage of work completed and/or hourly charges and reimbursable costs. A finance charge of one and one half percent (1 1/2%) per month (18% annual percentage rate) will be added to portions of accounts over 45 days past due and will result in immediate stoppage of all services until payment is received or other written agreements made. Any and all charges incurred by the ENGINEER to collect past due accounts will be paid by the CLIENT.
6. The CLIENT hereby agrees that the balance as stated on the billing from the ENGINEER is correct, conclusive and binding on the CLIENT unless the CLIENT notifies the ENGINEER in writing within ten (10) days of the billing date of the particular item that is alleged to be incorrect.
7. The obligation to provide further services under the SCOPE OF WORK may be terminated by either party upon seven (7) days written notice in the event of any termination, the ENGINEER will be paid for all services rendered to the date of termination plus unpaid reimbursable expenses.
8. The ENGINEER will not be responsible for the cost of permits, title company charges, governmental review fees, soils reports, printing, photographic charges, etc. as applicable. The ENGINEER will be reimbursed for such charges paid by him for the CLIENT at the rates quoted on the CURRENT FEE SCHEDULE.
9. The ENGINEER'S liability for this project is limited to the fees paid by the CLIENT.
10. The ENGINEER will not be responsible or liable for the following:
 - a) Any use of plans, specifications, etc., not signed by the ENGINEER and approved by the appropriate governmental agencies.
 - b) Inaccuracy of data, plans, legal descriptions or any other information supplied by the CLIENT.
 - c) Site, soil, and geologic conditions.
 - d) Changes to the plans and specifications made by the CLIENT or others.
 - e) Jobsite conditions.
 - f) The performance of work on this project by any construction contractor or third party.
 - g) Legal fees that result from this project.
11. All original work will be the property of the ENGINEER. The CLIENT will be provided with the original drawings for the purpose of publishing of contract documents, and, at his request and cost, will be furnished with reproducible copies of any and all work. No changes to the documents prepared by the ENGINEER can be made by the CLIENT unless authorized in writing by the ENGINEER.
12. All documents furnished by the ENGINEER are instruments of his service. They are not intended to be suitable for reuse on extensions of this project or any other project. Any reuse without specific written approval by the ENGINEER will be at the sole risk of the user and without liability or legal exposure to the ENGINEER.
13. Neither the CLIENT nor ENGINEER shall assign, sublet or transfer any rights under or interest in this contract without the written consent of the other. Nothing herein shall be construed to give any rights or benefits hereunder to anyone other than the CLIENT or ENGINEER.
14. The CLIENT agrees to cooperate in every way requested by the ENGINEER to expedite the completion of the work set forth in this agreement. The CLIENT agrees to provide the ENGINEER access to the property involved and to make available any records, documents, deeds, legal descriptions or other items requested by the ENGINEER for the reasonable pursuit of the completion of the work.
15. There are no understandings or agreements except as herein expressly stated.

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

Agenda

APR 12 2010

April 12, 2010

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims, County Administrator *DLM*

SUBJECT: Miscellaneous Appropriations Reprogramming Requests

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

- C-2010-65: Montgomery County Recreation Department, for Boys & Girls Clubs of Montgomery, for Youth Programs - \$3,750; (Polizos)
- C-2010-66: Alabama Junior Miss, for Expenses used during the Montgomery County Junior Miss Contest - \$1,500; (Polizos)
- NC-2010-95: City of Montgomery, to be used by BONDS to Support Mary Lakes Homeowners Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Ingram)

DLM/tll

APR 12 2010

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: April 7, 2010

SUBJECT: Moisture Damage Abatement
530 S. Lawrence Street and 3030 Mobile Highway

Request that approval of award on the above referenced project to the low price of Ark Builders, in the amount of \$4,600.00, be placed on the agenda for the County Commission meeting on April 12, 2010. (copy of spread sheet attached)

The price for 530 S. Lawrence Street is \$3,200.00 and the price for the Dept. of Human Resources Building is \$1,400.00. There is also a Unit Price Allowance included in the quote. For preparation/removal/disposal of gypsum board, associated cove base and insulation and cleaning of associated wall cavity or exposed substrate surface, an allowance of 200 sf at a price of \$2.00 per sf will be allowed. For preparation/removal/disposal of carpet and cleaning of exposed substrate floor surface, an allowance of 100 sf at a price of \$1.00 per sf will be allowed.

Coordination of award made with Mr. John A. Mitchell, Sr., Deputy Administrator and Mr. Haynes Kelley, Jr. of Environmental Materials Consultants, Inc.

Attachment

**PURCHASING DEPARTMENT
MONTGOMERY COUNTY COMMISSION**

ABSTRACT FOR BIDS:			BID NO		BID NO		BID NO		BID NO		BID NO	
INVITATION TO BID NO:			ARK BUILDERS, INC. - ATTN: TERRY L. JONES; PHONE#(334)283-5663; FAX#(334) 283-8017		CASON ENVIRONMENTAL & DEMOLITION SERVICES, LLC - ATTN: PAUL CALDWELL - PHONE#(850) 933-8378; FAX#(334) 283-5905		TRI-STAR CONTRACTING - ATTN: STEVEN STEELE; PHONE#(334) 749-0780; FAX#(334) 749-0758					
DATE ISSUED:												
DATE OPENED:												
REQUESTING DEPARTMENT:												
COUNTY COMMISSION												
TERMS OF PAYMENT/DISCOUNT:												
DELIVERY DATE:												
ITEM NO.	DESCRIPTION OF ITEM	QUANTITY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	MOISTURE DAMAGE											
1..	530 S. LAWRENCE STREET	1 JOB	3,200.00	3,200.00	3,975.00	3,975.00	4,712.00	4,712.00				
2..	DEPT. OF HUMAN RESOURCES	1 JOB	1,400.00	1,400.00	2,275.00	2,275.00	3,223.00	3,223.00				
-.	UNIT PRICE ALLOWANCE											
	PREPARATION/REMOVAL/DI											
	SPOSAL OF GYPSUM BOARD											
	ASSOCIATED COVE BASE AND INSULATION, AND											
	CLEANING OF ASSOCIATED WALL CAVITY OR EXPOSED											
	SUBSTRATE SURFACE	200 SF		2.00		2.50		8.50				
-.	PREPARATION/REMOVAL/DI											
	SPOSAL OF CARPET AND											
	CLEANING OF EXPOSED SUBSTRATE FLOOR SURFACE	100 SF		1.00		1.00		2.50				
	3 QUOTES MAILED											
	TOTAL			\$4,600.00		\$6,250.00		\$7,935.00				

COMMENTS:

BIDSHEET.

6-2



April 8, 2010

Ms. Pat Silas, Assistant Director Support Services
Montgomery County Commission
101 South Lawrence Street
Montgomery, Alabama 36104

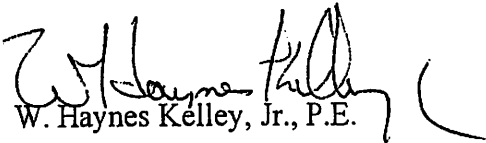
Subject: Moisture Damage Abatement
530 South Lawrence Street and 3030 Mobile Highway

Dear Ms. Silas;

I have reviewed the bid abstract that you faxed to me this morning regarding the subject project. It appears that Ark Builders, Inc. quoted the lowest price. I believe Ark Builder's price is reasonable, and I therefore recommend that the work be awarded to them.

If you have questions about this please contact me.

Sincerely,
Environmental-Materials Consultants, Inc.


W. Haynes Kelley, Jr., P.E.

**P.O. BOX 780727
2901 NOTASULGA ROAD
TALLASSEE, AL 36078-0727
334-283-5663 FAX 334-283-8017**

SUBMITTED TO: Montgomery County Comm FAX: 334-832-2547 DATE: April 8, 2010

JOB NAME: Moisture Damage Abatement

STREET: 530 S. Lawrence & DHR Building

STATE: AL 36104

Apr 08 10 09:42a

**ATTACHMENT TO PROPOSAL FORM
STATED ALLOWANCES AND UNIT PRICES**

**MOISTURE DAMAGE ABATEMENT
530 SOUTH LAWRENCE STREET AND 3030 MOBILE HIGHWAY
MONTGOMERY, AL**

STATED ALLOWANCES AND UNIT PRICES

The following items of work are anticipated during the performance of this contract; however the exact quantity of each work item may not be determinable prior to bidding. The Contractor shall therefore, include in his Lump Sum Base Bid, an allowance for the following items in the quantities indicated: Allowance Unit Prices include all charges for labor, materials and equipment, layout, supervision (field and home office), general expenses, taxes, insurance, overhead and profit, but not limited to, for the accomplishment of the Allowance item(s). Where quantities of same items of work are defined and are quantified in the bid documents, the allowance quantities indicated hereinafter shall be in addition to those that are indicated.

Clarification Note: The Unit Prices quoted by the Contractor shall apply to increases (additive change orders) and to decreases (deductive change orders). Changes in the contract amount that are computed using the Stated Allowances and Unit Prices shall be figured at the same unit price whether additive or deductive.

The following Unit Prices Quoted are for increases or decreases in the above quantities included in the Lump Sum Base Bid and include all charges for labor, materials and equipment, layout, supervision (field and home office), general expenses, taxes, insurance, overhead and profit, but not limited to, for the accomplishment of the Allowance item(s).

<u>ITEM</u>	<u>ALLOWANCE QUANTITY</u>	<u>UNIT</u>	<u>QUOTED PER UNIT</u>
preparation/removal/disposal of gypsum board, associated cove base and insulation, and cleaning of associated wall cavity or exposed substrate surface	200	square feet	\$ 2.00
preparation/removal/disposal of carpet and cleaning of exposed substrate floor surface	100	square feet	\$ 1.00

BIDDER: Ark Builders Inc.

LEGAL SIGNATURE: Terry L. Jones

NAME (type or print): Terry L. Jones

Note: Failure to complete and submit this attachment with proposal shall be grounds for rejection of bid.

APR 12 2010

MEMORANDUM

TO: Donald L. Mims, Administrator

FROM: Pat Silas, Assistant Director
Support Services 

DATE: April 7, 2010

SUBJECT: Bid No. 52200-10C-010,
Inmate Laundry Service

Request approval of award on the above referenced Invitation to Bid to the low bid of CLS Service, for the amount of \$.60 per pound, be placed on the agenda for the County Commission meeting on April 12, 2010. (copy of spread sheet attached)

This will be a one (1) year contract with the option to renew for two (2) years, in one year periods. A price escalation may be allowed after the first year, but shall not exceed 5% each year.

Coordination of award made with Sheriff D.T. Marshall.

Your approval is appreciated.

Attachment

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
BID NO. 52200-10C-010				CLS SERVICE - ATTN: JOEL SPENCER; PHONE#549- 4549; FAX#277-0777		G & K SERVICES - ATTN: DOUGLAS GIVENS; PHONE#260-2880; FAX#260- 2891							
ISSUED ON: MARCH 18, 2010													
BID OPENING DATE: APRIL 5, 2010													
DETENTION FACILITY													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	INMATE LAUNDRY												
	SERVICE	LB	1	\$0.60	\$0.60	\$0.80	\$0.80						
	19 BID MAILED												
TOTAL BID AMOUNTS					\$0.60		\$0.80						

Notes:

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APR 12 2010

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: April 7, 2010

SUBJECT: Bid No. 51100-10B-011,
Drainage Repairs at 530 S. Lawrence Street

Request approval of award on the above referenced Invitation to Bid to the low bid of Phillips, Inc., for the amount of \$12,258.00, be placed on the agenda for the County Commission meeting on April 12, 2010. (copy of spread sheet attached)

The base bid is \$9,128.00, which includes installation of area drains, lowering grades and cutting off the external insulation finish system (EIFS) to above grade in order to stop the moisture infiltration at interior floor level and help prevent termite infestation. The base bid also includes removing the sidewalk on the South side of the building and installing a new walk sloped to drain to the East. This will also require removal of 2 steps at the South East corner of the walk. The alternate bid is \$3,130.00, which is to add gutters and downspouts around the building to control the water from the roof.

Coordination of award made with Mr. John A. Mitchell, Sr., Deputy Administrator and Mr. Tommy Lawrence of TCU Consulting.

Attachment

April 7, 2010

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

Re: Drainage Correction at 530 So. Lawrence Street Montgomery Street for the County Commission

Dear Donnie:

I have reviewed the bids on the above referenced project and recommend that the county approve entering into a contract with Phillips, Inc. for the above referenced work. The project bid on April 7, 2010 and we received a total of 8 bids. Phillips, Inc. was low with a price of \$9,128.00 for the base bid and \$3,130 for the alternate. The base bid work included installation of area drains, lowering grades and cutting off the external insulation finish system (EIFS) to above grade in order to stop the moisture infiltration at interior floor level and help prevent termite infestation. The base bid also included removing the sidewalk on the South side of the building and installing a new walk sloped to drain to the East. This will also require removal of 2 steps at the South East corner of the walk. The alternate is to add gutters and downspouts around the building to control the water from the roof. I recommend that the base bid and alternate be accepted. The bid is several thousand dollars below the estimated cost that I presented to you.

If you are in agreement please let me know and if required we can execute an AIA construction contract or if acceptable Pat Silas can issue a Purchase Order since the amount is so low.

Sincerely,
TCU Consulting, LLC

Thomas L. Lawrence
Program Director

cc: file
John Mitchell
Ken Upchurch
Percy Thomas
Pat Silas

**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
BID NO. 51100-10B-011				PHILLIPS, INC. - ATTN: CLAY PHILLIPS - PHONE#279-8753; FAX#277-8753		PALMER, LLC - ATTN: WILLIAM PALMER; PHONE#264-0922; FAX#264-0924		R & R CONTRACTORS, LLC; ATTN: ROY M. ROGERS; PHONE#285-1460; FAX#285-9060		SHEPHERD CONTRACTING SERVICE - ATTN: TOMMY A. SHEPHERD II; PHONE#538-5399; FAX#288-3112		INGRAM CONSTRUCTION- ATTN: LEONARD INGRAM; PHONE#244-1440; FAX#244-1441	
ISSUED: MARCH 29, 2010													
BID OPENING DATE: APRIL 7, 2010													
COUNTY COMMISSION													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	FURNISH ALL												
	NECESSARY LABOR												
	SUPPLIES & MAT.												
	TO PROVIDE PROPER												
	DRAINAGE AT THE												
	BLDG-530 S.												
	LAWRENCE ST.	EA	1	\$9,128.00	\$9,128.00	\$9,697.00	\$9,697.00	\$12,018.00	\$12,018.00	\$12,210.00	\$12,210.00	\$17,450.00	\$17,450.00
	OPTIONAL												
	INSTALL 193' OF												
	GUTTER & 120'												
	OF DOWNSPOUTS	EA	1	\$3,130.00	\$3,130.00	NO BID	NO BID	\$3,400.00	\$3,400.00	\$13,600.00	\$13,600.00	\$7,032.00	\$7,032.00
	35 BIDS MAILED												
							PARTIAL						
TOTAL BID AMOUNTS					\$12,258.00		9697.00		\$15,418.00		\$25,810.00		\$24,482.00

Notes:

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**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS:				BID # 6		BID # 7		BID # 8		BID #		BID #	
BID NO. 51100-10B-011				STALLINGS & SONS, INC. - ATTN: JEFF STALLINGS - PHONE#244-2093; FAX#244-2099		ALVIN THOMAS, INC. - ATTN: ALVIN THOMAS - PHONE #361-1101; FAX#361-1137		LIBERTY DESIGN & CONSTRUCTION CO., INC. - ATTN: GENE JOHNSON; PHONE #271-0734; FAX #271-0259		NO BID RECEIVED: GERRI REVERSAL CONTRACTORS			
ISSUED: MARCH 29, 2010													
BID OPENING DATE: APRIL 7, 2010													
COUNTY COMMISSION													
TERMS OF PAYMENT / DISCOUNT:													
ITEM NO.	DESCRIPTION OF ITEM	Units	QTY	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
	FURNISH ALL												
	NECESSARY LABOR												
	SUPPLIES & MAT.												
	TO PROVIDE PROPER												
	DRAINAGE AT THE												
	BLDG-530 S.												
	LAWRENCE ST.	EA	1	\$27,350.00	\$27,350.00	\$30,870.00	\$30,870.00	\$68,900.00	\$68,900.00				
	OPTIONAL												
	INSTALL 193' OF												
	GUTTER & 120'												
	OF DOWNSPOUTS	EA	1	\$6,000.00	\$6,000.00	\$9,300.00	\$9,300.00	\$6,110.00	\$6,110.00				
TOTAL BID AMOUNTS					\$33,350.00		\$40,170.00		\$75,010.00				

Notes:

h-8
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APR 12 2010

MEMORANDUM

TO: Donald L. Mims, Administrator

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

DATE: April 6, 2010

SUBJECT: Final Payment on Project No. 6-5-010B,
Medical Equipment – New Detention Facility

Request approval of final payment to Cardinal Health for the Medical Equipment at the new Detention Facility, in the amount of \$1,570.74, be placed on the agenda for the County Commission meeting on April 12, 2010. (see attached)

Coordination of payment made with Mr. Larry Carter of TCU Consulting and Mr. David Langford of Goodwyn, Mills & Cawood.

T.C.U. CONSULTING SERVICES, LLC

2455 Bell Road

Montgomery, Alabama 36117

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

Date: April 6, 2010To: Montgomery County CommissionP.O. Box 1667Attn: John MitchellMontgomery, Alabama 36102-1667Project: Montgomery County Detention Facility

THE FOLLOWING MATERIAL IS TRANSMITTED

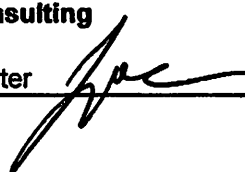
☒ With This Letter:☐ Under Separate Cover:☐ Drawings ☐ Prints ☐ Specifications ☐ Shop Drwgs ☐ Equipment Data ☐ Samples☐ Estimates ☒ Other

COPIES	DATE OR #	DESCRIPTION
2	10/31/2009	Medical Equipment FFE Package Contractor's Pay Request #1

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 ☒ PaymentComments: I have reviewed the attached Pay Request #1 from Cardinal Health in the amountof \$1,570.74 and recommend that it be placed in line for payment. This is the final payapplication for this contract. Please place on the April 12th Commissioners' Agendafor approval.

TCU Consulting

cc: Job
FileLarry Carter 

AIA Document G702™ - 1992

Application and Certificate for Payment

TO OWNER: MONTGOMERY COUNTY COMMISSION 101 S. LAWRENCE STREET MONTGOMERY, AL 36104		PROJECT: Montgomery County Jail - FF&E 6-5-010B	APPLICATION NO: 001 PERIOD TO: 10-31-09 CONTRACT FOR: MEDICAL EQUIPMENT PACKAGE CONTRACT DATE: NOVEMBER 14, 2008 PROJECT NOS: 6-5-010B /	Distribution to: OWNER: ☐ ARCHITECT: ☐ CONTRACTOR: ☐ FIELD: ☐ OTHER: ☐
FROM CONTRACTOR: CARDINAL HEALTH DOUG FISKE 9206 WHISPINE COURT MONTGOMERY, AL 36117	VIA ARCHITECT: GOODWYN, MILLS, + CAWOOD, INC. 2660 EASTCHASE LANE, SUITE 200 MONTGOMERY, AL 36117			

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$107,182.10
2. NET CHANGE BY CHANGE ORDERS 10.1 & 2	\$11,913.30
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$95,268.80
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$95,268.80
5. RETAINAGE:	
a. % of Completed Work LESS MATERIALS PAID BY OWNER.	\$85,444.98
(Column D + E on G703)	
b. % of Stored Material	\$8,253.08
(Column F on G703) LESS TAXES	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$93,648.06
6. TOTAL EARNED LESS RETAINAGE	\$1,570.74
(Line 4 Less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ - 0 -
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE	\$1,570.74
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$
(Line 3 less Line 6)	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$	\$11,913.30
Total approved this Month	\$	\$
TOTALS	\$	\$11,913.30
NET CHANGES by Change Order	\$11,913.30	

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: [Signature]

Date: 3/31/10

State of: ALABAMA

County of: MONTGOMERY

Subscribed and sworn to before
me this day of

Notary Public: [Signature]

My Commission expires: 4-17-2010

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 payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$1,570.82

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: Goodwyn, Mills, + Cawood, Inc.

By: [Signature]

Date: 3/31/2010

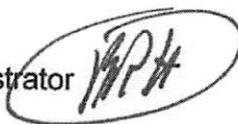
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APR 12 2010

Montgomery County
Youth Facility

Memo

To: Mr. Donnie Mims
From: Bruce R. Howell, Court Administrator
Date: March 29, 2010
Re: Groundskeeper Vacancy



Please place our request to fill a groundskeeper position on the next County Commission agenda.

ORIGINAL POSITION FILL REQUEST

DEPARTMENT: Montgomery County Youth Facility

DEPARTMENT HEAD: Bruce R. Howell, Court Administrator

SUPERVISOR: George Glass

COMPLETED ACTION DATES

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

1. POSITION TITLE: Groundskeeper

POSITION NUMBER: 001-526020-066 (to replace Randy Willis)

PROPOSED EFFECTIVE DATE: 04/19/10

TYPE OF APPOINTMENT (X) Permanent () Temporary

RECRUITING

- () PROMOTIONAL REGISTER (X) TRANSFER Pay step to be based upon City and County of Montgomery Personnel Rules and Regulations, Rule VI, Section 10 (c) Transfers.
(X) OPEN COMPETITIVE REGISTER () REEMPLOYMENT

PAY GRADE: S06 (\$23,493/\$903.59/\$11.2949)

Bruce R. Howell
Department Head

3/10/2010
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 _____

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 16

Date: March 31, 2010
To: Donald L. Mims, Administrator
From: Donald L. Mims, Administrator
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Point Clear, AL
Departure Date: May 26, 2010 Return Date: May 27, 2010
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend the 2010 ACAA Annual Conference

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

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

Total (est.) Cost: \$694.07 Advance Registration Required: \$185.00

Department Name: County Commission Fund Name: General

Additional Comments: Mileage - 175.00; Meals - 150.00; Hotel 184.07; Registration - 185.00

To: Donald L. Mims, Administrator

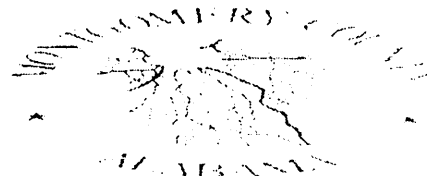
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$694.07 and advance registration of \$185.00 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>\$25,000.00</u>	
Approved Requests:	<u>\$13,046.60</u>	
Budget Available:	<u>\$11,953.40</u>	
Current Requests:	<u>\$694.07</u>	
Budget Balance:	<u>\$11,259.33</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/1/2010

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 5

Date: March 22, 2010
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, Alabama
Departure Date: September 10, 2010 Return Date: September 10, 2010
Conference Leave (Days / Hours): 1 day
Purpose of Travel: Attend Auburn University ALTIST 2010 Annual CRE Update
Qualifies for annual Continuing Education Requirements for CPA license
and CRE certification

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

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

Total (est.) Cost: \$193.00 Advance Registration Required: \$110.00

Department Name: Finance Fund Name: General

Additional Comments: _____

To: Sherrill R. Thomas, Finance Director

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$193.00 and advance registration of \$110.00 is authorized.

To be completed by the Finance Department	
Fund Code:	<u>001-51110-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$2,800.00</u>
Approved Requests:	<u>\$266.00</u>
Budget Available:	<u>\$2,534.00</u>
Current Requests:	<u>\$193.00</u>
Budget Balance:	<u>\$2,341.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/22/2010

cc: Finance Director / Buyer

11-2

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 6

Date: March 23, 2010
To: Donald L. Mims, Administrator
From: Sherrill R. Thomas, Finance Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Diego, CA
Departure Date: September 12, 2010 Return Date: September 15, 2010
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Attend New World Systems Executive Customer Conference

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

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

Total (est.) Cost: \$2,100.00 Advance Registration Required: \$945.00

Department Name: Finance Fund Name: General

Additional Comments: Expense will be paid through the New World training budget

To: Sherrill R. Thomas, Finance Director
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$2,100.00 and advance registration of \$945.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-59310-586</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$150,000.00</u>	
Approved Requests:	<u>\$103,231.50</u>	
Budget Available:	<u>\$46,768.50</u>	
Current Requests:	<u>\$2,100.00</u>	
Budget Balance:	<u>\$44,668.50</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 3/23/2010
cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 5

Date: March 24, 2010
To: Donald L. Mims, Administrator
From: Larry R. Curvin, Revenue Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Pelham, Alabama
Departure Date: July 14, 2010 Return Date: July 16, 2010

Conference Leave (Days / Hours): 3 days

Purpose of Travel: Attend ACCA sponsored course "How to Safely Perform Revenue Field Work"
of the CROAA Education and Certification Program. The JSU Continuing
Education department administers the training.

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

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

Total (est.) Cost: \$535.00 Advance Registration Required: \$195.00

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

Additional Comments: This course completion will gain Certified Revenue Officer (CRO) status for
Examiner Courtney Oates.

To: Larry R. Curvin, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$535.00 and advance registration of \$195.00 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>\$7,000.00</u>
Approved Requests:	<u>\$4,252.56</u>
Budget Available:	<u>\$2,747.44</u>
Current Requests:	<u>\$535.00</u>
Budget Balance:	<u>\$2,212.44</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/25/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 6

Date: March 22, 2010
To: Donald L. Mims, Administrator
From: Larry R. Curvin, Revenue Manager
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Hoover, Alabama
Departure Date: September 10, 2010 Return Date: September 10, 2010

Conference Leave (Days / Hours): 1 day

Purpose of Travel: Attend "ALTIST 2010 Annual CRE UPDATE" Course REQUIRED to maintain standing as a Certified Revenue Examiner. The course is sponsored by the ACCA and administered by the AU Center for Governmental Service.

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: \$250.00 Advance Registration Required: \$110.00

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

Additional Comments: _____

To: Larry R. Curvin, Revenue Manager

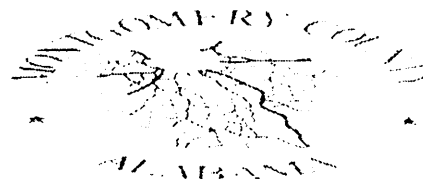
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the approximate amount of \$250.00 and advance registration of \$110.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51800-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$7,000.00</u>	
Approved Requests:	<u>\$4,252.56</u>	
Budget Available:	<u>\$2,747.44</u>	
Current Requests:	<u>\$785.00</u>	
Budget Balance:	<u>\$1,962.44</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/25/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

APR 12 2010

Request # 22

Date: March 25, 2010
To: Donald L. Mims, Administrator
From: Sheriff D. T. Marshall
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Newnan, GA
Departure Date: April 18, 2010 Return Date: April 23, 2010
Conference Leave (Days / Hours): 6 days
Purpose of Travel: K-9 Instructor Training

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

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

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

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

Additional Comments: There will be no expenses involving this travel.

All expenses are being paid by Cowetta County Sheriff's Office.

To: Sheriff D. T. Marshall

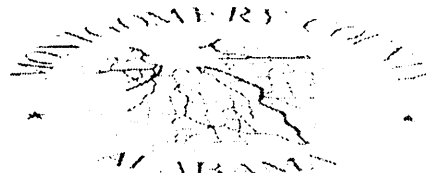
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 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>001-52110-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$20,000.00</u>	
Approved Requests:	<u>\$8,178.24</u>	
Budget Available:	<u>\$11,821.76</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$11,821.76</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/25/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 4

Date: April 1, 2010
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Huntsville, AL
Departure Date: May 9, 2010 Return Date: May 13, 2010
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: Controlled F.O.R.C.E. Level II Certification Course

Traveler (s) Name: 1. Martinez Tolbert 4. _____
2. Jeron James 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,000.00 Advance Registration Required: \$1,190.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

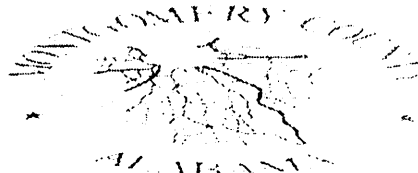
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$2,000.00 and advance registration of \$1,190.00 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>\$4,712.00</u>	
Budget Available:	<u>\$15,288.00</u>	
Current Requests:	<u>\$2,000.00</u>	
Budget Balance:	<u>\$13,288.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/1/2010

cc: Finance Director / Buyer

11-7

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 5

Date: April 1, 2010
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Ft. Lauderdale, FL
Departure Date: May 23, 2010 Return Date: May 26, 2010
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Chemical Weapons Instructor Course

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

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

Total (est.) Cost: \$1,500.00 Advance Registration Required: \$590.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

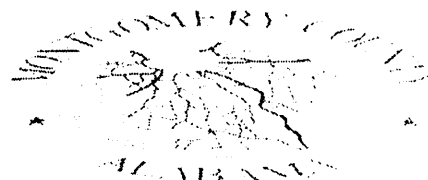
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,500.00 and advance registration of \$590.00 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>\$4,712.00</u>	
Budget Available:	<u>\$15,288.00</u>	
Current Requests:	<u>\$3,500.00</u>	
Budget Balance:	<u>\$11,788.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/1/2010

cc: Finance Director / Buyer

11-8

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 6

Date: April 1, 2010
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Tupelo, MS
Departure Date: May 23, 2010 Return Date: May 26, 2010
Conference Leave (Days / Hours): 4 days
Purpose of Travel: SSGT Level II Instructor Course

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

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

Total (est.) Cost: \$1,100.00 Advance Registration Required: \$550.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director

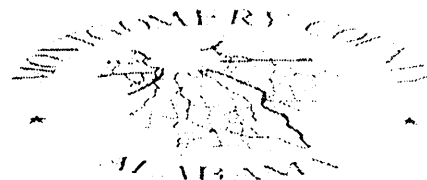
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,100.00 and advance registration of \$550.00 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>\$4,712.00</u>	
Budget Available:	<u>\$15,288.00</u>	
Current Requests:	<u>\$4,600.00</u>	
Budget Balance:	<u>\$10,688.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/1/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 7

Date: April 1, 2010
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Baton Rouge, LA
Departure Date: August 29, 2010 Return Date: September 3, 2010
Conference Leave (Days / Hours): 6 days
Purpose of Travel: SSGT Level I Instructor Course

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

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

Total (est.) Cost: \$1,200.00 Advance Registration Required: \$550.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

To: Wanda J. Robinson, Director
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,200.00 and advance registration of \$550.00 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>\$4,712.00</u>	
Budget Available:	<u>\$15,288.00</u>	
Current Requests:	<u>\$5,800.00</u>	
Budget Balance:	<u>\$9,488.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/1/2010

cc: Finance Director / Buyer

11-10

Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 8

Date: April 1, 2010

To: Donald L. Mims, Administrator

From: Wanda J. Robinson, Director

Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Nashville, TN

Departure Date: July 11, 2010

Return Date: July 16, 2010

Conference Leave (Days / Hours): 6 days

Purpose of Travel: Cell Extraction Instructor

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

Check Mode of Transportation:

County Vehicle

☒

Commercial Air

☐

Private Vehicle

☐

Other (Specify)

☐

Total (est.) Cost: \$2,400.00

Advance Registration Required: \$1,190.00

Department Name: Sheriff (MCDF)

Fund Name: General

Additional Comments:

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$2,400.00 and advance registration of \$1,190.00 is authorized.

To be completed by the Finance Department

Fund Code: 001-52200-265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$20,000.00

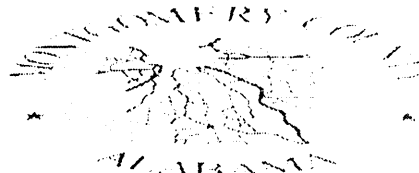
Approved Requests: \$4,712.00

Budget Available: \$15,288.00

Current Requests: \$8,200.00

Budget Balance: \$7,088.00

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/1/2010

cc: Finance Director / Buyer

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Appendix C
Agenda
APR 12 2010

APR 12 2010

Revised October 12, 2005

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 13

Date: March 22, 2010
To: Donald L. Mims, Administrator
From: Jane Mardis, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Prattville, Alabama
Departure Date: May 5, 2010 Return Date: May 6, 2010
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Attend "Ethics of County Officials and Employees"

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

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

Total (est.) Cost: \$230.00 Advance Registration Required: \$175.00

Department Name: Appraisal Fund Name: Emergency Mgmt & Dist Bd

Additional Comments: _____

To: Jane Mardis, Chief Appraiser

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$230.00 and advance registration of \$175.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>784-81986-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$7,000.00</u>
Approved Requests:	<u>\$0.00</u>
Budget Available:	<u>\$7,000.00</u>
Current Requests:	<u>\$230.00</u>
Budget Balance:	<u>\$6,770.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/22/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 14

Date: March 29, 2010
To: Donald L. Mims, Administrator
From: Jane Mardis, Chief Appraiser
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Baltimore, Maryland
Departure Date: June 13, 2010 Return Date: June 19, 2010
Conference Leave (Days / Hours): 7 Days
Purpose of Travel: Attend "URISA Leadership Academy"

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

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

Total (est.) Cost: \$3,300.00 Advance Registration Required: \$1,400.00

Department Name: Appraisal Fund Name: Reappraisal

Additional Comments: _____

To: Jane Mardis, Chief Appraiser

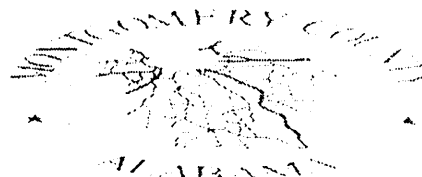
From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$3,300.00 and advance registration of \$1,400.00 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>\$25,000.00</u>	
Approved Requests:	<u>\$11,305.00</u>	
Budget Available:	<u>\$13,695.00</u>	
Current Requests:	<u>\$3,300.00</u>	
Budget Balance:	<u>\$10,395.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/29/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 7

Date: March 26, 2010
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Washington, DC
Departure Date: April 21, 2010 Return Date: April 23, 2010
Conference Leave (Days / Hours): 3 days
Purpose of Travel: To accept an invitation to participate in a Technical Operation Evaluation
Development Meeting at the U.S. National Institute of Justice

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

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

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

Department Name: Community Corrections Fund Name: Community Corrections

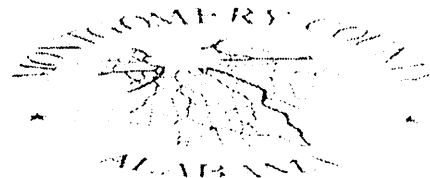
Additional Comments: There will be no cost to Montgomery County for this trip; it is funded entirely by
the USDOJ

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

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$0.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>124-52960-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$15,500.00</u>	
Approved Requests:	<u>\$3,160.00</u>	
Budget Available:	<u>\$12,340.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$12,340.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/26/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

APR 12 2010

Request # 8

Date: March 26, 2010
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Boston, Massachusetts
Departure Date: June 2, 2010 Return Date: June 6, 2010
Conference Leave (Days / Hours): five days
Purpose of Travel: To attend the 16th Annual Drug Court Training Conference

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

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

Total (est.) Cost: \$2,000.00 Advance Registration Required: \$650.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: _____

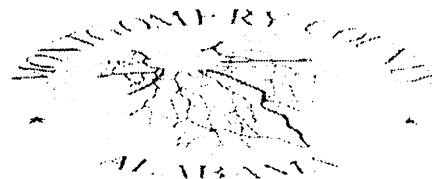
To: Paul Brown, Executive Director

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$2,000.00 and advance registration of \$650.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>124-52960-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$15,500.00</u>
Approved Requests:	<u>\$3,160.00</u>
Budget Available:	<u>\$12,340.00</u>
Current Requests:	<u>\$2,000.00</u>
Budget Balance:	<u>\$10,340.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/29/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

APR 12 2010

Request # 12

Date: March 25, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Antonio, TX
Departure Date: April 26, 2010 Return Date: April 29, 2010
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To Attend: FJC Conference

Traveler (s) Name: 1. Carrie Gray 4. _____
2. Crystal Taylor 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,209.00 Advance Registration Required: \$700.00

Department Name: District Attorney Fund Name: 760-51260-292

Additional Comments: _____

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$2,209.00 and advance registration of \$700.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>760-51260-292</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$168,000.00</u>
Approved Requests:	<u>\$7,124.50</u>
Budget Available:	<u>\$160,875.50</u>
Current Requests:	<u>\$2,209.00</u>
Budget Balance:	<u>\$158,666.50</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/25/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

APR 12 2010

Request # 13

Date: March 25, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Antonio, TX
Departure Date: April 26, 2010 Return Date: April 29, 2010
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To Attend: FJC Conference

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

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

Total (est.) Cost: \$1,367.00 Advance Registration Required: \$350.00

Department Name: District Attorney Fund Name: 760-51260-292

Additional Comments: _____

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,367.00 and advance registration of \$350.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>760-51260-292</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$168,000.00</u>	
Approved Requests:	<u>\$7,124.50</u>	
Budget Available:	<u>\$160,875.50</u>	
Current Requests:	<u>\$3,576.00</u>	
Budget Balance:	<u>\$157,299.50</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/25/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

APR 12 2010

Request # 14

Date: March 25, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Antonio, TX
Departure Date: April 26, 2010 Return Date: April 29, 2010
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To Attend: FJC Conference

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

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

Total (est.) Cost: \$1,367.00 Advance Registration Required: \$350.00

Department Name: District Attorney Fund Name: 760-51260-265

Additional Comments: _____

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,367.00 and advance registration of \$350.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>760-51260-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$44,380.00</u>	
Approved Requests:	<u>\$5,173.00</u>	
Budget Available:	<u>\$39,207.00</u>	
Current Requests:	<u>\$1,367.00</u>	
Budget Balance:	<u>\$37,840.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/25/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 15

Date: March 26, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: San Antonio, TX
Departure Date: April 26, 2010 Return Date: April 29, 2010
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To Attend: FJC Conference

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

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

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

Department Name: District Attorney Fund Name: 760-51260-292

Additional Comments: No Expense to District Attorney's Office

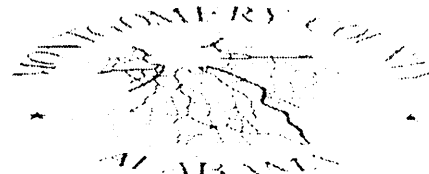
To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 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>760-51260-292</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$168,000.00</u>
Approved Requests:	<u>\$7,124.50</u>
Budget Available:	<u>\$160,875.50</u>
Current Requests:	<u>\$3,576.00</u>
Budget Balance:	<u>\$157,299.50</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/26/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

APR 12 2010

Request # 16

Date: March 26, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Jasper, AL
Departure Date: April 15, 2010 Return Date: April 15, 2010
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: To Attend: Alabama Dept of Children's Affairs Regional Conference

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

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

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

Department Name: District Attorney Fund Name: 762-51264-265

Additional Comments: No Expense to District Attorney's Office

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 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>762-51264-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$6,000.00</u>	
Approved Requests:	<u>\$130.00</u>	
Budget Available:	<u>\$5,870.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$5,870.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/30/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C

Agenda

APR 12 2010

Request # 17

Date: March 29, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: May 18, 2010 Return Date: May 21, 2010
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To Attend: Victim Service Officers Assoc 2010 Summer Conference

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

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

Total (est.) Cost: \$1,168.00 Advance Registration Required: \$50.00

Department Name: District Attorney Fund Name: 760-51260-265

Additional Comments: _____

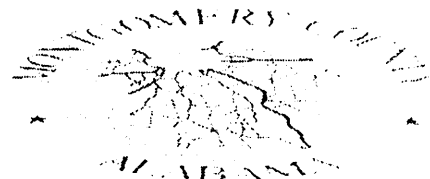
To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,168.00 and advance registration of \$50.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>760-51260-265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$44,380.00</u>
Approved Requests:	<u>\$5,173.00</u>
Budget Available:	<u>\$39,207.00</u>
Current Requests:	<u>\$2,535.00</u>
Budget Balance:	<u>\$36,672.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 3/30/2010

cc: Finance Director / Buyer

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Montgomery County Commission
Travel / Training Request Approval

Appendix C
Agenda

APR 12 2010

Request # 18

Date: March 31, 2010
To: Donald L. Mims, Administrator
From: Ellen Brooks
Re: Travel / Training Request

Request approval to be granted for the following:

Destination: Orange Beach, AL
Departure Date: May 18, 2010 Return Date: May 21, 2010
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: To Attend: Victim Service Officers Assoc 2010 Summer Conference

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

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

Total (est.) Cost: \$1,168.00 Advance Registration Required: \$50.00

Department Name: District Attorney Fund Name: 760-51260-265

Additional Comments: _____

To: Ellen Brooks

From: Donald L. Mims, Administrator

The above request is app. 04/12/10 reimbursement of actual and necessary expenses in the
approximate amount of \$1,168.00 and advance registration of \$50.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>760-51260-265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$44,380.00</u>	
Approved Requests:	<u>\$5,173.00</u>	
Budget Available:	<u>\$39,207.00</u>	
Current Requests:	<u>\$3,703.00</u>	
Budget Balance:	<u>\$35,504.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/1/2010

cc: Finance Director / Buyer

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