

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
MAY 1, 2017
AGENDA
INFORMATION SESSION

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

Prayer

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
Chief Information and Technology Officer
County Attorney

Comments from Scheduled Attendees:

CEO Doris Crenshaw with The Southern Youth Leadership Development Institute
Director William Levi Gailliard with American Association for Children and Legand
(Lee) L. Burge, Jr., with LL Burge & Associates, LLC
Bishop Roosevelt Crawford
Sandra McGruder with McGruder & Associates
Director of Risk Management Scott Kramer
Probate Judge Steven L. Reed and Director of Elections Darryl Parker
Realtor Frank Thomas with Frank Thomas and Associates, LLC

Recess to Formal Session

FORMAL SESSION

Welcome at 9:30 a.m.

Invocation by Commissioner Sankey

Pledge of Allegiance Led by Commissioner Singleton

Call of Roll to Establish Quorum

Presentation of the Minutes of the Regular Meeting of April 17, 2017

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

NEW BUSINESS:

1. Consider Authorization of the Reappointment of Mr. Edgar Kirk for a Term Ending March 1, 2023, Quint-Mar Water Authority
2. Consider Authorization of Resolution Declining the FY 2016 Recreational Trails Program (RTP) Grant Funds for Construction of Improvements at Old Selma Road Park in Montgomery, Alabama and Terminating the Administrative Agreement with Central Alabama Regional Planning and Development Commission, County Commission
3. Consider Authorization of Resolution Providing for Montgomery County's Participation in the 2017 "Back-to-School" Sales Tax Holiday, County Commission
4. Consider Authorization of Resolution to Change the Time and Location of the May 15, 2017 County Commission Meeting to Pintlala Baptist Church, located at 73 Federal Road, Hope Hull, Alabama; the information session will begin at 5:00 p.m., with the formal session at 6:30 p.m., County Commission
5. Consider Authorization of Resolution to Change the Time and Location of the November 6, 2017 County Commission Meeting to Ramer United Methodist Church, located at 15153 Hobbie Road, Ramer, Alabama; the information session will begin at 5:00 p.m., with the formal session at 6:30 p.m., County Commission
6. Consider Authorization of Contract for Professional Services with Dominion Legacy, Inc., regarding the 2016 Tax Year Tax Sale, Revenue Commissioner's Office
7. Consider Authorization of Agreement for Maintenance of Nature Trail on Wallahatchie Road with the Town of Pike Road and Related Resolution, Engineering Department
8. Consider Authorization of Amendment Number 2 to Contract with MidSouth Paving, Inc., for a one year extension for Plant Mix (Contract Number 53000-15B-021), Engineering Department
9. Consider Authorization of Amendment Number 2 to Contract with Filter Service Company, Inc., for a one year extension for Air Filters and Services (Contract Number 51901-15B-023), Support Services
10. Consider Authorization of Proposal from Goodwyn, Mills and Cawood, Inc., to Provide Professional Architectural and Engineering Services for a Comprehensive Review of the Existing Conditions of Annex II, County Commission
11. Consider Authorization of Proposal from Jimmy Day Plumbing, Inc., for the Purchase and Installation of a Penal Shower in the New Jail, County Commission

12. Consider Authorization of Change Order Number 1 to the Contract with Liberty Construction Co., LLC regarding Modification of Existing Lawrence Street Parking Spaces – Annex III, County Commission
13. Consider Authorization of Proposal from W.W. Compton Contractor, LLC and Related Contract for Completion of the Modifications of the Lawrence Street Parking Spaces – Annex III, County Commission
14. Consider Authorization of Miscellaneous Appropriations Reprogramming Requests, County Commission
15. Consider Authorization of Budget Change Request Number 41 to Alabama State University for the Tonea Stewart Summer Performing Arts Program in the Amount of \$6,000, County Commission Appropriations
16. Consider Authorization of Budget Change Request Number 42 to the Montgomery Area Chamber of Commerce for the 2017 Buckmasters Expo in the Amount of \$42,500, County Commission Appropriations
17. Consider Authorization of Budget Change Request Number 43 to the Cancer Wellness Foundation for Transporting Cancer Patients to Treatment in the Amount of \$5,000, County Commission Appropriations
18. Consider Authorization of Budget Change Request Number 44 to the City of Montgomery for Operation Expense of the West Fairview Avenue Farmers Market in the Amount of \$9,900, County Commission Appropriations
19. Consider Authorization of Budget Change Request Number 1, Community Corrections
20. Consider Authorization of Budget Change Request Number 4, Engineering Department
21. Consider Authorization of Budget Change Request Numbers 1 and 2, Revenue Commissioner's Office
22. Consider Authorization of Position Fill Request – Detention Facility (2)
 - Corrections Officer Trainee, Position Number 500419147
 - Corrections Officer Trainee, Position Number 500419153
23. Consider Authorization of Position Fill Request – Sheriff's Office (1)
 - Deputy Sheriff – Part Time, Position Number 550431006
24. Consider Authorization of Position Fill Request – Youth Facility (2)
 - Juvenile Detention Officer, Position Number 900300020
 - Juvenile Detention Officer, Position Number 900300064
25. Consider Travel/Training Requests (9)

Reports from Staff:

County Administrator
Deputy Administrator
County Engineer
County Attorney

Comments from Citizens

Discussion Items by Commissioners

Adjourn

CALENDAR OF EVENTS

MAY 1, 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.

MAY 15, 2017

Regular County Commission Meeting
5:00 p.m. - Information Session
6:30 p.m. - Formal Session
District 2 Meeting – Pintlala Baptist Church
73 Federal Road, Hope Hull, AL 36043
After Conclusion of the Formal Session, an
Information Session may be conducted

MAY 29, 2017

County Holiday (Memorial Day)

JUNE 5, 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.

JUNE 19, 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.

JULY 4, 2017

County Holiday (Independence Day)

JULY 10, 2017

Regular County Commission Meeting
5:00 p.m. - Information Session
6:30 p.m. - Formal Session
District 3 Meeting – Location To Be Determined
After Conclusion of the Formal Session, an
Information Session may be conducted

JULY 24, 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.

AGENDA

MAY - 1 2017

5-1-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 4-14-17

Check Number	To	Check Number
268266		268336
Total Checks Paid		\$601,205.51

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

AGENDA

MAY - 1 2017

5-1-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 4-14-17

Check Number	To	Check Number
268337		268401
Total Checks Paid		\$588,556.74

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

AGENDA

MAY - 1 2017

5-1-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 4-21-17

Check Number	To	Check Number
268402		268452
Total Checks Paid		\$292,797.89

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

AGENDA

MAY - 1 2017

5-1-17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 4-21-17

Check Number	To	Check Number
268453		268541
Total Checks Paid		\$281,896.72

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

5/1/17 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

AGENDA

MAY - 1 2017

CHECKS ARE DATED
4/28/17

Payroll Check Number	127745	To	Payroll Check Number	127814	\$ 48,332.11
Direct Deposits					\$ 858,963.78
Payroll Check Number	127815	To	Payroll Check Number	127836	\$ 252,473.34
Direct Deposits					\$ 401,237.04
Federal Deposits					\$ 330,160.24
Total Payroll Paid					\$ 1,891,166.51

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

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

MAY - 1 2017

April 18, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Board Member Reappointment to Quint-Mar Water Authority

The Montgomery County Commission, at its meeting on April 17, 2017, agreed to place on the next agenda the reappointment of Mr. Edgar Kirk as a board member of the Quint-Mar Water Authority for a term ending March 1, 2023.

I am requesting approval of this reappointment.

/tn

Attachments

1-1

**QUINT-MAR WATER AUTHORITY
P. O. BOX 100
HIGHLAND HOME, AL 36041
334-537-9612**

April 10, 2017

Montgomery County Commission
PO Box 1667
Montgomery, Al 36102

RE: Appointment of Board Member

Dear Commission Members:

It was noted that the term of Mr. Edgar Kirk, a Quint-Mar Water Authority board member, expired on March 1, 2017. Mr. Kirk is asking for reappointment of another term. Please make this appointment at your next meeting.

Please furnish us with a copy of the resolution of the county governing body, whereby the member was reappointed.

Thank you for your cooperation and assistance to our board members and our company.

Sincerely,

Steve Jackson
Manager

Quint-Mar Water Authority

Members:

Term Expires:



Edgar Kirk
26693 US Highway 331
Lapine, AL 36046

Montgomery County

3/1/2017

cc: Chairman Charles Massey

Steve Jackson, Manager
Quint-Mar Water Authority

Office Manager
Quint-Mar Water Authority (537-9612)
PO Box 100
Highland Home, AL 36041

Term: 6 years

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
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AGENDA

MAY - 1 2017

April 18, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Resolution Declining the FY 2016 Recreational Trails Program (RTP) Grant for the Old Selma Road Park

The Montgomery County Commission, at its meeting on April 17, 2017, agreed to place on the next agenda a Resolution Declining the FY 2016 Recreational Trails Program (RTP) Grant Funds for Construction of Improvements at Old Selma Road Park in Montgomery, Alabama and Terminating the Administrative Agreement with Central Alabama Regional Planning and Development Commission.

I am requesting approval of this Resolution.

/tn

Attachment

RESOLUTION

A RESOLUTION DECLINING THE FY 2016 RECREATIONAL TRAILS PROGRAM (RTP) GRANT FUNDS FOR CONSTRUCTION OF IMPROVEMENTS AT OLD SELMA ROAD PARK IN MONTGOMERY COUNTY, ALABAMA

WHEREAS, the Montgomery County Commission has been awarded a grant from the Alabama Department of Economic and Community Affairs (ADECA) utilizing federal funds made available through the FY 2016 Recreational Trails Program (RTP); and

WHEREAS, the project is to construct a 9/10 mile long, 12' wide, multi-use trail of asphalt and compacted gravel, with proper entrance road and parking within a specialty regional park off Old Selma Road; and

WHEREAS, the total estimated project cost is \$600,000 with RTP grant funds totaling \$100,000 and Montgomery County Commission match funds totaling \$500,000; and

WHEREAS, after reviewing the Master Plan for the Old Selma Road Park developed by Goodwyn, Mills and Cawood, Inc., and considering the federal requirements associated with the grant and the cost to administer the grant, it was determined that it is not cost effective to accept the grant funds;

NOW, THEREFORE, BE IT RESOLVED by the Montgomery County Commission as follows:

SECTION 1. That the Montgomery County Commission declines the grant funds made available through the ADECA Recreational Trails Program, RTP Project No. 16-RT-54-06, in the amount of \$100,000.

SECTION 2. That the Montgomery County Commission terminates the Administrative Agreement with Central Alabama Regional Planning and Development Commission regarding the Old Selma Road Park Project, which was entered into on January 17, 2017.

PASSED, ADOPTED AND APPROVED this 1st day of May, 2017.

ATTEST:

Elton N. Dean, Sr.
Chairman

Donald L. Mims
County Administrator

STATE OF ALABAMA

MONTGOMERY, ALABAMA

ADMINISTRATIVE AGREEMENT

THIS AGREEMENT is entered into as of this ^{17th} ~~10th~~ day of ^{January} ~~December~~, 2017 ²⁰¹⁷ ~~2016~~ between the **Montgomery County Commission** hereinafter called the "County" or "Local Government" and the **Central Alabama Regional Planning and Development Commission**, hereinafter called "CARPDC" or "Contractor" to define the administrative services CARPDC is to render to the County in connection with a project partially funded with Alabama Department of Economic and Community Affairs (ADECA) Recreational Trails Program money. This project is known as "Old Selma Road Park" and is identified by RTP Project No. 16-RT-54-06.

EMPLOYMENT OF CARPDC

The County agrees to engage CARPDC, and CARPDC agrees to perform, in a professional, proper and timely manner, the services described in connection with the County's RTP Project.

CARPDC agrees to carry out in a diligent and satisfactory manner the RTP Project administration services hereinafter described. CARPDC further agrees that the project administration services performed under this Agreement shall satisfy the requirements of ADECA.

CARPDC shall:

1. Establish and maintain project files to properly document all project activities and to satisfy the requirements of ADECA.
2. Coordinate and prepare, within the expertise of CARPDC, those documents necessary to satisfy environmental requirements imposed on the County, and as required to comply with project modifications. CARPDC will not be responsible for full environmental impact statements or mitigation measures.
3. Coordinate the efforts of the County, consultants, construction contractors, and other appropriate individuals to assist with the timely completion of said RTP Project.
4. Prepare, for the County's approval, all administrative reports, which are required by ADECA in connection with this RTP Project (e.g. status reports, financial reports, etc.) except audits, engineering reports and other reports, which require specialized knowledge in fields other than planning and grant administration.

5. Monitor the RTP Project for compliance with labor, equal opportunity, and nondiscrimination provisions, which may include reviewing contractor/subcontractor payrolls, construction signs and taking photographs to document signage.
6. Monitor the progress of the RTP Project and report to the County on an as needed basis.
7. Inform the County of the need for official action in connection with the ADECA RTP grant and applicable deadlines in sufficient time for the County to respond. CARPDC will not be responsible for any loss of any nature if the County fails to comply with deadlines so reported to the County.
8. Attend all RTP Project related meetings as necessary to include the bid opening and preconstruction conference.

The County shall:

1. Designate an individual to serve as CARPDC's point of contact and to coordinate and report all County decisions pertaining to the RTP Project to CARPDC.
2. Ask ADECA to appoint CARPDC as their official contact person on the RTP Project.
3. Provide working and file space for CARPDC as necessary to administer and monitor the RTP Project.
4. Maintain a separate project account code into which all funds pertaining to the grant, whether from ADECA or the County, will be deposited, transferred, and/or coded to track all activities performed under the grant.
5. Maintain all accounting books and records that are required under the grant and provide for an audit of books as directed by ADECA.
6. Provide all necessary legal services and opinions.
7. Adhere to all applicable federal requests and Executive Orders with respect to equal rights, equal employment opportunity, nondiscrimination, E-Verify and www.SAM.gov registration.
8. Provide for all necessary engineering services on the RTP Project.
9. Provide information, files, and data that are necessary for CARPDC to administer this RTP Project in a timely manner.

TIME OF PERFORMANCE

The services required shall commence upon acceptance of this Agreement by the County and be completed once project close out is completed and accepted by ADECA.

COMPENSATION

For services rendered under this Agreement the County agrees to pay CARPDC 8% of the construction cost of the project or Forty-Eight Thousand Dollars (\$48,000). Compensation shall be subject to terms and conditions of the Financial Section of this Agreement.

CHANGES

Either party may request changes to this Agreement or any attachment to this Agreement. Such changes, including any increase or decrease in the amount of compensation shall be mutually agreed upon by both parties. All agreed upon changes shall be incorporated as written amendments to this Agreement.

PERSONNEL

Unless otherwise stated, CARPDC has or will secure at their own expense, the personnel required to perform the services described in the Agreement. Project managers assigned by CARPDC to direct a program or project will have at least one (1) year practical experience in the appropriate related field.

FINANCIAL

1. Total Compensation – For services rendered under this Agreement the County agrees to reimburse CARPDC for all costs, direct and indirect, attributable to the services rendered. The County agrees to pay CARPDC an amount not to exceed \$48,000.00.
2. Method of Payment - Reimbursement shall be made upon presentation of written statements certifying that such amounts are due and payable. All administrative costs will be paid with local funds and are outside the scope of the approved RTP project.
3. Assignability - CARPDC shall not transfer any interest in this Agreement, whether by assignment or negotiation without the prior written consent of the County.
4. Inspections, Audits and Access to Records - At any time during normal business hours and as often as the County, or their designated representative may deem necessary, CARPDC agrees to make available for examination all of the records with respect to matters covered by this

Agreement. Authorized representatives may examine and make excerpts or transcripts from such records, audit all invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered under this Agreement.

If requested, CARPDC shall provide one (1) copy of its annual audit to the County for inclusion in their files covering any period that work is performed under this Agreement. The County agrees to provide any required audit of their transactions related to the program, project or activities related to this Agreement at their expense.

CARPDC agrees to retain and allow access to all project related files and records for a period of five (5) years following completion of the RTP project.

TERMINATION OF AGREEMENT

Termination for Convenience – This Agreement may be terminated for the convenience of the County or CARPDC by submitting written notice to the other party sixty (60) days in advance of the date which the County or CARPDC desires the Agreement to be terminated.

Upon termination CARPDC shall be entitled to compensation that bears the same ratio to the total compensation provided as the completed work bears to the total work required under this Agreement, but not more than \$48,000.

Termination for Cause/Breach of Agreement – If, through any cause, CARPDC shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if CARPDC shall violate any of the covenants, agreements or stipulations of this Agreement, the County shall thereupon have the right to terminate this Agreement by giving written notice to CARPDC of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by CARPDC under this Agreement shall, at the option of the County, become its property and CARPDC shall be entitled to receive just and equitable compensation for any work satisfactorily completed hereunder.

Notwithstanding the above, CARPDC shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Agreement by CARPDC, and the County may withhold any payments to CARPDC until such time as the exact amount of damages due the County from CARPDC is determined.

TERMS AND CONDITIONS

Terms and Conditions that follows is hereby made a part of this Agreement and CARPDC and the County agrees to comply with all terms and conditions thereof.

IN WITNESS WHEREOF, the County and CARPDC have caused this Agreement to be executed by their duly authorized officers as of the date first written.

MONTGOMERY COUNTY COMMISSION



Elton N. Dean, Sr.
Chairman

ATTEST:



Donald Mims
County Administrator

CENTRAL ALABAMA REGIONAL PLANNING
AND DEVELOPMENT COMMISSION



Greg Clark
Executive Director

ATTEST:



Leslie York
Community Development Manager

TERMS AND CONDITIONS

1. Indemnification

To the fullest extent permitted by law, the Local Government shall defend, indemnify, and hold harmless Contractor, its agents, employees, consultants and independent contractors, from and against any and all claims, losses, damages, and expenses, including but not limited to attorney's fees, arising out of, or related to, or resulting from performance of this project, provided that such claim, loss, damages or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including loss of use resulting therefrom, and is caused in whole or in part by acts or omissions of the Local Government, or its agents, employees or representatives, and regardless of whether or not such claim, damage, risk, loss or expense is caused by the negligence or other fault of any party indemnified hereunder.

To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the Local Government, its agents, employees, consultants, council members and independent contractors, from and against any and all claims, losses, damages, and expenses, including but not limited to attorney's fees, arising out of, or related to, or resulting from performance of this project, provided that such claim, loss, damages or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including loss of use resulting therefrom, and is caused in whole or in part by acts or omissions of Contractor, or its agents, employees or representatives, and regardless of whether or not such claim, damage, risk, loss or expense is caused by the negligence or other fault of any party indemnified hereunder.

2. Reports and Information

The Contractor, at such times and in such forms as the Local Government may require, shall furnish the Local Government such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Agreement, the cost and obligations incurred or to be incurred in connection therewith, and any other matters covered by this Agreement.

3. Findings Confidential

All of the reports, information, data, etc., prepared or assembled by the Contractor under this Agreement are confidential and the Contractor agrees that they shall not be made available to any individual or organization without the prior written approval of the Local Government.

4. Copyright

No reports, maps or other documents produced in whole or in part under this

Agreement shall be the subject of an application for copyright by or on behalf of the Contractor.

5. Compliance With Local Laws

The Contractor shall comply with all applicable laws, ordinances and codes of the State and local governments, and the Contractor shall hold the Local Government harmless with respect to any damages arising from any actions committed in performing any of the work embraced by this Agreement.

6. Title VI Civil Rights Act of 1964

Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

7. Section 109 of the Housing and Community Development Act of 1974

No person in the United States shall on the ground of race, color, national origin or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

8. Conflict of Interest Clauses

Interest of Members of a Local Government – No member of the governing body of the Local Government and no other officer, employee, or agent of the Local Government who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in the Agreement; and the Contractor shall take appropriate steps to assure compliance.

Interest of Other Local Public Officials – No member of the governing body of the locality and no other public official of such locality, who exercises any functions or responsibilities in connection with the planning and carrying out of the program, shall have any personal financial interest, direct or indirect, in this Agreement; and the Contractor shall take appropriate steps to assure compliance.

Interest of CARPDC and Employees – The Contractor covenants that he presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his services hereunder. The Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.

Lobbying Activities and Disclosure – The Contractor certifies, to the best of his or her knowledge and belief, that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the Local Government, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- C. The Contractor in the award documents for all subawards (as allowed for herein) at all tiers (including shall require that the language of this certification be included subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

9. **Rehabilitation Act of 1973, Section 504 Handicapped (if \$2,500 or over)**

Affirmative Action for Handicapped Workers:

- A. The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- B. The Contractor agrees to comply with the rules, regulations and relevant orders of the Secretary of Labor issued pursuant to the Act.
- C. In the event of the Contractor's noncompliance with the requirements of

this clause, actions for noncompliance may be taken in accordance with the rules, regulations and relevant orders of the Secretary of Labor issued pursuant to the Act.

- D. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Director, provided by or through the contracting officer. Such notices shall state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants.
- E. The Contractor will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Section 503 of the Rehabilitation Act of 1973, and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.
- F. The Contractor will include the provisions of this clause in every subcontract or purchase order of \$2,500 or more unless exempted by rules, regulations or orders of the Secretary issued pursuant to Section 503 of the Act, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

10. Age Discrimination Act of 1975 (for Contracts over \$2,000)

No person in the United States shall, on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination receiving Federal financial assistance.

11. "Section 3" Compliance in the Provision of Training, Employment and Business Opportunities

- A. The work to be performed under this Agreement is on a project assisted under a program providing direct Federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the project.

- B. The parties to this Agreement will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of this Agreement. The parties to this Agreement certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.
- C. The Contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers' representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.
- D. The Contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant for or recipient of Federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 135. The Contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.
- E. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued hereunder prior to the execution of the contract, shall be a condition of the Federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, its successors and assigns to those sanctions specified by the grant or loan agreement or contract through which Federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

12. Section 3 Plan Format (for Contracts \$10,000 and Above)

CARPDC agrees to implement the following specific affirmative action steps directed at increasing the utilization of low income residents and businesses with the Montgomery County Commission.

- A. To ascertain from the locality's CDBG program official the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials in preparing and implementing the affirmative action plan.

- B. To attempt to recruit from within the Local Government the necessary number of lower income residents through: local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan, or the U.S. Employment Service.
 - C. To maintain a list of all lower income area residents who have applied either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
 - * D. To insert this Section 3 Plan in all bid documents, and to require all bidders on subcontracts to submit a Section 3 affirmative action plan including utilization goals and the specific steps planned to accomplish these goals.
 - * E. To insure that subcontracts which are typically let on a negotiated rather than a bid basis in areas other than Section 3 covered project areas, are also let on a negotiated basis, whenever feasible, when let in a Section 3 covered project area.
 - F. To formally contact unions, subcontractors and trade associations to secure their cooperation for this program.
 - G. To insure that all appropriate project area business concerns are notified of pending sub contractual opportunities.
 - H. To maintain records, including copies of correspondence, memoranda, etc., which document that all of the above affirmative action steps have been taken.
 - I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of this Section 3 Plan.
 - J. To list all project workforce needs for all phases of this project by occupation, trade, skill level and number of positions.
13. Executive Order 11246, Section 202 Equal Opportunity Clause (Contracts Above \$10,000)

During the performance of this Agreement, the Contractor agrees as follows:

- A. The Contractor will not discriminate against any employee or applicant for employment because of race, creed, sex, color or national origin. The

* Loans, grants, contracts and subsidies for less than \$10,000.00 will be exempt.

Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, sex, color or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection of training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Local Government setting forth the provisions of this non-discrimination clause.

- B. The Contractor will, in all solicitation or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex or national origin.
- C. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- D. The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
- E. The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the Local Government's Department of Housing and Community Development and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- F. In the event of the Contractor's noncompliance with the noncompliance clause of this Agreement or with any of such rules, regulations or orders, this Agreement may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.
- G. The Contractor will include the provisions of paragraphs (A) through (G) in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section

204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Local Government's Department of Housing and Community Development may direct as a means of enforcing such provisions including sanctions for noncompliance: provided, however, that in the event the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the County's Department of Housing and Community Development, the Contractor may request the United States to enter such litigation to protect the interests of the United States.

14. Special Equal Opportunity Provisions (Applicable to Federally Assisted Construction Contracts and Related Subcontracts \$10,000 and Under)

Three paragraph Equal Opportunity Clause for activities and contracts not subject to Executive Order 11246, as amended.

During the performance of this Agreement, the Contractor agrees as follows:

- A. The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor shall take affirmative action to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
- B. The Contractor shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by Contracting Officer setting forth the provisions of this non-discrimination clause. The Contractor shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- C. Contractor shall incorporate foregoing requirements in all subcontracts.

15. Section 402, Vietnam Veterans Act of 1974 (Contracts of \$10,000 or more)

The contractor agrees to provide affirmative action for disabled veterans and veterans of the Vietnam Era, as set forth in Section 402 of the Vietnam Veteran's Act of 1974 (as amended).

16. Non-Segregation of Facilities

The contractor certifies that all facilities utilized in performance of said duties outlined herein will not be segregated in any form or manner.

17. Beason-Hammon Alabama Taxpayer and Citizen Protection Act

By signing this contract, grant, or other agreement, 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.

ELTON N. DEAN, SR.
CHAIRMAN

RONDA M. WALKER
VICE CHAIRMAN

DANIEL HARRIS, JR.
ANDREW D. HALL
JILES WILLIAMS, JR

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

MAY - 1 2017

MEMORANDUM

DATE: April 10, 2017

TO: Sherrill Thomas, Finance Director

FROM: Terri Henderson, Revenue Manager *Terri Henderson* *SD 4/12/17*
04/10/2017

RE: 2017 "Back-to-School" Sales Tax Holiday, July 21-23, 2017

Please see notice attached from the State of Alabama Department of Revenue ("ADOR") specific to the 2017 "Back-to-School" Sales Tax Holiday. Act No. 2017-120 changed the dates of the "Back-to-School" Sales Tax Holiday from the first full weekend of August to the third full weekend of July. If we are going to participate again this year, I would respectfully request that this topic be discussed during the next Informal Session of the Montgomery County Commission Meeting on April 17, 2017. Please note the draft resolution attached has been prepared to reflect the new Act 2017-120 and the July 21-23, 2017 dates applicable to the 2017 "Back-to-School" Sales Tax Holiday in anticipation that this item will be included on the formal agenda for the Montgomery County Commission Meeting on May 1, 2017. A copy of Act No. 2017-120 is also attached for reference as needed.

Please note that written notification of our participation and a certified copy of our resolution will be due back to the ADOR before the June 21, 2017 deadline. Thank you in advance for your assistance with this matter.

tah/attachments

**RESOLUTION PROVIDING FOR MONTGOMERY COUNTY'S
PARTICIPATION IN THE "SALES TAX HOLIDAY"
IN JULY 2017, AS AUTHORIZED
BY ACT NO. 2017-120**

WHEREAS, during its 2017 Regular Session, the Alabama Legislature enacted Act No. 2017-120, effective March 29, 2017, which provides an exemption of the state sales and use tax for certain non-commercial purchases related to school clothing and supplies during the third full weekend in July of each year; and

WHEREAS, Act No. 2017-120 authorizes the county commission to provide for an exemption of county sales and use taxes for purchases of items covered by the Act during the same time period in which the state sales and use tax exemption is in place, provided a resolution to that effect is adopted at least thirty days prior to 12:01 a.m. on the third Friday in July; and

WHEREAS, *Code of Alabama 1975, § 11-51-210(e)* requires that the county commission notify the Alabama Department of Revenue of any new local tax or amendment to an existing local tax levy at least 30 days prior to the effective date of the change; and

WHEREAS, the exemption of certain county sales and use taxes for the third full weekend of July 2017 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. 2017-120 beginning at 12:01 a.m. on Friday, July 21, 2017 and ending at twelve midnight on Sunday, July 23, 2017.

BE IT FURTHER RESOLVED that a copy of this resolution be spread upon the minutes of the May 1, 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 1st day of May, 2017.

I hereby certify that the above
Resolution was adopted by the
Montgomery County Commission
on this, the 1st day of May, 2017.

Elton N. Dean, Sr.
Chairman



State of Alabama Department of Revenue

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

April 6, 2017

**TERRI HENDERSON
MONTGOMERY COUNTY
P O BOX 4779
MONTGOMERY AL 36103-4779**

APR 10 2017

2017/10/17

ACT 2017-120 – NEW “BACK-TO-SCHOOL” SALES TAX HOLIDAY DATES

Act 2017-120 changed the dates of the “Back-to-School” Sales Tax Holiday from the first full weekend of August to the third full weekend of July.

Retail businesses and the public need to know whether or not your locality will participate in the 2017 “Back-to-School” Sales Tax Holiday. Please put it on your calendar to discuss and vote on this matter soon and properly notify the Department of Revenue of the outcome of the vote.

The 2017 “Back-to-School” Sales Tax Holiday begins at 12:01 a.m. on Friday, July 21, 2017, and ends at twelve midnight on Sunday, July 23, 2017. As required by Rule 810-6-3-.65, a participating county or municipality shall submit a certified copy of their adopted resolution or ordinance providing for the Sales Tax Holiday, and any subsequent amendments thereof, to the Alabama Department of Revenue before June, 21, 2017. The Department will compile this information into a list of all counties and municipalities participating in the “Back-to-School” Sales Tax Holiday and issue a current publication of the list on its website at: www.revenue.alabama.gov/salestax/SalesTaxHol.cfm. Notification of participation in the sales tax holiday may not be included in the published list if received after June, 21, 2017.

Also, in the event that the Department’s contact information for MONTGOMERY COUNTY is not current, please complete and return the enclosed Local Government Contact form so that we may update our records (strike through the banking section if there are no changes to that information).

**2017 “Back-to-School” Sales Tax Holiday
July 21-23, 2017**

Deadline to notify ADOR: June 21, 2017

IMPORTANT

RESPONSE REQUIRED

IMPORTANT

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

Not Participating? Send an email, fax or letter (with signature line) stating: “MONTGOMERY COUNTY will not be participating in the 2017 Back-to-School Sales tax holiday.” It is important that you inform us of that fact, otherwise, retailers and the public wonder if you are participating and forgot to notify the Department of Revenue.

Notification can be emailed, faxed or mailed:

EMAIL: wanda.robbsins@revenue.alabama.gov

FAX: 334-353-7666

MAIL: ALABAMA DEPARTMENT OF REVENUE
ATTN: Wanda Robbins
Sales & Use Tax Division
Post Office Box 327790
Montgomery, Alabama 36132-7790

QUESTIONS: 334-353-8044



2017 SALES TAX HOLIDAY

Alabama will hold its twelfth annual sales tax holiday, beginning Friday, July 21, 2017 at 12:01 a.m. and ending Sunday, July 23, 2017 at 12 midnight, giving shoppers the opportunity to purchase certain school supplies, computers and clothing free of state sales tax. Local sales tax may apply.

For more information, contact us 8:00 a.m. – 5:00 p.m., CST
Monday through Friday
334-242-1490 or 866-576-6531

CLOTHING - \$100 or Less, per article of clothing		
EXEMPT: Includes all human wearing apparel suitable for general use - Not an all-inclusive list		
• Belts • Boots • Caps • Coats • Diapers • Dresses • Gloves • Gym Suits • Hats	• Hosiery • Jackets • Jeans • Neckties • Pajamas • Pants • Raincoats • Robes • Sandals	• Scarves • School Uniforms • Shirts • Shoes • Shorts • Socks • Sneakers • Underwear
TAXABLE:		
Clothing Accessories: • Belt Buckles (sold separately) • Briefcases • Cosmetics • Costume masks (sold separately) • Hair Notions (barrettes, hair bows, etc) • Handbags • Handkerchiefs • Jewelry • Patches & Emblems (sold separately) • Sewing Equipment & Supplies (pins (patterns, scissors, tape measures, etc) • Sewing Materials (thread, fabric, buttons, zippers, etc) • Sun glasses, eye glasses, contacts (prescription or nonprescription) • Umbrellas • Wallets • Watches • Wigs & hair pieces	Protective Equipment: • Breathing Masks • Clean Room Apparel & Equipment • Ear & Hearing Protectors • Face Shields • Hard Hats • Helmets • Paint or Dust Respirators • Protective Gloves • Safety Glasses & Goggles • Safety Belts • Tool Belts • Welders Gloves & Masks	Sport or Recreational Equipment: • Ballet or Tap Shoes • Band Instruments • Cleated or Spiked Athletic Shoes • Gloves (baseball, bowling, boxing, hockey, golf, etc) • Goggles • Hand & Elbow Guards • Life Preserves & Vests • Mouth Guards • Roller & Ice Skates • Shin Guards • Shoulder Pads • Ski Boots • Waders • Wetsuits & Fins

COMPUTERS, COMPUTER SOFTWARE, & SCHOOL COMPUTER SUPPLIES -**A single purchase with a sales price of \$750 or Less****EXEMPT:**

COMPUTERS – For purposes of the exemption, a computer may include a laptop, desktop, or tower computer system which consists of a central processing unit (CPU), and devices such as a display monitor, keyboard, mouse, and speakers sold as a computer package. Computer parts and devices not sold as part of a package with the CPU, will not qualify for the exemption.

COMPUTER SOFTWARE

SCHOOL COMPUTER SUPPLIES – An item commonly used by a student in a course of study in which a computer is used

– All inclusive list includes:

- Computer Storage Media; diskettes, compact disks
- Handheld electronic schedulers, except devices that are cellular phones
- Personal digital assistants, except devices that are cellular phones
- Computer Printers
- Printer Supplies for Computers (printer paper, printer ink)

TAXABLE:

- Furniture
- Any systems, devices, software, peripherals designed or intended primarily for recreational use, or
- Video games of a non-educational nature

SCHOOL SUPPLIES, SCHOOL ART SUPPLIES & SCHOOL INSTRUCTIONAL MATERIAL -**Sales Price of \$50 or Less, per item (Noncommercial Purchases)****EXEMPT:****SCHOOL SUPPLIES - All Inclusive List:**

- | | | |
|---|---|---|
| <ul style="list-style-type: none">• Binders• Blackboard Chalk• Book Bags• Calculators• Cellophane Tape• Compasses• Composition Books• Crayons• Erasers• Folders (expandable, pocket, plastic & manila)• Glue, paste, and paste sticks | <ul style="list-style-type: none">• Highlighters• Index Cards• Index Card Boxes• Legal Pads• Lunch Boxes• Markers• Notebooks• Paper (loose leaf ruled notebook paper, copy paper, graph paper, tracing paper, manila paper, colored paper, poster board, and construction paper) | <ul style="list-style-type: none">• Pencil Boxes & Other School Supply Boxes• Pencil Sharpeners• Pencils• Pens• Protractors• Rulers• Scissors• Writing Tablets |
|---|---|---|

SCHOOL ART SUPPLIES - All Inclusive List:

- | | |
|--|---|
| <ul style="list-style-type: none">• Clay & Glazes• Paints (Acrylic, Tempora & Oil)• Paintbrushes for artwork | <ul style="list-style-type: none">• Sketch and Drawing Pads• Watercolors |
|--|---|

SCHOOL INSTRUCTIONAL MATERIAL – All Inclusive List: (Written material commonly used by a student in a course of study as a reference and to learn the subject being taught)

- Reference Maps and Globes
- Required Textbooks on an official school book list with a sales price of more than \$30 and less than \$50

BOOKS – Sales Price of \$30 or Less, per book (Noncommercial Purchases)**EXEMPT:**

BOOKS - The term book is defined as a set of printed sheets bound together and published in a volume with an ISBN number.

TAXABLE:

- Magazines
- Newspapers
- Periodicals
- Any Other Document Printed or Offered for Sale in a Non-Bound Form

ACT #2017- 120

1 SB136
2 180466-2
3 By Senator Melson
4 RFD: Finance and Taxation Education
5 First Read: 09-FEB-17



SB136

ENROLLED, An Act,

To amend Sections 40-23-211 and 40-23-213 of the Code of Alabama 1975, relating to the tax exemption on covered items during the school items annual sales tax holiday.

BE IT ENACTED BY THE LEGISLATURE OF ALABAMA:

Section 1. Sections 40-23-211 and 40-23-213, Code of Alabama 1975 are hereby amended as follows:

"§40-23-211.

"Covered items, as defined herein, are exempted from paying the state sales and use tax during the period from 12:01 a.m. on the ~~first~~ third Friday in ~~August~~ July of each year and ending at 12 midnight the following Sunday. Items normally sold in pairs shall not be separated to qualify for the exemption provided for in this article.

"§40-23-213.

"Any county or municipality may, by resolution or ordinance adopted at least 30 days prior to the ~~first~~ full weekend of ~~August~~ July, provide for the exemption of covered items from paying county or municipal sales and use taxes during a period commencing at 12:01 a.m. on the ~~first~~ third Friday in ~~August~~ July of each year and ending at 12 midnight the following Sunday under the same terms,

1 conditions, and definitions as provided for the state sales
2 tax holiday. Notwithstanding the foregoing, a county or
3 municipality is prohibited from providing such an exemption
4 during any other period of the year."

5 Section 2. This act shall become effective
6 immediately upon its passage and approval by the Governor, or
7 its otherwise becoming law.

Kay Ivey

President and Presiding Officer of the Senate

Mac McClatchey

Speaker of the House of Representatives

SB136

Senate 21-FEB-17

I hereby certify that the within Act originated in and passed the Senate.

Patrick Harris,
Secretary.

House of Representatives
Passed: 15-MAR-17

By: Senator Melson

APPROVED

3-29-2017

TIME

3:45 PM

Robert Bentley
GOVERNOR

Alabama Secretary Of State

Act Num.....: 2017-120
Bill Num....: S-136

Recv'd 03/30/17 10:23am KCW

NSOR

MEC SWD

SPONSORS

SENATE ACTION

DATE: 2-9 2017
RD 1 RFD FATE

I hereby certify that the notice & proof is attached to the Bill, SB _____ as required in the General Acts of Alabama, 1975 Act No. 919.
PATRICK HARRIS,
Secretary

This Bill was referred to the Standing Committee of the Senate on FATE
and was acted upon by such Committee in session and is by order of the Committee returned therefrom with a favorable report
w/amd(s) _____ w/sub _____ w/eng sub _____
years 11 days 1 abstain 0
this 15th day of February 2017
_____, Chairperson

DATE: 2-16 2017
RF FAV RD 2 CAL

I hereby certify that the Resolution as required in Section C of Act No. 81-889 was adopted and is attached to the Bill, SB 136.
years 31 days 0 abstain 0
PATRICK HARRIS,
Secretary

DATE: 2-17 2017 RD 3 at length
PASSED 1 PASSED AS AMENDED ☐
years 31 days 0 abstain 0
And was ordered sent forthwith to the House.

HOUSE ACTION

DATE: 2-23 2017
RD 1 RFD W+ME

REPORT OF STANDING COMMITTEE
This bill having been referred by the House to its standing committee on W+ME
was acted upon by such Committee in session; and returned therefrom to the House with the recommendation that it be ~~passed~~ passed,
w/amd(s) _____
this 2 day of March, 2017.
F-oly, Chairperson

DATE: 3-2 2017
RF _____ RD 2 CAL

DATE: _____
RE-REFERRED ☐ RE-COMMITTED ☐
COMMITTEE _____

I hereby certify that the Resolution as required in Section C of Act No. 81-889 was adopted and is attached to the Bill, SB 136.
YEAS 94 NAYS 1

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

MAY - 1 2017

April 18, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Resolution regarding Changing Time and Location of the May 15, 2017
Commission Meeting

The Montgomery County Commission, at its meeting on April 17, 2017, agreed to place on the next agenda a Resolution to change the time and location of the May 15, 2017 County Commission Meeting to Pintlala Baptist Church, located at 73 Federal Road, Hope Hull, Alabama; the information session will begin at 5:00 p.m., with the formal session at 6:30 p.m.

I am requesting approval of this item.

DLM/tn

Attachment



RESOLUTION

WHEREAS, the County Commission wishes to host a regular meeting in each commission district in 2017; and

WHEREAS, the Montgomery County Commission wishes to change the time and meeting location of the May 15, 2017, meeting from the Montgomery County Courthouse Administration Building, Annex III, 101 South Lawrence Street to Pintlala Baptist Church which is located at 73 Federal Road, Hope Hull, AL. The information session will begin at 5:00 p.m., with the formal session at 6:30 p.m.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby agree to change the meeting location, and time, as stated above for the May 15, 2017, meeting from the Montgomery County Courthouse Administration Building, Annex III, to Pintlala Baptist Church.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 1st day of May 2017.

BY: _____
Chairman

ATTEST: _____
County Administrator

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
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WWW.MC-ALA.ORG

AGENDA

MAR - 6 2017

March 2, 2017

MEMORANDUM

TO: Montgomery County Commission

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

SUBJECT: District County Commission Meetings for 2017

During our last meeting, the County Commission considered approving the continuation of the District County Commission meetings for 2017.

The following schedule was considered:

District 1 – Monday, March 20, 2017
District 2 – Monday, May 15, 2017
District 3 – Monday, July 10, 2017 (We discussed moving the Monday, July 3, 2017, meeting to Monday, July 10th and moving the Monday, July 17th meeting to Monday, July 24th)
District 4 – September 18, 2017
District 5 – November 6, 2017

We will be discussing this proposed 2017 District Meeting Schedule at Tuesday's meeting.

DLM/tn

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
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334.832.1210
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TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

MAY - 1 2017

April 18, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: Resolution regarding Changing Time and Location of the November 6, 2017
Commission Meeting

The Montgomery County Commission, at its meeting on April 17, 2017, agreed to place on the next agenda a Resolution to change the time and location of the November 6, 2017 County Commission Meeting to Ramer United Methodist Church, located at 15153 Hobbie Road, Ramer, Alabama; the information session will begin at 5:00 p.m., with the formal session at 6:30 p.m..

I am requesting approval of this item.

DLM/tn

Attachment



RESOLUTION

WHEREAS, the County Commission wishes to host a regular meeting in each commission district in 2017; and

WHEREAS, the Montgomery County Commission wishes to change the time and meeting location of the November 6, 2017, meeting from the Montgomery County Courthouse Administration Building, Annex III, 101 South Lawrence Street to Ramer United Methodist Church which is located at 15153 Hobbie Road, Ramer, AL. The information session will begin at 5:00 p.m., with the formal session at 6:30 p.m.

NOW, THEREFORE, BE IT RESOLVED, that the Montgomery County Commission does hereby agree to change the meeting location and time, as stated above for the November 6, 2017, meeting from the Montgomery County Courthouse Administration Building, Annex III, to Ramer United Methodist Church.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 1st day of May 2017.

BY: _____
Chairman

ATTEST: _____
County Administrator

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



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TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

MAR - 6 2017

March 2, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: District County Commission Meetings for 2017

During our last meeting, the County Commission considered approving the continuation of the District County Commission meetings for 2017.

The following schedule was considered:

District 1 – Monday, March 20, 2017
District 2 – Monday, May 15, 2017
District 3 – Monday, July 10, 2017 (We discussed moving the Monday, July 3, 2017, meeting to Monday, July 10th and moving the Monday, July 17th meeting to Monday, July 24th)
District 4 – September 18, 2017
District 5 – November 6, 2017

We will be discussing this proposed 2017 District Meeting Schedule at Tuesday's meeting.

DLM/tn

JANET BUSKEY
REVENUE COMMISSIONER

ALLYSON HOLLAND
CHIEF CLERK

CLAY HENLEY
CHIEF APPRAISER
APPRAISAL DEPARTMENT

MONTGOMERY COUNTY

REVENUE COMMISSIONER'S OFFICE

P.O. Box 1667
Montgomery, AL 36102-1667
Phone: (334) 832-1250 Fax: (334) 832-1644 website: www.mc-ala.org



AGENDA

MAY - 1 2017

April 10, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Janet Buskey, Revenue Commissioner *JB*

CC: Donnie Mims, County Administrator

RE: CONTRACT APPROVAL – 2016 TY TAX SALE

Attached please find the proposed contract for professional services for Gary Boyd of Dominion Legacy, Inc. to provide the following services (1) Conducting the actual tax sale (2) Making available related consulting services (3) Any other necessary or reasonable assistance to the Montgomery County Revenue Commissioner regarding the tax sale. The contract has been included in the approved 2017 FY budget.

The contract is capped at \$3,700 or \$3.70 per parcel in the tax sale. However, travel reimbursement will not be affected by the cap but will be subject to the limitations contained in the contract.

As a vendor, Mr. Boyd is certified as an E-Verify member.

I respectfully request that this contract be placed on the agenda at the next County Commission meeting for approval. Thank you for your consideration.

Main Office
Downtown (Annex III)
101 S. Lawrence St
Montgomery, AL 36104

East Office
5447 Atlanta Hwy
Montgomery, AL 36109
(334) 272-9692

West Office
3075 Mobile Hwy
Montgomery, AL 36108
(334) 262-4546

Appraisal and Mapping
131 S Perry St
Montgomery, AL 36104
(334) 832-1303

6-1

Contract for Professional Services

This agreement is between the **Montgomery County Commission, Montgomery, Alabama** and **Dominion Legacy, Inc.**, for professional services to be rendered by Dominion Legacy, Inc. for the event of the 2016 tax sale, administered by the Montgomery County Revenue Commissioner. This tax sale is scheduled to begin on Wednesday, June 7, 2017.

Services to be provided are as follows but are not limited to: (1) Conducting the actual tax sale (2) Making available related consulting services (3) Any other necessary or reasonable assistance to the Montgomery County Revenue Commissioner regarding the tax sale.

Compensation to Dominion Legacy, Inc. for these services will consist of fees, travel and food/lodging as described below:

FEES: \$3.70 per parcel for each parcel offered at the tax sale. Fees will not be less than \$2,590.00 (equivalent to 700 parcels) or greater than \$3,700.00 (equivalent to 1,000 parcels).

NOTE: If the number of parcels offered at tax sale exceeds 1,000, fees will be capped at \$3,700.00. Travel and Food/Lodging will not be affected by the fee cap. Invoice will be for actual parcels offered subject to the minimum and maximum fee limits.

TRAVEL: Mileage rate of .535 per mile (current IRS standard) not to exceed 400 miles. Invoice will be for actual miles subject to the travel cap.

FOOD/LODGING: \$200.00 per day not to exceed 3 days. Invoice will be for actual expenses subject to the food/lodging cap.

MEDIATION: 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 Dominion Legacy, Inc.

(Page 2 is signature page)

These above terms agreed by the authorized representatives signed below:

Elton Dean, Sr.
Chairman
Montgomery County Commission

Date

Gary W. Boyd, Director
Dominion Legacy, Inc.

Date



Haskell Slaughter & Gallion, LLC
8 Commerce Street
Suite 1200
Montgomery, Alabama 36104
t. 334.265.8573 | f. 334.264.7945

MEMORANDUM

TTG

April 18, 2017

To: Donnie Mims
From: Thomas T. Gallion, III
Re: Contract for Professional Services with Dominion Legacy, Inc.

I have reviewed your memorandum of April 18, 2017, regarding a contract for professional services with Dominion Legacy, Inc.

It is my opinion the agreement is acceptable as is. The agreement will be binding on all parties if executed.

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

50051-317

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

April 18, 2017

MEMORANDUM

TO: Thomas T. Gallion, III
County Attorney

FROM: Donald L. Mims
County Administrator

SUBJECT: Contract for Professional Services with Dominion Legacy, Inc.

Enclosed is a memorandum from Revenue Commissioner Janet Buskey and a Contract for Professional Services with Dominion Legacy, Inc., regarding the 2016 Tax Sale.

Please review and issue your opinion by Thursday, April 20, 2017, as to whether this Contract is acceptable.

As always, thank you for your assistance.

DLM/tn

Enclosures

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



GEORGE C. SPEAKE, PE, PLS
COUNTY ENGINEER
JAMES M. KELLEY, PE
ASSISTANT COUNTY ENGINEER
334.832.1310
FAX: 334.832.7190
WWW.MC-ALA.ORG

ENGINEERING DEPARTMENT

AGENDA

MAY - 1 2017

April 4, 2017

MEMORANDUM

TO: Donald L. Mims
County Administrator

FROM: George C. Speake
County Engineer

George C. Speake
4/4/2017

SUBJECT: Agreement for Maintenance of Nature Trail on Wallahatchie Road

Please place on the agenda for the nearest possible Montgomery County Commission meeting approval of attached agreement concerning construction, maintenance, and operation of the proposed nature trail to be constructed on the right-of-way of Wallahatchie Road. This agreement is almost identical to the current agreements we have in place with the Town of Pike Road for their existing nature trails on Meriwether Road and Marler Road. Specifically, the Town of Pike Road will be responsible for maintaining the right-of-way from the edge of pavement of the roadway to the right-of-way line on the side of Wallahatchie Road upon which the trail is located.

If approved please have attached agreement executed and return to this office for further processing.

GCS/gcs

Attachments

cc: File

**AGREEMENT FOR MAINTENANCE OF NATURE TRAIL ON
WALLAHATCHIE ROAD**

WHEREAS representatives of the Town of Pike Road (Town) and the Montgomery County Commission (County) have expressed interest in entering into an agreement concerning construction, maintenance, and operation of a nature trail (trail) along the north / west side of the right-of-way of Wallahatchie Road from the southern / western right-of-way line of Vaughn Road (SR-110) southward approximately 3.6 miles to the eastern right-of-way line of the proposed Outer Loop as illustrated by the attached map and in accordance with construction plans prepared and in process by Flowers & White Engineering, LLC;

NOW THEREFORE it is mutually agreed between the County and the Town as follows:

1. The County agrees to allow construction of said trail along the right-of-way of Wallahatchie Road with the understanding that said trail shall be solely the responsibility of the Town and not the responsibility of the County.
2. The Town shall be responsible for maintenance of the right-of-way from the edge of the roadway pavement to the right-of-way line on the side of Wallahatchie Road upon which the trail is located.
3. The Town shall provide the necessary labor, materials, and equipment required to maintain the stone surface trail including associated structures, facilities and other appurtenances for the entire length of said trail at no expense to the County.
4. The Town shall mow the grassed portion of the right-of-way along both sides of said trail on a regular schedule during the growing season at no expense to the County.
5. Routine removal of trash and debris along said trail shall be responsibility of the Town at no expense to the County. Placement of any trash receptacles by the Town along said trail shall be done in accordance with Alabama Department of Transportation clear zone requirements at no expense to the County.
6. Traffic control and safety signage, including Trail Rules placards, may be posted by the Town at regular intervals along said trail provided they are done in accordance with Alabama Department of Transportation clear zone requirements at no expense to the County.
7. The Town acknowledges and agrees that it will at all times indemnify and save harmless the County against any and all claims, demands, actions, or causes of action for personal injury, death, pain and suffering, emotional distress medical expenses, loss of wages, property damage, expenses or damages of any kind, whether described herein or not, arising out of, connected with, caused in any manner by, or in any way resulting from or related to the Town's construction, maintenance and operation of said trail.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by those officers duly authorized on the _____ day of _____, 2017.

MONTGOMERY COUNTY COMMISSION

TOWN OF PIKE ROAD

Elton N. Dean, Chairman



Gordon Stone, Mayor

Attest: County Administrator

Attest: Town Clerk

RESOLUTION

BE IT RESOLVED BY THE MONTGOMERY COUNTY COMMISSION, ALABAMA, that the County enter into an agreement with the Town of Pike Road concerning the construction, maintenance, and operation of a nature trail along the northern / western side of the right-of-way of Wallahatchie Road from the southern / western right-of-way line of Vaughn Road (SR-110) southward approximately 3.6 miles to the eastern right-of-way line of the proposed Outer Loop as illustrated by the attached map, and that the agreement be executed in the name of the County by the Chairman of the Commission for and on its behalf and that it be attested by the County Administrator and the seal of the County affixed thereto.

BE IT FURTHER RESOLVED, that upon the completion of the execution of the agreement by all parties, that a copy of such agreement be kept of record by the County Administrator.

Passed, adopted, and approved this _____ day of _____, 2017.

ATTESTED:

County Administrator

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

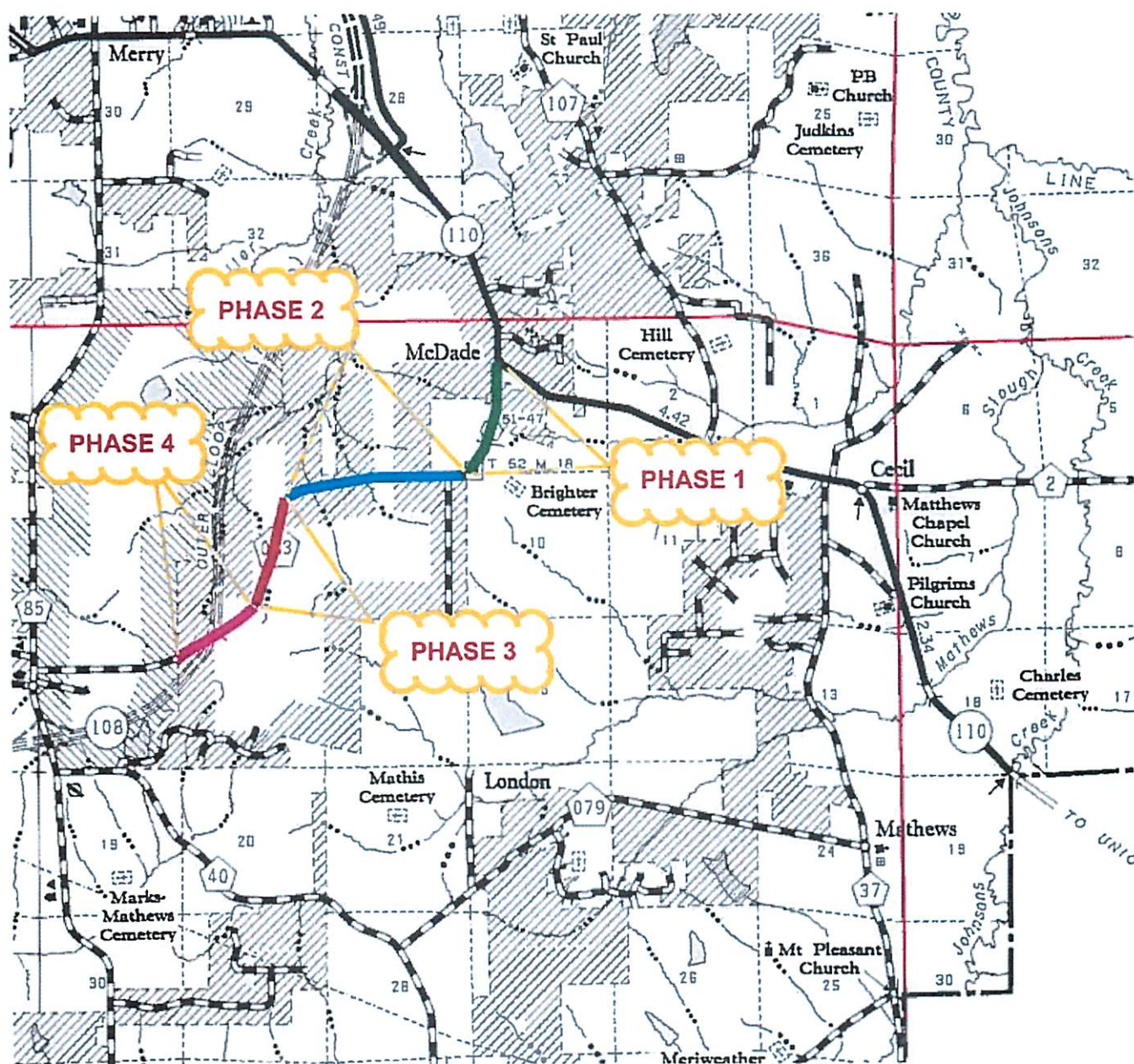
I, the undersigned administrator of the Montgomery County Commission do hereby certify that the above and foregoing is a true copy of a resolution lawfully passed and adopted by the County Commission of the County named herein. at a regular meeting of such Commission held on the _____ day of _____, 2017 and that such resolution is recorded in the Minute Book of the County.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the County on this _____ day of _____, 2017.

County Administrator

SEAL

MONTGOMERY COUNTY, ALABAMA



AGENDA

MAY - 1 2017

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *MS*

DATE: April 11, 2017

RE: Contract No. 53000-15B-021
Plant Mix

I request that the attached Amendment No. 2 to MidSouth Paving, Inc. contract for plant mix be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning June 15, 2017 and ending on June 14, 2018.

MidSouth Paving, Inc. would like to increase pricing by 3.10237849% in accordance with the terms of the contract. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with George Speake, County Engineer.

Attachment

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

Amendment
To
Contract # 53000-15B-021

Amendment No. 2

Contract with MidSouth Paving, Inc. for Plant Mix is hereby extended for one (1) year, beginning June 15, 2017 and ending June 14, 2018.

Prices will increase by 3.10237849%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

MIDSOUTH PAVING, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

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

Amendment
To
Contract # 53000-15B-021

Amendment No. 2

Contract with MidSouth Paving, Inc. for Plant Mix is hereby extended for one (1) year, beginning June 15, 2017 and ending June 14, 2018.

Prices will increase by 3.10237849%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

MIDSOUTH PAVING, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

MAY - 1 2017

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager *ms*

DATE: April 11, 2017

RE: Contract No. 51901-15B-023
Air Filters and Services

I request that the attached Amendment No. 2 to Filter Service Company, Inc. contract for air filters and services be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning July 1, 2017 and ending on June 30, 2018.

Filter Service Company, Inc. chooses not to increase prices during this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Lamar Allen, General Services Director.

Attachment

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

Amendment
To
Contract # 51901-15B-023

Amendment No. 2

Contract with Filter Service Company, Inc. for air filters and services, is hereby extended for one (1) year beginning July 1, 2017 and ending on June 30, 2018.

There will be no price increase during this contract period.

All other provisions of the contract shall remain the same.

WITNESS:

FILTER SERVICE COMPANY, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

April 12, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator 

SUBJECT: Annex II Review of Existing Conditions

During several on-site visits prior to repair of the retaining wall at Annex II, Goodwyn Mills and Cawood expressed concern about erosion of the exposed footing that extends to the retaining wall and the potential failure of the wall at the north boundary behind Chris's Hotdogs. General Services Director Lamar Allen has identified water infiltration issues at the windows and exterior walls. In addition, the roof drains may be impacting drainage at the footings and rear wall.

Mr. Allen recommended that GMC evaluate the architectural and engineering issues associated with the property. Please find attached a proposal from GMC to provide professional architectural and engineering services for a comprehensive review of the existing conditions of Annex II. Architectural services will not exceed a cost of \$5,000. Mechanical, plumbing and fire protection engineering will be provided at a cost of \$3,300. Any hours performed by other consultants will be an additional cost and invoiced at 1.10 times GMC's cost.

I request that the GMC proposal be placed on the next agenda.



Goodwyn Mills Cawood

PO Box 242128
Montgomery, AL 36124

T (334) 271-3200
F (334) 272-1566

www.gmcnetwork.com

April 11, 2017

Mr. Donald Mims, County Administrator
MONTGOMERY COUNTY COMMISSION
P.O. Box 1667
Montgomery, AL 36102

**REFERENCE: ANNEX II REVIEW OF EXISTING CONDITIONS
FOR THE MONTGOMERY COUNTY COMMISSION
MONTGOMERY, ALABAMA**

Dear Mr. Mims:

Goodwyn, Mills and Cawood, Inc. (GMC) sincerely appreciates the opportunity to present this proposal to provide Professional Architectural/Engineering services for a comprehensive review of the existing conditions at the Annex II Building in downtown Montgomery Alabama.

This proposal is a result of several assumptions made by GMC that will ultimately need confirmation by you with respect to program, budget, schedule and the full scope of services you require. With that, the following is our current understanding of the scope of services, the related fees and the schedule.

I. PROJECT DESCRIPTION & SCOPE OF SERVICES:

It is our understanding that the scope for this project includes a documented walkthrough and analysis of the existing conditions. The scope will include a written report outlining areas of concern that will need to be monitored for future damage and to assist in formulating a comprehensive scope of work to repair or replace damaged or defective existing conditions at the Annex II Building. After a quick walkthrough of the site and conversations with the Owner, some of the items of concern that need further inspection are the following: window/door replacement, exterior brick patching, damaged or deteriorating interior finishes, diagnosis of water infiltration, roof to wall flashing connections, etc.

Upon approval and/or the owner's instruction, GMC can partner with consultants such as Mechanical, Electrical, Structural, etc. to better facilitate items of concern among these areas of expertise. It was noted that the existing mechanical system serving the building appeared to be quite old and may be in need of replacement. It would be our recommendation for GMC to partner with a mechanical engineer and conduct further review of the existing conditions.

II. SPECIAL CONSULTANT DESIGN SERVICES

A. Special Consultant Services can be provided under the Owner/Architect Agreement, but are not anticipated at this time:

Roofing Consultant
Elevator Consultant

The engagement of these specialists will only occur with the approval and consent of the Owner.



- B. It is understood that if consulting services related to environmental concerns are required, such as asbestos or hazardous materials analysis, these services will be provided by the Owner.

III. OWNER'S RESPONSIBILITY

The Owner will employ a Designated Representative with the authority to make decisions and to serve as the primary point of contact for the Design Team.

We assume that the Owner's responsibilities will include permits, fees, materials testing, and any environmental impact assessment, if required. It is noted that GMC is in possession of a set of as-built documents on loan from the Montgomery County Commission and does not anticipate additional documents being required. The Architect and consultants will rely on the accuracy of these documents in the development of their work.

IV. CONSULTANTS

In order to accomplish the scope of work as noted above, we are pleased to propose the following consultants for our team. Substitutions can be made if requested by the Owner.

Basic Services Consultants

- A. **Structural Engineering (if needed)**
Jack Daniels
Blackburn Daniels O'Barr, Structural Engineering Consultant
Lowndesboro, AL
- B. **Mechanical, Plumbing, and Fire Protection Engineering**
Jack Morris
Borden Morris Garner
Montgomery, AL
- C. **Electrical**
John Averrett
Goodwyn, Mills & Cawood, Inc.
Montgomery, AL
- D. **Civil Engineering (if needed)**
Goodwyn, Mills & Cawood, Inc.
Montgomery, AL

V. COMPENSATION

Architectural Services

We propose performing the work illustrated above under the "Project Scope & Scope of Services" section on an hourly basis. Our hourly rate sheet is attached. Bills will be sent on a monthly basis. We will not exceed a cost of \$5,000.00. Any hours performed by our consultants and not outlined below, will be an additional cost and invoiced at 1.10 times our cost.

Engineering Services

We have contacted the mechanical engineer listed above to perform a review of the existing HVAC system and provide a written report of their findings. They will also review the existing plumbing and fire protection within the building. They have agreed to provide this service for a lump sum of \$3,300.



Services for Structural and Electrical Engineering, if needed will be based on hourly rates.

A. Reimbursable Expenses

Expenses directly related to the Project will be reimbursed by the Owner, in addition to the compensation outlined above, and will be invoiced to the Owner with 10% markup. Normal reimbursable expenses include costs associated with the costs of reproduction (for progress prints and final construction documents for Owner and General Contractor), and communication (postage, delivery, and handling of documents).

B. Professional Models and Renderings

Costs of any professional models, renderings and three-dimensional computer modeling authorized by the Owner will be considered as a Reimbursable Expense. These are not anticipated to be required as part of the project.

VI. ADDITIONAL SERVICES

We propose to provide architectural Additional Services, as required, based on written authorization on a pre-determined lump sum basis based on the attached hourly rate sheets. Hourly rates will be revised in June of each year and will reflect an average increase of 4%.

VII. FORM OF AGREEMENT

We will perform the above mentioned design work upon execution of the letter agreement.

Upon directive by the owner, if construction documents are requested to be formulated based on the scope of work we discover the Owner/Architect agreement will be drafted using AIA B201 Agreement 2007 version, which is standard in the industry.

VIII. KEY PERSONNEL

The following are project personnel and job related titles.

Goodwyn, Mills & Cawood, Inc.

Architecture

- Freddie Lynn, Jr.
Project Principal
- Chris Murphy
Project Manager
- Skip Dickinson
Construction Documents
- Mike Swinson
Project Specifications and Quality Control
- David Langford
Construction Administration



Goodwyn, Mills and Cawood, Inc. enthusiastically looks forward to participating in this project and welcomes an opportunity to discuss any additional concepts or thoughts you may have regarding this Proposal. Once you have had a chance to review this, please let me know if you have any questions.

Sincerely,

GOODWYN, MILLS & CAWOOD, INC.

A handwritten signature in black ink, reading 'Freddie Lynn Jr'. The signature is fluid and cursive, with a large 'F' and 'L'.

Freddie E. Lynn, Jr., AIA
Senior Vice President, Architecture

FEL/ml

Attachment: Hourly Rate Schedule

Accepted By:

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

RATE SCHEDULE

Principal Architect/Engineer			\$250.00 per hour
Jeffrey Brewer, AIA	George Goodwyn, PE	Galen Thackston, PE, LEED GA	
Steve Cawood, PE	David Reed, PE, PLS	Bill Wallace, AIA	

Executive VP/Senior VP				\$200.00 per hour
Sara Butler, AIA, LEED GA	Burt Hankins, PE, PLS	Kevin Laird, PE	Jim Teel	
Chris Engel, AIA, LEED BD+C	Mike Keeshen, AIA	Freddie Lynn, Jr., AIA, LEED GA	Derril Strickland, PE	
Robert Gray, AIA, LEED AP	Buddy Koonce, PE	Jof Mehaffey, PWS	Lee Walters, PWS	

Vice President					\$190.00 per hour
Steve Alby, AIA, LEED	John Averrett, PE, LEED	Kirk Clayton, PLS	Gary Greenshields, AIA	Kevin Wales, PE	
Al Allenback	Tracy Bassett, AIA	Yann Cowart, AIA	Bobby Kemp, PE		
Paul Anderson, AIA	John Bricken, ASLA, LEED GA	Wheeler Crook, PE	Gary Owen, AIA, LEED GA		

Senior Architect/Engineer/Planner					\$190.00 per hour
Tim Blaydes, PE	Mark Coyle, AIA	John Hoover	Russ Roberts, PE	Larry Watts, FAICP	
Bruce Bodner, PE	Murray Dodd, PE	Gregory P.(Chuck) Jones, AIA	Jeremy Sasser, PE	Rick Wendling, AIA	
Cedric Campbell, PE	Jim Fibbe, PE	Jennifer Landry, NCIDQ, LEED GA	Doug Seagle, PE	Burns Whittaker, PE	
Jonathan Carn	Paul Fridl, AIA	Robert Littleton, AIA	Jeff Slaton, AIA, LEED	Brian Winkler, PE	
Bob Carter, PE, PLS	Bryant Griffin, PE, LEED GA	Charles Powell, PE	Max Vaughn, PE	Cole Williams, PE	
Gerald Clark, ASLA	Mike Hamrick, AIA	David Parker, PE	Keith Strickland, PE	Carla Young, AIA	
Rick Clay, PLS	Jimmy Highers	Josh Pierce, PE	Mark Tiller, AIA		

Architect I/Engineer/Interior Design/Project Manager/Hydrogeologist					\$175.00 per hour
Bonnie Austin, AIA	Juan Gacha, PE	Nadine Nacy	Jay Purkey	James Vaughn	
Curtis Barber	Jacqui Hart, NCIDQ, AIA, LEED	Patrick Neuber, AIA	John Raiford, PE, PhD	Jim Walker, AIA, LEED GA	
Lance Bellenger	Natalie Hobbs, PE	Ed Niel, PLS	Jymalyn Redmond	Charles (Corky) Welch	
Richard Clegg	Stephen Karas, PE		James Robinson, PE	Ben Whittenburg, AIA	
Mike Christensen	Denise King, PE	Topper Parham, AIA	Leonard Robinson, AIA	Bob Woodham, PE, PLS	
Caleb Dean, PE	Michael McNeill, PE	Andy Perry, PE	Kenneth Shelton, PE		
Sheppard Dearing	Bobby McClure	Joe Pester	Katy Thomas, NCIDQ		
Jeff Fennell, PE	Jeff Miller, AIA, LEED	Richard Peterson	David Turner		

Architect II/Engineer/Interior Design/ Project Manager/Land Surveyor/Ecologist					\$150.00 per hour
Justin Barrett, PE	Scott Campbell	David Hughes	Melissa Mehaffey	Tim Smitherman, LEED GA	
Chris Beasley	Rob Carlton, PWS	Dina Knight, PM (GIS)	Michelle Morton	Hieu Vo	
Amy Bell, AIA, LEED GA	Trent Catron, NCIDQ	Melanie Lang	Andrew Olds, AIA, JD, LEED AP	Matt Walker, PE	
Rusty Blackwell, PLS LEED GA	Brent Davis	Corley Lauderdale, PE	Richard Painter, AIA		
Stuart Blackwell, PWS		Joshua Lindstrom, PE	Mary Catherine Price, PE		
Catherine Brooks, NCIDQ	Jay Gunther, PE	Susan McGallagher	Anthony Reid, PE		
Gary Brown	Jill Puncuchar Hall	William McLeMore, PE, LEED GA	Kyonta Smith, AIA		

Intern I/Architect/Engineer/Interior Design/Geologist/Biologist/Resource Analyst/Ecologist					\$130.00 per hour
Tanner Backman	Rachel Crafton-Stiver	Joseph Herman	Robert Ramsey	Kathryn Strickland	
Brandon Bias, AICP, LEED GA	Kevin Downing	Marisa Lappin	Lauren Rainey	Dustin Till	
Shannon Bittle	Grant Dozier, LEED GA	Chris Murphy	Soraya Saffouri	Felipe Velastegui	

106

Intern I/Architect/Engineer/Interior Design/Geologist/Biologist/Resource Analyst/Ecologist				\$130.00 per hour
Dale Brasher, ASLA	Catarina Echols, LEED	Case O'Dell	Lauren Sanford	Cameron Weldy, LEED GA
Alecia Brightwell, PE	Savannah Dunson	Patrick O'Leary, PE	Corey Shoop	
John Cleghorn	Andrew Fuller	Ryan Pearce, PE	Edward Smith, EI	
Erik Consuegra	Milvia Gonzalez	Joe Pester	Lori Smith, LEED GA	
Patrick Cox	Alina Hallaq	Andrew Pippin	Matthew Smith	

Intern II/Architect/Engineer/Interior Design/Biologist/Resource Analyst/Airport Planner				\$110.00 per hour
Taylor Bradley	Mary-Whitney Evins, LEED	Steven Major EI	Cody Reed, PE	Alexa Turner, LEED
Oliver Busagara	Bea Forniss	Joshua Macbeth	Evan Reid, Biologist	Josh Vickers
Lisa Bowen-Whaley, PE	Quintavious Guyton	Amber McKinley	Cole Roberson	Frank Wang
Stacey Browning	Jessica Haag	Clint Mitchell	Jordan Russell, EI	Matthew Wert
Wesley Caputo, EI	Daniel Hall	Hillary Morgan	Tabb Sanford	April Yates, Biologist
Parker Cliatt, Biologist	Joseph Herman	Dustin Murphy	Jay Shaddix	Jonathan Ziegler
Michelle Conway	Rhys Gratz, EI	Johanna Nemetz	Matt Thomason	
Grant Dozier, LEED GA	Andrew King	Debbie Park		

Technical I/CA/QC				\$140.00 per hour
James Bagley, AIA	Kevin Jett	Jeremy Lewis	Frank Noble	Jeff Smith
Justin Barker	Margie Lambert	Tom McElroy	Matt Pate	John Sumerlin
Lamar Davis, CSI	David Langford	Nathaniel McFarland	Steve Pendley	Mike Swinson
Kurt Hankins				

CA/ROW Acquisition				\$125.00 per hour
Ted Arrington	Kevin Diamond	Jason McCord	Tylon Smith	John Turner
Jeff Bell	Terrance Duke	Jason Pierce	Bobby Spencer	Anthony Van De Ryt
Bo Boykin	Jamie Faust	Don Rector	Terry Staggs	David Waters
Mike Brown	Charlie Harris	A. Dale Robertson	John Snead	Jeff White
Mark Butcher	Judy Jones	Jody Scales	Alex Staton	
Shane Cox	Brent Maddox	DeAndrea Sellers	Jim Sullivan	

Technical II/CA/QC				\$110.00 per hour
Jason Atkins	John Bruner	Donald Jackson	James Patten	Larry Stavish
William Benyo	Adam Clinard	Dianne Massey	Jason Price	Brent Tucker
Michael Camp	Kenya Chillous	Travis McKnight	Wes Spires	

Technical III/CA				\$80.00 per hour
Josh Amacher	Andy Gregory	Zach Merritt	Jason Moorehouse	Mark Smith
Scott Arendsen	Greg Harrison	Allen Miller	Cody Pierce	Bobby Spencer
Daniel Brown	Mark Hohnhorst	David Miller	Jason Pierce	Terry Staggs
Skip Dickinson	Ryan Jessie	Forrest Milstead	Jimmy Pho	
Donnie Earnest	Christian Loden	Scott Montgomery	Winston Richardson	

Administrative				\$70.00 per hour
Tiffany Adams	Riley Davis	Renee Fowler	Missy Lee	Beth Shepherd
Kaci Bledsoe	Carrie Day	Patricia Gerecht	Ashley Morris	JeanAnn Smith
LuAnn Bowser	Pat Dew	Andrea Hodges	Jill Nelson	Patsy Stinson
Rebecca Connell	Lanita Evans	Tammy Huff	Carli Small, LEED GA	Leah Swinney
Elizabeth Cox	Lauren Faulkner	Sue Jones		

Surveying		
Party Chief		\$100
Two-Man Survey Party w/GPS		\$145
Three-Man Survey Party w/GPS; PLS		\$165

10-7

AGENDA

MAY - 1 2017

April 13, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen *fmc*
Deputy Administrator

SUBJECT: Jail Shower Repair

At the direction of Goodwyn, Mills and Cawood, the County requested quotes on the purchase and installation of a penal shower in the new jail to test the proposed repair prior to replacement of all 63 showers. Jimmy Day Plumbing, Inc., submitted the lowest quote of \$9,905.

I request that the proposal from Jimmy Day Plumbing, Inc., be placed on the next agenda.

Attachment

Jimmy Day Plumbing, Inc.
P. O. Box 210661
Montgomery, AL 36121-0661
334-270-1783

Proposal Submitted To	Date
Montgomery County Commission	3/29/2017
Street	Job Name
	Penal Shower
City, State and Zip Code	Job Location
Montgomery, Al.	County Jail
Richard Hattaway	

We hereby submit specifications and estimates for:

Price to install an Acorn 1736 Penal Shower Inclosure with basic options including closure panel as per our conversation.

~~We~~ ~~Propose~~ hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

dollars (\$9,905.00)

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized

Signature David Fields

NOTE: This proposal may be withdrawn
by us if not accepted within 90 days.

Acceptance of ~~Proposal~~ - the above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____ Signature _____

11-2

AGENDA

MAY - 1 2017

April 13, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence Cauthen 
Deputy Administrator

SUBJECT: Lawrence Street Parking Modifications

Following the move of the Probate Court to Annex III, the public entrance to Annex III on the third floor of the parking deck was closed, and visitors were required to enter on Lawrence Street for screening. The Commission engaged JMR+H to identify alternate locations for handicap parking for the public entering Annex III.

JMR+H recommended the addition of two van accessible spaces on Lawrence. An additional space for vehicle inspections was included in the project. Prior to bidding the project, JMR+H and its engineers were questioned about the slope of the parking spaces. After the contract was awarded, the contractor questioned the design. After concrete forms were in place, additional questions were asked, and the slope was modified. The City's traffic engineer was consulted at some point, and he assured all parties that the space met all ADA requirements.

While the space is technically compliant, the steep incline of the first space creates a dangerous path for the driver to exit the car. JMR+H developed a modification impacting the sidewalk, etc., that makes the space less difficult to maneuver. The contractor priced the change at \$29,400. Another contractor submitted a quote of \$19,831.41. A third quote came in at \$42,995. ADA consultant Maze Marshall visited the site and reviewed the proposed modification. He recommended that the County proceed with the proposed modification. (See attached.)

The original contract was for \$68,200. To date, the contractor has been paid \$62,821, which represents approximately 95% completion of the work, per JMR+H's drawings. Attached is change order to reduce the contract amount by \$3,674.00, a credit for labor and materials for striping and signage that will be provided by the contractor who completes the proposed modifications. That credit will be used toward the new contract. The modification will add \$16,157.41 to the cost of the project. JMR+H has agreed to waive its fees for the modified plan.

I request that approval of Change Order 1 to the contract with Liberty Construction Co., LLC to reduce the contract amount by \$3,674 be placed on the next agenda.

**AIA**[®]**Document G701[™] – 2001****Change Order****PROJECT (Name and address):**

Modification of Existing Lawrence
Street Parking - Annex III
Montgomery County Courthouse
Montgomery, Alabama

CHANGE ORDER NUMBER: 001**DATE:** February 20, 2017**OWNER:** ☒**ARCHITECT:** ☒**CONTRACTOR:** ☒**FIELD:** ☐**OTHER:** ☐**TO CONTRACTOR (Name and address):**

Liberty Construction Co., LLC
P.O. Box 211041
Montgomery, Alabama 36121

ARCHITECT'S PROJECT NUMBER: 15-401**CONTRACT DATE:** June 22, 2016**CONTRACT FOR:** General Construction**THE CONTRACT IS CHANGED AS FOLLOWS:***(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)***Credit for labor / material for Parking Striping and Signage**

The original Contract Sum was	\$	68,200.00
The net change by previously authorized Change Orders	\$	0.00
The Contract Sum prior to this Change Order was	\$	68,200.00
The Contract Sum will be decreased by this Change Order in the amount of	\$	3,674.00
The new Contract Sum including this Change Order will be	\$	64,526.00

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

The date of Substantial Completion as of the date of this Change Order therefore is February 1, 2017

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.JMR+H Architecture, PC**ARCHITECT (Firm name)**

445 Dexter Avenue
Suite 5050

Montgomery, Alabama 36104

ADDRESS**BY (Signature)**

Jeffrey Cahill

(Typed name)

DATELiberty Construction Co., LLC**CONTRACTOR (Firm name)**

Post Office Box 211041

Montgomery, Alabama 36121

ADDRESS**BY (Signature)**

Chris Adams

(Typed name)

DATEMontgomery County Commission**OWNER (Firm name)**

101 South Lawrence Street

Montgomery, Alabama 36104

ADDRESS**BY (Signature)**

Elton N. Dean Sr.

(Typed name)

DATE

RIDER

Fidelity and Deposit Company of America

To be attached to and form a part of:

Bond No. PRF09205463

Type of Bond: Performance & Payment

Executed by Liberty Construction Company, LLC, as Principal, and by
Fidelity and Deposit Company of America, as Surety, in favor of Montgomery County Commission
and dated June 22, 2016.

In consideration of the premium charged for the attached bond, it is hereby agreed to change:

Penal sum of the Performance and Payment Bonds

From: \$68,200.00

To: \$64,526.00

This rider is effective February 20, 2017.

This rider is executed upon the express condition that the surety's liability under said bond shall not be cumulative and shall in no event exceed the amount specifically set forth in said bond or any existing certificate changing the amount of said bond. The referenced bond shall be subject to all its agreements, limitations and conditions except as herein expressly modified.

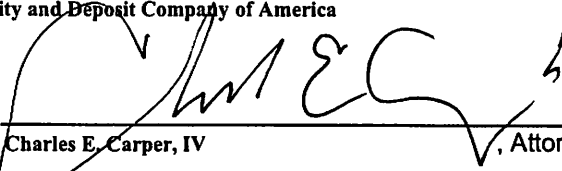
Signed this 20 day of February, 2017.

Liberty Construction Company, LLC

(Principal)

By: 

Fidelity and Deposit Company of America

By: 

Charles E. Carper, IV

Attorney-in-Fact

*Rider Accepted By:

Montgomery County Commission

(Obligee)

By: _____

**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Maryland, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Maryland (herein collectively called the "Companies"), by THOMAS O. MCCLELLAN, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint George W. THOMPSON, III, Jamie L. HOOIE, LaVera D. BROWN, Charles E. CARPER, IV, Douglas K. AMAN and Sabrina DONALDSON, all of Montgomery, Alabama, EACH its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 29th day of January, A.D. 2016.

ATTEST:

**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND**



By: Eric D. Barnes
Secretary
Eric D. Barnes

Thomas O. McClellan
Vice President
Thomas O. McClellan

State of Maryland
County of Baltimore

On this 29th day of January, A.D. 2016, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, THOMAS O. MCCLELLAN, Vice President, and ERIC D. BARNES, Secretary, of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Constance A. Dunn



Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2019

AGENDA

MAY - 1 2017

April 27, 2017

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator 

SUBJECT: Lawrence Street Parking Modifications

Per discussion at the last Commission meeting, I request that the attached proposal from W.W. Compton Contractor, LLC and related contract for completion of the modifications of the Lawrence Street parking spaces be placed on the agenda on May 1, 2017.



Project - Montgomery County Courthouse Annex 3 Parking Repairs

Bid Date - 12/5/2016

<u>Item/Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>	<u>Sub</u>
<u>Demolition</u>					
Demo Curb	15.00	LF	\$20.00	\$300.00	
Remove and Salvage Brick Curb	25.00	LF	\$30.00	\$750.00	
Remove Shrubs and Landscaping	1.00	LS	\$500.00	\$500.00	
Remove Concrete Sidewalk	150.00	SF	\$10.00	\$1,500.00	
				\$0.00	
<u>Concrete Sidewalk/Paving/Etc.</u>					
					\$0.00
New Curb - 6LF	1.00	LS	\$450.00	\$450.00	
New 48" Bollard	1.00	EA	\$150.00	\$150.00	
New Striping	1.00	LS	\$750.00	\$750.00	
New Wheel Stop	1.00	LS	\$75.00	\$75.00	
New Guardrail	46.00	LF	\$35.00	\$1,610.00	
New Brick Curb	1.00	LS	\$1,000.00	\$1,000.00	
New Concrete Sidewalk	260.00	SF	\$17.50	\$4,550.00	
New Signage	1.00	LS	\$250.00	\$250.00	
				\$0.00	
<u>Traffic Control</u>	1.00	LS	\$750.00	\$750.00	
				\$0.00	
<u>Mobilization</u>	1.00	LS	\$1,500.00	\$1,500.00	
				\$0.00	
<u>General Conditions</u>	1.00	LS	\$1,696.20	\$1,696.20	
				\$0.00	
<u>Overhead - 10%</u>	1.00	IS	\$1,413.50	\$1,413.50	
<u>Profit - 15%</u>	1.00	LS	\$2,586.71	\$2,586.71	
TOTAL				\$19,831.41	

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

May 1, 2017

AGENDA

MAY - 1 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-2017-58: One Place Family Justice Center, for Domestic Violence Program - \$1,500; (Harris)
- C-2017-59: The Second Chance Foundation, for Counseling Services and Academic Remediation for At-Risk Children Expelled from the Montgomery Public School System - \$500; (Harris)
- C-2017-60: Empowering Communities Helping Ourselves (ECHO), for Program Services - \$1,000; (Harris)
- NC-2017-91: City of Montgomery, to be used by BONDS to Support the Bell Station, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$3,000; (Singleton)
- NC-2017-92: City of Montgomery, to be used by BONDS to Support the Chisholm Improvement Association / Neighborhood Watch, with Funding to Promote the Community Enhancement and Beautification Programs/Projects - \$500; (Sankey)
- NC-2017-93: City of Montgomery, for Sheridan Heights Community Center for their Men's Basketball League - \$300; (Sankey)

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

- BOE-2017-18: BOE, Dalraida Elementary School, for Physical Education Equipment - \$500; (Walker)

DLM/tll

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 41

AGENDA

MAY - 1 2017

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 4/17/17
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 4/17/17
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Alabama State University	001-58300.458	0	6,000	6,000
Donation Revenue	001-40000.47701	(348,564)	(6,000)	(354,564)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(\$ 348,564)	\$ 0	(\$ 348,564)

JUSTIFICATION: To budget for an appropriation to Alabama State University for the Toney Stewart Summer Performing Arts Program.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 42

AGENDA

MAY - 1 2017

DEPARTMENT: County Commission Appropriations REQUESTED BY: Donald L. Mims 4/17/17
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 4/17/17
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Montgomery Area Chamber of Commerce	001-59320.483	259,500	42,500	302,000
Fund Balance	001.35900		(42,500)	(42,500)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 259,500	\$ 0	\$ 259,500

JUSTIFICATION: To budget for an appropriation to the Montgomery Area Chamber of Commerce for funding the 2017 Buckmasters Expo.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Request Number: 43

AGENDA

MAY - 1 2017

DEPARTMENT:

County Commission Appropriations

REQUESTED BY: Donald L. Mims

4/17/17

Elected Official/Dept. Head

Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas

4/17/17

Finance Director

Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo

Agenda

✓

COUNTY COMMISSION APPROVAL:

Administrator

Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Cancer Wellness Foundation	001-55900.450	0	5,000	5,000
Donation Revenue	001-40000.47701	(354,564)	(5,000)	(359,564)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(\$ 354,564)	\$ 0	(\$ 354,564)

JUSTIFICATION: To budget for an appropriation to the Cancer Wellness Foundation for transporting cancer patients to treatment.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Request Number: 44**AGENDA****MAY - 1 2017**

DEPARTMENT:

County Commission Appropriations

REQUESTED BY: Donald L. Mims

4/17/17

Elected Official/Dept. Head

Date

FINANCE REVIEW:

REVIEWED BY: Sherrill Thomas

4/17/17

Finance Director

Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo

Agenda

☐
☒

COUNTY COMMISSION APPROVAL:

Administrator

Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
City of Montgomery	001-57806.447	0	9,900	9,900
Donation Revenue	001-40000.47701	(359,564)	(9,900)	(369,464)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		(\$ 359,564)	\$ 0	(\$ 359,564)

JUSTIFICATION: To budget for an appropriation to the City of Montgomery for operation expense of the Fairview Avenue Farmers Market.

AGENDA

MAY - 1 2017

Administrator
Date

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 4

AGENDA

MAY - 1 2017

DEPARTMENT: Engineering REQUESTED BY: George Speake 4/24/17
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 4/24/17
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Cleaning and Janitorial Supplies	111-53300.216	450	800	1,250
Small Tools & Minor Equipment	111-53300.214	3,000	(800)	2,200
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 3,450	\$ 0	\$ 3,450

JUSTIFICATION: To realign budget for Cleaning and Janitorial Supplies

AGENDA

Request Number: 1

Date _____

JUSTIFICATION: Realign budget to cover outsourced certified mail postage and printing.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

Request Number: 2**AGENDA****MAY - 1 2017**

DEPARTMENT:

Revenue Commissioner's Office

REQUESTED BY: Janet Buskey

4/26/17

Elected Official/Dept. Head

Date

FINANCE REVIEW:

REVIEWED BY:

Sherrill Thomas

4/27/17

Finance Director

Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo

Agenda

✓

COUNTY COMMISSION APPROVAL:

Administrator

Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Printing and Bookbinding	001-51500.309	1,210	(1,210)	0
Office Supplies/Minor Equipment	001-51500.211	20,000	(1,000)	19,000
Travel - Registration & Training	001-51500.265	4,400	2,210	6,610
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 25,610	\$ 0	\$ 25,610

JUSTIFICATION: Realign budget to cover travel and training expenses.

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

MAY - 1 2017

DEPARTMENT: Montgomery County Sheriff's-Detention
DEPARTMENT HEAD: Derrick Cunningham, Sheriff
SUPERVISOR: Wanda Robinson, Colonel

POSITION INFORMATION:

Position Title Corrections Officer Trainee
Position Number 500419147 (replacement of Jasen Waldo)
Pay Grade PCT Pay Range 30,096
Proposed Effective Date May 8, 2017
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 4/19/2017
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 04/25/2017
Employee Benefit Manager

Sherrill Thomas Date 04/25/2017
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

MAY - 1 2017

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 500419153 (Replacement of Jerron Elder)

Pay Grade PCT Pay Range \$30,096

Proposed Effective Date May 8, 2017

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date April 18, 2017

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 4/19/2017

Sherrill Thomas

Finance Director

Date 4/19/2017

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

MAY - 1 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 - Part time
Position Number 550431006 (replacement of Michael Doty)
Pay Grade PS1-5 Pay Range \$18.9694/Hourly
Proposed Effective Date May 8, 2017
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☐) Permanent (☒) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham Date 4/25/2017
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 04/25/2017
Employee Benefit Manager

Sherrill Thomas Date 04/25/2017
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

AGENDA

MAY - 1 2017

DEPARTMENT: Montgomery County Youth Facility
DEPARTMENT HEAD: Beverly Riddle Wise
SUPERVISOR: Brandi K Alexander

POSITION INFORMATION:

Position Title Juvenile Detention Officer
Position Number 900300020 (to replace Elijah Hood)
Pay Grade PC1 Pay Range \$31,344 - \$46,832
Proposed Effective Date May 22, 2017
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Beverly Riddle Wise Date 4/21/17
Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 04/25/2017
Employee Benefit Manager

Sherrill Thomas Date 04/25/2017
Finance Director

ADMINISTRATIVE APPROVAL:

County Administrator Date _____

MAY - 1 2017

POSITION FILL REQUEST- BUDGETED VACANCY

DEPARTMENT: Montgomery County Youth Facility

DEPARTMENT HEAD: Beverly Riddle Wise

SUPERVISOR: Brandi K Alexander

POSITION INFORMATION:

Position Title Juvenile Detention Officer

Position Number 900300064 (to replace Joseph White)

Pay Grade PC1 Pay Range \$31,344 - \$46,832

Proposed Effective Date May 22, 2017

Type of Hire (☒) New (☐) Promotional

Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Beverly Riddle Wise Date 4/21/17

Department Head

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring Date 04/25/2017

Employee Benefit Manager

Sherrill Thomas Date 04/25/2017

Finance Director

ADMINISTRATIVE APPROVAL:

_____ Date _____

County Administrator

Montgomery County Commission
Travel / Training Request Approval
Request # 32

AGENDA

MAY - 1 2017

Date: 4/6/2017
To: Donald L. Mims, Administrator
From: Donald L. Mims
Re: Approval for the following travel:

Destination: Montgomery, Alabama (Renaissance Hotel)
Departure Date: May 3, 2017 Return Date: May 3, 2017
Conference Leave (Days / Hours): 2-Hours
Purpose of Travel: to attend a PARCA lunch presentation on education

Traveler (s) Name: 1. Donald L. Mims 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: _____
Department Name: County Commission Fund Name: General
Additional Comments: Ticket- \$25.00

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

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$25.00 and advance registration of \$0.00 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>\$19,805.77</u>
Budget Available:	<u>\$2,694.23</u>
Current Requests:	<u>\$25.00</u>
Budget Balance:	<u>\$2,669.23</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 4/25/17
cc: Finance Director / Buyer

25-1

Montgomery County Commission
Travel / Training Request Approval
Request # 10

AGENDA

MAY - 1 2017

Date: April 26, 2017
To: Donald L. Mims, Administrator
From: Janet Buskey, Revenue Commissioner
Re: Approval for the following travel:

Destination: Perdido Beach Resort, Orange Beach, AL
Departure Date: June 11, 2017 Return Date: June 15, 2017
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Association of Alabama Tax Administrators - 2017 Summer Conference

Traveler (s) Name: 1. Janet Buskey 4. _____
2. Allyson Holland 5. _____
3. _____ 6. _____

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

Total (est.) Cost: \$4,114.72 Advance Registration Required: \$800.00
Department Name: Revenue Commissioner Fund Name: General Fund
Additional Comments: Lodging \$2,141 Meals \$750 Registration \$800 Mileage \$423.72

To: Janet Buskey, Revenue Commissioner
From: Donald L. Mims, Administrator

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$4,114.72 and advance registration of \$800.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>001-51500.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$6,610.00</u>
Approved Requests:	<u>\$2,321.20</u>
Budget Available:	<u>\$4,288.80</u>
Current Requests:	<u>\$4,114.72</u>
Budget Balance:	<u>\$174.08</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 4/27/17
cc: Finance Director / Buyer

25.2

Montgomery County Commission
Travel / Training Request Approval
Request # 11

AGENDA
MAY - 1 2017

Date: April 24, 2017
To: Donald L. Mims, Administrator
From: Terri Henderson, Revenue Manager
Re: Approval for the following travel:

Destination: Prattville, AL
Departure Date: 08/11/2017 Return Date: 08/11/2017
Conference Leave (Days / Hours): 1 Day
Purpose of Travel: Attend ALTIST 2017 Annual CRE Update Course In Prattville, AL.
Required Course Qualifies For 8 CPE Hours Toward CRE 2017 Certification

Traveler (s) Name: 1. Terri Henderson 4. Maxine Taylor
2. Twyla Jackson 5.
3. Te'Rea Smith 6.

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

Total (est.) Cost: \$828.48 Advance Registration Required: \$700.00

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

Additional Comments: Registration Fees Of \$175.00 Each Totaling \$700.00. Meals \$60.00 Total.
Mileage \$68.48 Total. ALTIST CRE Course Sponsored By
Auburn University Government & Economic Development Institute.

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

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$828.48 and advance registration of \$700.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>001-51800.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$11,250.00</u>
Approved Requests:	<u>\$4,213.44</u>
Budget Available:	<u>\$7,036.56</u>
Current Requests:	<u>\$828.48</u>
Budget Balance:	<u>\$6,208.08</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 4/24/2017
cc: Finance Director / Buyer

253

Montgomery County Commission
Travel / Training Request Approval
Request # 10

AGENDA

MAY - 1 2017

Date: April 19, 2017
To: Donald L. Mims, Administrator
From: Wanda J. Robinson, Director
Re: Approval for the following travel:

Destination: Orange Beach, AL
Departure Date: October 3, 2017 Return Date: October 6, 2017
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: Alabama Jail Association Fall Conference

Traveler (s) Name: 1. Wanda Robinson 4. Rodney Brooks
2. Glenn Teal 5. Sonja Pritchett
3. Angel McCall 6. _____

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

Total (est.) Cost: \$4,000.00 Advance Registration Required: \$125.00

Department Name: Sheriff (MCDF) Fund Name: General

Additional Comments: EXPENSE WILL BE INCURRED IN THE 2018 BUDGET

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

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$4,000.00 and advance registration of \$125.00 is authorized.

To be completed by the Finance Department	
Fund Code:	<u>001-52200.265</u> (ex: 000-00000-000)
Description:	<u>Registration and Training</u>
Current Budget:	<u>\$15,000.00</u>
Approved Requests:	<u>\$14,142.91</u>
Budget Available:	<u>\$857.09</u>
Current Requests:	<u>\$0.00</u>
Budget Balance:	<u>\$857.09</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 4/19/2017

cc: Finance Director / Buyer

25-4

Montgomery County Commission
Travel / Training Request Approval
Request # 10

AGENDA

MAY - 1 2017

Date: April 24, 2017
To: Donald L. Mims, Administrator
From: Scott Kramer
Re: Approval for the following travel:

Destination: Auburn, Alabama
Departure Date: September 22, 2017 Return Date: September 22, 2017
Conference Leave (Days / Hours): (1) Day
Purpose of Travel: To teach a Risk Management Benefits Administration Class for the
Alabama Association of Public Personnel Administrators

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

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

Total (est.) Cost: \$84.92 Advance Registration Required: \$0.00

Department Name: Risk Management Fund Name: Liability

Additional Comments: Meals- \$25.00 Mileage- \$59.92

To: Scott Kramer

From: Donald L. Mims, Administrator

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$84.92 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code: 007-51120.265 (ex: 000-00000-000)

Description: Registration & Training

Current Budget: \$15,000.00

Approved Requests: \$3,135.52

Budget Available: \$11,864.48

Current Requests: \$84.92

Budget Balance: \$11,779.56

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 4/24/17

cc: Finance Director / Buyer

25-5

Montgomery County Commission
Travel / Training Request Approval
Request # 15

AGENDA

MAY - 1 2017

Date: April 20, 2017
To: Donald L. Mims, Administrator
From: Paul Brown, Executive Director
Re: Approval for the following travel:

Destination: 3410 Demetropolis Road, Mobile AL 36693
Departure Date: May 16, 2017 Return Date: May 19, 2017
Conference Leave (Days / Hours): four days
Purpose of Travel: To Attend ORAS (refresher and Case Planning).

Traveler (s) Name: 1. ReBecca Johnson 4. Demetric Shipman
2. Ronald Sellers 5. Shonda Williams
3. Jeffery Solomon 6. _____

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

Total (est.) Cost: \$3,250.00 Advance Registration Required: \$0.00

Department Name: Community Corrections Fund Name: Community Corrections

Additional Comments: Hotels & Meals

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

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$3,250.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>124-52960.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$10,500.00</u>
Approved Requests:	<u>\$7,195.39</u>
Budget Available:	<u>\$3,304.61</u>
Current Requests:	<u>\$3,250.00</u>
Budget Balance:	<u>\$54.61</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/24/2017

cc: Finance Director / Buyer

25.6

Montgomery County Commission
Travel / Training Request Approval
Request # 53

AGENDA

MAY - 1 2017

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

Destination: Washington, DC
Departure Date: May 15, 2017 Return Date: May 18, 2017
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend APCO Public Safety Broadband Summit

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

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

Total (est.) Cost: \$1,820.00 Advance Registration Required: \$50.00

Department Name: Montgomery County Sheriff's Office Fund Name: 749-52110.499

Additional Comments: Hotel, flight & meal expenses will be reimbursed by the SLIGP Grant

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

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$1,820.00 and advance registration of \$50.00 is authorized.

<i>To be completed by the Finance Department</i>	
Fund Code:	<u>749-52110.499</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$361,500.00</u>
Approved Requests:	<u>\$73,973.14</u>
Budget Available:	<u>\$287,526.86</u>
Current Requests:	<u>\$1,820.00</u>
Budget Balance:	<u>\$285,706.86</u>

Donald L. Mims, Administrator

Reviewed by: S. Thomas

Date: 4/19/2017

cc: Finance Director / Buyer

257

Montgomery County Commission
Travel / Training Request Approval
Request # 54

AGENDA
MAY - 1 2017

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

Destination: Meridian, MS
Departure Date: May 15, 2017 Return Date: May 18, 2017
Conference Leave (Days / Hours): 4 Days
Purpose of Travel: attend RCTA Training

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

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

Total (est.) Cost: \$76.00 Advance Registration Required: \$0.00

Department Name: Montgomery County Sheriff's Office Fund Name: 749-52110.499

Additional Comments: Food & Lodging will be paid by RCTA-only expense to Deputy will be
\$16.00 for one meal & gas expenses for county vehicle

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

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$76.00 and advance registration of \$0.00 is authorized.

To be completed by the Finance Department

Fund Code:	<u>749-52110.499</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$361,500.00</u>	
Approved Requests:	<u>\$73,973.14</u>	
Budget Available:	<u>\$287,526.86</u>	
Current Requests:	<u>\$1,896.00</u>	
Budget Balance:	<u>\$285,630.86</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 4/19/2017
cc: Finance Director / Buyer

25-8

Montgomery County Commission
Travel / Training Request Approval
Request # 55

AGENDA

MAY - 1 2017

Date: April 24, 2017
To: Donald L. Mims, Administrator
From: Sheriff Derrick Cunningham
Re: Approval for the following travel:

Destination: New York, NY
Departure Date: June 7, 2017 Return Date: June 9, 2017
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: attend Justice & Mental Health Collaboration Program Training Summit

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

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

Total (est.) Cost: \$1,300.00 Advance Registration Required: \$0.00

Department Name: Montgomery County Sheriff's Office Fund Name: 749-52110.499

Additional Comments: flight, hotel & meal expenses to be reimbursed from Department of Justice

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

The above request is app. 5/1/17 reimbursement of actual and necessary expenses in the
approximate amount of \$1,300.00 and advance registration of \$0.00 is authorized.

<i>To be completed by the Finance Department</i>		
Fund Code:	<u>749-52110.499</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$361,500.00</u>	
Approved Requests:	<u>\$73,973.14</u>	
Budget Available:	<u>\$287,526.86</u>	
Current Requests:	<u>\$3,196.00</u>	
Budget Balance:	<u>\$284,330.86</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 4/24/2017

cc: Finance Director / Buyer

25-9