

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
JANUARY 22, 2019
AGENDA
INFORMATION SESSION

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

Prayer

Reports from Staff:

Administrator
Deputy Administrator
Chief Information and Technology Officer
County Engineer
Manager of Public Affairs
County Attorney

Comments from Scheduled Attendees:

Probate Judge Steven L. Reed
Sheriff Derrick Cunningham
Executive Director Cederick Williams with Y.E.S. (Youth Employment Services) Inc.
Executive Director Kaye Harris with One Place Family Justice Center
Senior Vice President of Corporate Development Ellen G. McNair with the Montgomery Area Chamber of Commerce

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 p.m.

Invocation by Commissioner Harris

Pledge of Allegiance Led by Chairman Dean

Call of Roll to Establish Quorum

Comments from Citizens

Presentation of the Minutes of the Regular Meeting of January 7, 2019

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Authorization of Board Member Appointment, Montgomery County Community Punishment & Corrections Authority
2. Consider Authorization of Board Member Appointment, Pike Road Volunteer Fire Protection Authority
3. Consider Authorization of Resolution to Change the Time and Location of the February 4, 2019, County Commission Meeting to Dalraida Church of Christ, which is located at 3817 Atlanta Highway, Montgomery, Alabama. The information session will begin at 4:00 p.m. with the formal session at 5:30 p.m., County Commission
4. Consider Authorization of District Office Lease Amendment and Attachment for the 116th Congress for Congresswoman Terri A. Sewell, County Commission
5. Consider Authorization of Amendment Number 2 to Contract with MAC Uniforms regarding a One (1) Year Extension, beginning February 7, 2019 and ending on February 6, 2020, and a 2.7249% Price Increase for Sheriff's Office Uniforms, Contract Number 52110-17B-008, Sheriff's Office
6. Consider Authorization of Lease Agreement under State of Alabama Contract T311 for a Pitney Bowes Mailing System, Support Services
7. Consider Authorization of 2018 Membership Dues in the Amount of \$175 to Leadership Alabama for Commissioner Daniel Harris, Jr., County Commission
8. Consider Authorization of Miscellaneous Appropriations to Agencies, County Commission
9. Consider Authorization of Miscellaneous Appropriations to Education, County Commission
10. Consider Authorization of Miscellaneous Appropriations from Designated Revenue, County Commission
11. Consider Authorization of Bid Award to Gulf States Distributors for Law Enforcement Emergency Equipment, Bid Number 52110-19B-009, Sheriff's Office
12. Consider Authorization of Bid Award to Cytranet for Private Data Network at the Youth Facility, Bid Number 51965-19B-008, Information Systems
13. Consider Authorization of Budget Change Request Number 1, Community Corrections

14. Consider Authorization of Position Fill Request – District Attorney’s Office (1)
 - Assistant Records Coordinator, Position Number 408010012
15. Consider Authorization of Position Fill Requests – Engineering Department (2)
 - County Traffic Control Tech I, Position Number 640472015
 - County Road Equipment Operator I, Position Number 630551021
16. Consider Authorization of Position Fill Request – Sheriff’s Office (3)
 - Deputy Sheriff Trainee, Position Number 550430066
 - Deputy Sheriff Trainee, Position Number 550430135
 - Deputy Sheriff Trainee, Position Number 550430176
17. Consider Authorization of Travel/Training Requests (7)

Reports from Staff:

Deputy Administrator
County Attorney
County Engineer

Discussion Items by Commissioners

Adjourn

CALENDAR OF EVENTS

JANUARY 21, 2019

County Holiday (Observance of Martin Luther King, Jr.'s Birthday)

JANUARY 22, 2019

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

FEBRUARY 4, 2019

Regular County Commission Meeting
Dalraida Church of Christ
3817 Atlanta Highway
4:00 p.m. - Information Session
5:30 p.m. - Formal Session

FEBRUARY 18, 2019

County Holiday (Washington's Birthday)

FEBRUARY 19, 2019

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

1-22-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-4-19

Check Number	To	Check Number
283924		283952
Total Checks Paid		\$411,575.31

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

EFT's included in amount

1-22-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-4-19

Check Number	To	Check Number
283953		284006
Total Checks Paid		\$364,758.00

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

EFT's included in amount

AGENDA

JAN 22 2019

1-22-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-11-19

Check Number	To	Check Number
284007		284046
Total Checks Paid		\$495,090.78

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

EFT's included in amount

1-22-19 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 1-11-19

Check Number	To	Check Number
284047		284167
Total Checks Paid		\$5,856,973.49

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

EFT's included in amount

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

JAN 22 2019

January 17, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Montgomery County Community Punishment & Corrections Authority Board
Appointment

The Montgomery County Commission, at its meeting on January 7, 2019, agreed to place on the next agenda the reappointment Perry O. Hooper, Jr., as a Board Member of the Montgomery County Community Punishment & Corrections Authority, for a term expiring December 1, 2021.

I am requesting that the Commission approve this appointment.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

1-1

Montgomery County Community Punishment & Corrections Authority

Members:**Term Expires:**

Robert E. L. (Bobo) Gilpin
 Kaufman Gilpin McKenzie Thomas Weiss, PC
 P.O. Drawer 4540
 Montgomery, Alabama 36103-4540
 Direct Dial: 334-409-2236
 Email: rgilpin@kgmlegal.com

12/1/2021

Carolyn Millender
 3552 Dee Drive
 Montgomery, AL 36116
carmil1908@knology.net
 Home: 281-2108 Cell: 313-1653

12/1/2019

Daniel Harris
 3857 Colline Drive
 Montgomery, AL 36106
 Home: (334) 239-7351

12/1/2019

Frank Brown, Chairman
 PO Box 6101
 Montgomery, AL 36106-6101
 Cell: 224-2281 Work: 353-4609

12/1/2021

James E. Williams
 P.O. Drawer 5130
 Montgomery, AL 36103
 Home: 834-4746 Work: 263-6621

12/1/2021



Perry O. Hooper, Jr.
 4525 Executive Park Drive, Suite #202
 Montgomery, AL 36116
 Work: 334-409-3119
 Cell: 334-391-0554
perryo@paolmarins.com

12/1/2018

Larry Edward Spencer
 6414 Philadelphia Hill
 Montgomery, AL 36117
 Phone: 270-5538
lspencer@alasu.edu

12/1/2018

District Attorney Daryl Bailey
 Work: 832-2550

12/1/2022

Sheriff Derrick Cunningham
 Work: 832-2593

12/1/2022

Sheriff
 District Attorney
 All others

4 year term
 6 year term
 3 year term

Elton N. Dean, Sr.
CHAIRMAN

Ronda M. Walker
VICE CHAIRMAN

Daniel Harris, Jr.
Isaiah Sankey
Doug Singleton



Donald L. Mims, CPA, MPA
ADMINISTRATOR

Florence M. Cauthen
DEPUTY ADMINISTRATOR

AGENDA

JAN 22 2019

January 17, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Pike Road Volunteer Fire Protection Authority Board Member Appointment

The Montgomery County Commission, at its meeting on January 7, 2019, agreed to place on the next agenda the appointment of Janet Roberts to the Pike Road Volunteer Fire Protection Authority at the request of Commissioner Singleton. Ms. Roberts will replace Angie Bradsher for a term expiring March 1, 2020.

I am requesting approval of this item.

DLM/tn

Attachment

A COUNTY OLDER THAN THE STATE

Pike Road Volunteer
Fire Protection Authority

Members:

Term Expires:

David Livingston
13715 Old Pike Road
Mathews, AL 36052
Cell: 334-657-2013
Office: 334 281-6303
Jlivings41960@hotmail.com

3/1/2023

Jimmy Grubbs, Chairman
10608 Old Pike Road
Mathews, AL. 36052
334-288-6051 home
334-315-7007 cell

3/1/2019

Colonel James "Jim" R. Miller
3255 Mathews Road
Mathews, AL 36052
Home: 288-1694
Cell: 538-9483
meandhd@bellsouth.net

3/1/2021

Brian Shelton
811 Macon County Road
Cecil, AL 36013
(Cell) 334-318-5952
bshelton69@gmail.com

3/1/2020



Angie Bradsher
51 Waters View Drive
Pike Road, Alabama 36064
Cell: (334) 318-6274
angiebradsher@yahoo.com

3/1/2020

cc: Chris Weller (334) 241-8066
Capell and Howard P.C.

Term: 6 years

JAN 22 2019



RESOLUTION

WHEREAS, the County Commission wishes to host a regular meeting in each commission district in 2019; and

WHEREAS, the Montgomery County Commission wishes to change the time and meeting location of the February 4, 2019, meeting from the Montgomery County Courthouse Administration Building, Annex III, 101 South Lawrence Street to Dalraida Church of Christ, which is located at 3817 Atlanta Highway, Montgomery, Alabama. The information session will begin at 4:00 p.m., with the formal session at 5:30 p.m.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby agree to change the meeting location and time, as stated above for the February 4, 2019, meeting from the Montgomery County Courthouse Administration Building, Annex III, to Dalraida Church of Christ.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 22nd day of January 2019.

BY: _____
Chairman

ATTEST: _____
County Administrator

January 3, 2019

MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: District Office Lease for U.S. Representative Terri Sewell

Attached is a District Office Lease Amendment and Attachment for the 116th Congress for Congresswoman Terri A. Sewell for space located in the Montgomery County Courthouse Annex III. The term of the lease commences on January 3, 2019, and shall end on January 2, 2021, and the monthly rental is zero.

I request that approval of the Lease Amendment and Attachment be placed on a future agenda.

U.S. House of Representatives

Washington, D.C. 20515

District Office Lease Amendment

(Page 1 of 2 – 116th Congress)

1. **Prior Lease Term.** The undersigned Landlord (“Lessor”) and Member of the U. S. House of Representatives (“Lessee”) agree that they previously entered into a District Office Lease (“Lease”) (along with the District Office Lease Attachment), which covered the period from January 3, 2019 to January 2, 2021 for the lease of office space located at 101 S. Lawrence Street , Annex 3 in the city, state and ZIP of Montgomery, AL 36104.
2. **Extended Term.** If applicable, the above referenced Lease is extended through and including January 2, 2021. (This District Office Lease Amendment (“Amendment”) may not provide for an extension beyond January 2, 2021, which is the end of the constitutional term of the 116th Congress.)
3. **Rent and Any Other Changes.** The monthly rent for the extended term of the Lease shall now be 0.00. All other provisions of the existing Lease shall remain unchanged and in full effect, except for the following additional terms, which are modified as indicated in the space below [If no additional terms are to be modified, write the word “NONE” below].
4. **District Office Lease Attachment for 116th Congress.** This Amendment shall have no force and effect unless and until accompanied by an executed District Office Lease Attachment for the 116th Congress and the District Office Lease Attachment for the 116th Congress attached hereto supersedes and replaces any prior District Office Lease Attachment.
5. **Counterparts.** This Amendment may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.
6. **Section Headings.** The section headings of this Amendment are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

[Signature page follows.]

U.S. House of Representatives
Washington, D.C. 20515
District Office Lease Amendment
(Page 2 of 2 – 116th Congress)

IN WITNESS WHEREOF, the parties have duly executed this District Office Lease Amendment as of the later date written below by the Lessor or the Lessee.

Montgomery County Commission, Elton Dean - Chairman

Congresswoman Terri A. Sewell

Print Name of Lessor/Landlord/Company

Print Name of Lessee

By: _____

Lessor Signature

Lessee Signature

Name:

Title:

1/3/2019

Date

Date

***This District Office Lease Amendment must be accompanied with an executed
District Office Lease Attachment.***

U.S. House of Representatives
Washington, D.C. 20515

District Office Lease Attachment
(Page 1 of 5 – 116th Congress)

SECTION A
(Lease Amenities)

Section A designates whether the leased space will be the Member/Member-Elect's flagship (primary) office and sets forth the amenities provided by the Lessor to be included in the Lease. Except as noted below, the amenities listed are not required for all district offices.

To be completed by the Member/Member-elect:

- ☐ The leased space will serve as my flagship (primary) District Office.
☒ The leased space will NOT serve as my flagship (primary) District Office.

To be completed by the Lessor:

- ☐ Amenities are separately listed elsewhere in the Lease.
(The below checklist can be left blank if the above box is checked.)

The Lease includes (please check and complete all that apply):
(Items marked with an asterisk and in bold are **required** for ALL district offices for the 116th Congress.)

- ☒ * **Broadband and/or Cable Access to the Leased Space (e.g. Comcast, Cox, Verizon, etc.).**
(Check broadband status by entering the leased space address at <https://broadbandmap.fcc.gov>.
The parties should also directly discuss broadband status.)

- ☒ * **Interior Wiring CAT 5e or Better within Leased Space.**

- ☐ Lockable Space for Networking Equipment.

- ☐ Telephone Service Available.

- ☒ Parking. ☒ 1 Assigned Parking Spaces
 ☐ Unassigned Parking Spaces
 ☒ General Off-Street Parking on an As-Available Basis

- ☐ Utilities. Includes: Electricity _____

- ☒ Janitorial Services. Frequency: As needed _____

- ☐ Trash Removal. Frequency: _____

- ☐ Carpet Cleaning. Frequency: _____

- ☐ Window Washing. ☐ Window Treatments.

- ☐ Tenant Alterations Included In Rental Rate.

- ☐ After Hours Building Access.

- ☐ Office Furnishings. Includes: _____

- ☐ Cable TV Accessible. If checked, Included in Rental Rate: ☐ Yes ☐ No

- ☐ Building Manager. ☐ Onsite ☐ On Call Contact Name: _____
Phone Number: _____ Email Address: _____

Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515.
Copies may also be faxed to 202-225-6999.

District Office Lease Attachment

(Page 2 of 5 – 116th Congress)

SECTION B **(Additional Terms and Conditions)**

1. **Incorporated District Office Lease Attachment.** Lessor (Landlord) and Lessee (Member/Member-Elect of the U.S. House of Representatives) agree that this District Office Lease Attachment ("Attachment") is incorporated into and made part of the Lease ("Lease") and, if applicable, District Office Lease Amendment ("Amendment") to which it is attached.
2. **Performance.** Lessor expressly acknowledges that neither the U.S. House of Representatives (the "House") nor its Officers are liable for the performance of the Lease. Lessor further expressly acknowledges that payments made by the Chief Administrative Officer of the House (the "CAO") to Lessor to satisfy Lessee's rent obligations under the Lease – which payments are made solely on behalf of Lessee in support of his/her official and representational duties as a Member of the House – shall create no legal obligation or liability on the part of the CAO or the House whatsoever. Lessee shall be solely responsible for the performance of the Lease and Lessor expressly agrees to look solely to Lessee for such performance.
3. **Modifications.** Any amendment to the Lease must be in writing and signed by the Lessor and Lessee. Lessor and Lessee also understand and acknowledge that the Administrative Counsel for the CAO ("Administrative Counsel") must review and give approval of any amendment to the Lease prior to its execution.
4. **Compliance with House Rules and Regulations.** Lessor and Lessee understand and acknowledge that the Lease shall not be valid, and the CAO will not authorize the disbursement of funds to the Lessor, until the Administrative Counsel has reviewed the Lease to determine that it complies with the Rules of the House and the Regulations of the Committee on House Administration, and approved the Lease by signing the last page of this Attachment.
5. **Payments.** The Lease is a fixed term lease with monthly installments for which payment is due in arrears on or before the end of each calendar month. In the event of a payment dispute, Lessor agrees to contact the Office of Finance of the House at 202-225-7474 to attempt to resolve the dispute before contacting Lessee.
6. **Void Provisions.** Any provision in the Lease purporting to require the payment of a security deposit shall have no force or effect. Furthermore, any provision in the Lease purporting to vary the dollar amount of the rent specified in the Lease by any cost of living clause, operating expense clause, pro rata expense clause, escalation clause, or any other adjustment or measure during the term of the Lease shall have no force or effect.
7. **Certain Charges.** The parties agree that any charge for default, early termination or cancellation of the Lease which results from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and shall not be paid by the CAO on behalf of the Lessee.
8. **Death, Resignation or Removal.** In the event Lessee dies, resigns or is removed from office during the term of the Lease, the Clerk of the House may, at his or her sole option, either: (a)

<i>Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515.</i> <i>Copies may also be faxed to 202-225-6999.</i>

U.S. House of Representatives
Washington, D.C. 20515

District Office Lease Attachment

(Page 3 of 5 – 116th Congress)

terminate the Lease by giving thirty (30) days' prior written notice to Lessor; or (b) assume the obligation of the Lease and continue to occupy the premises for a period not to exceed sixty (60) days following the certification of the election of the Lessee's successor. In the event the Clerk elects to terminate the Lease, the commencement date of such thirty (30) day termination notice shall be the date such notice is delivered to the Lessor or, if mailed, the date on which such notice is postmarked.

9. **Term.** The term of the Lease may not exceed the constitutional term of the Congress to which the Lessee has been elected. The Lease may be signed by the Member-Elect before taking office. Should the Member-Elect not take office to serve as a Member of the 116th Congress, the Lease will be considered null and void.
10. **Early Termination.** If either Lessor or Lessee terminates the Lease under the terms of the Lease, the terminating party agrees to promptly file a copy of any termination notice with the Office of Finance, U.S. House of Representatives, O'Neill Federal Building, Suite 3100, Attn: Office of Financial Counseling, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.
11. **Assignments.** Lessor shall not have the right to assign (by operation of law or otherwise) any of its rights, interests and obligations under the Lease, in whole or in part, without providing thirty (30) days prior written notice to Lessee, and any such purported assignment without such notice shall be void. Lessor shall promptly file a copy of any such assignment notice with the Administrative Counsel by e-mail at leases@mail.house.gov.
12. **Sale or Transfer of Leased Premises.** Lessor shall provide thirty (30) days prior written notice to Lessee in the event (a) of any sale to a third party of any part of the leased premises, or (b) Lessor transfers or otherwise disposes of any of the leased premises, and provide documentation evidencing such sale or transfer in such notice. Lessor shall promptly file a copy of any such sale or transfer notice with the Administrative Counsel by e-mail at leases@mail.house.gov.
13. **Bankruptcy and Foreclosure.** In the event (a) Lessor is placed in bankruptcy proceedings (whether voluntarily or involuntarily), (b) the leased premises is foreclosed upon, or (c) of any similar occurrence, Lessor agrees to promptly notify Lessee in writing. Lessor shall promptly file a copy of any such notice with the Office of Finance, U.S. House of Representatives, O'Neill Federal Building, Suite 3100, Attn: Office of Financial Counseling, Washington, D.C. 20515, and with the Administrative Counsel by e-mail at leases@mail.house.gov.
14. **Estoppel Certificates.** Lessee agrees to sign an estoppel certificate relating to the leased premises (usually used in instances when the Lessor is selling or refinancing the building) upon the request of the Lessor. Such an estoppel certificate shall require the review of the Administrative Counsel, prior to Lessee signing the estoppel certificate. Lessor shall promptly provide a copy of any such estoppel certificate to the Administrative Counsel by e-mail at leases@mail.house.gov.

*Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515.
Copies may also be faxed to 202-225-6999.*

District Office Lease Attachment

(Page 4 of 5 – 116th Congress)

15. **Maintenance of Common Areas.** Lessor agrees to maintain in good order, at its sole expense, all public and common areas of the building including, but not limited to, all sidewalks, parking areas, lobbies, elevators, escalators, entryways, exits, alleys and other like areas.
16. **Maintenance of Structural Components.** Lessor also agrees to maintain in good order, repair or replace as needed, at its sole expense, all structural and other components of the premises including, but not limited to, roofs, ceilings, walls (interior and exterior), floors, windows, doors, foundations, fixtures, and all mechanical, plumbing, electrical and air conditioning/heating systems or equipment (including window air conditioning units provided by the Lessor) serving the premises.
17. **Lessor Liability for Failure to Maintain.** Lessor shall be liable for any damage, either to persons or property, sustained by Lessee or any of his or her employees or guests, caused by Lessor's failure to fulfill its obligations under Sections 15 and 16.
18. **Initial Alterations.** Lessor shall make any initial alterations to the leased premises, as requested by Lessee and subject to Lessor's consent, which shall not be unreasonably withheld. The cost of such initial alterations shall be included in the annual rental rate.
19. **Federal Tort Claims Act.** Lessor agrees that the Federal Tort Claims Act, 28 U.S.C. §§ 2671-80, satisfies any and all obligations on the part of the Lessee to purchase private liability insurance. Lessee shall not be required to provide any certificates of insurance to Lessor.
20. **Limitation of Liability.** Lessor agrees that neither Lessee nor the House nor any of the House's officers or employees will indemnify or hold harmless Lessor against any liability of Lessor to any third party that may arise during or as a result of the Lease or Lessee's tenancy.
21. **Compliance with Laws.** Lessor shall be solely responsible for complying with all applicable permitting and zoning ordinances or requirements, and with all local and state building codes, safety codes and handicap accessibility codes (including the Americans with Disabilities Act), both in the common areas of the building and the leased space of the Lessee.
22. **Electronic Funds Transfer.** Lessor agrees to accept monthly rent payments by Electronic Funds Transfer and agrees to provide the Office of Finance, U.S. House of Representatives, with all banking information necessary to facilitate such payments.
23. **Refunds.** Lessor shall promptly refund to the CAO, without formal demand, any payment made to the Lessor by the CAO for any period for which rent is not owed because the Lease has ended or been terminated.
24. **Conflict.** Should any provision of this Attachment be inconsistent with any provision of the attached Lease or attached Amendment, the provisions of this Attachment shall control, and those inconsistent provisions of the Lease or the Amendment shall have no force and effect to the extent of such inconsistency.

District Office Lease Attachment

(Page 5 of 5 – 116th Congress)

25. **Construction.** Unless the clear meaning requires otherwise, words of feminine, masculine or neuter gender include all other genders and, wherever appropriate, words in the singular include the plural and vice versa.
26. **Fair Market Value.** The Lease or Amendment is entered into at fair market value as the result of a bona fide, arms-length, marketplace transaction. The Lessor and Lessee certify that the parties are not relatives nor have had, or continue to have, a professional or legal relationship (except as a landlord and tenant).
27. **District Certification.** The Lessee certifies that the office space that is the subject of the Lease is located within the district the Lessee was elected to represent unless otherwise authorized by Regulations of the Committee on House Administration.
28. **Counterparts.** This Attachment may be executed in any number of counterparts and by facsimile copy, each of which shall be deemed to be an original but all of which together shall be deemed to be one and the same instrument.
29. **Section Headings.** The section headings of this Attachment are for convenience of reference only and shall not be deemed to limit or affect any of the provisions hereof.

IN WITNESS WHEREOF, the parties have duly executed this District Office Lease Attachment as of the later date written below by the Lessor or the Lessee.

Montgomery County Commission, Elton Dean - Chairman

Print Name of Lessor/Landlord

Congresswoman Terri A. Sewell

Print Name of Lessee

By: _____
Lessor Signature
Name:
Title:

Lessee Signature

1/3/2019

Date

1/3/2019

Date

From the Member's Office, who is the point of contact for questions?

Name Shanna L. King

Phone (334) 262-1919

E-mail shanna.king

@mail.house.gov

This District Office Lease Attachment and the attached Lease or Amendment have been reviewed and are approved, pursuant to Regulations of the Committee on House Administration.

Signed _____ Date _____, 20 _____.
(Administrative Counsel)

Send completed forms to: Administrative Counsel, 217 Ford House Office Building, Washington, D.C. 20515.
Copies may also be faxed to 202-225-6999.

Print Form

4-8

District Office Lease Attachment- Instructions

The District Office Lease Attachment must accompany *every* Lease or Lease Amendment that is submitted for a Member/Member-Elect's District Office.

NO LEASE, AMENDMENT OR ATTACHMENT CAN BE SIGNED BEFORE THEY HAVE BEEN APPROVED BY THE ADMINISTRATIVE COUNSEL.

The term of a District Office Lease or Amendment for the 116th Congress may not commence prior to January 3, 2019.

Members should endeavor to lease space through the last day of a congressional term rather than the last day of a calendar year. For the 116th Congress, leases should end on January 2, 2021, not December 31, 2020.

A few things to keep in mind:

- A. The Member/Member-Elect is required to personally sign the documents.
- B. The Member/Member-Elect must indicate in Section A ("Lease Amenities") of the Attachment whether the proposed leased space will serve as a flagship district office.
- C. The Lessor must complete the amenities checklist in Section A ("Lease Amenities"), unless the checkbox at the top of the amenities checklist is marked to indicate that amenities are listed elsewhere in the Lease.
- D. Broadband/cable availability can be checked by entering the address of the proposed leased space at <https://broadbandmap.fcc.gov>. The Member/Member-Elect should still confirm broadband/cable status directly with the Lessor.
- E. Section B ("Additional Terms and Conditions") of the Attachment **SHALL NOT** have any provisions deleted or changed.
- F. Even if rent is zero, an Attachment is still required.
- G. Prior to either party signing a Lease or Amendment, the Member/Member-Elect must submit the proposed Lease or Amendment, accompanied by a copy of the Attachment, to the Administrative Counsel for review and approval. If the Administrative Counsel determines that the proposed terms and conditions of the Lease or Amendment are in compliance with applicable law and House Rules and Regulations, the Administrative Counsel will notify the Member/Member-Elect that (s)he may proceed with the execution of the Lease or Amendment. Please submit the proposed Lease or Amendment and Attachment either by e-mail in PDF form (leases@mail.house.gov) or by fax (202-225-6999).
- H. Once signed by both parties, the Lease or Amendment and the Attachment must be submitted to the Administrative Counsel for final approval. The Attachment should be submitted at the same time the Lease or Amendment is sent to the Administrative Counsel. They may be sent by email in PDF form (leases@mail.house.gov) or faxed to (202-225-6999).
- I. Without a properly signed and submitted Attachment, the Lease or Amendment cannot be approved and payments will not be made. The parties agree that any charges for default, early termination or cancellation of the Lease or Amendment which result from actions taken by or on behalf of the Lessee shall be the sole responsibility of the Lessee, and are not reimbursable from the Member's Representational Allowance.
- J. Lessor shall provide a copy of any assignment, estoppel certificate, notice of a bankruptcy or foreclosure, or notice of a sale or transfer of the leased premises to the Administrative Counsel by e-mail in PDF form (leases@mail.house.gov).

JAN 22 2019

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager ^{MLD}

DATE: December 13, 2018

RE: Contract No. 52110-17B-008
Sheriff's Office Uniforms

I request that the attached Amendment No. 2 to MAC Uniforms contract for Sheriff's Office uniforms items 22, and items 37-58 be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning February 7, 2019 and ending on February 6, 2020.

MAC Uniforms would like to increase prices by 2.7249% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Sheriff Derrick Cunningham.

Attachment

**Montgomery County Commission
Purchasing Department
P. O. Box 1667
Montgomery, AL 36102**

Amendment
To
Contract # 52110-17B-008

Amendment No. 2

Contract with MAC Uniforms for Sheriff's Office uniforms, is hereby extended for one (1) year, beginning February 7, 2019 and ending February 6, 2020.

Prices will increase by 2.7249%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

MAC UNIFORMS

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

JAN 22 2019

January 3, 2019

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator 

SUBJECT: State of Alabama Contract T311 for Pitney Bowes Mailing System

Please find attached a lease agreement under State of Alabama Contract T311 not to exceed three one-year terms for a Pitney Bowes mailing system. I request that the lease agreement be placed on a future agenda.



Pitney Bowes Lease Agreement State and Local Term Rental

--	--	--	--	--	--	--	--	--	--

Agreement Number

Your Business Information

Full Legal Name of Lessee / DBA Name of Lessee

Tax ID # (FEIN/TIN)

MONTGOMERY COUNTY COMMISSION

Sold-To: Address

100 S LAWRENCE ST, MONTGOMERY, AL, 36104-4209, US

Sold-To: Contact Name

Sold-To: Contact Phone #

Sold-To: Account #

James Harris

(334) 832-1320

0017113379

Bill-To: Address

100 S LAWRENCE ST, MONTGOMERY, AL, 36104-4209, US

Bill-To: Contact Name

Bill-To: Contact Phone #

Bill-To: Account #

Bill-To: Email

James Harris

(334) 832-1320

0017113379

james@mcala.org

Ship-To: Address

100 S LAWRENCE ST, MONTGOMERY, AL, 36104-4209, US

Ship-To: Contact Name

Ship-To: Contact Phone #

Ship-To: Account #

JAMES HARRIS

(334) 832-1320

0017113379

PO #

Your Business Needs

Qty	Item	Business Solution Description
1	SENDPROPSERIES	SendPro P Series
1	1FS1	USPS Special Services Software
1	1FW1	Differential Weighing Feature
1	1FW6	30 lb Interface Weigh w/External Display
1	4W00	Connect+ /SendPro P Series Meter
1	APA2	100 Dept Analytics
1	APFM	Connect+ Laser Printer Enabled
1	APKE	SendPro P Recalving Feature
1	APKF	SendPro P Shipping Feature Access
1	APSK	Connect +310 LPM Speed
1	AZBD	SendPro P3000 Series WOW
1	AZBE	SendPro P Series Mono Print Module

6-2

1	ERR1	E-Return Receipt Feature
1	F9PG	F9PG-PowerGuard Service Package
1	M9SS	Mainstream IntelliLink Services
1	MP3X	Differential Weighing 15, 30 lb scales
1	MSD1	10" Color Touch Display
1	MSPS	SendPro P Series Power Stacker
1	MT3W	SCALE, W&M, US - 30 LB
1	MW90020	Side Guide - SendPro P3000/Connect+ 3000
1	MW90650	Tape Moistener Asmbly Connect+ 3000 Mono
1	NV10	INVIEW TMR Web Acct Bundle Single only
1	NV2A	INVIEW Custom Reports and Training
1	NV90	NV90 - INVIEW Subscription
1	NVBA	NVBA - Deployment Services - Level 1
1	NVMA	NVMA - INVIEW Dashboard - Single Meter
1	NVWE	Inview Dashboard Set up & Training
1	SJM3	SoftGuard for SendPro P3000
1	SPY8	Laser Printer
1	STDSLA	Standard SLA-Equipment Service Agreement (for SendPro P Series)
1	T6CS	Receiving - Standard

Your Payment Plan

Initial Term: 36 months	Initial Payment Amount:	
Number of Months	Monthly Amount	Billed Quarterly at*
36	\$ 1,299.04	\$ 3,897.12

*Does not include any applicable sales, use, or property taxes which will be billed separately.

- () Tax Exempt Certificate Attached
 () Tax Exempt Certificate Not Required
 (X) Purchase Power® transaction fees Included
 () Purchase Power® transaction fees extra

Your Signature Below

Non-Appropriations. You warrant that you have funds available to pay all payments until the end of your current fiscal period, and shall use your best efforts to obtain funds to pay all payments in each subsequent fiscal period through the end of your Lease Term. If your appropriation request to your legislative body, or funding authority ("Governing Body") for funds to pay the payments is denied, you may terminate this Lease on the last day of the fiscal period for which funds have been appropriated, upon (i) submission of documentation reasonably satisfactory to us evidencing the Governing Body's denial of an appropriation sufficient to continue this Lease for the next succeeding fiscal period, and (ii) satisfaction of all charges and obligations under this Lease incurred through the end of the fiscal period for which funds have been appropriated, including the return of the Equipment at your expense.

By signing below, you agree to be bound by all the terms and conditions of your State's/Entity's/Cooperative's contract, including the Pitney Bowes Terms, which are available at www.pb.com/states and are incorporated by reference (collectively, this "Agreement"). The terms and conditions of this Agreement will govern this transaction and be binding on us after we have completed our credit and documentation approvals process and have signed below. The lease requires you either provide proof of insurance or participate in the ValueMAX® equipment protection program (see Section L9 of the Pitney Bowes Terms) for an additional fee.

T311-4012985, in event of conflict, State terms govern and prevail
State/Entity's Contract #

Lessee Signature

Print Name

Title

Date

Pitney Bowes Signature

Print Name

Title

Date

Email Address

Sales Information

Victor Paschal

victor.paschal@pb.com

Account Rep Name

Email Address

6-4

Form **8038-GC****Information Return for Small Tax-Exempt
Governmental Bond Issues, Leases, and Installment Sales**(Rev. January 2012)
Department of the Treasury
Internal Revenue Service

Under Internal Revenue Code section 149(e)

OMB No. 1545-0720

Caution: If the issue price of the issue is \$100,000 or more, use Form 8038-G.

Part I Reporting AuthorityCheck box if Amended Return ☐

1 Issuer's name MONTGOMERY COUNTY COMMISSION		2 Issuer's employer identification number	
3 Number and street (or P.O. box if mail is not delivered to street address) 100 S LAWRENCE ST		Room/suite	
4 City, town, or post office, state, and ZIP code MONTGOMERY AL 36104-4209		5 Report number (For IRS Use Only) 	
6 Name and title of officer or other employee of issuer or designated contact person whom the IRS may call for more information		7 Telephone number of officer or legal representative	

Part II Description of Obligations Check one: a single issue ☒ or a consolidated return ☐

8a Issue price of obligation(s) (see instructions)	8a		
b Issue date (single issue) or calendar date (consolidated). Enter date in mm/dd/yyyy format (for example, 01/01/2009) (see instructions)			
9 Amount of the reported obligation(s) on line 8a that is:	9a		
a For leases for vehicles	9b		
b For leases for office equipment	9c		
c For leases for real property	9d		
d For leases for other (see instructions)	9e		
e For bank loans for vehicles	9f		
f For bank loans for office equipment	9g		
g For bank loans for real property	9h		
h For bank loans for other (see instructions)	9i		
i Used to refund prior issue(s)	9j		
j Representing a loan from the proceeds of another tax-exempt obligation (for example, bond bank)	9k		
k Other			
10 If the issuer has designated any issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check this box ☐			
11 If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check this box (see instructions) ☐			
12 Vendor's or bank's name: Pitney Bowes Inc.			
13 Vendor's or bank's employer identification number: 06 0495050			

**Signature
and
Consent**

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person(s) that I have authorized above.

Signature of issuer's authorized representative

Date

Type or print name and title

**Paid
Preparer
Use Only**

Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self-employed	PTIN
Firm's name	Firm's EIN		Phone no.	
Firm's address				

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted

What's NewThe IRS has created a page on IRS.gov for information about the Form 8038 series and its instructions, at www.irs.gov/form8038. Information about any future developments affecting the Form 8038 series (such as legislation enacted after we release it) will be posted on that page.**Purpose of Form**

Form 8038-GC is used by the issuers of tax-exempt governmental obligations to provide the IRS with the information required by section 149(e) and to monitor the requirements of sections 141 through 150.

Who Must File

Issuers of tax-exempt governmental obligations with issue prices of less than \$100,000 must file Form 8038-GC.

Issuers of a tax-exempt governmental obligation with an issue price of \$100,000 or more must file Form 8038-G, Information Return for Tax-Exempt Governmental Obligations.

Filing a separate return for a single issue. Issuers have the option to file a separate Form 8038-GC for any tax-exempt governmental obligation with an issue price of less than \$100,000.

An issuer of a tax-exempt bond used to finance construction expenditures must file a separate Form 8038-GC for each issue to give notice to the IRS that an election was made to

pay a penalty in lieu of arbitrage rebate (see the line 11 instructions).

Filing a consolidated return for multiple issues. For all tax-exempt governmental obligations with issue prices of less than \$100,000 that are not reported on a separate Form 8038-GC, an issuer must file a consolidated information return including all such issues issued within the calendar year.

Thus, an issuer may file a separate Form 8038-GC for each of a number of small issues and report the remainder of small issues issued during the calendar year on one consolidated Form 8038-GC. However, if the issue is a construction issue, a separate Form 8038-GC must be filed to give the IRS notice of the election to pay a penalty in lieu of arbitrage rebate.

6-5

LEADERSHIP ALABAMA

105 Tallapoosa Street
Suite 109
Montgomery, AL 36104
334.265.2297

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Gordon G. Martin *Birmingham*

VICE CHAIR

David Nast *Huntsville*

TREASURER

Melissa C. Morrisette *Mobile*

IMMEDIATE PAST CHAIR

Tyrone Fenderson, Jr. *Mobile*

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W. Michael Warren, Jr. *Birmingham*

Danny Windham *Huntsville*

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STAFF

Kate Cotton *Executive Director*

Melody Jones *Program Director*

Ashley Whatley *Membership Director*

www.leadershipal.org



October 25, 2018

Mr. Daniel Harris Jr.
Vice Chairman, District 1
Montgomery County Commission
3857 Colline Drive
Montgomery, AL 36116

Dear Dan:

Thanks to your ongoing support, we have been able to continually expose statewide leaders like you to **Leadership Alabama** and our newly expanded **Alabama Leadership Initiative (ALI)** program for emerging young professionals. As you will recall, participants create strong and vital networks for collaborating and addressing issues that are critical to our state's growth and advancement.

As the results of our recent survey revealed, most of you requested more regional meetings, educational forums on current topics, networking activities and increased engagement. We heard you and are committed to delivering on your ideas, but as you know, expanded programming and events require additional resources.

You have been a loyal supporter of Leadership Alabama in the past, and we are hopeful that you will continue to be. **Each year, many of you match the annual dues of \$175 with a personal contribution, and we hope you will match the \$175 again this year.** Your financial gift is critical to the future success and vibrancy of the Leadership Alabama and ALI programming, as well as to future planning, expanded programming and the introduction of new statewide activities.

We remain steadfast in the mission of moving our beloved state forward.

Respectfully,

Kate H. Cotton
Executive Director

/khc
Enclosure

Gordon G. Martin
Board Chair



October 25, 2018

Mr. Daniel Harris Jr.
Vice Chairman, District 1
Montgomery County Commission
3857 Colline Drive
Montgomery, AL 36116

2018 MEMBERSHIP DUES AND CONTRIBUTION

2018 Annual Membership Dues	\$ 175.00
2018 Contribution	\$ _____
TOTAL	\$ _____

Your membership dues and any contribution you make are tax deductible. You may mail your check to Leadership Alabama or you may pay online. Visit www.leadershipal.org and hover over the "Members" tab on the top right side of the page. Scroll down to click on "Pay Online."

Thank you for supporting Leadership Alabama!

Leadership Alabama
P.O. Box 631
Montgomery, AL 36101

Leadership Alabama is a 501(c)(3) organization, Tax ID #63-1007967. In accordance with the Internal Revenue Code requirements for substantiation of charitable contributions, we certify that Leadership Alabama, Inc. provided no goods or services in exchange for this contribution.

• MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 1/22/19 - CODE: 001-59320.498

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			28,100	36,350	20,650	3,150	29,550	117,800
**C-2019-10	RESCIND: Capital City Umpires Assoc.	RESCIND: Women's Softball Program			-250		-250	-500
C-2019-47	Montgomery Gray Girls Softball League, a Division of Dixie Youth Baseball	Women's Softball Program			250		250	500
C-2019-48	Montgomery YMCA	Southeast Branch for Operational Expenses		1,000				1,000
C-2019-49	Dream Court, Inc.	Program Services			500		500	1,000
C-2019-50	Alabama Junior Miss, Inc., d/b/a Distinguished Young Women of Alabama Contest	Expenses used during the Distinguished Young Women of Alabama Contest			250		250	500
NC-2019-51	City of Montgomery, BONDS	Carver Park Neighborhood Association for Entrance Sign		3,483				3,483
		Total Appropriations 1/22/19	0	4,483	750	0	750	5,983
		APPROPRIATED BUDGET BALANCE	28,100	31,867	19,900	3,150	28,800	111,817
	Administrator	Date						

AGENDA

JAN 22 2019

AGENDA

JAN 22 2019

• MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 1/22/19 - CODE: 001-59320.494									
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			47,500	69,500	72,000	58,500	60,210	307,710	
BOE-2019-24	Park Crossing High School	State Wrestling Tournament					750	750	
			0	0	0	0	750	750	
	Total Appropriations 1/22/19		47,500	69,500	72,000	58,500	59,460	306,960	
	APPROPRIATED BUDGET BALANCE								
	Administrator	Date							

• MISCELLANEOUS APPROPRIATIONS FROM DESIGNATED REVENUE - Meeting Date: 1/22/19 - CODE: 001-59320.450										
Contract Number	Organization	Description of Program	Joint	Infrastructure	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			0	69,267	87,000	32,314	61,000	135,750	87,125	472,456
DR-C-2019-15	River Region United Way	Help Support Programs in Non-Profit Agencies within Montgomery County			5,000					5,000
DR-C-2019-16	Empowering Communities Helping Ourselves (ECHO)	Program Services			5,000					5,000
DR-C-2019-17	Life of Solid Strength (L.O.S.S.), Inc.	Grief Awareness Programs						1,500		1,500
DR-C-2019-18	Heritage Training & Career Center	Job Training & Employment Assist.						15,000		15,000
		Total Appropriations 1/22/19	0	0	10,000	0	0	16,500	0	26,500
		APPROPRIATED BUDGET BALANCE	0	69,267	77,000	32,314	61,000	119,250	87,125	445,956
	Administrator	Date								

JAN 22 2019

10-1

AGENDA

JAN 22 2019

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: January 2, 2019

RE: Invitation to Bid No. 52110-19B-009
Law Enforcement Emergency Equipment

I request approval of award on the above referenced Invitation to Bid to the low bid of Gulf States Distributors, be placed on a future agenda for the County Commission meeting. (Copy of spreadsheet attached.)

The contract will be for one (1) year, with the option to renew for an additional two (2) years in one year periods. At the end of the one year contract period, a price escalation may be allowed, but shall not exceed 5% per year.

Coordination of award made with Derrick Cunningham, Sheriff.

Attachment

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO: 52110-19B-009				Gulf States Distributors Attn: Theresa Floyd P.O. Box 241387 Montgomery, AL 36117 Is Company Minority Owned YES X NO		Hurricane Electronics Attn: Brannon Odum 906 Plantation Way Montgomery, AL 36117 Is Company Minority Owned YES X NO		Stivers Ford Lincoln Attn: James McCain 4000 Eastern Blvd. Montgomery, AL 36116 Is Company Minority Owned YES X NO		Richardson Communications, Inc. Attn: Vikki Murphy 32705 Highway 43 Thomasville, AL 36784 Is Company Minority Owned YES X NO		American Aluminum Acc. Attn: Eric Byrd 3882 S. Byron Butler Pkwy Perry, FL 32348 Is Company Minority Owned YES X NO	
DATE ISSUED: DECEMBER 6, 2018													
DATE OPENED: DECEMBER 28, 2018													
SHERIFF'S OFFICE													
DELIVERY DATE:													
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
1	Prisoner Transport Cage	Ea	16	\$599.00	\$9,584.00	\$846.44	\$13,543.04	\$638.24	\$10,211.84	\$631.07	\$10,097.12		
2	Cargo Barrier 475-0769	Ea	16	\$369.00	\$5,904.00	\$526.70	\$8,427.20			\$392.67	\$6,282.72		
3	Cargo Barrier 475-1109	Ea	16	\$369.00	\$5,904.00	\$526.70	\$8,427.20	\$358.94	\$5,743.04	\$392.67	\$6,282.72		
4	Partition Wings	Ea	16	\$85.00	\$1,360.00	\$94.05	\$1,504.80			\$91.16	\$1,458.56		
5	Window Armor Bars	Ea	17	\$228.00	\$3,876.00	\$247.42	\$4,206.14	\$215.30	\$3,660.10	\$239.80	\$4,076.60		
6	Police Consoles	Ea	17	\$368.00	\$6,256.00	\$399.35	\$6,788.95	\$417.24	\$7,093.08	\$387.06	\$6,580.02		
7	Gun Rack	Ea	14	\$258.00	\$3,612.00	\$315.00	\$4,410.00	\$358.94	\$5,025.16	\$270.94	\$3,793.16		
8	Westin Push Bumper	Ea	4	\$265.00	\$1,060.00	\$411.58	\$1,646.32	\$283.52	\$1,134.08	\$281.27	\$1,125.08		
9	Westin Pit Bar	Ea	4	\$260.00	\$1,040.00	\$430.13	\$1,720.52	\$333.72	\$1,334.88	\$293.95	\$1,175.80		
10	Westin Wing Wraps	Ea	4	\$109.00	\$436.00	\$171.87	\$687.48	\$205.08	\$820.32	\$121.20	\$484.80		
11	Westin Light Channel	Ea	4	\$26.00	\$104.00	\$44.04	\$176.16			\$26.14	\$104.56		
12	SUV K9 Prisoner	Ea	5	\$2,280.00	\$11,400.00	\$2,696.20	\$13,481.00	\$2,574.36	\$12,871.80	\$2,580.00	\$12,900.00	\$2,940.00	\$14,700.00
13	Door Opening System	Ea	5	\$1,485.00	\$7,425.00					\$1,620.00	\$8,100.00		
14	Cool Dog	Ea	5			\$1,755.00	\$8,775.00	\$1,660.00	\$8,300.00			\$1,500.00	\$7,500.00
15	Alert Pager	Ea	5	\$309.00	\$1,545.00	\$365.30	\$1,826.50	\$441.00	\$2,205.00	\$337.20	\$1,686.00	\$380.00	\$1,900.00
TOTAL BID AMOUNTS					\$59,506.00		\$75,620.31		\$58,399.30		\$64,147.14		\$24,100.00

Note Pricing for Item 13 and Item 14 are combined

11-2

STATE OF ALABAMA
MONTGOMERY COUNTY

CONTRACTURAL AGREEMENT

CONTRACT NO. 52110-19B-009

THIS CONTRACTUAL AGREEMENT made and entered into on the 22nd day of January 2019, by and between Gulf States Distributors of Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Gulf States Distributors agrees to furnish Law Enforcement Emergency Equipment for the Montgomery County Sheriff's Office in accordance with all the provisions of Invitation to Bid No.52110-19B-009 as issued by the Montgomery County Commission on December 6, 2018 (hereinafter referred to as the Invitation to Bid), a copy of which is attached hereto.

WHEREAS, In Consideration thereof, Gulf States Distributors. and Montgomery County Commission agree as follows:

1. All terms and conditions of the Invitation to Bid are incorporated herein by this reference.
2. That the Contract will begin on January 22, 2019 and will end on January 21, 2020 with an option to renew for two (2) years, in one (1) year periods, providing funds are available by the Montgomery County Commission.
3. That prices shall remain firm for a one (1) year period. At the end of each one (1) year period, a price increase may be allowed but shall not exceed 5% per year.
4. That Montgomery County Commission and Gulf States Distributors may terminate this agreement with a sixty (60) day written notice by either party.
5. That Gulf States Distributors will furnish law enforcement emergency equipment at prices stipulated in Invitation to Bid No. 52110-19B-009.
6. That Gulf States Distributors shall at all times be in compliance with all specifications and special provisions of the Invitation to Bid.
7. If a Dispute arises out of or relates to this Agreement or its breach, the parties shall endeavor to settle the dispute first through direct discussions and negotiations. If the dispute cannot be settled through direct discussions or negotiations, the parties shall endeavor to settle the dispute by non-binding mediation. The location of the mediation

shall be Montgomery, Alabama. Either party may terminate the mediation at any time after the session, but the decision to terminate must be delivered in person to the other party and the mediator. Engaging in mediation is a condition precedent to any other form of binding dispute resolution. If the parties cannot agree on a mutual resolution then any disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama and governed by the laws of the State of Alabama between the Montgomery County Commission and Gulf States Distributors.

8. Gulf States Distributors. agrees to protect, defend, indemnify and hold the Montgomery County Commission and its employees, agents, officers and servants free and harmless from any and all losses, claims, liens, not limited to, the amounts of judgments, penalties, interests, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including employees of Gulf States Distributors, death or damages to property and without limitation by enumeration, all other claims or demands of every character but only on the proportion of and to the extent such losses, claims, liens, demands and causes of action arise out of the negligent acts or omissions of Gulf States Distributors, its employees, agents and officers. Gulf States Distributors agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suite at its sole expense. Gulf States Distributors also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.
9. By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

IN WITNESS WHEREOF, the undersigned have executed this Contract as of the 22nd day of January 2019.

WITNESS:

GULF STATES DISTRIBUTORS

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

JAN 22 2019

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager^{MRS}

DATE: December 18, 2018

RE: Invitation to Bid No. 51965-19B-008
Private Data Network Youth Facility

Request that approval of award on the above referenced Invitation to Bid to the lowest bidder Cytranet, in the amount of \$1,075.00 per month, based on Alternate 2, be placed on a future agenda. (Copy of spreadsheet 1 attached.)

This will be a three (3) year contract and all pricing will be firm for this contract period.

Coordination of award made with Lou Ialacci, Director of Information Systems.

Attachment

Purchasing Department Montgomery County Commission

WILSON COUNTY COMMISSION													
ABSTRACT FOR BIDS: 62 Bids Emailed				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5	
INVITATION TO BID NO: 51965-19B-008				AT & T Corp. 38 Washington Ave. Montgomery, AL 36104 Attn: Dale Lunn (334)273-2108-3050 Minority Business Owned Yes X No		WideOpenWest 7887 East Bellevue Ave Englewood, CO 80111 Attn: Wiley Bishop (729)479-3500 Minority Business Owned Yes X NO		Spectrum Enterprise 12405 Powerscourt Dr. St. Louis, MO 63131 Attn: Kathleen Ciccone (888)438-2427 Minority Business Owned Yes X No		Cytranet 1400 A Montilmar Dr. Mobile, AL 36609 Attn: Doug Roberts (251)308-5000 Minority Business Owned X Yes No			
DATE ISSUED: November 6, 2018													
DATE OPENED: November 27, 2018													
INFORMATION SYSTEMS													
DELIVERY DATE:				TBD									
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
1	Alternate #1												
	500 Mbps												
	Installation Cost	Ea	1										
	Monthly Cost	Ea	2	\$650.00	\$1,300.00	\$620.00	\$1,240.00	\$1,220.00	\$1,220.00	\$875.00	\$875.00		
2	Alternate #2												
	1 Gbps												
	Installation Cost	Ea	1										
	Monthly Cost	Ea	2	\$750.00	\$1,500.00	\$775.00	\$1,550.00	\$1,610.00	\$1,610.00	\$1,075.00	\$1,075.00		
3	Alternate #3												
	2 Gbps												
	Installation Cost	Ea	1										
	Monthly Cost	Ea	2	\$950.00	\$1,900.00	\$930.00	\$1,860.00	\$1,860.00	\$1,860.00	\$2,100.00	\$2,100.00		
TOTAL BID AMOUNTS													

Notes:

AT & T Corp.: Prices are per location does not include taxes, etc.; Vendor cannot agree to dispute resolution as written and proposes language may be negotiated.

Wide Open West(WOW): Monthly cost on each alternate is per site. See Exceptions

Spectrum Enterprise: Please see arbitration clause. Monthly cost is total cost does not include taxes,surcharges, and fees should any be applicable. See contract period

Troy Cablevision, Inc.: Prices are total cost for each alternate

Cytranet : Prices are total cost per alternate

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Request Number: 1**AGENDA****JAN 22 2019**

DEPARTMENT: Community Corrections REQUESTED BY: Paul H. Brown 1/16/19
 Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 1/16/19
 Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐Agenda ☒

COUNTY COMMISSION APPROVAL:

Administrator_____
Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Contract Services	124-52960-304	34,100	(3,600)	30,500
Extra Help	124-52960-115	1,500	3,600	5,100
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 35,600	\$ 0	\$ 35,600

JUSTIFICATION: Realign budget to cover extra help due to staff vacancies.

JAN 22 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: District Attorney
 DEPARTMENT HEAD: Daryl D. Bailey
 SUPERVISOR: Lloria James

POSITION INFORMATION:

Position Title Assistant Records Coordinator
 Position Number 408010012
 Pay Grade A04 Pay Range \$28,765 - \$42,978
 Proposed Effective Date January 22, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Daryl D. Bailey Date 01/04/2019
 Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 01/07/2019
 Employee Benefit Manager

Sherrill Thomas Date 1/7/2019
 Finance Director

ADMINISTRATIVE APPROVAL:

 County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

JAN 22 2019

DEPARTMENT: Montgomery County Engineering Construction

DEPARTMENT HEAD: George Speake

SUPERVISOR: William S Missildine

POSITION INFORMATION:

Position Title Country Traffic Control Tech I

Position Number 640472015

Pay Grade S04-1 Pay Range 26,096 - 38,992

Proposed Effective Date January 28, 2019

Type of Hire (☐) New (☒) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

George Speake

Department Head

Date January 7, 2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 01/07/2019

Sherrill Thomas

Finance Director

Date 1/7/2019

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

JAN 22 2019

DEPARTMENT: Montgomery County Engineering D3
 DEPARTMENT HEAD: George Speake
 SUPERVISOR: Rob Chancey

POSITION INFORMATION:

Position Title County Road Equipment Operator I
 Position Number 630551021 Replacing John Menefee
 Pay Grade S04-1 Pay Range 26,096 - 38,992
 Proposed Effective Date January 28, 2019
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

George Speake Date January 4, 2019
 Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 01/08/2019
 Employee Benefit Manager

Sherrill Thomas Date 1/10/2019
 Finance Director

ADMINISTRATIVE APPROVAL:

 County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

JAN 22 2019

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

POSITION INFORMATION:

Position Title Deputy Sheriff Trainee
Position Number 550430066 (Replace P McDonald)
Pay Grade PST Pay Range \$38,236
Proposed Effective Date February 11, 2019
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 01/16/2019
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 01/16/2019
Employee Benefit Manager

Sherrill Thomas Date 1/16/2019
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

JAN 22 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Trainee

Position Number 550430135 (replace A. Knight)

Pay Grade PST Pay Range \$38,236

Proposed Effective Date February 11, 2019

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 1/15/2019

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 01/16/2019Sherrill Thomas

Finance Director

Date 1/16/2019

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

JAN 22 2019

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Sheriff's Office

DEPARTMENT HEAD: Derrick Cunningham, Sheriff

SUPERVISOR: Kevin Murphy, Chief Deputy

POSITION INFORMATION:

Position Title Deputy Sheriff Trainee

Position Number 550430176 (Replace C McLeod)

Pay Grade PST Pay Range \$38,236

Proposed Effective Date February 11, 2019

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 01/16/2019

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 01/16/2019

Employee Benefit Manager

Sherrill Thomas Date 1/17/2019

Finance Director

ADMINISTRATIVE APPROVAL:

_____ Date _____

County Administrator

Montgomery County Commission
Travel / Training Request Approval
Request # 12

AGENDA

JAN 22 2019

Date: January 3, 2019
To: Donald L. Mims, Administrator
From: Donald Mims
Re: Approval for the following travel:

Destination: Montgomery , Alabama
Departure Date: February 4, 2019 Return Date: February 6, 2019
Conference Leave (Days / Hours): (3) Day (s)
Purpose of Travel: to attend the GFOAA 35th Annual Conference & Training Program

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

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

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

Department Name: County Commission Fund Name: General

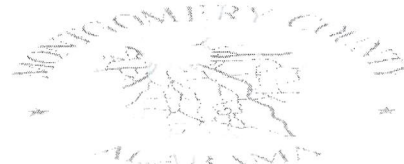
Additional Comments: Registration- \$325.00

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

The above request is app. 1/7/19 reimbursement of actual and necessary expenses in the
approximate amount of \$325.00 and advance registration of \$325.00 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>\$17,082.27</u>
Budget Available:	<u>\$7,917.73</u>
Current Requests:	<u>\$1,188.40</u>
Budget Balance:	<u>\$6,729.33</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/3/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

JAN 22 2019

Date: 01/07/2019
To: Donald L. Mims, Administrator
From: JANET BUSKEY
Re: Approval for the following travel:

Destination: RENAISSANCE MONTGOMERY
Departure Date: 02/10/19 Return Date: 02/13/2019
Conference Leave (Days / Hours): 3 DAYS
Purpose of Travel: ASSOCIATION OF ALABAMA TAX ADMINISTRATION
2019 WINTER CONFERENCE

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

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

Total (est.) Cost: \$400.00 Advance Registration Required: \$400.00

Department Name: REVENUE COMMISSIONER Fund Name: 001.51500-265

Additional Comments: _____

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

The above request is app. 1/22/19 reimbursement of actual and necessary expenses in the
approximate amount of \$400.00 and advance registration of \$400.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51500.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$6,000.00</u>
Approved Requests:	<u>\$400.00</u>
Budget Available:	<u>\$5,600.00</u>
Current Requests:	<u>\$400.00</u>
Budget Balance:	<u>\$5,200.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/7/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 6

AGENDA

JAN 22 2019

Date: 01/16/2019
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: 03/01/2019 Return Date: 03/01/2019

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: Attend ALTIST CRE Special Topics 1 and 2 Courses For Motor Fuel/Tobacco/
Rental/Lease Taxes. Attendees Will Each Earn 8 CPE Hours That Will Apply
Toward Their 2019 CRE Certification Requirements.

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

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

Total (est.) Cost: \$417.12 Advance Registration Required: \$350.00

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

Additional Comments: Registration \$350 Meals \$30 Mileage \$37.12
ALTIST CRE Program Course Sponsored by Auburn University
Government & Economic Development Institute.

To: Terri Henderson, Revenue Manager
From: Donald L. Mims, Administrator

The above request is app. 1/22/19 reimbursement of actual and necessary expenses in the
approximate amount of \$417.12 and advance registration of \$350.00 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>\$12,850.00</u>	
Approved Requests:	<u>\$2,763.50</u>	
Budget Available:	<u>\$10,086.50</u>	
Current Requests:	<u>\$417.12</u>	
Budget Balance:	<u>\$9,669.38</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/16/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

JAN 22 2019

Date: January 16, 2019
To: Donald L. Mims, Administrator
From: Judy Singley
Re: Approval for the following travel:

Destination: Birmingham, Alabama
Departure Date: May 29, 2019 Return Date: May 30, 2019
Conference Leave (Days / Hours): (2) Day (s)
Purpose of Travel: to attend the 2019 Worker's Compensation Seminar

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

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

Total (est.) Cost: \$377.72 Advance Registration Required: \$130.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: Registration- \$130.00 Lodging- \$141.00 Mileage- \$106.72

To: Judy Singley, Risk Management
From: Donald L. Mims, Administrator

The above request is app. 1/22/19 reimbursement of actual and necessary expenses in the
approximate amount of \$377.72 and advance registration of \$130.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>007-51120.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$12,000.00</u>
Approved Requests:	<u>\$80.00</u>
Budget Available:	<u>\$11,920.00</u>
Current Requests:	<u>\$377.72</u>
Budget Balance:	<u>\$11,542.28</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/16/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 7

AGENDA

JAN 22 2019

Date: 1/9/2019
To: Donald L. Mims, Administrator
From: George Speake
Re: Approval for the following travel:

Destination: Homewood Suites, 1800 Interstate Park Drive, Montgomery, Alabama
Departure Date: 3/27/2019 Return Date: 3/27/2019
Conference Leave (Days / Hours): 1 day
Purpose of Travel: Attend Seminar on Understanding Financial Statements

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

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

Total (est.) Cost: \$249.00 Advance Registration Required: \$249.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265

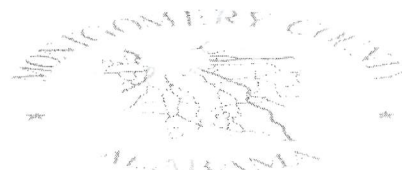
Additional Comments: _____

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

The above request is app. 1/22/19 reimbursement of actual and necessary expenses in the
approximate amount of \$249.00 and advance registration of \$249.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>111-53600.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$19,000.00</u>
Approved Requests:	<u>\$6,313.00</u>
Budget Available:	<u>\$12,687.00</u>
Current Requests:	<u>\$249.00</u>
Budget Balance:	<u>\$12,438.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 1/10/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 6

AGENDA

JAN 22 2019

Date: January 8, 2019
To: Donald L. Mims, Administrator
From: Carmen Douglas, Personnel Director
Re: Approval for the following travel:

Destination: Montgomery, AL
Departure Date: February 5, 2019 Return Date: February 5, 2019
Conference Leave (Days / Hours): 5 hours
Purpose of Travel: to attend Faulkner University Career Fair 2019

Traveler (s) Name: 1. Monica Caudle 4. _____
2. Henry Jackson 5. _____
3. _____ 6. _____

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

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

Department Name: Personnel Fund Name: Merit System

Additional Comments: Registration Fee: \$50.00

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

The above request is app. 1/22/19 reimbursement of actual and necessary expenses in the
approximate amount of \$50.00 and advance registration of \$50.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>123-51961-190</u>	(ex: 000-00000-000)
Description:	<u>Recruiting</u>	
Current Budget:	<u>\$5,000.00</u>	
Approved Requests:	<u>\$1,048.28</u>	
Budget Available:	<u>\$3,951.72</u>	
Current Requests:	<u>\$50.00</u>	
Budget Balance:	<u>\$3,901.72</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 1/10/2019

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 7

AGENDA

JAN 22 2019

Date: January 15, 2019
To: Donald L. Mims, Administrator
From: Carmen Douglas, Personnel Director
Re: Approval for the following travel:

Destination: Troy, AL
Departure Date: April 3, 2019 Return Date: April 3, 2019
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: to attend Troy University Spring Career Fair

Traveler (s) Name: 1. Monica Caudle 4. _____
2. Henry Jackson 5. _____
3. _____ 6. _____

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

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

Department Name: Personnel Fund Name: Merit System

Additional Comments: Registration Fee - \$175.00

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

The above request is app. 1/22/19 reimbursement of actual and necessary expenses in the
approximate amount of \$175.00 and advance registration of \$175.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>123-51961.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$25,000.00</u>	
Approved Requests:	<u>\$7,935.48</u>	
Budget Available:	<u>\$17,064.52</u>	
Current Requests:	<u>\$175.00</u>	
Budget Balance:	<u>\$16,889.52</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 1/15/2019
cc: Finance Director / Buyer