

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION

NOVEMBER 6, 2017

AGENDA
INFORMATION SESSION

Call to Order Welcome at 5:00 p.m.

Prayer

Reports from Staff:

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

Comments from Scheduled Attendees:

Senior Vice President of Corporate Development Ellen G. McNair with the Montgomery
Area Chamber of Commerce
Sheriff Derrick Cunningham
General Manager Daryl Rutland with Advanced Disposal
Managing Partner W. Ken Upchurch, III with TCU Consulting, LLC
Managing Director Mike Dunn with STIFEL

Recess to Formal Session

FORMAL SESSION

Welcome at 6:30 p.m.

Invocation by Mr. Walt Sellers

Pledge of Allegiance Led by the South Montgomery County Volunteer Fire Department Honor
Guard

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of October 23, 2017

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Resolution Authorizing the County's Thanksgiving Holiday Observance on Friday, November 24, 2017, County Commission
2. Consider Adoption of Resolution Approving the 2018 Severe Weather Preparedness Tax Holiday, February 23-25, 2018, Authorized by Act No. 2012-256, County Commission
3. Consider Adoption of Resolution regarding Intersection Improvement Study for Wares Ferry Road/Dozier Road Intersection and Pike Road/Wallahatchie Road/Meriwether Road Intersection, Project Number MCP 51-85-17, Engineering Department
4. Consider Adoption of Resolution regarding Intersection Improvements at the Intersection of Vaughn Road and Ryan Road, Project Number MCP 51-86-17, Engineering Department
5. Consider Authorization of Appointment of Jessica Horsley as the Designee for the Workforce Innovation and Opportunity Act Board Representative for Montgomery County, County Commission
6. Consider Authorization of Renewal of Professional Services Contracts for the 2017-2018 E.V.E.N. Program Providers, Community Corrections
7. Consider Authorization of Contract Agreement with Crosby Drinkard Group, LLC, for Governmental Affairs Representation/Consulting Services, County Commission
8. Consider Authorization of Proposal from Construction Testing & Engineering, Inc., for Geotechnical Investigation and Engineering Services at the New Montgomery County Department of Human Resources (MCDHR) Building, County Commission
9. Consider Authorization of Amendment Number 3 to Contract with Haynes Ambulance of Alabama, Inc., regarding an Eighty-Nine (89) Day Extension, beginning December 1, 2017 and ending on February 28, 2018 for Emergency Medical Treatment & Transportation, Contract Number 52110-15B-009, Sheriff's Office
10. Consider Authorization of Transfer of Alcoholic Beverage Control Licensed Business from Davenport Food Mart, Inc., 6494 Hickory Grove Road, Letohatchee, AL 36047 to The General Store of Davenport, LLC, 6494 Hickory Grove Road, Letohatchee, AL 36047, County Commission

11. Consider Authorization of Payment of 2018 Membership Dues in the Amount of \$385 to the Public Risk Management Association (PRIMA) for Director of Risk Management Scott Kramer, Risk Management
12. Consider Authorization of Miscellaneous Appropriations Reprogramming Requests, County Commission
13. Consider Authorization of Bid Award to the next lowest responsible bidder, SafeGuard Pest Control Services, Bid Number 51901-16B-028, Support Services
14. Consider Authorization of Budget Change Request Number 2, Community Corrections
15. Consider Authorization of Budget Change Request Number 70, County Commission Appropriations
16. Consider Authorization of Budget Change Request Number 3 to Lighthouse Counseling Center, Inc., for the Drug Treatment Program at the Montgomery County Detention Facility in the Amount of \$60,000, County Commission Appropriations
17. Consider Authorization of Budget Change Request Number 1, Probate Judge's Office (Elections)
18. Consider Authorization of Position Fill Request, Detention Facility (1)
 - Corrections Officer Trainee, Position Number 500419029
19. Consider Authorization of Position Fill Requests, Sheriff's Office (3)
 - Deputy Sheriff Trainee, Position Number 550430035
 - Deputy Sheriff Trainee, Position Number 550430074
 - Deputy Sheriff Trainee, Position Number 550430184
20. Consider Travel/Training Requests (12)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Adjourn

CALENDAR OF EVENTS

NOVEMBER 6, 2017

Regular County Commission Meeting
5:00 p.m. - Information Session
6:30 p.m. - Formal Session
Ramer United Methodist Church
15153 Hobbie Road
Ramer, AL 36069
After Conclusion of the Formal Session, an
Information Session may be conducted

NOVEMBER 10, 2017

County Holiday (Observance of Veterans Day)

NOVEMBER 20, 2017

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.

NOVEMBER 23, 2017

County Holiday (Observance of Thanksgiving)

DECEMBER 4, 2017

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.

DECEMBER 18, 2017

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.

DECEMBER 25, 2017

County Holiday (Observance of Christmas)

AGENDA

NOV - 6 2017

11-6-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-20-17

Check Number	To	Check Number
272787		272867
Total Checks Paid		\$503,802.86

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

AGENDA

NOV - 6 2017

11-6-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-20-17

Check Number	To	Check Number
272868		272955
Total Checks Paid		\$920,244.43

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

AGENDA

NOV - 6 2017

11-6-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-27-17

Check Number	To	Check Number
272956		273000
Total Checks Paid		\$82,619.38

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

AGENDA

NOV - 6 2017

11-6-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-27-17

Check Number	To	Check Number
273001		273058
Total Checks Paid		\$533,827.73

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

AGENDA

NOV - 6 2017

11-6-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 10-27-17

Check Number	To	Check Number
273059		273129
Total Checks Paid		\$2,647,363.44

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
10/27/17

Payroll Check Number	128935	To	Payroll Check Number	128994	\$	47,504.87
Direct Deposits					\$	909,409.65
Payroll Check Number	128995	To	Payroll Check Number	129015	\$	279,958.43
Direct Deposits					\$	415,316.95
Federal Deposits					\$	362,238.31
Total Payroll Paid					\$	2,014,428.21

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

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
334.832.1210
FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

NOV - 6 2017

October 19, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Authorization of Holiday Time Off for County Employees

Alabama Code § 11-1-8 states that the County Commission can close the county courthouse and county buildings one weekday or any portion thereof of each week in addition to legal holidays. In prior years, the County Commission has awarded employees the Friday off after Thanksgiving as a county holiday.

I am requesting that the Commission adopt a resolution giving employees the Friday after Thanksgiving off, as we have done in the past.

Thank you for your consideration.

/tn

Attachment

1-1

RESOLUTION

WHEREAS, Alabama Code § 11-1-8 provides that the County Commission of any county in the State of Alabama may by resolution authorize the offices of the officials of the county located in the county courthouse or other county building to be closed all day one weekday or any portion thereof of each week in addition to legal holidays; and,

WHEREAS, the Montgomery County Commission wishes to close the county courthouse on Friday, November 24, 2017, to allow county employees to spend time with their families in observance of Thanksgiving,

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby authorize the closing of the Montgomery County Courthouse and all county offices on Friday, November 24, 2017.

I hereby certify that the above
resolution was adopted by the
Montgomery County Commission,
on this, the 6th day of November, 2017.

ATTEST:

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

Donald L. Mims, Administrator

ELTON N. DEAN, SR.
CHAIRMAN

RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON

A COUNTY OLDER THAN THE STATE

MONTGOMERY COUNTY COMMISSION

Tax & Audit Department
P.O. Box 4779
Montgomery, Alabama 36103-4779

ESTABLISHED 1816

Terri A. Henderson, CRE
Revenue Manager

Administrative and Auditing for:
Montgomery County Alabama
Sales & Use Taxes; Lodging Tax;
Gasoline Tax; and Fuel Tax

Telephone (334) 832-1697
FAX (334) 832-1223
Website www.mc-ala.org

AGENDA

NOV - 6 2017

MEMORANDUM

DATE: October 6, 2017

TO: Sherrill Thomas, Finance Director *SD 10/18/17*

FROM: Terri Henderson, Revenue Manager *Terri Henderson 10/06/2017*

RE: **2018 Severe Weather Preparedness Tax Holiday, February 23-25, 2018**

Please see copy of the notice attached from the State of Alabama Department of Revenue ("ADOR") dated August 29, 2017 specific to the 2018 Severe Weather Preparedness Sales Tax Holiday. This is the Sales Tax Holiday enacted pursuant to Act No. 2012-256 that was first passed and signed into law on April 26, 2012. The 2018 Severe Weather Preparedness Tax Holiday is scheduled for the weekend of **February 23-25, 2018**.

If we are going to participate in the 2018 Severe Weather Preparedness Tax Holiday, I would respectfully request that this item be included for discussion and/or placed on the agenda for the Montgomery County Commission meeting on November 6, 2017 or as soon as possible thereafter. Please see the Resolution attached that has been drafted for further consideration in this matter for proposed action at the Montgomery County Commission meeting on November 20, 2017. Written notice of our participation and a certified copy of our Resolution and/or notification of our decision not to participate in 2018 will be due back to the ADOR before or **not later than the January 23, 2018** deadline.

Please note the 2018 Severe Weather Preparedness Tax Holiday is in addition to the 2018 Back To School Sales Tax Holiday, which should be subsequently scheduled for the third full weekend in July, 2018, or the weekend of July 20-22, 2018. Please let me know if you need anything further. Thank you in advance for your assistance with this matter.

tah/attachment

**RESOLUTION PROVIDING FOR MONTGOMERY COUNTY'S
PARTICIPATION IN THE "SALES TAX HOLIDAY"
IN FEBRUARY 2018, AS AUTHORIZED
BY ACT NO. 2012-256**

WHEREAS, during its 2012 Regular Session, the Alabama Legislature enacted Act No. 2012-256, approved April 26, 2012, which provides an exemption of the state sales and use tax for certain purchases related to severe weather preparedness during the first full weekend in July 2012 and the last full weekend of February in subsequent years; and

WHEREAS, as required by Code of Alabama 1975, § 11-51-210(e), a participating county or municipality shall submit a certified copy of their adopted resolution or ordinance providing for the severe weather preparedness sales tax holiday, and any subsequent amendments thereof, to the Alabama Department of Revenue at least 14 days prior to the first full weekend of July in 2012 and at least 30 days prior to the last full weekend of February in subsequent years; and

WHEREAS, the exemption of certain county sales and use taxes for the last full weekend of February 2018 herein adopted by the county commission is an amendment to the county's sales and use tax levy warranting notice to the Alabama Department of Revenue as provided in Code of Alabama 1975, § 11-51-210(e);

WHEREFORE BE IT RESOLVED BY THE MONTGOMERY COUNTY COMMISSION that it does hereby provide for an exemption of the 2½ percent county sales and use tax on purchases of items covered by Act No. 2012-256 beginning at 12:01 a.m. on Friday, February 23, 2018 and ending at twelve midnight on Sunday, February 25, 2018.

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of the November 6, 2017 meeting of the Montgomery County Commission, and be immediately forwarded to the Alabama Department of Revenue in compliance with Code of Alabama 1975, § 11-51-210(e).

IN WITNESS WHEREOF, the Montgomery County Commission has caused this Resolution to be executed in its name and on its behalf by its Chairman on this the 6th day of November, 2017.

I hereby certify that the above
Resolution was adopted by the
Montgomery County Commission
on this, the 6th day of November, 2017.

Elton N. Dean, Sr.
Chairman



VERNON BARNETT
Commissioner

State of Alabama Department of Revenue

(www.revenue.alabama.gov)
50 North Ripley Street
Montgomery, Alabama 36132

JOE W. GARRETT, JR.
Deputy Commissioner
CURTIS E. STEWART
Deputy Commissioner
BRENDA R. COONE
Deputy Commissioner
MICHAEL D. GAMBLE
Deputy Commissioner

August 29, 2017

IMPORTANT

RESPONSE REQUIRED

IMPORTANT

2018 Severe Weather Preparedness Tax Holiday February 23-25, 2018

Deadline to notify ADOR: January 23, 2018

The 2018 Severe Weather Preparedness Tax Holiday begins at 12:01 a.m. on Friday, February 23, 2018, and ends at twelve midnight on Sunday, February 25, 2018. As required by the Sales Tax Holiday for Severe Weather Preparedness Rule, a participating county or municipality shall submit a certified copy of their adopted resolution or ordinance providing for the Severe Weather Preparedness Sales Tax Holiday, and any subsequent amendments thereof, to the Alabama Department of Revenue before January 23, 2018. The Department will compile this information into a list of all counties and municipalities participating in the Severe Weather Preparedness Tax Holiday and issue a current publication of the list on its website at: <https://revenue.alabama.gov/sales-use/sales-tax-holidays>

**Your taxpayers want to know if your locality will participate
in the 2018 Weather Preparedness Tax Holiday.**

ACTION REQUIRED:

Please put it on your calendar to discuss and vote on this matter soon and notify the ADOR of the decision before January 23, 2018.

Participating? - Send a certified copy of any resolution, ordinance, or amendment adopted by your locality.

Not Participating? - It is important that you inform us via email, fax, or letter of that fact.

Taxpayers rely on the list provided by the Department of Revenue and the Department cannot post a locality's participation status based on assumption; notification of nonparticipation or copies of resolution/ordinance from the locality is required.

Notification can be faxed, mailed or emailed:

FAX: 334-353-7666

MAIL: ALABAMA DEPARTMENT OF REVENUE
Attention: Wanda Robbins, Room 4311
Sales & Use Tax Division
Post Office Box 327900
Montgomery, Alabama 36132-7900

EMAIL: wanda.robbsins@revenue.alabama.gov

QUESTIONS: 334-353-8044

"An Affirmative Action / Equal Opportunity Employer"

2-3

ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



GEORGE C. SPEAKE, PE, PLS
COUNTY ENGINEER
Kevin A. Boone, PE
ASSISTANT COUNTY ENGINEER
334.832.1310
FAX: 334.832.7190
WWW.MC-ALA.ORG

ENGINEERING DEPARTMENT

AGENDA

NOV - 6 2017

October 5, 2017

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: George C. Speake
County Engineer *George C. Speake*
10/5/2017

SUBJECT: Approval of Resolution for Project No. MCP 51-85-17
Intersection Improvement Study
for Wares Ferry Road/Dozier Road Intersection
and Pike Road/Wallahatchie Road/Meriwether Road Intersection

Please place on the agenda for the nearest possible meeting of the Montgomery County Commission the approval of the Resolution for Project No. MCP 51-85-17 as referenced above.

If approved, please have two copies with original signatures executed and returned to this office for further processing. If you have any questions, please contact Kevin Boone at 832-1342.

GCS/gcs

Attachment

cc; File

RESOLUTION

COUNTY OF MONTGOMERY

Project No. MCP 51-85-17

STATE OF ALABAMA

WHEREAS, the County Commission of Montgomery County, Alabama, is desirous of a project, by contract, for a section of land in Montgomery County and described as follows:

Intersection Improvement Study for Wares Ferry Road/Dozier Road Intersection and Pike Road/Wallahatchie Road/Meriwether Road Intersection.

Link Node and Location maps are attached.

WHEREAS, the County agrees to all of the provisions of the County-wide agreement executed between the State and the County covering preliminary engineering, and

WHEREAS, the County agrees to all of the provisions of any agreement which has been executed or will be executed covering the construction of the project.

Done at the regular session of the County Commission of Montgomery County, this ____ day of _____, 2017.

Montgomery County Commission
Governing Body

Elton N. Dean, Sr., Chairman

Ronda M. Walker, Vice Chairman

Isaiah Sankey, Member

Daniel Harris, Member

Doug Singleton, Member

TIP Project Number: **MC-6-AM** Sponsor: **Montgomery Co. Comm** State Project Code: **100067617**

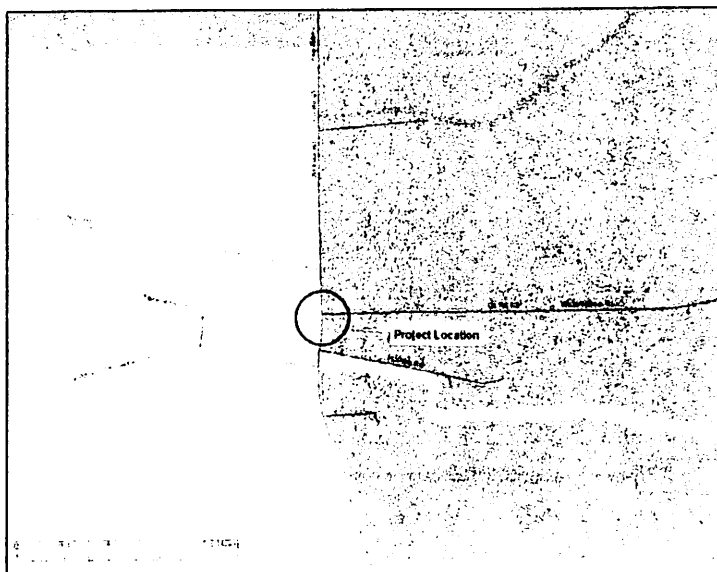
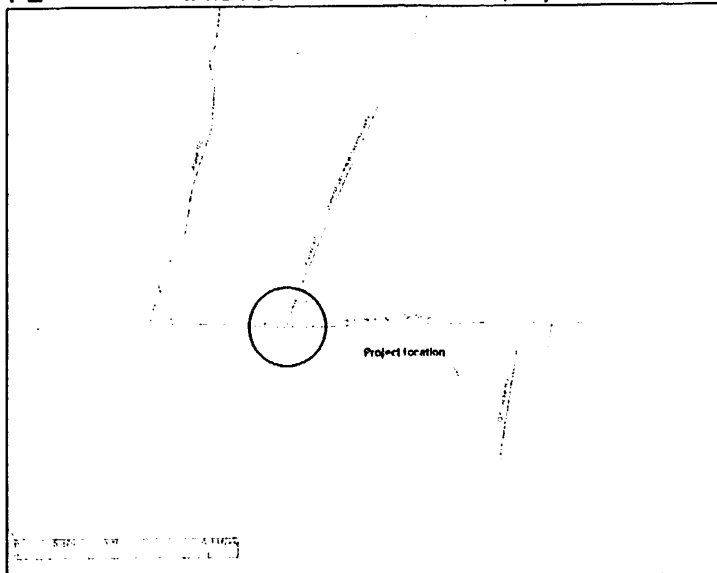
Functional Classification: **Collector** Bicycle and Pedestrian Plan: **Y**

Location: **Wares Ferry Rd at Dozier Rd (Site 1); Pike Rd at Wallahatchie Rd/Meriwether Rd (Site 2)**

Project Description: **Intersection Improvement Studies at Wares Ferry Rd at Dozier Rd (Site 1); Pike Rd at Wallahatchie Rd/Meriwether Rd (Site 2)**

Distance: **N/A** Funding Source: **Surface Transportation Program Montgomery (STPMN) Funds**

FEDERAL PROJECT NUMBER:	PROJECT SCOPE:	PROJECT START DATE:	FISCAL YEAR	FEDERAL FUNDS:	LOCAL MATCH:	TOTAL FUNDS:
STPMN()	PE	4/1/2019	2019	\$40,000	\$10,000	\$50,000

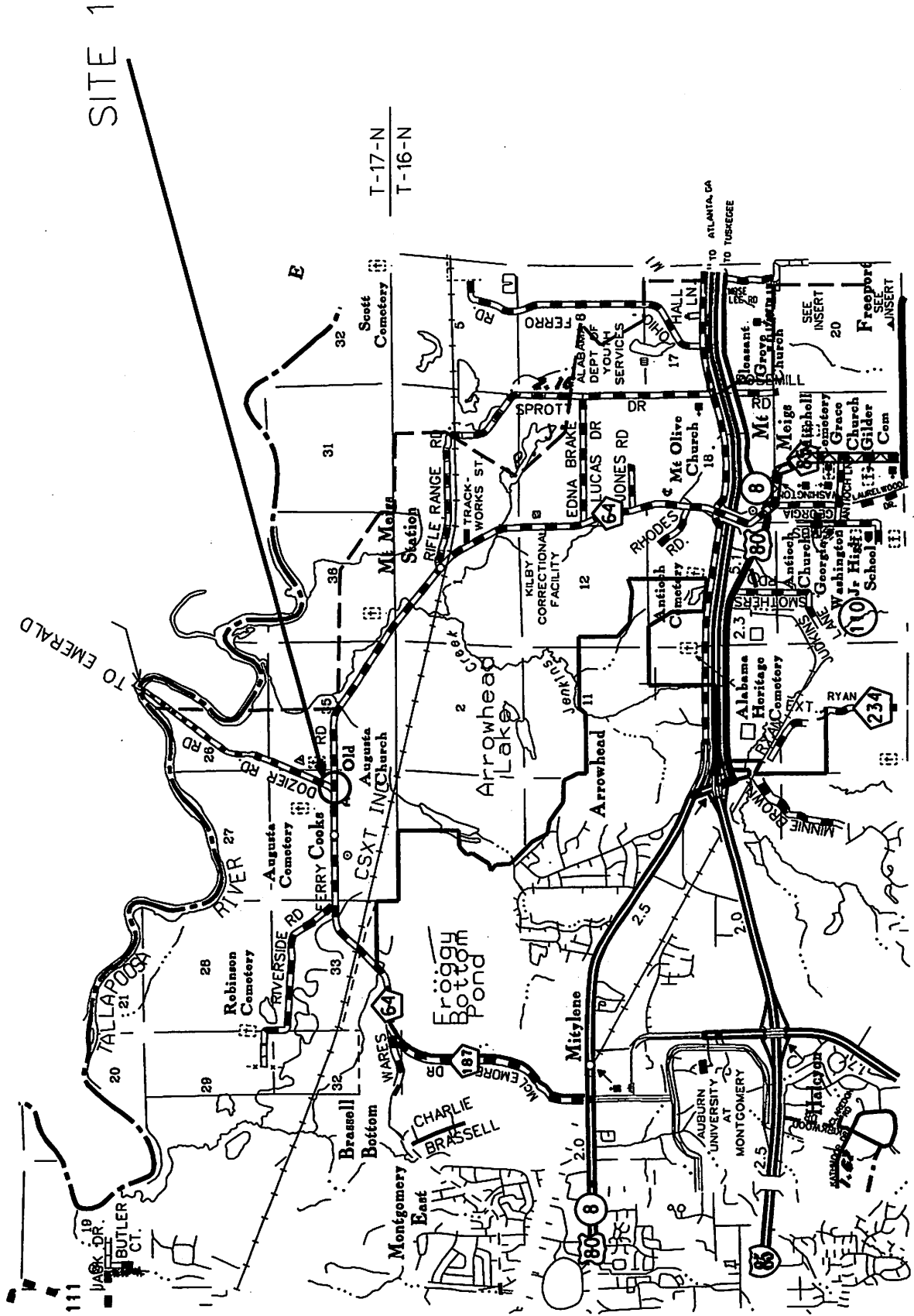


TIP Project Number: **MC-6-AM**

TIP Project Number: **MC-7-AM** Sponsor: **Montgomery Co. Comm** State Project Code: **100067618**

MCP 51-85-17
STPMN ()

INTERSECTION IMPROVEMENT STUDIES AT WARES FERRY RD./DOZIER RD.



R-19-E R-20-E

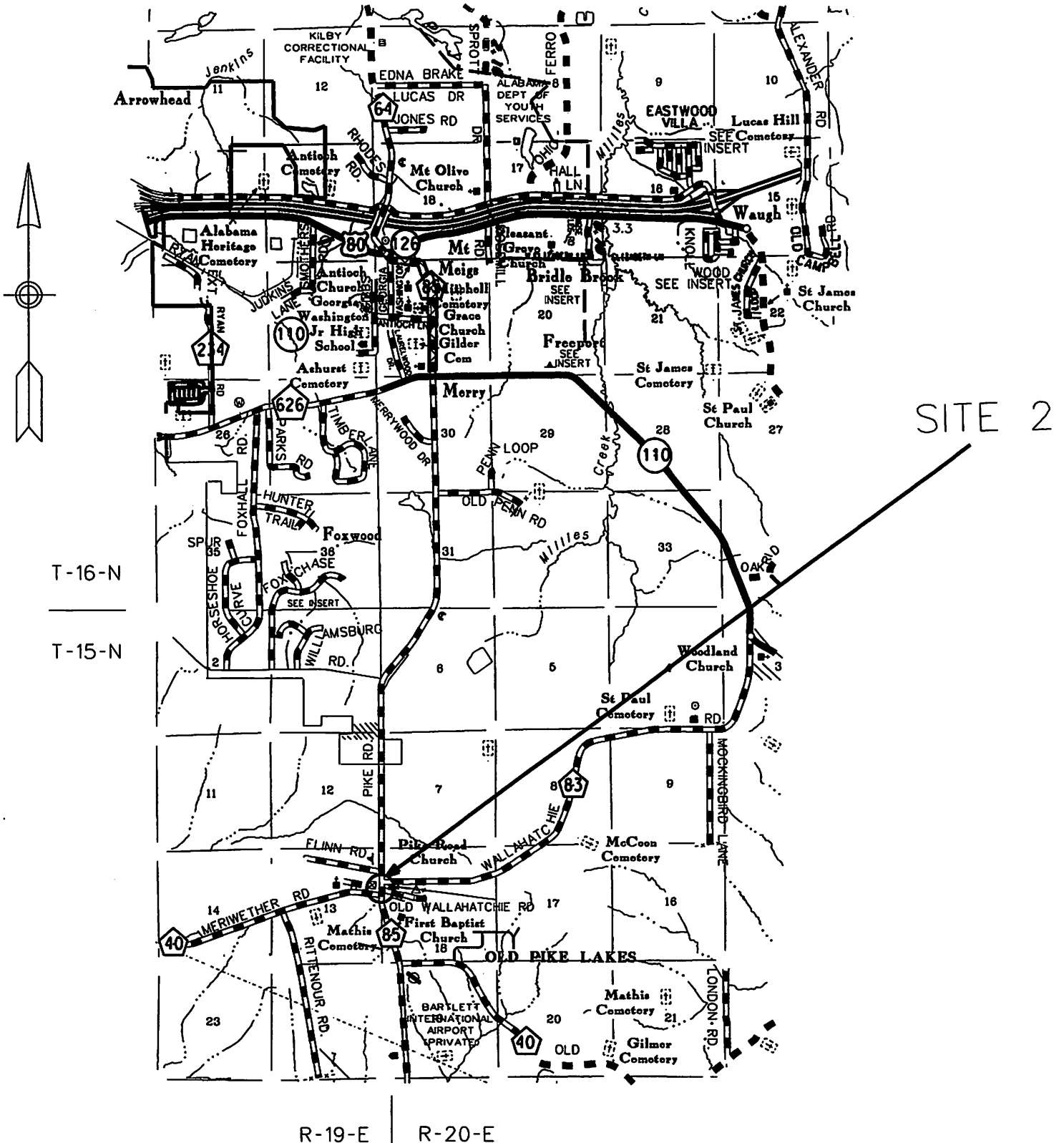
STPMN ()

The map shows Blaine County, Idaho, with its boundaries. To the north is Blaine County, Oregon, and to the east is Blaine County, Nevada. The map includes numerous place names, road numbers, and geographical features. Key locations include Blaine, Idaho, and the town of Blaine, Oregon. The map is oriented with North at the top.

SITE 1

SEE INSET 2

MCP 51-85-17
 STPMN ()
 INTERSECTION IMPROVEMENT STUDIES
 AT PIKE RD./WALLAHATCHIE RD./MERIWETHER RD.



ELTON N. DEAN, SR.
CHAIRMAN
RONDA M. WALKER
VICE CHAIRMAN

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ENGINEERING DEPARTMENT

AGENDA

NOV - 6 2017

October 5, 2017

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: George C. Speake
County Engineer

George C. Speake
10/5/2017

SUBJECT: Approval of Resolution for Project No. MCP 51-86-17
Intersection Improvements at the Intersection of Vaughn Road and Ryan Road

Please place on the agenda for the nearest possible meeting of the Montgomery County Commission the approval of the Resolution for Project No. MCP 51-86-17 as referenced above.

If approved, please have two copies with original signatures executed and returned to this office for further processing. If you have any questions, please contact Kevin Boone at 832-1342.

GCS/gcs

Attachment

cc; File

RESOLUTION

COUNTY OF MONTGOMERY

Project No. MCP 51-86-17

STATE OF ALABAMA

WHEREAS, the County Commission of Montgomery County, Alabama, is desirous of a project, by contract, for a section of land in Montgomery County and described as follows:

Intersection Improvements at the Intersection of Vaughn Road at Ryan Road.

Link Node and Location maps are attached.

WHEREAS, the County agrees to all of the provisions of the County-wide agreement executed between the State and the County covering preliminary engineering, and

WHEREAS, the County agrees to all of the provisions of any agreement which has been executed or will be executed covering the construction of the project.

Done at the regular session of the County Commission of Montgomery County, this ____ day of _____, 2017.

Montgomery County Commission
Governing Body

Elton N. Dean, Sr., Chairman

Ronda M. Walker, Vice Chairman

Isaiah Sankey, Member

Daniel Harris, Member

Doug Singleton, Member

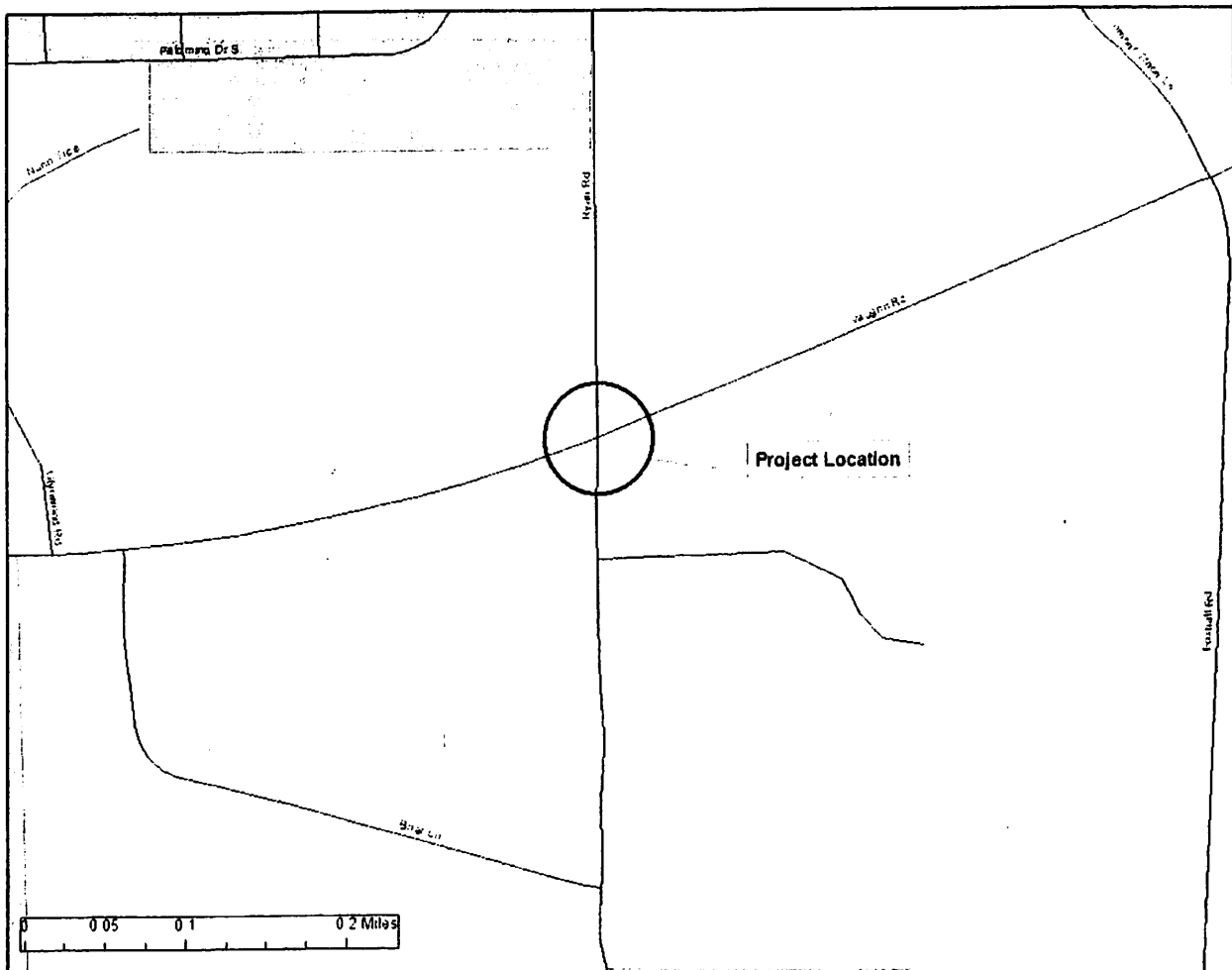
TIP Project Number: **MC-4-AM** Sponsor: **Montgomery Co. Comm** State Project Code: **100067610**
100067611
 Functional Classification: **Arterial** Bicycle and Pedestrian Plan: **Y** **100067613**
100067614

Location: **Intersection of Vaughn Rd at Ryan Rd**

Project Description: **Intersection Improvements at the Intersection of Vaughn Rd at Ryan Rd**

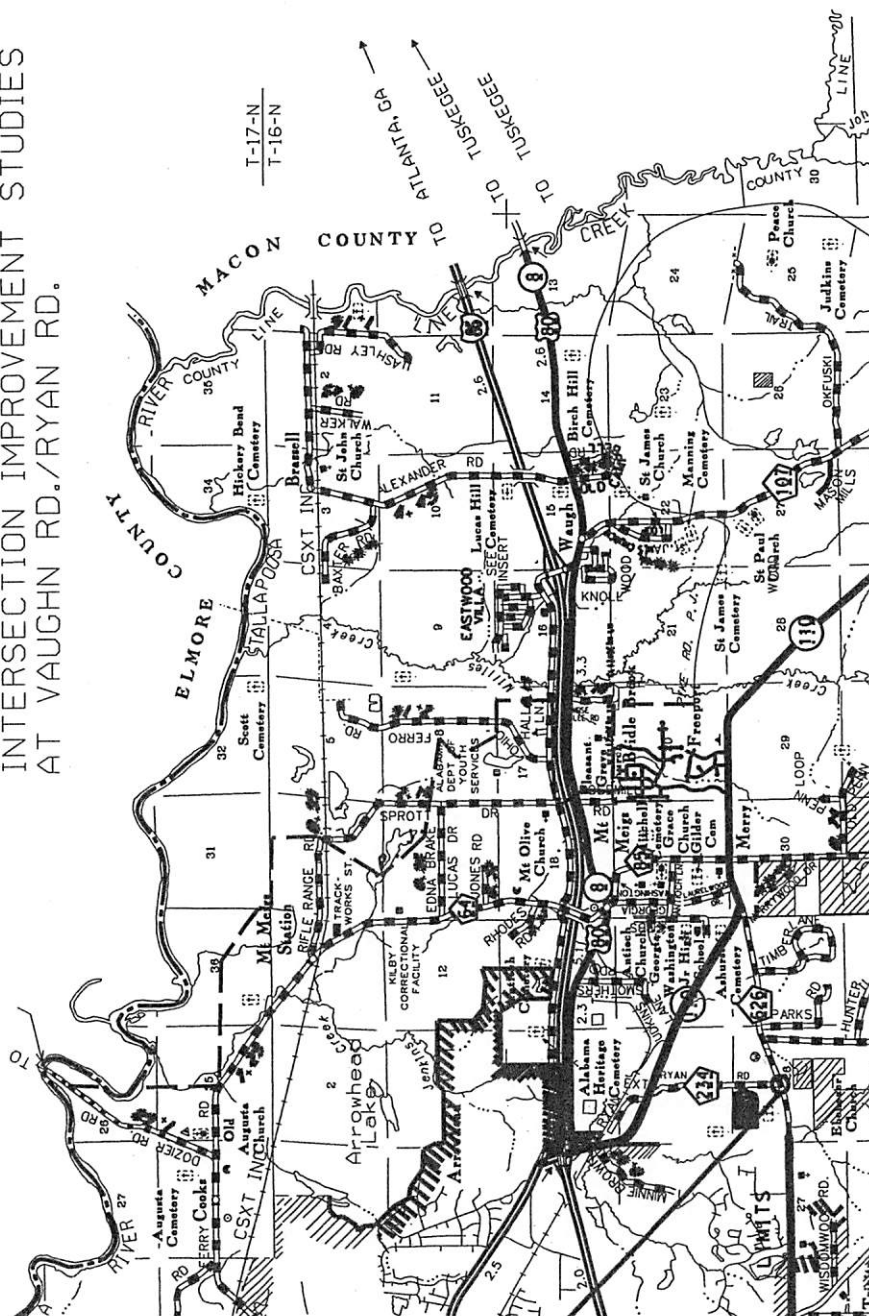
Distance: **N/A** Funding Source: **Surface Transportation Program Montgomery (STPMN) Funds**

FEDERAL PROJECT NUMBER:	PROJECT SCOPE:	PROJECT START DATE:	FISCAL YEAR	FEDERAL FUNDS:	LOCAL MATCH:	TOTAL FUNDS:
STPMN()	PE	4/1/2018	2018	\$48,000	\$12,000	\$60,000
STPMN()	RW	4/1/2018	2018	\$32,000	\$8,000	\$40,000
STPMN()	UT	4/1/2018	2018	\$80,000	\$20,000	\$100,000
STPMN()	CN	4/1/2019	2019	\$400,000	\$100,000	\$500,000



TIP Project Number: **MC-4-AM**

MCP 51-86-17
STPMN ()
INTERSECTION IMPROVEMENT STUDIES
AT VAUGHN RD./RYAN RD.



PROJECT LOCATION

R-19-E R-20-E

AGENDA

NOV - 6 2017



October, 23, 2017

Montgomery County Commission Members

C/o Mr. Donnie Mims, Administrator

101 So. Lawrence St.

Montgomery, AL 36104

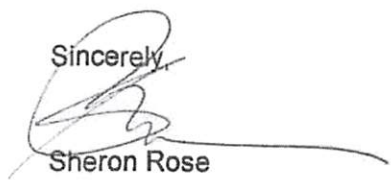
Dear Commissioners:

This summer as a part of the Central Alabama Workforce Council, you recommended me as the appointee as Montgomery County's representative on the Workforce Innovation and Opportunity Act (WIOA) Board to the Governor. After your appointment, Mr. Ed Castille, Alabama Development Office (ADO)/Alabama Industrial Development Training (AIDT) informed me that I was 1 of 3 from a total of 67 recommendations throughout the state that was a registered lobbyist. The office of the Governor's preference was to not have a registered lobbyist serve as a county representative on the Regional WIOA Boards.

I suggested at that time and to you today, that my colleague Ms. Jessica Horsley, Director of Industry Retention within the Chamber's Corporate Development Office represent Montgomery County on the Central Alabama Works WIOA Board. The Chambers Corporate Development and Community Strategies Department work together on workforce development initiatives. Jessica has vast experience with WIOA initiatives in her previous employment with the South Carolina Department of Labor/Office of Employment. She will be a valuable asset, contributor and representative for the County.

I respectfully request that you approve the substitution of representation for Montgomery County.

Sincerely,



Sheron Rose

Vice President, Community Strategies

Copy: Jessica Horsley

**MONTGOMERY COUNTY COMMUNITY
PUNISHMENT AND CORRECTIONS AUTHORITY**

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

AGENDA

NOV - 6 2017

October 18, 2017

TO: Elton Dean - Chairman

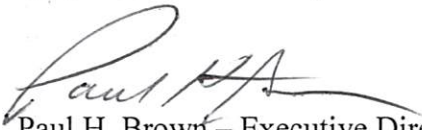
FROM: Paul H. Brown – Executive Director
Montgomery County Community Corrections

SUBJECT: Request for Future Commission Agenda Item –
Request for approval of a Professional Services Contract Renewal for
E.V.E.N. Domestic Violence Education/Intervention Program Facilitators

Attached please find the proposed Professional Services renewal Contracts for facilitation of the E.V.E.N., Domestic Violence Perpetrators Education/Intervention program. On Tuesday, October 10, 2017, the Community Corrections Board met in regular session and approved for the request of these E.V.E.N. Facilitator Contract Renewals to be forwarded to the Commission for their consideration/approval. The contract is the same contract in every respect to the contract used for the same services over the past 6 years. The proposed contract offers a contract hourly compensation rate of \$25.00 per hour. These compensation rates have not changed since the inception of the E.V.E.N. Program by Community Corrections in 2009.

The E.V.E.N. program is essentially funded by the proceeds paid by each participant which totals \$440.00 for each participant completing the full course of instruction. I respectfully recommend the proposed Professional Services Contract renewals for these individuals for FY 2017-2018 be placed on the November 6, 2017 Commission Agenda for consideration/approval.

Respectfully submitted,



Paul H. Brown – Executive Director
Montgomery County Community Corrections

PAUL BROWN - EXECUTIVE DIRECTOR

(334) 832-7730 • FAX (334) 832-7176

JAIL/PRISON DIVERSION • DRUG COURT • COUNTY PROBATION • E.V.E.N. DOMESTIC VIOLENCE PROGRAM
GPS ELECTRONIC OFFENDER MONITORING • COMMUNITY SERVICE RESTITUTION • PRE-TRIAL RELEASE

6-1

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Derrick Sanders (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance , documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301 Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

The Montgomery County Commission agrees to pay to the provider a fee, of \$25.00 per hour for all services rendered under this Professional Services Contract. Fees shall be invoiced in increments of a quarter hour (15 minute periods), a half hour (30 minute periods) and/or whole hours. Only services that are scheduled and pre-approved by the Executive Director of the Montgomery County Community Corrections Department shall be compensated under this Professional Services Contract. Modifications to the monthly schedule must be approved by the Executive Director and made in writing to be compensated.

A monthly schedule of services and assignments shall be posted or otherwise made available at the office of the Montgomery County Community Corrections Department at 301 Adams Avenue, Montgomery, Alabama, 36104.

Invoicing for services charged under this Professional Services Contract shall be submitted to the Montgomery County Community Corrections Department Executive Director on an approved Monthly Invoice Form to be provided by the Montgomery County Community Corrections Department and shall contain: The name and mailing address of the provider, the Federal Tax I.D. Number or Social Security Number of the provider, the date of service, the amount of time charged, the nature of the service rendered (class instruction, tutoring, orientation, intake, Court advocacy, reporting, etc.), a total calculation or amount invoiced for each service, an aggregate total of all charges for the month, and the providers signature attesting that the invoice is accurate and correctly reflects services actually performed and the date signed. Invoice forms may be submitted no more than twice per month. Invoice Forms for any preceding month's services are due no later than the fifth business day of the month following the month services are rendered. Upon verification of the accuracy of any invoice by the Executive Director, the invoice shall be forwarded to the Montgomery County Commission for payment. Payment shall be disbursed according to the course of normal business by the Montgomery County Finance Department (presently disbursements are made twice per month). Requests for expedited payment or exceptional disbursements will not be honored.

The contract period shall begin from date of signing this contract by both parties and shall end at the close of business, September 30, 2018. Actual services to be compensated under this Contract shall commence no earlier than October 1, 2017 or when approved by the County Commission. Either party shall have the right to terminate this contract. In any case, this Contract may be terminated, without prior notice upon notification of the Montgomery County Community Corrections Department that all available funds from participant fees and other authorized sources have been exhausted. The provider shall have the right to terminate the contract with the Montgomery County Commission provided 30 days written notice is provided to the Commission.

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. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first 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. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this _____ Day of _____, 2017.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

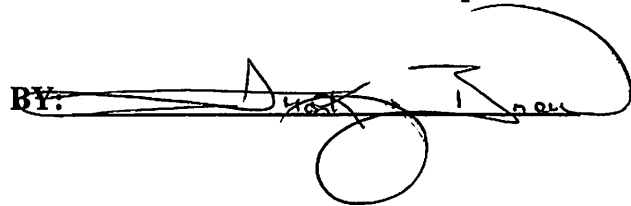
BY: _____

BY: _____

TITLE: _____

PRINT NAME: _____

M.C.C.P.C.A Board Chair or Representative

BY:  _____

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Curtis Gage (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance, documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301 Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

The Montgomery County Commission agrees to pay to the provider a fee, of \$25.00 per hour for all services rendered under this Professional Services Contract. Fees shall be invoiced in increments of a quarter hour (15 minute periods), a half hour (30 minute periods) and/or whole hours. Only services that are scheduled and pre-approved by the Executive Director of the Montgomery County Community Corrections Department shall be compensated under this Professional Services Contract. Modifications to the monthly schedule must be approved by the Executive Director and made in writing to be compensated.

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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. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first 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. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this _____ Day of _____, 2017.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

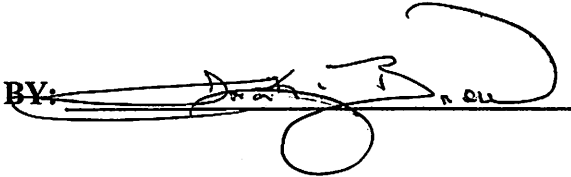
BY: _____

BY: _____

TITLE: _____

PRINT NAME: _____

M.C.C.P.C.A Board Chair or Representative

BY:  _____

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Clifton Lovejoy (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance , documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301 Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

The Montgomery County Commission agrees to pay to the provider a fee, of \$25.00 per hour for all services rendered under this Professional Services Contract. Fees shall be invoiced in increments of a quarter hour (15 minute periods), a half hour (30 minute periods) and/or whole hours. Only services that are scheduled and pre-approved by the Executive Director of the Montgomery County Community Corrections Department shall be compensated under this Professional Services Contract. Modifications to the monthly schedule must be approved by the Executive Director and made in writing to be compensated.

A monthly schedule of services and assignments shall be posted or otherwise made available at the office of the Montgomery County Community Corrections Department at 301 Adams Avenue, Montgomery, Alabama, 36104.

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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. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first 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. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this _____ Day of _____, 2017.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

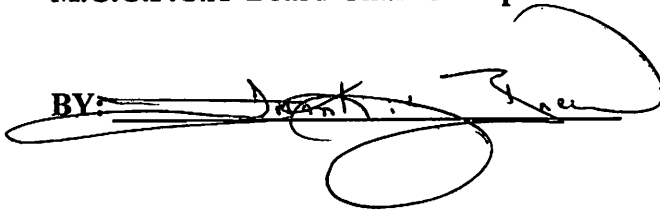
BY: _____

BY: _____

TITLE: _____

PRINT NAME: _____

M.C.C.P.C.A Board Chair or Representative

BY:  _____

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Beryl Sabb (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance , documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301 Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

Provider agrees to work with the Montgomery County Commission, the Montgomery County Community Corrections Department and consultants from the Montgomery, Alabama, Family Sunshine Center to provide the services mentioned herein and shall attend and participate in assigned in-service training to maintain minimum professional competency in the subject matter being provided to participants. It is understood that in-service training to maintain minimum level competency shall be determined by the Executive Director of the Montgomery County Community Corrections Department with consultation provided by the Montgomery, Alabama Family Sunshine Center. It is understood that failure to maintain a minimum level of proficiency and competency in the subject matter being provided to participants, as determined by participation in either assigned or substantially similar training may constitute grounds for termination of this Professional Services Contract.

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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. Once a party files a request for mediation with the other party, the parties shall select a local mediator that is agreeable between the parties and the parties agree to commence such mediation within thirty (30) days of the filing of the request. Either party may terminate the mediation at any time after the first 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. Disputes not resolved by mediation shall be decided in the Circuit Court of Montgomery County, Alabama between the Montgomery County Commission and Provider.

Dated this _____ Day of _____, 2017.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

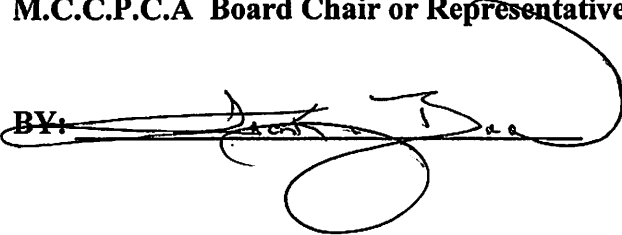
BY: _____

BY: _____

TITLE: _____

PRINT NAME: _____

M.C.C.P.C.A Board Chair or Representative

BY:  _____

**STATE OF ALABAMA
COUNTY OF MONTGOMERY**

PROFESSIONAL SERVICES CONTRACT

The Montgomery County Commission desires to enter into a Professional Services Contract with Bionca Lindsey (also referred to as Provider), to provide offender Domestic Violence Education and related services (tutoring, orientation, Court advocacy, intake, collection of participant fees, taking attendance , documenting and reporting participant progress, etc.). Participants in said services shall be individuals who self refer or are referred by area and regional Courts to the Montgomery County Community Corrections Department for the E.V.E.N. (End Violence Effectively Now) domestic violence education/intervention program. These services shall be funded by participant/referral fees and all provisions of this contract shall be contingent on the Montgomery County Community Corrections Department receiving sufficient numbers of fee paying referrals to operate and sustain the program. Unless directed by the Executive Director of the Department and with the exception of Court advocacy services, all services performed under this Professional Services Contract shall be performed on the premises of the Montgomery County Community Corrections Department, 301 Adams Avenue, Montgomery Alabama, 36104. The Montgomery County Community Corrections Department shall be responsible for providing adequate classroom and workspace as well as materials necessary for the participants in the program. This is a Professional fee of Services Contract and compensation for materials purchased by the provider shall not be reimbursed.

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Dated this _____ Day of _____, 2017.

E.V.E.N. Provider

MONTGOMERY COUNTY COMMISSION

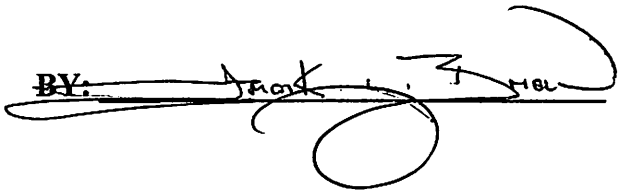
BY: _____

BY: _____

TITLE: _____

PRINT NAME: _____

M.C.C.P.C.A Board Chair or Representative

BY:  _____

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
334.832.1210
FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

NOV - 6 2017

October 24, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Contract Agreement with the Crosby Drinkard Group, LLC

The Montgomery County Commission, at its meeting on October 23, 2017, agreed to place on the next agenda a Contract Agreement with Crosby Drinkard Group, LLC, regarding Governmental Affairs Consulting Services.

I am requesting approval of this item.

DLM/tn

Attachment

CONTRACT AGREEMENT

STATE OF ALABAMA)

COUNTY OF MONTGOMERY)

This Agreement is made and entered into between the Montgomery County Commission (hereinafter referred to as "MCC") and Cassandra Crosby and Ron Drinkard, d/b/a the Crosby Drinkard Group, LLC (hereinafter referred to as "CDG"), whose offices are located in Montgomery, Alabama.

WITNESS:

For and in consideration of the Agreement set forth below, the parties hereto agree as follows:

1. Engagement as Governmental Affairs Representative/Consultant. MCC hereby retains and engages CDG to provide governmental affairs consulting services. CDG hereby accepts such engagement and agrees to render such services upon the terms and conditions hereinafter set forth.
2. Term. The term of this agreement shall commence January 1, 2018 and shall terminate December 31, 2018.
3. Compensation. As compensation for the performance of their obligations under this agreement, MCC agrees to pay a consulting fee through the term hereof in the amount of \$67,500.00 on an annual basis, un-diminished by withholding or other taxes. Payment shall be made in monthly installments with the payments becoming due and payable on the first day of each month.
4. Compliance with the Law. CDG will comply with the requirements of all applicable laws (including, without limitation, the Alabama Code of Ethics of 1973, as amended) and at all times pertinent to this agreement, will assure that all applicable laws and requirements governing the relationship between MCC and CDG are met.
5. Relationship. The relationship of the parties hereto is that of independent contractor and not that of employer and employee.
6. No Conflicts of Interest. CDG understands the unique representation required by the firm hereunder and accordingly will not undertake to consult with or otherwise represent any other entity, organization or company in a matter of the interest of such entity, organization or company with respect to such matter are adverse to the interests of MCC.

7. Confidentiality. CDG shall not, without the written consent of MCC, disclose to any person, confidential, proprietary or any information concerning MCC's business, financial or other affairs. MCC shall not, without written consent of CDG disclose to any person confidential proprietary or any other information concerning CDG's business, financial or other affairs except for the terms and conditions of this contract.
8. Modification. No modification amendment or waiver of any of the provisions of this agreement shall be effective unless made in writing specifically referring to this agreement and signed by each of the parties hereto.
9. Entire Agreement. This instrument constitutes the entire agreement of the parties with respect to the subject matter hereof.

IN WITNESS WHEREOF, the parties hereto cause this instrument to be duly executed on the ____ day of _____, 2017.

Crosby Drinkard Group, LLC

Montgomery County Commission

Cassandra Crosby

Elton N. Dean, Sr., Chairman

Ron Drinkard

AGENDA

NOV - 6 2017

October 11, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen *fmc*
Deputy Administrator

SUBJECT: Proposal for Geotechnical Investigation and Engineering Services at the New
Montgomery County Department of Human Resources (MCDHR) Building

Attached is a proposal from Construction Testing & Engineering, Inc., (CTE) for Geotechnical Investigation and Engineering Services at the New Montgomery County Department of Human Resources (MCDHR) Building at a cost of \$9,750.

I request that approval of the Proposal be placed on the next agenda.

Attachment



ARCHITECTS & INTERIOR DESIGN
Founded 1957 ♦ Pearson, Humphries, & Jones Architects

807 South McDonough Street ♦ Montgomery, AL 36104-5080 ♦ P.O. Box 215-36101
334-265-8781 ♦ www.phjarchitects.com ♦ phj@phjarch.com

Patrick T. Addison, AIA

Harrell G. Gandy, AIA

E. Griffin Harris, AIA

Renis Jones III, AIA

Saturday, September 16, 2017

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

Re: Proposals from Construction Testing & Engineering, Inc.
(CTE) for Geotechnical Investigation and Engineering
Services at the New Montgomery County Department of Human
Resources (MCDHR) Building and Site Development
PH&J No: 1711-GV

Mr. Mims:

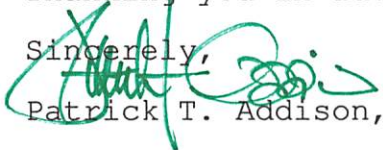
I have received the proposal from Construction Testing & Engineering, Inc. for the geotechnical Investigation and engineering services for the New Montgomery County Department of Human Resources (MCDHR) Building and Site Development as directed by my office. Based on my review of the proposal, we would recommend that the Montgomery County Public Building Authority accept CTE's proposal, based on the proposed price of \$9,750.00 for completing the requested services.

If the proposal is acceptable to the Public Building Authority, please let me know, so I get CTE to schedule the geotechnical work.

If you or the Public Building Authority have any questions, please don't hesitate to call.

Thanking you in advance, I am

Sincerely,


Patrick T. Addison, AIA, NCARB

CC: Florence Cauthen, Lamar Allen, Sherrill Thomas, Hal Gandy,
Tena Barnes

Construction Testing & Engineering, Inc.



September 14, 2017

PH&J Architects, Inc.
Post Office Box 215
Montgomery, Alabama 36101

Attn: Mr. Hal Gandy, AIA

Ref: Geotechnical Testing and Engineering Services (Revised),
Department of Human Resources Building,
Mobile Highway, Montgomery, Alabama.

Dear Mr. Gandy;

CONSTRUCTION TESTING & ENGINEERING, INC. appreciates the opportunity to propose on the geotechnical investigation and engineering report for the referenced project near the Mobile Highway in Montgomery, Alabama. The following proposal briefly describes our background and capabilities followed by our intended scope of work and a schedule and estimate of costs.

BACKGROUND AND CAPABILITIES

CONSTRUCTION TESTING & ENGINEERING, INC. is a Montgomery based, consulting engineering firm specializing in geotechnical engineering and construction testing services. Our office is staffed with a registered professional engineer, a registered professional geologist, a staff engineer, drillers, laboratory technicians, and construction engineering technicians capable of providing the necessary services for your project.

C.T. & E., Inc. is in its thirty-fifth year of business in the State of Alabama. During this time, we have had the pleasure to provide engineering services to both the Department of Corrections office and the Department of Homeland Security office in Montgomery, Alabama. Additional notable projects include the RSA Headquarters Building, the Gordon Persons Building, the Jackson One Building, and numerous other multi-story building projects in the City of Montgomery and the State of Alabama.

P.O. Box 230813
Montgomery,
Alabama
36123-0813
(334) 279-6794

83

Our key professional engineer, Mr. Jerry W. Gilbert, is available for this project. He has been the foundation design engineer on each of the buildings mentioned. His engineering experiences began after graduation from Auburn University in 1974 and professional registration in 1978. A brief accomplishment of the past 40 years of work includes structural bridge design and construction with the Alabama Highway Department, field structural inspection with Miller, Watts, and Estes Consulting Engineering Firm, foundation design with Soil & Materials Engineers, Inc. and president/design engineer of Construction Testing & Engineering, Inc. since it's beginning in 1983.

Additional personnel participating as drillers and engineering technicians include Mr. Phillip Gilbert, a CTE employee for over 20 years, Mr. James Cook, a CTE employee for 11 years, Mr. Brian Emfinger, a CTE employee for over 6 years. Theses employees are American Concrete Institute qualified technicians and nuclear gauge trained soil testing technicians. These schools teach the proper procedures for all field-testing activities concerning drilling and the sampling of soil and concrete. All of our technicians are required to attend and pass these classes.

SCOPE OF SERVICES

It is our understanding that the area proposed for the new buildings is located near the existing DHR facility on the Mobile Highway. In order to make a proper evaluation of the subsurface of the area of the buildings, we propose to drill nine (9) soil test borings inside the planned footprint of the new building and six (6) shallow parking lot borings. Depending on the findings of this investigation, additional borings may be required. In this event, additional borings will be covered under a separate cost proposal.

The borings will be drilled using a CME drill, power-auger process with standard sampling and penetration resistance testing according to ASTM D-1586. The samples collected will be transported to our laboratory and analyzed for grain size distribution, Atterburg limits, and natural moisture content. This information will be utilized in classifying the soils. No rock drilling is offered as a part of this proposal. Should rock be encountered, the depth will be noted and drilling stopped.

Laboratory analyses will begin upon the completion of the drilling. At the completion of laboratory testing, an engineering report will follow. This report will provide descriptions of our methods of investigation; site and subsurface conditions encountered; our understanding of the conditions; and, our conclusions and recommendations pertaining to the site.

SCHEDULE AND ESTIMATE OF COSTS

Our engineer has reviewed the plans provided to determine the accessibility of our drill rig to the terrain. Occupied buildings currently exist at the site and would determine our access. We estimate the field work will not exceed five days and the laboratory testing program an additional eight days after the completion of drilling. A complete engineer's report will then be written for use by the architect and the owner.

The following estimate assumes acceptable weather conditions during the field work. Based on the requested quantities, the following fees are estimated for this work:

1. **FIELD SERVICES**

- 1 Mobilization to the site in Montgomery.
Alabama, including drill crew and mileage.
- 6 Standard Penetration Borings extended to a
depth of 35.0 feet (210 total feet). (Building)
- 3 Standard Penetration Borings extended to a
depth of 45.0 feet (135 total feet). (Elevators)
- 6 Standard Penetration Borings extended to a
depth of 5.0 feet. (Parking Lot)
- 8.0 Hours, Engineering Personnel for site layout and supervision

2. **LABORATORY SERVICES**

- 20 Sieve Analyses and Soil Classifications
- 12 Atterburg Limits Test
- 30 Natural Moisture Contents

3. **PROFESSIONAL ENGINEERING SERVICES**

- 18.0 Hours, Professional Engineering Services, Review
Laboratory Data, Site Evaluation, Drilling
Site Planning, Architectural Design Meetings,
and Engineer's Report.

=====

PROPOSED AMOUNT TOTAL \$ 9750.00

INSURANCE

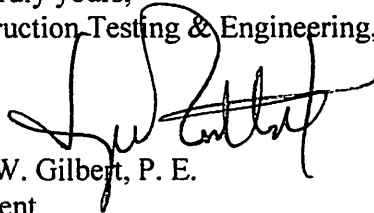
C. T. & E., Inc. carries in force the necessary workmen's compensation, employer's liability and general liability insurance (\$3.0 million umbrella) for this project. Automobile and drill truck liability insurance (\$1.0 million) is carried for added security at the work site. Proof of the coverage is available upon request.

CLOSURE

CONSTRUCTION TESTING & ENGINEERING, INC. greatly appreciated this opportunity to propose our services for this project. We look forward to providing you a professionally engineered design to enhance the completed project.

If this proposal meets with your approval, please call with you authorization so we may begin work. Should you have any questions concerning this proposal or require further elaboration on any of the items contained herein, please do not hesitate to give us a call. We wish you much success with this project and remain,

Very truly yours,
Construction Testing & Engineering, Inc.



Jerry W. Gilbert, P. E.
President

JWG/jcl

AGENDA

NOV - 6 2017

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *mes*

DATE: October 18, 2017

RE: Contract No. 52110-15B-009
Emergency Medical Treatment & Transportation

I request that the attached Amendment No. 3 to Haynes Ambulance of Alabama, Inc. contract for emergency medical treatment & transportation be considered for approval on a future agenda.

Amendment No. 3 will allow the contract to be extended for eighty-nine (89) days, beginning December 1, 2017 and ending on February 28, 2018.

All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Florence Cauthen, Deputy Administrator.

Attachment

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

Amendment
To
Contract # 52110-15B-009

Amendment No. 3

Contract with Haynes Ambulance of Alabama, Inc. for emergency medical treatment & transportation is hereby extended for eighty-nine (89) days beginning December 1, 2017 and ending February 28, 2018.

All other provisions of the contract will remain the same.

WITNESS:

HAYNES AMBULANCE OF ALABAMA, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA**NOV - 6 2017**

NOTICE Notice is hereby given that application has been made to the Montgomery County Commission, Montgomery, Alabama, for transfer of an ABC Licensed Business: FROM: CURRENT NAME: Davenport Food Mart Inc ADDRESS: 6494 Hickory Grove Rd, Letohatchee, AL 36047 TO: NEW APPLICANT: The General Store of Davenport, LLC ADDRESS: 6494 Hickory Grove Rd, Letohatchee, AL 36047 AND THAT PUBLIC HEARING ON SAID APPLICATION HAS BEEN SET BEFORE THE COUNTY COMMISSION AT: 6:30 P.M. NOVEMBER 6TH 2017 At Ramer United Methodist Church, 15153 Hobbie Rd, Ramer, AL 36069. Anyone desiring To be heard either for or against said application may appear in person at said time or may indicate his or her wishes in writing by Communication addressed to the Montgomery County Commission. Donald L. Mims, County Administrator
Montgomery County Commission Mont. Adv. 10/30/2017
2493209



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

MEMORANDUM

To : Mr. Donnie Mims
County Administrator

FROM : Derrick Cunningham 
Montgomery County Sheriff

DATE : October 12, 2017

SUBJECT: Alcohol License Application 20171012090925515

The Montgomery County Sheriff's Office has no objections to the transfer of this Alcohol License.

If you have any further questions, please contact me.



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD

ALCOHOL LICENSE APPLICATION
Confirmation Number: 20171012090925515



Type License: 050 - RETAIL BEER (OFF PREMISES ONLY) State: County:
Type License: State: County:
Trade Name: THE GENERAL STORE OF DAVENPORT Filing Fee:
Applicant: THE GENERAL STORE OF DAVENPORT LLC Transfer Fee: \$50.00
Location Address: 6598 W HICKORY GROVE RD LETOHATCHEE, AL 36047
Mailing Address: 6598 W HICKORY GROVE RD LETOHATCHEE, AL 36047
County: MONTGOMERY Tobacco sales: YES Tobacco Vending Machines: 0
Type Ownership: LLC

Book, Page, or Document info: CORP 00356 PGE 0083-0085

Date Incorporated: 08/29/2017 State incorporated: AL County Incorporated: MONTGOMERY

Date of Authority: 08/29/2017 Alabama State Sales Tax ID: R009892182

Federal Tax ID: 82-2719853

Name:	Title:	Date and Place of Birth:	Residence Address:
JONATHAN W REEVES 7095472 - AL	OWNER	08/17/1984 MONTGOMERY AL	6494 W. HICKORY GROVE ROAD LETOHATCHEE, AL 36047

Has applicant complied with financial responsibility ABC RR 20-X-5-.14? YES

Does ABC have any actions pending against the current licensee? NO

Has anyone, including manager or applicant, had a Federal/State permit or license suspended or revoked? NO

Has a liquor, wine, malt or brewed license for these premises ever been denied, suspended, or revoked? NO

Are the applicant(s) named above, the only person(s), in any manner interested in the business sought to be licensed? YES

Are any of the applicants, whether individual, member of a partnership or association, or officers and directors of a corporation itself, in any manner monetarily interested, either directly or indirectly, in the profits of any other class of business regulated under authority of this act? NO

Does applicant own or control, directly or indirectly, hold lien against any real or personal property which is rented, leased or used in the conduct of business by the holder of any vinous, malt or brewed beverage, or distilled liquors permit or license issued under authority of this act? NO

Is applicant receiving, either directly or indirectly, any loan, credit, money, or the equivalent thereof from or through a subsidiary or affiliate or other licensee, or from any firm, association or corporation operating under or regulated by the authority of this act? NO

Contact Person: JONATHAN REEVES

Business Phone: 334-288-7080

Fax:

Home Phone: 334-530-2635

Cell Phone: 334-530-2635

E-mail:

PREVIOUS LICENSE INFORMATION:

Trade Name: DAVENPORT FOOD MART

Applicant: DAVENPORT FOOD MART INC

Previous License Number(s)

License 1: 001153951

License 2:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20171012090925515



If applicant is leasing the property, is a copy of the lease agreement attached? YES
Name of Property owner/lessor and phone number: CECIL E REEVES JR 334-531-9498
What is lessors primary business? OWNS PROPERTY
Is lessor involved in any way with the alcoholic beverage business? N/A
Is there any further interest, or connection with, the licensee's business by the lessor? N/A

Does the premise have a fully equipped kitchen? NO
Is the business used to habitually and principally provide food to the public? YES
Does the establishment have restroom facilities? YES
Is the premise equipped with services and facilities for on premises consumption of alcoholic beverages? YES

Will the business be operated primarily as a package store? NO
Building Dimensions Square Footage: 2500 Display Square Footage:
Building seating capacity: 00000 Does Licensed premises include a patio area? NO
License Structure: SINGLE STRUCTURE License covers: ENTIRE STRUCTURE
Location is within: COUNTY Police protection: COUNTY

Has any person(s) with any interest, including manager, whether as sole applicant, officer, member, or partner been charged (whether convicted or not) of any law violation(s)?

Name: **Violation & Date:** **Arresting Agency:** **Disposition:**



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION
Confirmation Number: 20171012090925515



Initial each

Signature page

JK JK JK JK JK JK JK JK	In reference to law violations, I attest to the truthfulness of the responses given within the application. In reference to the Lease/property ownership, I attest to the truthfulness of the responses given within the application. In reference to ACT No. 80-529, I understand that if my application is denied or discontinued, I will not be refunded the filing fee required by this application. In reference to Special Retail or Special Events retail license, I agree to comply with all applicable laws and regulations concerning this class of license, and to observe the special terms and conditions as indicated within the application. In reference to the Club Application information, I attest to the truthfulness of the responses given within the application. In reference to the transfer of license/location, I attest to the truthfulness of the information listed on the attached transfer agreement. In accordance with Alabama Rules & Regulations 20-X-5-.01(4), any social security number disclosed under this regulation shall be used for the purpose of investigation or verification by the ABC Board and shall not be a matter of public record. The undersigned agree, if a license is issued as herein applied for, to comply at all times with and to fully observe all the provisions of the Alabama Alcoholic Beverage Control Act, as appears in Code of Alabama, Title 28, and all laws of the State of Alabama relative to the handling of alcoholic beverages. The undersigned, if issued a license as herein requested, further agrees to obey all rules and regulations promulgated by the board relative to all alcoholic beverages received in this State. The undersigned, if issued a license as herein requested, also agrees to allow and hereby invites duly authorized agents of the Alabama Alcoholic Beverage Control Board and any duly commissioned law enforcement officer of the State, County or Municipality in which the license premises are located to enter and search without a warrant the licensed premises or any building owned or occupied by him or her in connection with said licensed premises. The undersigned hereby understands that he or she violate any provisions of the aforementioned laws his or her license shall be subject to revocation and no license can be again issued to said licensee for a period of one year. The undersigned further understands and agrees that no changes in the manner of operation and no deletion or discontinuance of any services or facilities as described in this application will be allowed without written approval of the proper governing body and the Alabama Alcoholic Beverage Control Board. I hereby swear and affirm that I have read the application and all statements therein and facts set forth are true and correct, and that the applicant is the only person interested in the business for which the license is required.
---	--

Applicant Name (print): Jonathan W Reeves

Signature of Applicant: [Signature]

Notary Name (print): Rita McCreary

Notary Signature: [Signature]

Commission expires: 4/17/2020

Application Taken:

App. Inv. Completed:

Forwarded to District Office:

Submitted to Local Government:

Received from Local Government:

Received in District Office:

Reviewed by Supervisor:

Forwarded to Central Office:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
Confirmation Number: 20171012090925515



NOTICE OF TRANSFER OF ABC LICENSED BUSINESS

NOTE: A Copy of Operating Agreement Must be Attached To Application

CURRENT LICENSEE:

DAVENPORT FOOD MART INC
Address: 6494 HICKORY GROVE RD
LETOHATCHEE, AL 36047
Telephone: 334-531-9498

NEW APPLICANT:

THE GENERAL STORE OF DAVENPORT LLC
Address: 6494 HICKORY GROVE RD
LETOHATCHEE, AL 36047
Telephone: 334-288-7080

Current License No: 001153951

LICENSED PREMISES ADDRESS: 6494 HICKORY GROVE RD LETOHATCHEE, AL 36047

THE AFORENAMED HEREBY SERVE NOTICE TO THE ABC BOARD OF THE ATTACHED CONTRACTUAL AGREEMENT GOVERNING THE CONTINUATION OF SALES OF ALCOHOLIC BEVERAGES ON THE LICENSED PREMISES.

The Parties to this agreement hereby acknowledge and affirm that the New (Applicant) Licensee will, at all times, act as the AGENT for the Current (Named) Licensee, and the Current Licensee shall act as PRINCIPAL for the purposes of the attached Agreement. The Principal shall be bound by all acts and/or omissions of the Agent in the operation of the licensed premises.

The Current Licensee is now and shall remain liable for any violations of ABC Rules and Regulations or other Alabama Law for the duration of the attached Agreement; and, further, that the Current Licensee has the right and authority, under Alabama Law, to surrender the ABC License to the ABC Board at any time.

The parties acknowledge that the operation of the licensed premises shall remain subject to inspection by ABC Enforcement, and must comply with all State and Local regulations and Laws, and that the local ABC Enforcement District Office must be immediately notified of any change in the attached Agreement.

THE CURRENT LICENSE WILL NOT BE RENEWED.

WITNESS our hands and seals on this the 12th day of October, 2017.

CURRENT LICENSEE (NAMED ON LICENSE)

NEW LICENSEE (APPLICANT)

Judy Reeves
Print Name: Judy Reeves
Title: Secretary/Treasurer

Jonathan W Reeves
Print Name: Jonathan W Reeves
Title: Owner

WITNESS: (By ABC Enforcement)

Revised 9/08

xxxxxxxxxx STATE ABI SEARCH RESULT AND RAP SHEET xxxxxxxxxxxx

TCN:1401712060

NAME:REEVES,JONATHAN WILLIAM

SOC:418257434

ABI RESULT:NON IDENT

SID:AL02909532

**CERTIFIED COPY
OF
ALEA DOCUMENT**

AGENDA

NOV - 6 2017

October 11, 2017

MEMORANDUM

TO: Donald Mims
County Administrator

FROM: Scott Kramer *DLM*
Risk Management Director

SUBJECT: Public Risk Management Association (PRIMA) Membership Dues

I would like to request your approval for payment of PRIMA membership dues. The cost of membership dues for government members is \$385 for the period of January 1, 2018 – December 31, 2018.

This organization has contributed to the success of our Risk Management program in the past, as I have used many of their resources including, but not limited, to sample policies, as well as national trends and regulations affecting our industry. As you are aware, I serve on the national Board of Directors for this association.

Membership Dues Renewal Notice



Date: September 28, 2017

Billed to:

John Carnell
Risk Manager
City of Montgomery, AL
PO Box 1111
Montgomery, AL 36101-1111

Public Risk Management Association
700 S. Washington Street, Suite 218
Alexandria, VA 22314
Telephone: 703-528-7701
Fax: 703-739-0200

**Your organization's PRIMA membership
benefits expire soon!**

Invoice #: Due90Dec_Org84
Membership #: 10001175
Member: City of Montgomery, AL
Primary Contact: John Carnell
Expires on: 12/31/2017
Member Type: Government Member
Terms: payable upon receipt

Details				
Item #	Qty.	Description	Dues Amount	Total
	1	Government Member	\$385	\$385
		<i>We encourage you to extend your PRIMA membership through 2018. PRIMA is your association and you are vital to PRIMA's continued support of its members to promote and advance the practice of public sector risk management.</i>	Amount Due	<u>\$385</u>

You may also renew online by logging into your PRIMA profile at www.primacentral.org.

If paying by check, please make it payable to PRIMA and mail to
700 S. Washington Street Suite 218 Alexandria, VA 22314

Payment Method: Master Card Visa American Express Check

Card Number _____ Expiration Date _____ CVV # _____

Name on Card _____ Email _____
(required for receipt)

Billing address _____

City _____ State _____ Zip _____

Please contact PRIMA's Membership Department at 703.253.1270 or dwilliams@primacentral.org if there has been a change in your membership information or should you have any questions.

Please *disregard* this notice if you have already renewed.

Thank you very much for your continued support of the Public Risk Management Association (PRIMA)!

11-2

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
334.832.1210
FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

NOV - 6 2017

November 6, 2017

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) and to sign the contracts:

- C-2018-12: Beauty by Fire Ministry, to Serve the Needs of Widows - \$4,000; (Walker)
- C-2018-13: All Collaborating to Serve Community Development Corporation (ACTS CDC), for Community Development - \$1,000; (Sankey)
- C-2018-14: Madison Park Community Re-union Organization, for Educational and Recreational Activities that will Enhance the Quality of Life for the Madison Park Community - \$1,000; (Sankey)
- C-2018-15: Montgomery Community Action Agency, for Community Service Programs - \$750; (Sankey)
- C-2018-16: Montgomery Bible Institute and Theological Center, for Educational Programs for Low Income Citizens Regarding Computer Training - \$1,500; (Sankey)
- C-2018-17: Riley Relief Foundation Inc., for Support of the following events: "Alabama's Missing" / "Montgomery Never Forgets"; Candlelight Vigil at the Capitol steps; and "National Missing Children's Day"- \$500; (Sankey)

MEMORANDUM
Montgomery County Commission
November 6, 2017
Page 2

- C-2018-18: Aid to Inmate Mothers, Inc., for Programs for Inmate Mothers - \$500; (Sankey)
- C-2018-19: Bell Essential Living Services, Inc., for Education and Service Programs for At-Risk Children - \$800; (Sankey)
- C-2018-20: Central Alabama Aging Consortium, for Operating Senior Centers in Mt. Meigs, Antioch, Dublin Liberty Church of Christ, and True Devine - \$1,000; (Sankey)
- NC-2018-18: City of Montgomery Parks and Recreation Department, for McIntyre Community Center, for Senior Citizens Dinner - \$800; (Sankey)
- NC-2018-19: City of Montgomery, to be used by BONDS to Support Brookview Estates Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Sankey)
- NC-2018-20: City of Montgomery, to be used by BONDS to Support Capitol Heights Civic Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$300; (Sankey)
- NC-2018-21: City of Montgomery, to be used by BONDS to Support Chisholm Improvement Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$750; (Sankey)
- NC-2018-22: City of Montgomery, to be used by BONDS to Flatwood Community, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$750; (Sankey)
- NC-2018-23: City of Montgomery, to be used by BONDS to Park Manor Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Sankey)
- NC-2018-24: City of Montgomery, to be used by BONDS to Support Sheridan Heights Neighborhood Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Sankey)
- NC-2018-25: City of Montgomery, to be used by BONDS to South Hull District Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$750; (Sankey)

MEMORANDUM
Montgomery County Commission
November 6, 2017
Page 3

NC-2018-26: City of Montgomery, to be used by BONDS to Westscottville Neighborhood Watch Club, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$1,000; (Sankey)

NC-2018-27: City of Montgomery, to be used by BONDS to Support Old Pike Plantation Homeowners Association, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$600; (Singleton)

From fund code 001-59320-494 (Commissioner's Education Miscellaneous Appropriations) to:

BOE-2018-22: BOE, Montgomery Public Schools, for the Perfect Attendance Incentive Program, Attn: District Resource Officer Oronde K. Mitchell - \$3,250; (Dean-\$650, Walker-\$650, Harris-\$650, Sankey-\$650, and Singleton-\$650)

BOE-2018-23: BOE, Park Crossing High School, for Football Program - \$1,000; (Walker)

BOE-2018-24: BOE, Dunbar-Ramer School, for Principal's Discretionary Fund - \$1,000; (Singleton)

DLM/tll

AGENDA

NOV - 6 2017

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *mps*

DATE: October 18, 2017

RE: Invitation to Bid No. 51901-16B-028
Pest Control Services

Request approval of award on the above referenced Invitation to Bid to the next lowest responsible bidder, SafeGuard Pest Control Services, in the amount \$13,620.00 based on unit pricing, be placed on a future agenda.

This contract will be from November 5, 2017 to August 31, 2018, with the option to renew for one (1) year. A price escalation may be allowed, but shall not exceed 5% per year.

Coordination of award was made with Lamar Allen, General Services Director and Derrick Cunningham, Sheriff.

Attachment

October 5, 2017

MEMORANDUM

TO : Mr. Donnie Mims
County Administrator

FROM : Sheriff Derrick Cunningham
Montgomery County Sheriff's Office

SUBJECT: Pest Control Service for Detention Facility & Sheriff's Office

It has come to my attention that Knox Pest Control, the current vendor for pest control service in the Detention Facility, has not been spraying bi-monthly as indicated in the bid specifications at J1 nor the kitchen area. This matter is a serious health issue for inmates as well as visitors and employees. I will not tolerate their lack of concern for fulfilling their contract. Knox Pest Control was contacted by Myrtle Singleton and their reply to her was "oh, they didn't spray twice this month?" which indicates to me their lack of concern for maintaining our contract with them. At this time, I am requesting that their services be terminated for the Detention Facility as well as the Sheriff's Office. I do not wish to use Knox whatsoever as we have received complaints from employees at the Sheriff's Office as well. Furthermore, I am requesting that the next lowest bidder be granted the new contract for the said services for both the Detention Facility and the Sheriff's Office.

Please let me know if you have any questions.

DC/crv

cc: Ms. Florence Cauthen
Deputy County Administrator

Ms. Myrtle Singleton
Purchasing Manager

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 1		BID # 2		BID # 3		BID # 4		BID # 5
INVITATION TO BID NO. 51901-168-028				Safeguard Pest Service P. O. Box 3535 Montgomery, AL 36109 (334) 391-1095 Attn: Ron Menees		S & S Termite and Pest Control P. O. Box 3079 Opelika, AL 36803 (334) 745-0666 Attn: Larry Holley		Topco Pest Control Service 1577 E. Ann Street Montgomery, AL 36107 (334) 283-1070 Attn: R.S. Saini		Hepburn Pest Control 101 Rutherford Ct. Wetumpka, AL 36093 (334) 430-4349 Attn: Royal Hepburn		Gregory Pest Solutions 14370 Us 411 #4 Odenville, AL 35120 (205) 703-6445 Attn: Stephen Miller
ISSUE DATE: JULY 8, 2016												
BID OPENING DATE: JULY 25, 2016												
COUNTY COMM. - ALL BLDGS.												
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	EXTENDED AMOUNT
	PEST CONTROL											
	FOR COUNTY BLDGS											
	PART I											
1	COURTHOUSE	QTR	4	\$65.00	\$260.00	\$60.00	\$240.00	\$60.00	\$240.00	\$225.00	\$900.00	\$300.00
2	ANNEX I	MO	12	\$54.00	\$648.00	\$50.00	\$600.00	\$50.00	\$600.00	\$125.00	\$1,500.00	\$840.00
3	ANNEX II	QTR	4	\$44.00	\$176.00	\$45.00	\$180.00	\$40.00	\$160.00	\$175.00	\$700.00	\$180.00
4	ANNEX III	MO	12	\$54.00	\$648.00	\$50.00	\$600.00	\$50.00	\$600.00	\$125.00	\$1,500.00	\$780.00
5	CARNEGIE BLDG.	QTR	4	\$44.00	\$176.00	\$45.00	\$180.00	\$40.00	\$160.00	\$175.00	\$700.00	\$240.00
6	GREIL BLDG.	QTR	4	\$40.00	\$160.00	\$45.00	\$180.00	\$40.00	\$160.00	\$175.00	\$700.00	\$220.00
7	YOUTH FACILITY	MO	12	\$95.00	\$1,140.00	\$50.00	\$600.00	\$100.00	\$1,200.00	\$125.00	\$1,500.00	\$1,320.00
8	YF: 5 MOBILE UNITS	MO	12	\$52.00	\$624.00	\$50.00	\$600.00	\$50.00	\$600.00	\$125.00	\$1,500.00	\$840.00
9	CAMP DAVIS BLDGS. 2, 3, 4, 6, 7, 8, 9	MO	12	\$22.00	\$264.00	\$50.00	\$600.00	\$80.00	\$960.00	\$125.00	\$1,500.00	\$840.00
10	ENG. SIGN SHOP	MO	12	\$30.00	\$360.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$840.00
11	COUNTY SHOP, TER	QTR	4	\$30.00	\$120.00	\$45.00	\$180.00	\$30.00	\$120.00	\$175.00	\$700.00	\$200.00
12	DISTRICT I, TER.	MO	12	\$30.00	\$360.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$540.00
13	DISTRICT II, MER. RD	MO	12	\$30.00	\$360.00	\$25.00	\$300.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$360.00
14	DISTR. III, HIC. GROV.	QTR	4	\$75.00	\$300.00	\$45.00	\$180.00	\$70.00	\$280.00	\$175.00	\$700.00	\$280.00
15	PROBATE/REVENUE EAST	MO	12	\$30.00	\$360.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$660.00
16	PROBATE/REVENUE SOUTH	MO	12	\$41.00	\$492.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$660.00
17	PROBATE /REVENUE WEST	MO	12	\$41.00	\$492.00	\$45.00	\$540.00	\$30.00	\$360.00	\$125.00	\$1,500.00	\$720.00
TOTAL BID AMOUNTS												

Notes:

13-3

**Purchasing Department
Montgomery County Commission**

[illegible]

Notes:

13.4

Purchasing Department Montgomery County Commission

ABSTRACT FOR BIDS:				BID # 6		BID # 7		BID # 8		BID # 9		BID # 10	
INVITATION TO BID NO. 51901-16B-028				Veterans Pest Control, LLC P. O. Box 11082 Montgomery, AL 36111 (334) 578-2844 Attn: Eddie Bennett		Knox Pest Control 1570 N. Eastern Blvd. Montgomery, AL 36117 (888) 689-1079 ext. 217 Attn: Linda Shelton		ZAP Pest Control No Bid					
ISSUE DATE: JULY 8, 2016													
BID OPENING DATE: JULY 25, 2016													
COUNTY COMM. - ALL BLDGS.													
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
	PEST CONTROL												
	FOR COUNTY BLDGS												
	PART I												
1	COURTHOUSE	QTR	4	\$430.00	\$1,720.00	\$145.00	\$580.00						
2	ANNEX I	MO	12	\$146.00	\$1,752.00	\$145.00	\$1,740.00						
3	ANNEX II	QTR	4	\$430.00	\$1,720.00	\$80.00	\$320.00						
4	ANNEX III	MO	12	\$146.00	\$1,752.00	\$72.00	\$864.00						
5	CARNEGIE BLDG.	QTR	4	\$430.00	\$1,720.00	\$68.00	\$272.00						
6	GREIL BLDG.	QTR	4	\$430.00	\$1,720.00	\$50.00	\$200.00						
7	YOUTH FACILITY	MO	12	\$146.00	\$1,752.00	\$50.00	\$600.00						
8	YF: 5 MOBILE UNITS	MO	12	\$146.00	\$1,752.00	\$29.00	\$348.00						
9	CAMP DAVIS BLDGS. 2, 3,4,6,7,8,9	MO	12	\$146.00	\$1,752.00	\$29.00	\$348.00						
10	ENG. SIGN SHOP	MO	12	\$146.00	\$1,752.00	\$15.00	\$180.00						
11	COUNTY SHOP; TER	QTR	4	\$430.00	\$1,720.00	\$40.00	\$160.00						
12	DISTRICT I; TER.	MO	12	\$146.00	\$1,752.00	\$18.00	\$216.00						
13	DISTRICT II; MER. RD	MO	12	\$146.00	\$1,752.00	\$10.00	\$120.00						
14	DISTR. III; HIC. GROV.	QTR	4	\$430.00	\$1,720.00	\$45.00	\$180.00						
15	PROBATE/REVENUE EAST	MO	12	\$146.00	\$1,752.00	\$36.00	\$432.00						
16	PROBATE/REVENUE SOUTH	MO	12	\$146.00	\$1,752.00	\$36.00	\$432.00						
17	PROBATE /REVENUE WEST	MO	12	\$146.00	\$1,752.00	\$36.00	\$432.00						
TOTAL BID AMOUNTS													

Notes:

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**Purchasing Department
Montgomery County Commission**

ABSTRACT FOR BIDS:						BID # 6		BID # 7		BID # 8		BID # 9		BID # 10	
INVITATION TO BID NO. 51901-16B-028						Veterans Pest Control, LLC P. O. Box 11082 Montgomery, AL 36111 (334) 578-2844 Attn: Eddie Bennett		Knox Pest Control 1570 N. Eastern Blvd. Montgomery, AL 36117 (888) 699-1079 ext. 217 Attn: Linda Shelton		ZAP Pest Control No Bid					
ISSUE DATE: JULY 8, 2016															
BID OPENING DATE: JULY 25, 2016															
COUNTY COMM. - ALL BLDGS.															
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	
18	SHERIFF WAREHOUSE	MO	12	\$146.00	\$1,752.00		\$36.00	\$432.00							
19	SHERIFF FIRING RANGE	QTR	4	\$430.00	\$1,720.00		\$38.00	\$152.00							
20	SHERIFF RAMER SUBSTATION	QTR	4	\$430.00	\$1,720.00		\$29.00	\$116.00							
21	PRESTWOOD BUILDING	MO	12	\$146.00	\$1,752.00		\$25.00	\$300.00							
22	COMMUNITY CORRECTIONS	MO	12	\$146.00	\$1,752.00		\$29.00	\$348.00							
23	CAREHERE HEALTH CLINIC	MO	12	\$146.00	\$1,752.00		\$18.00	\$216.00							
24	ANNEX IV	MO	12	\$146.00	\$1,752.00		\$21.00	\$252.00							
25	YF BUILDING- HERRON ST.	MO	12	\$146.00	\$1,752.00		\$18.00	\$216.00							
26	FLATWOOD RECREATION CENTER	MO	12	\$146.00	\$1,752.00		\$18.00	\$216.00							
	PART II														
28	DETENTION FACILITY- JAIL II	MO	12	\$185.00	\$2,220.00		\$132.00	\$1,584.00							
29	DETENTION FACILITY- JAIL I	MO	12	\$185.00	\$2,220.00		\$125.00	\$1,500.00							
	TOTAL COST PART I				\$45,296.00			\$9,672.00							
	TOTAL COST PART II				\$4,440.00			\$3,084.00							
TOTAL BID AMOUNTS					\$49,736.00			\$12,756.00							

Notes:

13-6

CONTRACTUAL AGREEMENT

THIS CONTRACTUAL AGREEMENT made and entered into as the 6th day of November, 2017, between Safe Guard Pest Services, Montgomery, Alabama and Montgomery County Commission, Montgomery, Alabama.

WITNESSETH

WHEREAS, Safe Guard Pest Services agrees to furnish pest control services for Montgomery County buildings in accordance with all provisions and specifications of Invitation to Bid No. 51901-16B-028, as issued by the Montgomery County Commission on July 8, 2016 (hereinafter referred to as the Invitation to Bid, a copy of which is attached hereto).

WHEREAS, In Consideration thereof, Safe Guard Pest Service and Montgomery County Commission agree as follows:

1. That all terms, conditions, and specifications of Invitation to Bid are incorporated herein by this reference.
2. That the period of the contract will be for one (1) year, beginning November 6, 2017 and ending August 31, 2018, with the option to renew for an additional one (1) year, providing funds are made available by the Montgomery County Commission. That the prices stipulated in the bid by Safe Guard Pest Services shall remain firm for the one (1) year period.
3. At the end of the one (1) year period, a price increase may be allowed, but shall not exceed five-percent (5%) per year.
4. That Montgomery County Commission or Safe Guard Pest Service may terminate this agreement at any time during the contract period by giving a thirty (30) day written notice to the other party.
5. Safe Guard Pest Service shall submit a monthly invoice in order to be paid for the work performed during a particular month or quarter. Invoices shall be identified by locations along with sign in sheets. Sign in sheets must be signed and dated at each location being serviced by county personnel indication the work was performed. Invoices received without sign-in sheets will be returned unpaid.
6. That Montgomery County reserves the right to add other locations, as needed, during the contract period.
7. That Safe Guard Pest Service shall at all times be in compliance with all specifications and special provisions within the Invitation to Bid.

8. That Safe Guard Pest Service 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 Safe Guard Pest Service, 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 contractor, its employees, agents and officers. Safe Guard Pest Service agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suits at its sole expense. Safe Guard Pest Services also, agrees to bear all other costs and expense related thereto, even if the claim or claims alleged are groundless, false or fraudulent.
9. 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 Safe Guard Pest Services.
10. 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 6th day of November 2017.

WITNESS:

SAFE GUARD PEST SERVICES

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

NOV -6 2017

COUNTY COMMISSION APPROVAL: _____

Administrator Date

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 70

AGENDA

NOV - 6 2017

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 9/30/17
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 10/18/17
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Voting Equipment	001-59310.543	0	1,285,724	1,285,724
Fund Balance	001.35900		(1,285,724)	(1,285,724)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 0	\$ 0	\$ 0

JUSTIFICATION: To budget for the purchase of new Voting Equipment.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 3

AGENDA

NOV - 6 2017

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 10/23/17
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 10/26/17
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Lighthouse Counseling Center	001-55500.431	0	60,000	60,000
Fund Balance	001.35900	0	(60,000)	(60,000)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 0	\$ 0	\$ 0

JUSTIFICATION: To budget for funding to the Lighthouse Counseling Center to operate the Drug Treatment Program at the Montgomery County Jail due to funding cuts by the State of Alabama.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

NOV - 6 2017

Request Number: 1

DEPARTMENT: Probate Elections REQUESTED BY: Steven Reed / Darryl Parker 10/11/17
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 10/17/17
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Extra Help	001-51913.115	0	36,000	36,000
Election Worker Fees	001-51913.175	0	155,000	155,000
Voting Equipment Delivery	001-51913.183	0	49,392	49,392
Office Supplies	001-51913.211	0	10,000	10,000
Other Misc. Supplies	001-51913.219	0	186,000	186,000
Building and Land Rentals	001-51913.221	0	3,600	3,600
Postage	001-51913.252	0	7,000	7,000
Advertising	001-51913.253	0	12,000	12,000
Travel - Mileage	001-51913.260	0	900	900
Contract Services	001-51913.304	0	5,000	5,000
State Election Reimb.	001-40000.44232	0	(369,000)	(369,000)
Fund Balance	001.35900		(95,892)	(95,892)
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 0	\$ 0	\$ 0

JUSTIFICATION: For expenses to be incurred for the U.S. Senate General Election, State Senate 26 Primary Election, State Senate 26 Primary Run-Off Election (if necessary), and State Senate 26 General Election - all special elections ordered by the Governor.

NOV - 6 2017

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: M. C. Sheriff's Office - Detention Facility
 DEPARTMENT HEAD: Derrick Cunningham, Sheriff
 SUPERVISOR: Wanda Robinson, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee
 Position Number 500419029 (Replacement of Clarence Wilson)
 Pay Grade PCT Pay Range \$30,096
 Proposed Effective Date November 20, 2017
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 10/30/2017
 Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 10/30/2017
 Employee Benefit Manager

Sherrill Thomas Date 10/30/2017
 Finance Director

ADMINISTRATIVE APPROVAL:

 County Administrator Date _____

NOV - 6 2017

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 550430035 (Replacement of Pernell Sweeney)
 Pay Grade PS1-4 Pay Range \$38,236
 Proposed Effective Date November 20, 2017
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 10/31/2017
 Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 10/31/2017
 Employee Benefit Manager

Sherrill Thomas Date 10/31/2017
 Finance Director

ADMINISTRATIVE APPROVAL:

 County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

NOV - 6 2017

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 550430074 (Replacement of Willie Dunn)
 Pay Grade PS1-4 Pay Range \$38,236
 Proposed Effective Date November 20, 2017
 Type of Hire (☒) New (☐) Promotional
 Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 10/30/2017

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 10/30/2017

Sherrill Thomas

Finance Director

Date 10/30/2017

ADMINISTRATIVE APPROVAL:

 County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

NOV - 6 2017

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 550430184(Replacement of Michael Morrow)

Pay Grade PS1-4 Pay Range \$38,236

Proposed Effective Date November 20, 2017

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 10/30/2017

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 10/30/2017

Employee Benefit Manager

Sherrill Thomas Date 10/30/2017

Finance Director

ADMINISTRATIVE APPROVAL:

_____ Date _____

County Administrator

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

NOV - 6 2017

Date: October 30, 2017
To: Donald L. Mims, Administrator
From: Donald Mims
Re: Approval for the following travel:

Destination: Florence, Alabama
Departure Date: December 6, 2017 Return Date: December 7, 2017
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend the 2017 ACCA Legislative Conference

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

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

Total (est.) Cost: \$1,701.78 Advance Registration Required: \$375.00
Department Name: County Commission Fund Name: General
Additional Comments: Registration \$375 .00 - Hotel \$402.00- Meals \$ 225.00 -Mileage \$699.78

To: Donald L Mims, Administrator
From: Donald L. Mims, Administrator
The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$2,192.22 and advance registration of \$375.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51100.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$22,500.00</u>
Approved Requests:	<u>\$0.00</u>
Budget Available:	<u>\$22,500.00</u>
Current Requests:	<u>\$1,701.78</u>
Budget Balance:	<u>\$20,798.22</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 10/30/17
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

NOV - 6 2017

Date: October 31, 2017
To: Donald L. Mims, Administrator
From: Sherrill Thomas, Finance Director
Re: Approval for the following travel:

Destination: Birmingham, Al
Departure Date: November 8, 2017 Return Date: November 8, 2017
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Alabama New World User Group Meeting

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

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

Total (est.) Cost: \$98.44 Advance Registration Required: \$0.00

Department Name: Finance Fund Name: General

Additional Comments: Mileage \$98.44

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

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$98.44 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-51110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$3,000.00</u>	
Approved Requests:	<u>\$225.00</u>	
Budget Available:	<u>\$2,775.00</u>	
Current Requests:	<u>\$98.44</u>	
Budget Balance:	<u>\$2,676.56</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/31/17

cc: Finance Director / Buyer

20-2

Montgomery County Commission
Travel / Training Request Approval
Request # 5

AGENDA

NOV - 6 2017

Date: October 30, 2017
To: Donald L. Mims, Administrator
From: Judge Steven L. Reed
Re: Approval for the following travel:

Destination: Miami Florida
Departure Date: Sunday, December 3, 2017 Return Date: Tuesday, December 5, 2017
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Panelist for a Mental Health Conference

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

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

Total (est.) Cost: \$2,225.00 Advance Registration Required: _____

Department Name: Judge of Probate Fund Name: General 51300.265

Additional Comments: Judge Reed will present at this conference; therefore, he is exempt from paying a registration fee.

To: Judge Steven L. Reed
From: Donald L. Mims, Administrator

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the approximate amount of \$2,225.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-51300.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$17,000.00</u>	
Approved Requests:	<u>\$717.44</u>	
Budget Available:	<u>\$16,282.56</u>	
Current Requests:	<u>\$2,225.00</u>	
Budget Balance:	<u>\$14,057.56</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/30/17

cc: Finance Director / Buyer

20-3

Break-down Estimate of Costs

Food \$75 x 3(days) = \$225

Hotel \$250.00 x 3 (days) \$750.00

Airline \$750 (round trip from Montgomery to Miami and back to Montgomery)

Rental Car if deemed necessary by the Judge of Probate in case something unforeseen or unexpected happens. \$500

Total Costs for Trip \$2225.00

Note: Judge Reed will be a panelist for a portion of the conference; therefore, he does not have to pay a registration fee.

Rhonda P. Goldsby

Montgomery County Commission
Travel / Training Request Approval
Request # 1

AGENDA

NOV - 6 2017

Date: 10/30/2017
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Florence, AL (Marriott Shoals Hotel)
Departure Date: 12/07/2017 Return Date: 12/07/2017

Conference Leave (Days / Hours): 1 Day

Purpose of Travel: CROAA Education Session and CROAA Board Meeting - Day 2 of the
2017 ACCA Legislative Conference.
Attendees currently serve on the CROAA Board of Directors.

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

Check Mode of Transportation:

County Vehicle

☐
☒

Private Vehicle

Commercial Air

☐
☐

Other (Specify)

Total (est.) Cost: \$263.26

Advance Registration Required: \$0.00

Department Name: Tax & Audit

Fund Name: 001-51800-265

Additional Comments: Registration Fee \$0. Mileage \$233.26 (Traveling together)
Meals \$30.

To: Terri Henderson, Revenue Manager

From: Donald L. Mims, Administrator

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$263.26 and advance registration of \$0.00 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>\$12,250.00</u>	
Approved Requests:	<u>\$192.12</u>	
Budget Available:	<u>\$12,057.88</u>	
Current Requests:	<u>\$263.26</u>	
Budget Balance:	<u>\$11,794.62</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/30/17

cc: Finance Director / Buyer

20-5

Montgomery County Commission
Travel / Training Request Approval
Request # 1

AGENDA

NOV - 6 2017

Date: 10/25/2017
To: Donald L. Mims, Administrator
From: Myrtle Singleton
Re: Approval for the following travel:

Destination: Hyundai Motor Manufacturing(Training Center) Montgomery, AL
Departure Date: 11/9/2017 Return Date: 11/9/2017
Conference Leave (Days / Hours): 7 Hours
Purpose of Travel: Annual Government Procurement Conference and Matchmaker
" In Honor of Our Veterans"

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

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

Total (est.) Cost: \$25.00 Advance Registration Required: \$25.00

Department Name: Purchasing Fund Name: General

Additional Comments: _____

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

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$25.00 and advance registration of \$25.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-51901.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$3,000.00</u>	
Approved Requests:	<u>\$0.00</u>	
Budget Available:	<u>\$3,000.00</u>	
Current Requests:	<u>\$25.00</u>	
Budget Balance:	<u>\$2,975.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 10/25/17
cc: Finance Director / Buyer

20-6

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

NOV - 6 2017

Date: October 18, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Washington, DC
Departure Date: February 8, 2018 Return Date: February 13, 2018
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend National Sheriffs Association Winter Conference

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

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

Total (est.) Cost: \$3,000.00 Advance Registration Required: \$550.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$3,000.00 and advance registration of \$550.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$40,000.00</u>
Approved Requests:	<u>\$4,450.00</u>
Budget Available:	<u>\$35,550.00</u>
Current Requests:	<u>\$3,000.00</u>
Budget Balance:	<u>\$32,550.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/19/17

cc: Finance Director / Buyer

20-7

Montgomery County Commission
Travel / Training Request Approval
Request # 4

AGENDA

NOV - 6 2017

Date: October 19, 2017
To: Donald L. Mims, Administrator
From: Derrick Cunningham
Re: Approval for the following travel:

Destination: Montgomery County Sheriff's Office Firing Range
Departure Date: November 14, 2017 Return Date: November 14, 2017
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: attend Taser CEW V20 Instructor Course

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

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

Total (est.) Cost: \$225.00 Advance Registration Required: \$225.00

Department Name: Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

To: Derrick Cunningham

From: Donald L. Mims, Administrator

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$225.00 and advance registration of \$225.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$40,000.00</u>	
Approved Requests:	<u>\$4,750.00</u>	
Budget Available:	<u>\$35,250.00</u>	
Current Requests:	<u>\$3,225.00</u>	
Budget Balance:	<u>\$32,025.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/19/17

cc: Finance Director / Buyer

20-8

Montgomery County Commission
Travel / Training Request Approval
Request # 5

AGENDA

NOV - 6 2017

Date: October 31, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: On line classes with NTOA sessions location determined after completion
Departure Date: See below Return Date: See below
Conference Leave (Days / Hours): 21 days
Purpose of Travel: attend 3 separate week long National Tactical Officers Association
sessions after completing online courses. Dates to be determined.

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

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

Total (est.) Cost: \$4,725.00 Advance Registration Required: \$4,725.00

Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265

Additional Comments: \$4,725.00 fee for all three modules (online classes) now in order to receive
discounted rate--hotel, travel, meal expenses will be paid from SOP fund

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$4,725.00 and advance registration of \$4,725.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52110.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$40,000.00</u>
Approved Requests:	<u>\$4,750.00</u>
Budget Available:	<u>\$35,250.00</u>
Current Requests:	<u>\$7,950.00</u>
Budget Balance:	<u>\$27,300.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/31/17

cc: Finance Director / Buyer

20-9

Montgomery County Commission
Travel / Training Request Approval
Request # 6

AGENDA

NOV - 6 2017

Date: October 30, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: Phenix City, AL
Departure Date: November 13, 2017 Return Date: November 15, 2017
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: attend Practical Homicide Investigation course

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

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

Total (est.) Cost: \$700.00 Advance Registration Required: \$470.00

Department Name: Montgomery County Sheriff's Office Fund Name: 001-52110.265

Additional Comments: _____

To: Sheriff Derrick Cunningham
From: Donald L. Mims, Administrator

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$700.00 and advance registration of \$470.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-52110.265</u>	(ex: 000-00000-000)
Description:	<u>Registration and Training</u>	
Current Budget:	<u>\$40,000.00</u>	
Approved Requests:	<u>\$4,750.00</u>	
Budget Available:	<u>\$35,250.00</u>	
Current Requests:	<u>\$8,650.00</u>	
Budget Balance:	<u>\$26,600.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 10/31/17
cc: Finance Director / Buyer

20-10

Montgomery County Commission
Travel / Training Request Approval
Request # 1

AGENDA

NOV - 6 2017

Date: October 26, 2017
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: November 15, 2017 Return Date: November 16, 2017
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: Alabama Jail Training Academy

Traveler (s) Name: 1. Wanda Robinson 4. _____
2. Sonja Pritchett 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$150.00 Advance Registration Required: \$150.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: _____

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

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$150.00 and advance registration of \$150.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-52200.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$20,000.00</u>
Approved Requests:	<u>\$7,400.00</u>
Budget Available:	<u>\$12,600.00</u>
Current Requests:	<u>\$150.00</u>
Budget Balance:	<u>\$12,450.00</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/30/17

cc: Finance Director / Buyer

20-11

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

NOV - 6 2017

Date: October 27, 2017
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Approval for the following travel:

Destination: New Orleans, LA
Departure Date: December 4, 2017 Return Date: December 8, 2017
Conference Leave (Days / Hours): 5 Days
Purpose of Travel: National Institute for Jail Operations - 2017 Conference

Traveler (s) Name: 1. James Dill 4. _____
2. Sonja Pritchett 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$2,400.00 Advance Registration Required: \$610.00

Department Name: Sheriff Detention Facility Fund Name: General Fund

Additional Comments: Replaces 2017 #17 cancelled

To: Wanda J. Robinson, Director

From: Donald L. Mims, Administrator

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$2,400.00 and advance registration of \$610.00 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>\$7,400.00</u>	
Budget Available:	<u>\$12,600.00</u>	
Current Requests:	<u>\$2,550.00</u>	
Budget Balance:	<u>\$10,050.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/30/17

cc: Finance Director / Buyer

20-12

Montgomery County Commission
Travel / Training Request Approval
Request # 4

AGENDA

NOV - 6 2017

Date: 10/23/2017
To: Donald L. Mims, Administrator
From: George Speake, County Engineer
Re: Approval for the following travel:

Destination: Homewood Suites, 1800 Interstate Park Drive, Montgomery, Al
Departure Date: December 19, 2017 Return Date: December 19, 2017
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Attend seminar on Dealing with Difficult People

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

Check Mode of Transportation: County Vehicle ☒
Private Vehicle ☐

Commercial Air ☐
Other (Specify) ☐

Total (est.) Cost: \$149.00 Advance Registration Required: \$149.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265
Additional Comments: _____

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

The above request is app. 11/6/17 reimbursement of actual and necessary expenses in the
approximate amount of \$149.00 and advance registration of \$149.00 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 & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$1,533.00</u>	
Budget Available:	<u>\$8,467.00</u>	
Current Requests:	<u>\$149.00</u>	
Budget Balance:	<u>\$8,318.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 10/23/17

cc: Finance Director / Buyer

2013