

REGULAR MEETING
MONTGOMERY COUNTY COMMISSION
SEPTEMBER 4, 2018
AGENDA
INFORMATION SESSION

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

Prayer

Reports from Staff:

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

Comments from Scheduled Attendees:

Mr. Michael G. Hicks with Alliance Insurance Group
Dr. Derryn E. Moten, Professor and Chair, Department of History and Political Science,
Alabama State University
Account Manager Brandon Parker with Alabama Power Company
Attorney Clinton Graves with Gilpin Givhan, PC
Managing Director Mike Dunn, Gary Rehm and Chris Johnson with STIFEL and
Executive Vice President Neill Wright with Liberty Bank
Attorney Frank McPhillips with Maynard, Cooper & Gale
Executive Director Paul Brown with Community Corrections
Executive Director Greg Clark with Central Alabama Regional Planning and
Development Commission
Director of Retention Jessica G. Horsley with the with the Montgomery Area Chamber of
Commerce

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

Comments from Citizens

Presentation of the Minutes of the Regular Meeting of August 20, 2018

CONSENT AGENDA:

Consider Authorization of Accounts Payable Checks and Payroll Checks

PRESENTATION:

Presentation of Certificate of Completion of the Alabama Jail Training Academy from the National Institute for Jail Operations (NIJO) to Lieutenant Rodney Brooks, Detention Facility

NEW BUSINESS:

1. Consider Authorization of Manufacturer License to Applicant Lake Point Vineyard and Winery Located at 674 Lake Point Drive, Mathews, Alabama 36052, County Commission
2. Consider Authorization of Resolution to Change the Time and Location of the September 17, 2018, County Commission Meeting to Pike Road Town Hall, which is located at 9575 Vaughn Road, Pike Road, Alabama. The information session will begin at 5:00 p.m. with the formal session at 6:30 p.m., County Commission
3. Consider Authorization of Cooperative Agreement for the State Homeland Security Grant Program, Grant Number 6FSL for the Montgomery County Sheriff's Office (FY2016 - \$50,567.23), Sheriff's Office
4. Consider Authorization to Ratify the Memorandum of Understanding regarding the Administration of the 2018 Montgomery City Council District Four (4) Special Elections, Probate Judge's Office (Elections)
5. Consider Authorization of Renewal Amendment to IncomeWorks Software License Agreement, Appraisal Department
6. Consider Authorization of Amendment Number 1 to Contract with The Bridge, Inc., regarding a One (1) Year Extension, beginning October 1, 2018 and ending on September 30, 2019 for the Community-Based Adolescent Alternative Program, Contract Number 52601-17P-024, Youth Facility
7. Consider Authorization of Amendment Number 1 to Contract with Buffalo Rock Company of Montgomery, Alabama regarding a One (1) Year Extension, beginning August 15, 2018 and ending on August 14, 2019 for Vending Machine Services, Contract Number 51988-17B-010, County Commission

8. Consider Authorization of Amendment Number 2 to Contract with Stivers Ford Lincoln regarding a One (1) Year Extension, beginning October 1, 2018 and ending on September 30, 2019 and a 5% Pricing Increase for Oil Change and Tire Rotation Service, Contract Number 52110-16B-033, Sheriff's Office
9. Consider Authorization of Amendment Number 2 to Contract with Gulf States Distributors regarding a One (1) Year Extension, beginning October 17, 2018 and ending on October 16, 2019 and a 5% Pricing Increase for Footwear, Contract Number 52110-16B-038, Sheriff's Office
10. Consider Authorization of Amendment Number 2 to Contract with Gulf Atlantic Culvert Co., regarding a One (1) Year Extension, beginning October 17, 2018 and ending on October 16, 2019 and a 5% Pricing Increase for Metal Pipe, Contract Number 53000-16B-037, Engineering Department
11. Consider Authorization of Proposal with Borden Morris Garner Consulting Engineers to Assess Cameras, Access Control, Lighting, Fire Alarm and Plumbing at the Youth Facility, County Commission
12. Consider Authorization of Insurance Renewals with BlueCross BlueShield of Alabama regarding Health Plan Administrative Fees, COBRA, Dental, Workers Comp Insurance Renewal and FSA Administration for October 1, 2018 – September 30, 2019, Risk Management
13. Consider Authorization of Renewals for the 2018 Property Insurance and Excess Liability, Risk Management
14. Consider Authorization of Miscellaneous Appropriations to Agencies, County Commission
15. Consider Authorization of Miscellaneous Appropriations to Education, County Commission
16. Consider Authorization of Miscellaneous Appropriations from Designated Revenue, County Commission
17. Consider Authorization of Final Pay Application from Central Contracting, Inc., for the Fleet Maintenance Shop, County Commission
18. Consider Authorization of Budget Change Request Number 1, County Commission
19. Consider Authorization of Budget Change Request Number 2, Detention Facility
20. Consider Authorization of Budget Change Request Number 1, Finance Department
21. Consider Authorization of Budget Change Request Number 5, Probate Judge's Office (Elections)

22. Consider Authorization of Budget Change Request Number 5, Sheriff's Office
23. Consider Authorization of Budget Change Request Number 5, Tax & Audit
24. Consider Authorization of Budget Change Request Number 2, Youth Facility
25. Consider Authorization of Position Fill Request(s) – Detention Facility (1)
 - Corrections Officer Trainee – Position Number 500419220
26. Consider Authorization of Position Fill Request(s) – Sheriff's Office (1)
 - Deputy Sheriff Trainee – Position Number 550430057
27. Consider Authorization of Travel/Training Requests (4)

Reports from Staff:

Administrator
Deputy Administrator
Manager of Public Affairs

Discussion Items by Commissioners

Adjourn

CALENDAR OF EVENTS

SEPTEMBER 3, 2018

County Holiday (Labor Day)

SEPTEMBER 4, 2018

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

SEPTEMBER 17, 2018

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

OCTOBER 1, 2018

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

OCTOBER 8, 2018

County Holiday (Columbus Day)

OCTOBER 15, 2018

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

SEP -4 2018

9-4-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-17-18

Check Number	To	Check Number
280941		280985
Total Checks Paid		\$1,418,541.71

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

AGENDA

SEP - 4 2018

9-4-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-17-18

Check Number	To	Check Number
280986		281051
Total Checks Paid		\$414,599.64

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

EFT's included in amount

AGENDA

SEP - 4 2018

9-4-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-24-18

Check Number	To	Check Number
281052		281104
Total Checks Paid		\$147,982.65

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

EFT's included in amount

AGENDA

SEP - 4 2018

9-4-18 Meeting

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING ACCOUNTS PAYABLE WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED 8-24-18

Check Number	To	Check Number
281105		281190
Total Checks Paid		\$552,394.91

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

EFT's included in amount

MONTGOMERY COUNTY COMMISSION

THE FOLLOWING TRANSACTIONS WERE AUDITED AND
ORDERED PAID

CHECKS ARE DATED
8/17/18

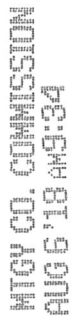
Payroll Check Number	130624	To	Payroll Check Number	130680	\$	44,905.55
Direct Deposits					\$	852,904.46
Payroll Check Number	130681	To	Payroll Check Number	130700	\$	250,608.62
Direct Deposits					\$	394,181.66
Federal Deposits					\$	295,761.14
Total Payroll Paid					\$	1,838,361.43

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



P.O. Box 5040 • Montgomery, Alabama 36103
Telephone 334-263-7594 • Fax 334-263-7678
www.alabamacounties.org

Hon. Steve McKinnon, Dale County, President
Sonny Brasfield, Executive Director



AGENDA

SEP - 4 2018

August 1, 2018

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

Dear Chairman Dean:

I would like to express my appreciation for your support of the Alabama Jail Training Academy (AJTA). During the year 2018, AJTA trained more than 300 county correction officers. To date, more than 300 people have completed all four required classes and received basic certification from our program.

As you know, Lieutenant Rodney Brooks from your county completed the program and earned a certificate of completion from the National Institute of Jail Operations (NIJO). We believe it would encourage other officers to participate in this important educational program if the county commission recognized this accomplishment during one of its upcoming meetings. Enclosed are their completion certificates from NIJO and a lapel pin for the graduate. We hope you will present these in the near future. We believe it would also be appropriate to include Sheriff Cunningham in the presentation.

Thank you for your support of this excellent training program and all of the Association's activities.

Sincerely,


Jeannie Gaines
Public Relations Manager

Enclosure

Cc: Donald Mims, Administrator



AGENDA

SEP -4 2018

STATE OF ALABAMA ALCOHOLIC BEVERAGE CONTROL BOARD ALCOHOL LICENSE APPLICATION



Confirmation Number: 20180731084558859

Type License: 200 - MANUFACTURER

State: \$500.00 County: \$500.00

Type License:

State: County:

Trade Name: LAKE POINT VINEYARD AND WINERY

Filing Fee: \$50.00

Applicant: LAKE POINT VINEYARD AND WINERY LLC

Transfer Fee:

Location Address: 674 LAKE POINT DRIVE MATHEWS, AL 36052

Mailing Address: 674 LAKE POINT DRIVE MATHEWS, AL 36052

County: MONTGOMERY Tobacco sales: NO

Tobacco Vending Machines:

Type Ownership: LLC

Book, Page, or Document info: CORP 00359 PG0078-0080 2018

Date Incorporated: 01/02/2018 State incorporated: AL

County Incorporated: MONTGOMERY

Date of Authority: 01/02/2018

Alabama State Sales Tax ID: R009756485

Federal Tax ID: 82-1444690

Name:	Title:	Date and Place of Birth:	Residence Address:
RITA G LEWIS 7034905 - AL	OWNER	06/19/1964 KANSAS	674 LAKE POINT DRIVE MATHEWS, AL 36092

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

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

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

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

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

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

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

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

Contact Person: RITA G LEWIS

Home Phone: 334-517-8334

Business Phone: 334-517-8334

Cell Phone:

Fax:

E-mail: RITALEWIS500@GMAIL.COM

PREVIOUS LICENSE INFORMATION:

Previous License Number(s)

Trade Name:

License 1:

Applicant:

License 2:

1-1



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



Confirmation Number: 20180731084558859

If applicant is leasing the property, is a copy of the lease agreement attached? **YES**
Name of Property owner/lessor and phone number: **RITA G LEWIS 334-517-8334**
What is lessors primary business? **LANDLORD**
Is lessor involved in any way with the alcoholic beverage business? **YES**
Is there any further interest, or connection with, the licensee's business by the lessor? **N/A**

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

Will the business be operated primarily as a package store? **NO**
Building Dimensions Square Footage: **600** Display Square Footage:
Building seating capacity: **16** Does Licensed premises include a patio area? **YES**
License Structure: **ONE STORY** License covers: **ENTIRE STRUCTURE**
Location is within: **COUNTY** Police protection: **COUNTY**

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

Name:	Violation & Date:	Arresting Agency:	Disposition:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION



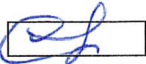
Confirmation Number: 20180731084558859

Initial each

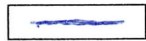
Signature page



In reference to law violations, I attest to the truthfulness of the responses given within the application.



In reference to the Lease/property ownership, I attest to the truthfulness of the responses given within the application.



In reference to ACT No. 80-529, I understand that if my application is denied or discontinued, I will not be refunded the filing fee required by this application.



In reference to Special Retail or Special Events retail license, I agree to comply with all applicable laws and regulations concerning this class of license, and to observe the special terms and conditions as indicated within the application.



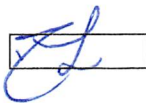
In reference to the Club Application information, I attest to the truthfulness of the responses given within the application.



In reference to the transfer of license/location, I attest to the truthfulness of the information listed on the attached transfer agreement.



In accordance with Alabama Rules & Regulations 20-X-5-.01(4), any social security number disclosed under this regulation shall be used for the purpose of investigation or verification by the ABC Board and shall not be a matter of public record.



The undersigned agree, if a license is issued as herein applied for, to comply at all times with and to fully observe all the provisions of the Alabama Alcoholic Beverage Control Act, as appears in Code of Alabama, Title 28, and all laws of the State of Alabama relative to the handling of alcoholic beverages.

The undersigned, if issued a license as herein requested, further agrees to obey all rules and regulations promulgated by the board relative to all alcoholic beverages received in this State. The undersigned, if issued a license as herein requested, also agrees to allow and hereby invites duly authorized agents of the Alabama Alcoholic Beverage Control Board and any duly commissioned law enforcement officer of the State, County or Municipality in which the license premises are located to enter and search without a warrant the licensed premises or any building owned or occupied by him or her in connection with said licensed premises. The undersigned hereby understands that he or she violate any provisions of the aforementioned laws his or her license shall be subject to revocation and no license can be again issued to said licensee for a period of one year. The undersigned further understands and agrees that no changes in the manner of operation and no deletion or discontinuance of any services or facilities as described in this application will be allowed without written approval of the proper governing body and the Alabama Alcoholic Beverage Control Board.

I hereby swear and affirm that I have read the application and all statements therein and facts set forth are true and correct, and that the applicant is the only person interested in the business for which the license is required.

Applicant Name (print): Rita G. Lewis

Signature of Applicant: 

Notary Name (print): James J. Mendez

Notary Signature: 

Commission expires: 8/1/2020

Application Taken:

App. Inv. Completed:

Forwarded to District Office:

Submitted to Local Government:

Received from Local Government:

Received in District Office:

Reviewed by Supervisor:

Forwarded to Central Office:



STATE OF ALABAMA
ALCOHOLIC BEVERAGE CONTROL BOARD
ALCOHOL LICENSE APPLICATION

Confirmation Number: 20180731084558859



Private Clubs / Special Retail / or Special Events licenses ONLY

Private Club

Does the club charge and collect dues from elected members?

Number of paid up members:

Are meetings regularly held?

How often?

Is business conducted through officers regularly elected?

Are members admitted by written application, investigation, and ballot?

Has Agent verified membership applications for each member listed?

Has at least 10% of members listed been confirmed and highlighted?

Agent's Initials:

For what purpose is the club organized?

Does the property used, as well as the advantages, belong to all the members?

Do the operations of the club benefit any individual member(s), officer(s), director(s), agent(s), or employee(s) of the club rather than to benefit of the entire membership?

Special Retail

Is it for 30 days or less?

More than 30 days?

Franchisee or Concessionaire of above?

Other valid responsible organization:

Explanation:

Special Events / Special Retail (7 days or less)

Starting Date: Ending Date:

Special terms and conditions for special event/special retail:

Other Explanations

Is the lessor involved in any way with the alcohol beverage business?: LESSOR IS
THE OWNER

Receipt Confirmation Page

Receipt Confirmation Number: **20180731084558859**
Application Payment Confirmation Number: 37210490

Payment Summary	
Payment Item	Fee
Application Fee for License 200	\$50.00
Total Amount to be Charged	\$50.00

License Payment Confirmation Number:

Payment Summary			
Payment Item	County Fee	State Fee	Total Fee
200 - MANUFACTURER	\$500.00	\$500.00	\$1,000.00
			\$0.00
Total Amount to be Charged	\$500.00	\$500.00	\$1,000.00

Application Type

Application Type: APPLICATION

Applicant Information

License Type 1: 200 - MANUFACTURER
License Type 2:
License County: MONTGOMERY
Business Type: LLC
Trade Name: **LAKE POINT VINEYARD AND WINERY**
Applicant Name: **LAKE POINT VINEYARD AND WINERY LLC**
Location Address: 674 LAKE POINT DRIVE
MATHEWS, AL 36052
Mailing Address: 674 LAKE POINT DRIVE
MATHEWS, AL 36052
Contact Person: RITA G LEWIS
Contact Home Phone: 334-517-8334
Contact Business Phone: 334-517-8334
Contact Fax:
Contact Cell Phone:
Contact Email Address:
Contact Web Address:

Famous Hand

ist dealer.
orth-South vulnerable.

NORTH

♠ J 4
♥ A 8
♦ Q 10 9 8
♣ J 10 9 5 2

WEST

♠ K 10 7 5
♥ 10
♦ 7 6 5 4 2
♣ K 6 3

EAST

♠ Q 9 2
♥ K 9 7 6 5 2
♦ K J
♣ 8 4

SOUTH

♠ A 8 6 3
♥ Q J 4 3
♦ A 3
♣ A Q 7

e bidding:
ist South West North
P 2 NT Pass 3 NT

ening lead — ten of hearts.
This deal from the 1995 Spingold
lockout teams dramatically dem-
onstrates how a slight difference in
lgment can radically affect the out-
come of a deal.

The auction was identical at both
les. South arrived at three notrump
er East opened with a weak two-
rt bid. Both Wests led the heart
and both declarers played the
ht from dummy.

At one table, Mike Passell, East,
cted not to take his king in order to
p declarer from scoring three heart
ks. This could have been the win-
g play on another layout, but on
occasion it proved very costly.

Declarer, Lew Stansby, won the
ten with the queen and played the
A-Q-7 of clubs. West took his king
on the third round and returned a low
spade to East's queen, which held.
The nine-of-spades return was also
ducked by declarer, who still needed
a ninth trick.

West won the spade with the king
but found himself badly placed. He
could not return a spade from the
10-7 into Stansby's A-8, so he shifted
to a diamond. This helped South
establish dummy's diamonds, and
with the heart ace still in dummy as
an entry, he had nine tricks.

At the other table, East, Zia Mah-
mood, grabbed the heart king at trick
one and continued with a second
heart, dislodging dummy's ace.
Declarer, Chuck Burger, led a club to
the queen, but West, Michael Rosen-
berg, did not take his king. Burger
tried the ace and another club, but he
was fighting a losing battle.

After winning the club king,
Rosenberg returned the king of
spades, ducked by declarer. A second
spade was covered by the jack and
queen, ducked again by South, and a
third spade was taken by the ace.

Burger could do no better than
cash his Q-J of hearts and exit with a
spade, hoping West would win and
be forced to yield a diamond entry to
dummy. But with East holding the
diamond K-J, declarer had no chance,
and he finished down two.

Tomorrow: It's all so sensible.

©2018 King Features Syndicate Inc.

HOROSCOPE

By HOLIDAY MATHIS

ARIES (March 21-April 19). Ask yourself who is good for your life. Enough has happened to show you the honest truth in this regard. The one you are attracted to may be more fun than appropriate.

TAURUS (April 20-May 20). Maybe you can't take it with you, but can you still enjoy and appreciate material wealth without identifying yourself by it? You'll keep your perspective, always remembering that relationships are the true treasures of life.

GEMINI (May 21-June 21). You feel powerful, and you are powerful. Your perspective makes the world seem manageable, and this comes naturally to you. Help others get to the same place.

CANCER (June 22-July 22). There are days when you blink and things change. Then there are days and decades that go by without much change at all. This is one of those rare times when it's all up to you. To change or not to change, that's the question.

LEO (July 23-Aug. 22). The next small step is a small step (and perhaps even a symbolic one), but it's in an entirely new direction, which makes the repercussions quite large indeed.

VIRGO (Aug. 23-Sept. 22). You will find the hidden meanings and assimilate a deeper sort of knowledge about your topic of interests — mostly because you're curious and you ask good questions.

LIBRA (Sept. 23-Oct. 23). As the sign of partnership, it's rather natural for you to join a friend or a group to do the things you

enjoy, but company is not a prerequisite of the experience. Today you'll have just as much fun doing it alone.

SCORPIO (Oct. 24-Nov. 21). You've come up with some interesting ideas. Whether they are good ones or not, well, the jury is still out on that one. But you feel that there's something there, and right now that's enough of a reason to move forward.

SAGITTARIUS (Nov. 22-Dec. 21). Why flirt with disaster? Certain relationships have already proved to be no good for you. And as you steer away from those, you'll steer right into a very valuable new connection.

CAPRICORN (Dec. 22-Jan. 19). Relationships will have humble, unremarkable beginnings. You don't have to know what you're doing to start, but you have to start if you're ever going to know what you're doing.

AQUARIUS (Jan. 20-Feb. 18). Quite a lot will seem important to you today, yet you won't know what to do with the information. Take notes. It's a way of saving the things that matter without having to make a decision yet.

PISCES (Feb. 19-March 20). A mess can be very creative, but there are times such as today, in which the mess will hold you back instead. So organize it. Ordering your time and possessions well will help you become very accomplished.

TODAY'S BIRTHDAY (AUG. 27). A mystery will clear up, and you'll be able to see exactly what is needed to make your dream real. When you come to the fork in the road in October, the direction you must go will still be rather obvious to you. Love and adventure will happen in November. Family makes you proud and makes you money, too. Scorpio and Aquarius adore you. Your lucky numbers are: 20, 4, 44, 38 and 5.

Public Notices

RTISEMENT FOR BIDS
ITY VESTIBULES AT VARIOUS SCHOOLS
HILTON COUNTY BOARD OF EDUCATION
TON, ALABAMA
ECT NO. 18-143

aled proposal will be received for work as described in the "Scope Of Work"
n, Jason Griffin, Superintendent, at the Chilton County Board of Education,
n, Alabama, until 2:00 PM, Thursday, September 13, 2018, then opened and
luded.

andatory site visit is available to contractors starting at Clanton Middle
n Thursday, September 6, 2018, at 9:00 AM.

neral Contractors bidding this project shall be required to visit the site and
ne all existing conditions prior to submitting their proposal. All Bidders shall
general liability and workman's compensation insurance.

ial shall be bid excluding taxes. Bids must be submitted on proposal form fur-
by the Architect or copies thereof. No bid may be withdrawn after sched-
closing for receipt of bids for a period of sixty (60) days. The Owner reserves
right to reject any or all proposals and to waive technical errors if, in the Own-
ment, the best interests of the Owner will thereby be promoted.

ified check or Bid Bond payable to the Chilton County Board of Education in
ount not less than five percent (5%) of the amount of the bid, but in no
more than \$10,000.00 must accompany the bidder's proposal if over
0.00 dollars. Performance and statutory labor and material payment bonds
required at the signing of the Contract.

lders bidding in amounts exceeding that established by the State Licensing
for General Contractors must be licensed under the provisions of Title 34,
r 8, Code of Alabama, 1975, and must show evidence of license before bid-
r bid will not be received or considered by the Architect. All bidders shall
ue evidence by clearly displaying current license number on the outside of
delivered envelope in which the proposal is delivered.

ic images of the documents may be viewed on-line and printed by General
ctors, Sub Contractors and Suppliers by obtaining documents through the w
kceassoc.com web site, by contacting the Architect at mckeeplans@gmail.co
log-in information and password. Please provide company name, address,
#, fax #, email address and GC License #. This is the only web site endorsed
Architect. The Architect is unable to monitor, confirm and maintain websites
e beyond his control. Addendums shall be posted on the above web site. The
ct retains ownership and copyrights of the documents. If bidders require
s see the following shall apply: Submit to the Architect a deposit of \$75.00
The deposit shall be refunded for each set returned in reusable condition
ten days after bid opening.

s and RFA's regarding the bid documents shall be sent and addressed thru
owing e-mail account: hays@mckeeassoc.com. The Architect will not accept
s via telephone or fax.

Public Notices

Public Notices

In accordance with code of Alabama
1975 title 39 notice is hereby given that
H & H Carpets Inc. has completed a
project at Simpson Hall in dorm rooms
on all 4 floors furnishing and installing
vinyl plank all claims should be filed at
H & H Carpets Inc. 645 Atlanta Highway
Montgomery Alabama 36117
Mont. Adv. 8/20, 27, 9/3, 9/10/2018
3108871

MORTGAGE FORECLOSURE SALE

Default having been made in the pay-
ment of the indebtedness secured by
that certain mortgage executed by Wil-
liam P. Wall, a single man, originally in
favor of Mortgage Electronic Registra-
tion Systems, Inc., as nominee for Ca-
dence Bank, N.A., on the 28th day of
February, 2012, said mortgage recorded
in the Office of the Judge of Probate of
Montgomery County, Alabama, in RLPY
04250 Page 0258; the undersigned
Wells Fargo Bank, N.A., as
Mortgagee/Transferee, under and by
virtue of the power of sale contained in
said mortgage, will sell at public outcry
to the highest bidder for cash, in front
of the main entrance of the Courthouse
at Montgomery, Montgomery County,
Alabama, on September 11, 2018, dur-
ing the legal hours of sale, all of its
right, title, and interest in and to the
following described real estate, situated
in Montgomery County, Alabama, to-
wit:

Lot 15, Block B according to the Halcyon
Oaks Plat No. 18 as same appears of re-
cord in the Office of the Judge of Pro-
bate of Montgomery County, Alabama,
in Plat Book 40, at Page 151.

Property street address for information-
al purposes: 8357 Grand Oak Ct,
Montgomery, AL 36117
THIS PROPERTY WILL BE SOLD ON AN
"AS IS, WHERE IS" BASIS, WITHOUT
WARRANTY OR RECOURSE, EXPRESSED
OR IMPLIED AS TO TITLE, USE AND/OR
ENJOYMENT AND WILL BE SOLD SUB-
JECT TO THE RIGHT OF REDEMPTION OF
ALL PARTIES ENTITLED THERETO.

Alabama law gives some persons who
have an interest in property the right to
redeem the property under certain cir-

Public Notices

estate and to credit its purchase price
against the expenses of sale and the in-
debtedness secured by the real estate.
This sale is subject to postponement or
cancellation.
Wells Fargo Bank, N.A.,
Mortgagee/Transferee

Rebecca Redmond
SIROTE & PERMUTT, P.C.
P.O. Box 55727
Birmingham, AL 35255-5727
Attorney for Mortgagee/Transferee
www.sirote.com/foreclosures
430154
Mont. Adv. 8/13, 8/20, 8/27/2018
3095053

NOTICE

Notice is hereby given that application
has been made to the Montgomery
County Commission, Montgomery, Ala-
bama, for approval of a Manufacturer
Alcohol License at this location, namely:
NAME: LAKE POINT VINEYARD AND
WINERY
ADDRESS: 674 LAKE POINT DRIVE,
MATHEWS, AL 36052
AND THAT PUBLIC HEARING ON SAID
APPLICATION HAS BEEN SET BEFORE
THE COUNTY COMMISSION AT:
9:30 A.M. SEPTEMBER 4, 2018

In the Montgomery County Courthouse
and Administrative Building Annex III,
101 South Lawrence Street, 1st Floor,
Commission Chambers, Montgomery,
Alabama. Anyone desiring to be heard
either for or against said application
may appear in person at said time or
may indicate his or her wishes in writ-
ing by Communication addressed to the
Montgomery County Commission,
ATTN: Donald L. Mims, P.O. Box 1667,
Montgomery, Alabama 36102-1667.
Donald L. Mims, County Administrator
Montgomery County Commission
Mont. Adv. 8/27/2018
3118766

Public Notices

said mortgage, will sell at public outcry
to the highest bidder for cash before
the main entrance of the Court House
in Montgomery County, Alabama dur-
ing the legal hours of sale (between
11am and 4pm), on the 10th day of
September, 2018 the following prop-
erty, situated in Montgomery County,
Alabama, to-wit:

SITUATED IN THE COUNTY OF
MONTGOMERY, AND THE STATE OF
ALABAMA, TO-WIT: LOT 41, BLOCK B,
ACCORDING TO THE MAP OF YOUNG
PLACE PLAT 1-D, AS SAID MAP AP-
PEARS OF RECORD IN THE OFFICE OF
THE JUDGE OF PROBATE OF
MONTGOMERY COUNTY, ALABAMA, IN
PLAT BOOK 29, AT PAGE 178.. PARCEL
NO. 10-06-23-04-0005-041.000 COM-
MONLY KNOWN AS 1821 YOUNG FARM
ROAD, MONTGOMERY, ALABAMA
36106

Said property is commonly known as
1821 Young Farm Rd, Montgomery, AL
36106.

The indebtedness secured by said Mort-
gage has been and is hereby declared
due and payable because of default un-
der the terms of the Note secured by
said Mortgage, including but not limited
to, nonpayment of the indebtedness
as and when due. The indebtedness re-
mains in default, and this sale will be
made for the sole purpose of paying
the same, including all expenses of the
sale, attorney's fees, and all other pay-
ments provided for under the terms of
said Mortgage.

Said property will be sold subject to the
following items, which may affect the
title to said real property: all zoning or
ordinances; matters which would be dis-
closed by an accurate survey or inspec-
tion of the property, any outstanding
taxes, including but not limited to, ad-
valorem taxes, which constitute liens
upon said property; special assessments;
all outstanding bills for public utilities,
which constitute liens upon said prop-
erty; all restrictive covenants, easements,
rights-of-way; the statutory right of re-
demption pursuant to Alabama law;
and any other matters of record.

220th
Birmir
(800)
FT216
File N
www.
Mont.
31088

NOTIC
CLOS
made
neces
s execut
WOM)
REGIS
NEE F
GAGE
20th
record
Prob
ma, or
Book
Count
gage,
ferred
nancia
the af
hereby
Pacific
Mortg
virtue
said m
to the
of the
in Mo
Alaban
ing th
right,
followi
in Mo
-wit: L
THE C
PLACE
OF RE
JUDGE
COUNT
AT PA
BOOK
ANCE
NANTS
EASEM
ANY,
CORD
ERTY,
CES NO
APPLIC
MENTS
AGAIN
MINER
gal des
ever th
known
MONTG
law giv
interest
in the p
the pro
persons
process
ed to h
and pre
sure pr
on an e
any eas
ceptions
those o
Office
county
property
be sold
tion of
subject
taxes (ir
whether
This sal
paying
said mo
of
Mortga
right to
estate a
against
debtedn
This sal
cancelle
LLC, Mo
LAW FIR
AS A
FEDERAL
TION OI
THAT PL
torney
Concours
ham, AL
(877) 813
Ad Run
08/27/201
rty-listing
Mont. Ad
3094658

The Rest

1-6

AGENDA

SEP - 4 2018



RESOLUTION

WHEREAS, the County Commission wishes to host a regular meeting in each commission district in 2018; and

WHEREAS, the Montgomery County Commission wishes to change the time and meeting location of the September 17, 2018, meeting from the Montgomery County Courthouse Administration Building, Annex III, 101 South Lawrence Street to Pike Road Town Hall, which is located at 9575 Vaughn Road, Pike Road, Alabama. 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 September 17, 2018, meeting from the Montgomery County Courthouse Administration Building, Annex III, to Pike Road Town Hall.

We hereby certify that the above Resolution was adopted by the Montgomery County Commission on this, the 4th day of September 2018.

BY: _____
Chairman

ATTEST: _____
County Administrator



DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

AGENDA

SEP - 4 2018

KEVIN J. MURPHY
CHIEF DEPUTY

COLONEL WANDA J. ROBINSON
DIRECTOR OF DETENTION

August 28, 2018

MONTGOMERY CO. COMMISSION
AUG 28 '18 PM 4:55

MEMORANDUM

TO : Mr. Donnie Mims, County Administrator
Montgomery County Commission

FROM : Sheriff Derrick Cunningham
Montgomery County Sheriff's Office

SUBJECT : Homeland Security Grant
6FSL Grant - \$50,567.23

Please find attached two (2) original Cooperative Agreements regarding the above referenced grant. Please place this matter on the next agenda and once approved, please have Mr. Dean sign where indicated on both originals and return same to my office.

If you have any questions, please do not hesitate to contact me at extension 1646 or Christie at extension 7106.

Thank you.

DC/crv

encls.

3-1

**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
ASSISTANCE ALLOCATION – LETTER OF AGREEMENT**

1. Sub-Grantee Name & Address: MONTGOMERY COUNTY SHERIFF'S DEPARTMENT 115 S. PERRY ST MONTGOMERY, AL 36104-4243		2. Issuing Office & Address: Alabama Law Enforcement Agency P.O. Box 304115 Montgomery, AL 36130-4115	
3. FY 2016	4. Amount of: Federal: \$50,567.23 Total: \$50,567.23	5. Effective Dates Begin: 9/1/2018 End: 3/31/2019	6. Award Number: 6FSL

MONTGOMERY COUNTY SHERIFF'S DEPARTMENT is herein referred to as the Sub- Grantee, the Alabama Law Enforcement Agency is herein referred to as ALEA, and FY 2016 is herein referred to as the Agreement Fiscal Year.

1. Applicable Federal Regulations and Guidance: The Sub-Grantee and the Equipment Recipient or Sub-Recipient must comply with the Code of Federal Regulations (CFR), as applicable: 2 CFR Chapter I, and Chapter II, Parts 200, 215, 220, 225, and 230. The Sub-Grantee and Equipment Recipient must comply with the provisions of 44 CFR: Emergency Management and Assistance, applicable to grants and cooperative agreements, including Part 13, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. The Sub-Grantee and Equipment Recipient or Sub-Recipient must comply with Federal Acquisition Regulation Sub-part 31.2, Contracts with Commercial Organizations. The Sub-Grantee and Equipment Recipient must comply with all applicable guidelines and requirements in the Funding Opportunity Announcement for these funds.

2. Allowable Costs: The allowability of costs incurred under any grant shall be determined in accordance with the general principles of allowability and standards for selected cost items as set forth in the applicable Code of Federal Regulation referenced above.

3. Audit Requirements: The Sub-Grantee and Equipment Recipient or Sub-Recipient agree to comply with the requirements of OMB Circular A-133. Further, records with respect to all matters covered by this award shall be made available for audit and inspection by ALEA and/or any of its duly authorized representatives. If required, the audit report must specifically cite that the report was done in accordance with OMB Circular A-133. If a compliance audit is not required, a written certification must be provided at the end of each audit period stating that the Sub-Grantee has not expended the amount of federal funds that would require a compliance audit. The Sub-Grantee agrees to accept these requirements.

4. Non-Supplanting Agreement: The Sub-Grantee and the Equipment Recipient or Sub-Recipient shall not use Federal Homeland Security Grant Program funds to supplant state or local funds or other resources that would otherwise have been made available for this program. Further, if a position created by a grant is filled from within, the vacancy created by this action must be filled within 30 days. If the vacancy is not filled within 30 days, the sub-grantee must stop charging the grant for the new position. Upon filling the vacancy, the Sub-Grantee may resume charging for the grant position.

5. Project Implementation: The Sub-Grantee and the Equipment Recipient or Sub-Recipient agrees to implement all projects within 90 days following the award effective date or be subject to automatic cancellation of the award. Evidence of project implementation must be detailed in the first Biannual Strategy Implementation Report (BSIR) following the award.

6. Written Approval of Changes: Any mutually agreed upon changes to this award must be approved in writing by ALEA, prior to implementation or obligation and shall be incorporated in written amendments to this award. This procedure for changes to the approved award is not limited to budgetary changes, but also includes changes of substance in project activities and changes in the project director or key professional personnel identified in the approved application.

7. Individual Consultants: Billings for individual consultants/contractors must include at a minimum: a description of services; dates of services; number of hours for services performed; rate charged for services; and, the total cost of services performed. Individual consultant costs must be within the prevailing rates.

Initial Here DC
3-2

**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

8. Bidding Requirements: The Sub-Grantee and the Equipment Recipient or Sub-Recipient must comply with proper competitive bidding procedures as required by 2 CFR 200 Subpart D (formerly OMB Circular A-102) or OMB Circular A-110, as applicable, and pertinent provisions of the Code of Alabama, including, but not limited to, Section 11-47-6. Failure to follow the Federal, State and local required bidding procedures will result in purchases not being eligible for reimbursement with federal funds.
9. Personnel and Travel Costs: The US DHS Financial Guide is the source document for all Homeland Security Grant Program related financial matters, including personnel and travel costs. The Sub-Grantee must comply with the provisions in this guide. This guide has been distributed by ALEA annually during the past several years and is available online and upon request. Personnel and travel costs must comply with local, State and Federal policies and procedures, and policies must be applied uniformly to travel costs. Travel costs must not exceed the rate set by State regulation; however, at no time can the travel and lodging rates exceed the federal rates established by the U.S. General Services Administration (GSA). Also note that the US DHS Financial Guide provides a listing of unauthorized expenses. Be advised that tips while on travel are not allowable and food/beverage expenses are restricted.
10. Terms of Grant Period: Funds may not be obligated prior to the effective date of the grant. The final request for payment must be submitted no later than fifteen (15) calendar days after the end of the grant period. Also, any obligation of funds dated after the expiration of the grant period will not be eligible for reimbursement.
11. Utilization and Payment of Funds: Funds awarded are to be expended only for purposes and activities included in the approved project plan and budget. Items submitted for reimbursement must be documented in the budget detail worksheet in order to be eligible for reimbursement. Failing to meet this requirement without prior written approval will result in a payment adjustment to correct previous overpayments, disallowances or under payments resulting from audit.
12. Recording and Documentation of Receipts and Expenditures: The Sub-Grantee's accounting procedures must provide for accurate and timely recording of receipt of funds by source of expenditures made from such funds and unexpended balances. These records must contain information pertaining to awards, obligations, unobligated balances, assets, liabilities, expenditures and program income. Controls must be established which are adequate to ensure that expenditures charged to the award are for allowable purposes. Equipment purchases may only include items included in the Authorized Equipment List (AEL). Additionally, effective control and accountability must be maintained for all award cash, real property and other assets. Accounting records must be supported by such source documentation as cancelled checks, paid bills, payroll documentation, time and attendance records, contract documents, award documents, etc.
13. Financial Responsibility: The financial responsibility of the Sub-Grantee must be such that the Sub-Grantee can properly discharge the public trust which accompanies the authority to expend public funds. Adequate accounting systems shall meet the following minimum criteria:
 - a. Accounting records should provide information needed to adequately identify the receipt of funds under each award and the expenditure of funds for each award;
 - b. Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located;
 - c. The accounting system should provide accurate and current financial reporting information;
 - d. The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency and encourage adherence to prescribed management policies.

**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

14. Property Management Requirements:

a. Effective control and accountability must be maintained for all award-purchased property. The Sub-Grantee and the Equipment Recipient or Sub-Recipient must adequately safeguard all such property and must assure that it is used solely for authorized purposes. The Sub-Grantee and the Equipment Recipient or Sub-Recipient will ensure proper use, maintenance, protection and preservation of such property. All equipment acquired under a Federal award will be stored on public property. Title to non-expendable property acquired in whole or in part with award funds shall be vested with the Sub-Grantee or the Equipment Recipient or Sub-Recipient.

b. The federal procedures for managing equipment will be the responsibility of the Sub-Grantee. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a Federal award, until disposition takes place will, at a minimum, meet the following requirements:

- (1) Property records must be maintained that include a description of the property, a serial number or other identification number, the source of funding for the property (including the FAIN), who holds title, the acquisition date, and cost of the property, percentage of Federal participation in the project costs for the Federal award under which the property was acquired, the location, use and condition of the property, and any ultimate disposition data including the date of disposal and sale price of the property.
- (2) A physical inventory of the property must be taken and the results reconciled with property records at least once every two years.
- (3) A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
- (4) Adequate maintenance procedures must be developed to keep the property in good condition.
- (5) If the non-Federal entity is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

c. Disposition: Equipment shall be used in the program or project for which it was acquired as long as needed, whether or not the program or project continues to be supported by Federal funds. Property may be retained by the Sub-Grantee agency and signed out to other NIMS compliant agencies on an as-needed basis, or property may be signed over to another NIMS complaint agency permanently. Property will only be transferred for disposal if it is certified as no longer serviceable and coordinated in advance with ALEA. Theft, destruction, or loss of property shall be reported to ALEA immediately.

d. Vehicles: The AEL, section 12 (Vehicles) indicates that special-purpose vehicles may be purchased and used only for the transport of CBRNE terrorism response equipment and personnel to the incident site. These vehicles may not be used for routine administration or daily operations. The mileage for all vehicles purchased with Homeland Security Grant Program (HSGP) funds will be checked during periodic monitoring visits. Licensing, registration, insurance and other fees are the responsibility of the jurisdiction and are not allowable under this grant. In addition, general purpose vehicles (patrol cars, executive transportation, etc.), fire apparatus and non-CBRNE tactical/armored assault vehicles are not allowable.

e. Equipment Marking: The Sub-Grantee and the Equipment Recipient or Sub-Recipient agree that, when practicable, any equipment purchased with HSGP funds shall be prominently marked as follows: Purchased with funds provided by the U.S. Department of Homeland Security. Decals displaying the ALEA logo and the above phrasing may be obtained by contacting ALEA.

15. Performance: Funds may be terminated or fund payments discontinued by ALEA where it finds a substantial failure to comply with the provisions of the legislation governing these funds or regulations promulgated, including those award conditions or other obligations established by ALEA. In the event the Sub-Grantee or the Equipment Recipient or Sub-Recipient fails to perform the services described herein and has previously received an award from ALEA, the full amount of the payments made shall be reimbursed to ALEA. However, if the services described herein are partially performed, and the Sub-grantee has previously received financial assistance, then a proportional reimbursement shall be made to ALEA for payments made.

Initial Here DC 3-4

**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

16. Deobligation of Funds: All expenditures of award funds must be completed and the award closed out within thirty (30) calendar days of the end of the award period. Failure to close out the award in a timely manner will result in an automatic deobligation of the remaining award funds by ALEA.
17. Americans with Disabilities Act of 1990 (ADA): The Sub-Grantee and the Equipment Recipient or Sub-Recipient must comply with all requirements of the Americans with Disabilities Act of 1990 (ADA), as applicable.
18. Compliance with Section 504 of the Rehabilitation Act of 1973 (Handicapped): All recipients of Federal funds must comply with Section 504 of the Rehabilitation Act of 1973. Therefore, the Federal funds recipient pursuant to the requirements of the Rehabilitation Act of 1973 hereby gives assurance that no otherwise qualified handicapped person shall, solely by reason of handicap, be excluded from the participation in, be denied the benefits of or be subject to discrimination, including discrimination in employment, in any program or activity that receives or benefits from Federal financial assistance. The recipient agrees it will ensure that requirements of the Rehabilitation Act of 1973 shall be included in the agreements with and be binding on all of its sub-grantee, contractors, subcontractors, assignees or successors.
19. Utilization of Minority Businesses: Sub-Grantees and Equipment Recipients are encouraged to utilize qualified minority firms where cost and performance of major contract work will not conflict with funding or time schedules.
20. Political Activity: None of the funds, materials, property or services provided directly or indirectly under this agreement shall be used for any partisan political activity, or to further the election or defeat of any candidate for public office, or otherwise in violation of the provisions of the "Hatch Act."
21. Debarment Certification: With the signing of the cooperative agreement, the Sub-Grantee and the Equipment Recipient or Sub-Recipient agrees to comply with Federal Debarment and Suspension regulations as outlined in the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions" form.
22. Drug-Free Workplace Certification: This Certification is required by the Federal Drug-Free Workplace Act of 1988. The federal regulations, published in the January 31, 1989, Federal Register, require certification by state agency recipients that they will maintain a drug-free workplace. The certification is a material representation of fact upon which reliance will be placed when ALEA determines to award the funds. False certification or violation of the certification shall be grounds for suspension of payments, suspension or termination of the award, or government-wide suspension or debarment.
23. Publications: The Sub-Grantee agrees that all publications created with funding under this award shall prominently contain the following statement: "This Document was prepared under a grant from the Office of Grants & Training (G&T), FEMA. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of G&T or the U.S. Department of Homeland Security". The Sub-Grantee also agrees that one copy of any such publication will be submitted to ALEA to be placed on file and distributed as appropriate to other potential interested parties. ALEA may waive the requirement for submission of any specific publication upon submission of a request providing justification from the Sub-Grantee.
24. Closed-Captioning of Public Service Announcements: Any television public service announcement that is produced or funded in whole or in part by any agency or instrumentality of the federal government shall include closed captioning of the verbal content of such announcement.
25. Fiscal Regulations: The fiscal administration of awards shall be subject to such further rules, regulations and policies concerning accounting and records, payment of funds, cost allowability, submission of financial reports, etc., as may be prescribed by ALEA guidelines or "Special Conditions" placed on the award.
26. Compliance Agreement: The Sub-Grantee and the Equipment Recipient or Sub-Recipient agree to abide by all Terms and Conditions including "Special Conditions" placed upon the award by ALEA. Failure to comply could result in a "Stop Payment" being placed on the award.

Initial Here DC 3.5

**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

27. Leasing of Space: Requests to lease space for any purpose must be coordinated in advance with ALEA and documented in budget detail worksheets. Specific provisions are provided below.
- a. Equipment Storage: Rental or leasing of space for a newly acquired, allowable equipment items is allowable. Funds may be used to cover only the portion of the rental/lease period that occurs during the award project period. Supplanting of previously planned or budgeted activities is strictly prohibited.
 - b. Exercises: Rental or leasing of space for design, development, conduct and evaluation of exercises is allowable. This includes the costs related to the rental of space/locations for both exercise planning and conduct.
 - c. Office Space: Leasing of office space is generally not authorized. In certain cases, it may be approved based on the requirements for hiring new personnel. The request to lease space for new personnel must be coordinated in advance with ALEA. If approved, the total cost of space may not exceed the rental cost of comparable space and facilities in a privately-owned building in the same locality. Information to demonstrate that a comparison was conducted by the sub-grantee regarding current market costs for space in the same locale should be made available upon request by the State Administrating Agency (SAA, ALEA) or its representative for audit purposes. The cost of space procured for program usage may not be charged to the program for periods of non-occupancy. Rent cannot be paid if the building is owned by the sub-grantee or if the sub-grantee has a substantial financial interest in the property. The total square footage covered by the lease, total square footage being charged to the award (based on the amount needed for program implementation) and the cost per square foot agreement must be provided to the SAA (ALEA). A copy of the signed lease agreement must be submitted to the SAA before reimbursement is made for the space. Please note that the award can only be charged for the portion of rental costs in accordance with the above requirements. The award cannot be used for mortgage payments, as this is unallowable.
28. Suspension or Termination of Funding: ALEA may suspend, in whole or in part, and/or terminate funding for or impose other sanctions on a Sub-Grantee or Equipment Recipient for any of the following reasons:
- a. Failure to comply substantially with the requirements or statutory objectives of the 2003 Omnibus Appropriations Act issued there under, or other provisions of Federal Law.
 - b. Failure to adhere to the requirements, standard conditions or special conditions of this award, including property accountability and vehicle usage.
 - c. Proposing or implementing substantial program changes to the extent that, if originally submitted, the agreement would not have been issued.
 - d. Failure to submit reports on a semi-annual basis and as otherwise required.
 - e. Filing a false certification, other report or document.
 - f. Other good cause shown.
29. National Incident Management System (NIMS): The SAA met the NIMS compliance requirements in order to receive FY16 Homeland Security Grant Program funding. The jurisdictions and agencies that have complied with NIMS requirements by the annual deadline are also eligible to receive FY16 Homeland Security Grant Program funding.
- a. The Sub-Grantee of FY16 Homeland Security Grant Program funding (i.e., those that met the NIMS compliance requirements) may only allocate Homeland Security Grant Program funding for those cities, towns, and agencies that also met the annual NIMS requirements. The listing of NIMS compliant jurisdictions and agencies will be documented, maintained, and distributed by the NIMS point of contact at AEMA.
 - b. If any Sub-Grantee allocates Homeland Security Grant Program funding for a city, town or agency that is not NIMS compliant, the reimbursement claim will not be processed by ALEA and the claim will be returned without action.

**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

30. Alabama Mutual Aid System Agreement (AMAS): When funding is provided for Alabama Mutual Aid System (AMAS) related activities, the Equipment Recipient or Sub-Recipient agrees to remain a party to the AMAS program.
31. Budget Detail Worksheet (BDW):
- a. The Sub-Grantee will submit a BDW to the Alabama Law Enforcement Agency (ALEA). The Sub-Grantee must receive approval of the BDW in writing from ALEA prior to obligating funds, making commitments, or purchasing any of the requested items. The BDW submitted by the Sub-Grantee will provide a complete and detailed description of the items to be purchased (equipment, training, and exercises), and will also provide a valid estimate of the actual quantities and costs for the items. The items listed on the BDW must be allowable in accordance with the US DHS Homeland Security Grant Program guidance. Any equipment requested must also be listed on the current version of the Authorized Equipment List (AEL). Additionally, a revised BDW must be submitted for addition or deletion of any items from the original worksheet. If additions, deletions, or changes in cost total \$1,000.00 or more, submission of project revision and BDW is required to be submitted to ALEA for written approval. Electronic copies of BDW must be submitted within 60 days of receipt of this award. The electronic BDW is a requirement in addition to the paper copy that is submitted.
- b. In regard to Law Enforcement, the Sub-Grantee agrees to spend the appropriate percentage of this award in compliance with US DHS Homeland Security Grant Program guidance and ALEA special instructions. Additionally, the dollar amount and overall percentage for Law Enforcement expenditures will be documented in a letter and submitted with the BDW.
32. Metropolitan Medical Response System (MMRS):
- a. The MMRS leadership shall ensure that local strategic goals, objectives, operational capabilities, and resource requirements align with State's Homeland Security strategies. The responsibilities of MMRS Sub-Grantees are to:
- Establish and support designated MMRS leadership, such as a Steering Committee, to act as the designated POCs for program implementation. Committees must be established and meet on an appropriate periodic basis in accordance with the committee charter. In addition to appropriate local officials and stakeholders, the committee membership must also include a representative from the State Department of Public Health.
 - Promote integration of local emergency management, health, and medical systems with their Federal and State counterparts through a locally established multi-agency, collaborative planning framework.
 - Promote sub-State regional coordination of mutual aid with neighboring localities.
 - Enhance, using MMRS funds, sub-State regional planning and training to expand and improve an integrated, inclusive health and medical response to mass casualty events.
 - Validate the Sub-Grantee's local emergency response capability to a mass casualty incident by means of a regular schedule of exercises that are Homeland Security Exercise and Evaluation Program (HSEEP)-compatible.
 - Coordinate all MMRS expenditures with the local health department and, where appropriate, local representatives who manage PHEP grants, managed by CDC, and HPP, managed by HHS-ASPR, and Strategic National Stockpile.
 - Have applicable and up to date plans for responding to mass casualty incidents caused by any hazard.
 - Applicable procedures and operational guides to implement the response actions within the local plan including patient tracking that addresses identifying and tracking children, access and functional needs population, and the elderly and keeping families intact where possible.
 - Identify resources for medical supplies necessary to support children during an emergency, including pharmaceuticals and pediatric-sized equipment on which first responders and medical providers are trained.
 - Have subject matter experts, durable medical equipment, consumable medical supplies and other resources required to assist children and adults with disabilities to maintain health, safety and usual levels of independence in general population environments.

Initial Here DC 37

**COOPERATIVE AGREEMENT
STATE HOMELAND SECURITY GRANT PROGRAM
TERMS AND CONDITIONS**

b. Budget detail worksheets will document program expenses as prescribed in other sections of the Homeland Security Grant Program guidance. Budget detail worksheets will be prepared and provided to ALEA for approval in advance of spending in order to document the annual plan and to ensure that MMRS funds are used in accordance with MMRS program guidelines.

33. Exercises: All exercises conducted with Homeland Security Grant Program funding must be executed in accordance with the Homeland Security Exercise and Evaluation Program (HSEEP), must be aligned with NIMS, the State THIRA, and the priorities and capabilities identified in the Multi-year Training and Exercise Plan. The Alabama Emergency Management Agency (AEMA) serves as the single point of contact (POC) for Homeland Security and Emergency Management related exercises within the state. All exercises must be coordinated in advance with the designated AEMA exercise point of contact in advance of the exercise planning cycle. The AEMA POC must be kept informed during each step of the exercise process. In accordance with HSGP guidance, award recipients must ensure that an After Action Report and Improvement Plan are prepared for each exercise conducted with US DHS/FEMA support (grant funds and direct support). The two reports must be coordinated with the AEMA exercise POC and submitted with reimbursement requests.

34. Overtime and Backfill: Sub-Grantees must read and comply with the funding restrictions provided in FY16 Homeland Security Grant Program guidance. A summary of the funding restrictions pertaining to overtime is provided below. Overtime will not typically be authorized and all requests for overtime must be coordinated in advance and approved by ALEA.

a. Organizational Overtime: Overtime costs are allowable for personnel to participate in information, investigative, and intelligence sharing activities specifically related to homeland security and *specifically requested by a Federal agency*. Allowable costs are limited to overtime associated with federally requested participation in eligible fusion activities including anti-terrorism task forces, Joint Terrorism Task Forces (JTTFs), Area Maritime Security Committees (as required by the Maritime Transportation Security Act of 2002), US DHS Border Enforcement Security Task Forces, and Integrated Border Enforcement Teams.

b. Operational Overtime: In support of efforts to enhance capabilities for detecting, deterring, disrupting, and preventing acts of terrorism, operational overtime costs are allowable for increased security measures at critical infrastructure sites during US DHS-declared periods of increased security. Subject to these elevated threat level conditions, HSGP funds requested for organizational costs may be used to support select operational expenses associated with increased security measures at critical infrastructure sites. In order to expend HSGP funds on operational overtime costs, prior approval in writing must be provided by the FEMA Sub-Grantee. Consumable costs, such as fuel expenses, are *not allowed* except as part of the standard National Guard deployment package.

35. Construction and Renovation: The use of HSGP funds for construction and renovation is generally prohibited unless it is a necessary component of a security system at a designated critical infrastructure facility or unless it involves erection of communications towers included in the interoperable communications plan. Construction and renovation projects must be coordinated in advance with ALEA and documented/approved in budget detail worksheets. Additionally, the Sub-Grantee must provide to the SAA (ALEA) appropriate documentation required by HSGP guidance (for forwarding to FEMA) prior to any draw down of funds. Sub-Grantees must also refer to and comply with FEMA information bulletin #329, Environmental Planning and Historic Preservation Requirements for Grants. Projects which are initiated or completed before an EHP review has been approved, where HSGP funds are to be used, will not be eligible for funding. MMRS funds may not be used for any type of construction.

36. Reporting Requirement: The Sub-Grantee agrees to submit Quarterly Reporting to ALEA, fifth teen (15) days after the end of each quarter. The Sub-Grantee agrees to submit a Final Report thirty days (30) after the grant end date.

CFDA TITLE: Homeland Security Grant Program
CFDA#: 97.067.

37. Civil Rights Act of 1964-Title VI: All Sub-Grantees and Sub-Recipients must comply with the requirements of Title VI of the *Civil Rights Act of 1964* (42 U.S.C. section 2000d et seq.), which provides that no person in the United States will, 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. Regulations for implementation of the act can be found at 6 C.F.R., Part 21 and 44 C.F.R. Part 7.

CERTIFICATION BY THE SUB-GRANTEE

I certify that I understand and agree to comply with the general and fiscal provisions of this cooperative agreement including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal, state and local laws that apply; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to perform the tasks of Sub-Grantee as they relate to the requirements of this cooperative agreement; that costs incurred prior to award approval may result in the expenditures being absorbed by the Sub-Grantee; and that the receipt of these funds will not supplant state or local funds.

Name: Derrick Cunningham

Title: Sheriff

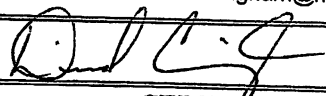
Agency Address: 115 S Perry Street, Montgomery, AL 36104

Phone Number: 334.832.1646

Fax Number: 334.832.7113

Mobile Number: 334.850.1329

E-Mail Address: DerrickCunningham@mc-ala.org

Signature: 

Date: 2.28.18

CERTIFICATION BY COUNTY OFFICIAL AUTHORIZED TO SIGN

I certify that I understand and agree to comply with the general and fiscal provisions of this cooperative agreement including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal, state and local laws that apply; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to perform the tasks of the Official Authorized to Sign as they relate to the requirements of this cooperative agreement; that costs incurred prior to award approval may result in the expenditures being absorbed by the Sub-Grantee; and, that the receipt of these funds will not supplant state or local funds.

Name: Elton N. Dean, Sr.

Title: Chairman

Agency Address: 101 S Lawrence Street, Montgomery, AL 36104

Phone Number: 334.832.1210

Signature:

Date:

NOTE: THE HS POC AND THE COUNTY OFFICIAL AUTHORIZED TO SIGN CANNOT BE THE SAME PERSON. ANY STAFF FUNDED UNDER THIS AWARD MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT ALEA APPROVAL.

CERTIFICATION BY RECIPIENT OF FEDERAL GRANT FUNDED ITEMS

I certify that I understand and agree to comply with the general and fiscal provisions of this cooperative agreement including the terms and conditions; to comply with provisions of the regulations governing these funds and all other federal, state and local laws that apply; that all information presented is correct.

Name:

Title, Agency, Agency Address, Phone Number:

Signature:

Date:

CERTIFICATION BY STATE HOMELAND SECURITY ADVISOR

Name: Hal Taylor

Title: Secretary, Alabama Law Enforcement Agency

Signature:

Date:

Initial Here 

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Sub-grantees should refer to the regulations cited below to determine the certification to which they are required to attest. Sub-grantees should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under the applicable CFR covering New Restrictions on Lobbying, Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants). The certifications shall be treated as a material representation of fact upon which reliance will be placed when the State Funding Agency (ALEA) determines to award the covered transaction, grant or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented by the applicable CFR, for persons entering into a grant or cooperative agreement over \$100,000, as defined by the applicable CFR, the applicant certifies that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant 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 Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -- LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- C. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

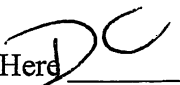
2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (SUB-RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented under the applicable CFR, for prospective participants in primary covered transactions, as defined in the applicable CFR --

A. The applicant certifies that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (2) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (3) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph A(2) of this certification; and
- (4) Have not within a three-year period preceding this application had one or more public transactions (Federal, State or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

Initial Here  311

**CERTIFICATION REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

**3. A. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS) -- APPLICABLE TO SUB-GRANTEES
RECEIVING \$50,000 OR MORE, AND ALL STATE AGENCIES REGARDLESS OF AWARD AMOUNT.**

As required by the Federal Drug-Free Workplace Act of 1988 and implemented under the applicable CFR for grantees --

The applicant certifies that it will or will continue to provide a drug-free workplace by:

- (1) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (2) Establishing an on-going drug-free awareness program to inform employees about --
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation and employee assistance programs, and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (3) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (1);
- (4) Notifying the employee in the statement required by paragraph (1) that, as a condition of employment under the grant, the employee will --
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (5) Notifying the agency, in writing within 10 calendar days after receiving notice under subparagraph (4)(b), from an employee or otherwise receiving actual notice of such conviction. Employers or convicted employees must provide notice, including position title, to the State Funding Agency. Notice shall include the identification number(s) of each affected grant;
- (6) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (4)(b), with respect to any employee who is so convicted --
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- (7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (1), (2), (3), (4), (5) and (6).

**B. DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS) -- APPLICABLE TO SUB-GRANTEES
RECEIVING \$50,000 OR MORE.**

As required by the Federal Drug-Free Workplace of 1988, and implemented under the applicable CFR for sub-grantees --

- A. As a condition of the grant I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and
- B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction to the State Funding Agency.

Initial Here DC 312

ACCEPTANCE OF AUDIT REQUIREMENTS

We agree to have an audit conducted in compliance with OMB Circular A-133, if required. If a compliance audit is not required, at the end of each audit period we will certify in writing that we have not expended the amount of federal funds that would require a compliance audit (\$500,000). If required, we will forward for review and clearance a copy of the completed audit(s) to the following:

Alabama Law Enforcement Agency
Accounting Office
Post Office Box 304115
Montgomery, Alabama 36130-4115

The following is information on the next organization-wide audit which will include this agency:

1. *Audit Period:	Beginning		Ending			
-------------------	-----------	--	--------	--	--	--

2. Audit will be submitted to ALEA Accounting Office by:

(Date)

NOTE: The audit or written certification must be submitted to ALEA, *no later than the ninth month after the end of the audit period.*

Additionally, we have or will notify our auditor of the above audit requirements prior to performance of the audit for the period listed above. We will also ensure that, if required, the entire award period will be covered by a compliance audit which in some cases will mean more than one audit must be submitted. We will advise the auditor to cite specifically that the audit was done in accordance with OMB Circular A-133.

Any information regarding the OMB Circular audit requirements will be furnished by ALEA, upon request.

***NOTE:** The Audit Period is the organization's fiscal or calendar year to be audited.

Failure to complete this form will result in your award being delayed and/or cancelled.

Form Completed By
Name:

Title:

Signature:

Initial Here

3-13

AGENDA

SEP - 4 2018

To: Montgomery County Commission

From: Montgomery Election Center

Re: Memorandum of Understanding Regarding the Administration of the 2018 Montgomery City Council District Four (4) Special Election

Date: Tuesday, August 14, 2018

The Montgomery Election Center in the Office of Probate Judge Steven L. Reed has agreed to the Administration of the 2018 City of Montgomery Council District Four (4) Special Election. This agreement requires the Election Center to prepare, facilitate, and oversee this Special Election for the City of Montgomery. This election involves City of Montgomery District Four (4) which includes the following six (6) Municipal Precincts:

To wit:

- 4A Hunter Station Community Center**
- 4B Hayneville Road Community Center**
- 4C McIntyre Community Center**
- 4D Rufus Lewis Library**
- 4E Macedonia Miracle Kingdom & Worship Center**
- 4F Southlawn Elementary School**

The election Primary date is set for Tuesday, August 28, 2018. The Runoff or General Election date is set for Tuesday, October 09, 2018. This election will be conducted and concluded prior to the Mid-term General election scheduled in Montgomery County on Tuesday, November 06, 2018. This memorandum is meant to provide an explanation of the understanding between the City of Montgomery and the Election Center.

Darryl Parker
Elections Director

Memorandum of Understanding regarding the Administration of the 2018 Montgomery City Council District Four (4) Special Election

We the undersigned parties do hereby enter into this memorandum of understanding by and between the City of Montgomery, Montgomery County Commission, the Montgomery County Judge of Probate and the Montgomery Election Center (MEC) regarding the comprehensive administration of the 2018 Special Election for District four (4) City Council Seat. This memorandum is intended to outline the anticipated administrative and operational aspects of conducting the election(s), including, but not limited to the following: ballot preparation, voter education, election coordination, professional training for polling officials, coordination and assistance to the City Clerk, ballot and equipment training, Election Day administration, return coordination, administration of absentee voting and results reporting.

Each of the impacted precincts will be equipped with the necessary staff, equipment, supplies and ballots to efficiently and effectively conduct the Special Municipal election(s) as outlined below.

- 1. Professional Service/Equipment:** The Montgomery Election Center, on behalf of the Montgomery County Judge of Probate and Montgomery County Commission, will provide each of the impacted Montgomery City precincts with two (2) tabulators (Model DS200) and a metal ballot box along with each tabulator for use at each of the designated precincts. The largest precincts will be equipped with three (3) tabulators when prudent. Each tabulator will be programmed and extensively tested by the MEC for use during the Municipal Election. The cost for professional service associated with each tabulator is outlined in the attached budget schedule and will comprise the cost of the MEC's tabulation-based professional service and support in conducting and administering the 2018 Montgomery City Special Election(s).

Each precinct will also be equipped with specialized equipment to insure accessibility to voting for those voters who need assistance in casting a ballot. The voting accessibility terminals (ExpressVotes) will be located within each City of Montgomery precinct. Each City precinct will be equipped with one (1)

ExpressVote unit on Election Day. The cost for professional service associated with each ExpressVote is outlined in the attached budget schedule and will comprise the cost of the MEC's tabulation-based professional service and support in conducting and administering the 2018 Montgomery City Special Election(s).

- 2. Absentee Ballot Administration:** The Director of Elections shall serve as the Absentee Ballot Administrator for purposes of the City of Montgomery City Council District four (4) Special Election. Balloting will be administered by the Montgomery Election Center (MEC) of the Probate Judges Office of Montgomery County at the Montgomery County Election Center, 125 Washington Avenue. All ballots and supplies associated with absentee voting shall be procured by the City of Montgomery and delivered to the MEC. The attached proposed budget contemplates \$5,500 for Absentee Management.
- 3. Materials and Supplies:** The City of Montgomery shall be responsible for all costs of materials and supplies incurred during the administration of the Montgomery City Council District four (4) Special Election. As set forth in paragraph 11 below, the City of Montgomery shall be responsible for paying the costs of equipment delivery and precinct setup and take down. The estimated costs of ballots, supplies, equipment delivery and precinct setup and take down are specifically listed in Sections II and III of attached Exhibit A – Budget Estimate. The City and MEC points of contact listed below will coordinate the procurement and payment of supplies and materials received. All invoices for such materials, goods and services will be reviewed by the MEC and tendered to the Montgomery City Clerk for payment. Some costs may be processed as “reimbursable” to the County in order to achieve the best and most efficient cost savings to all parties involved. The costs for such materials and supplies will not exceed the estimated cost, per election, without the express written consent of the City Clerk.
- 4. Professional Support for the City Election:** The MEC will provide comprehensive administrative support and preparation in conducting the administrative aspects of the election. The Director of Elections shall serve as the primary contact from the MEC and will coordinate all activities with the City Clerk of the City of Montgomery and other designated representatives of the City

of Montgomery identified by the Clerk and/or the Mayor. The total cost for MEC's professional services, per election, shall not exceed the Professional Service/Equipment and Absentee Administration per-diem "subtotal" in Section I of attached Exhibit A – Budget Estimate.

- 5. Ballot Design and Configuration:** The MEC will be responsible for all aspects of ballot design, preparation, ordering of ballots and organization prior to distribution to the City Precincts. Ballot quantities will be calculated by MEC and recommended to the City's designated point of contact set forth below. Ballot proofs and recommended quantities will be approved by the City's point of contact. The City shall be responsible for the total cost of ballot layout, design and printing.
- 6. Logic and Accuracy Testing of Tabulation Equipment:** The MEC will perform comprehensive logic and accuracy testing on all tabulation and voter accessibility terminals prior to the election(s). The MEC will perform in-house testing, be available to conduct statutorily prescribed public testing and will conduct operational testing at the precinct level prior to Election Day. Testing materials and printed results of said testing will be retained at the MEC and be available for review/inspection.
- 7. Precinct Design, Layout and Coordination:** The MEC shall be responsible for configuration and coordination of the precinct design, traffic flow inside the precinct and placement of election equipment and other items within the designated precinct. The proposed layout will consider the number of registered voters assigned to said precinct and the number of recommended poll workers in an effort to streamline the voting process and minimize historically long lines and waiting.
- 8. Public/Candidate Assistance, Voter Education and Troubleshooting for Election Officials:** The MEC shall serve as a resource for polling officials and other election related personnel prior to, during and after the City Election. The MEC staff members are professionals who are trained in election administration and who are experienced in the resolution of election related concerns. The MEC, when feasible, will coordinate all aspects of the election in coordination

with City officials and in responding to questions, issues and concerns from candidate, polling officials, media representatives and the public prior to, on and after Election Day. The City of Montgomery has requested the MEC to undertake an aggressive Voter Education effort. The attached proposed budget contemplates \$5,000 for voter education.

- 9. Coordination of Election Related Supplies and Ballot Distribution:** The MEC will coordinate the preparation and assimilation of election-related precinct supplies and the organization of ballot distribution. The MEC will coordinate all aspects of precinct supply preparation and will coordinate with the MEC designated delivery organization in having ballots, supplies and election equipment transported to each City precinct.
- 10. Printing of the List of Registered Voters:** MEC will coordinate with the Montgomery County Board of Registrars in the printing and packaging of the Official List of Registered Voters for distribution to each precinct. MEC has designed a successful format for the List of Registered Voters that was successfully administered in the 2006 – 2016 Election Cycles. The successful format contemplates a three-ring booklet for use at each check-in table and the Help Desk at each precinct. The List of Registered Voters includes active voters listed on white pages and inactive voters listed on yellow pages. MEC shall retain a copy of the list for use on Election Day and will provide the City Clerk a copy of the comprehensive listing. Administrative and material costs may be charged to the City for this component of Election Administration.
- 11. Equipment and Ballot Supply Delivery:** The City of Montgomery shall use and employ the contracted services of Pro Movers and Storage, the entity selected by the Montgomery County Commission via competitive bid, to deliver all election equipment, supplies, ballots and related items to the designated City precincts. Pro Movers, a professional organization with election-related expertise, is bonded and has experience in Montgomery County, Alabama. Pro Movers charges \$336 per precinct for the delivery, set-up, take-down and return of election equipment to MEC. The City of Montgomery agrees to work with the MEC in insuring cooperation and collaboration in confirming a delivery schedule for the City special election. Typically the delivery of election equipment, ballots

and related supplies begins a week prior to the election. The cost for this service is in addition to those set forth in Paragraph One (1) above.

12. Pre-Election Planning and Coordination: The MEC will conduct weekly status meetings with the City Clerk and designated City officials/representatives beginning the six weeks prior to each election. The weekly conference and planning meetings will be called by the City Clerk, at her discretion, and conducted at the MEC and will provide all parties an update on the planning and coordination for the City Election. The sessions will be planned for one hour. Notice will be provided electronically to participating parties of the election-related meetings, issues and proposed agenda prior to each session.

13. Polling Official Training: The MEC will develop, administer and conduct all aspects of training for polling officials. Training sessions and workshops for precinct leaders will be conducted at the MEC in advance of the official poll worker training. MEC will also conduct the statutorily prescribed poll worker training in a format that will enhance the experience of the polling official during such training.

Training will be conducted by experienced MEC staff and the format shall include interactive and electronic components, question and answer sessions and shall be uniformly administered. Printed materials, guides and workbooks will be designed and distributed by the MEC during the training sessions.

Senior polling officials typically expect refreshments to be served during training sessions. MEC encourages the provision of such refreshments by the City as such refreshments enhance the morale of the attending polling officials; however, the cost of such refreshments will be borne by the City of Montgomery. MEC will coordinate with the City and provide a recommended budget for this accommodation to polling officials.

14. Election Day Support and Coordination: The MEC will coordinate and administer all aspects of Election Day support, troubleshooting and election administration. The City will agree to provide adequate personnel from the Montgomery Police Department to assist in the delivery of Precinct Chief

Inspector packages prior to Election Day, in assisting the delivery of designated items to precincts on Election Day, for site support for each Precinct at various times during Election Day and in the return of tabulation cards to the MEC upon the closing of each precinct.

15. Election Return Coordination: The MEC shall be responsible for the design and coordination of Election Night returns and tabulation. This activity will be conducted at 125 Washington Avenue and will be administered in coordination with City Officials and designated representatives. Security, traffic control, street closure, tent rental, return assistance and related components will be administered with the assistance of City officials and the participation and cooperation of the Montgomery Police Department.

16. Points of Contact: In an effort to streamline communication between the City of Montgomery and the Montgomery Election Center, the two designated contacts listed below will serve as official representatives between the two entities to ensure the continuity of services and efficiency in administration.

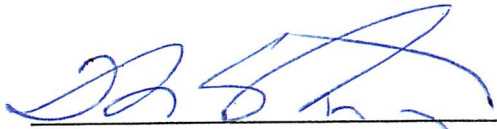
Darryl Parker
Director of Elections
125 Washington Avenue
Montgomery, 36104
334.832.7744

Brenda Blalock
City Clerk
103 North Perry Street
Montgomery 36104
334.241.2195

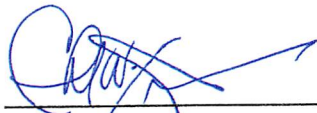
17. Other Costs and Accommodations: The City of Montgomery shall be responsible for all costs associated with mailing, official public notices, printing and publications, polling official expenses and related unforeseen or emergency related costs that may be incurred during the administration of the 2018 City of Montgomery Special Election for City Council District four (4) seat. All parties will work in the spirit of collaboration and good faith in the administration of this/these election(s).

Executed this the _____ day of _____, 2018.

FOR THE CITY OF MONTGOMERY:



Todd Strange, Mayor



Charles W. Jinright, President

FOR MONTGOMERY COUNTY:



Steven L. Reed, Judge of Probate

Elton Dean, Chairman

Budget for Special Montgomery City Election(s): 2018
The Montgomery Election Center
in collaboration with
The City of Montgomery, Alabama

I. Professional Services / Equipment:	General	Run-Off	Notations
Tabulators: 6 Precincts x 2 = 12 @ \$350 per tabulator	\$ 4,200.00	\$ 4,200.00	
Express Votes: 6 Precincts x 1 = 6 @ \$350 per Express Vote	\$ 2,100.00	\$ 2,100.00	
Absentee Voting (Temp.)	\$ 8,000.00	\$ 8,000.00	
Per Diem for Management:	\$ 5,750.00	\$ 5,750.00	
I. Subtotal:	\$ 20,050.00	\$ 20,050.00	
<u>Professional Services Includes:</u> Comprehensive Professional Services for election. Associated supplies include Tabulator Paper Rolls and Security Seals. Full Election Administration, Tabulation, Reporting, Testing and Customer Service for voting public, including Absentee Voting and Voter Education. Director of Elections will serve as Absentee Ballot Manager.			
II. Ballots and Delivery (Estimates):	General	Run-Off	Notations
Ballots: 15,000 @ .40 per ballot	\$ 6,000.00	\$ 6,000.00	
Absentee @ .40 per ballot	\$ 800.00	\$ 800.00	
Programming / Shipping	\$ 1,000.00	\$ 1,000.00	
Ballot Delivery	\$ 3,000.00	\$ 3,000.00	
II. Subtotal:	\$ 10,800.00	\$ 10,800.00	
III. Materials / Supplies (Budgetary Estimates):	General	Run-Off	Notations
Precinct Supplies: 6 Precincts Printed Supplies, forms, envelopes, poll lists, voter lists, duct tape, swabs, signage, pens, markers, and related items for each precinct	\$ 3,000.00	\$ 3,000.00	

III. Materials / Supplies (Budgetary Estimates):	General	Run-Off	Notations
Provisional Supplies: 6 Precincts Provisional Kits for each precinct including envelopes, ballot box, and related items / forms for provisional voters	\$ 900.00	\$ 900.00	
List of Registered Voters: Paper, Binders, Cover Labels, Preparation, and Assembly of list for each precinct (2 per precinct):	\$ 1,500.00	\$ 500.00	
Poll Worker Training Booklets and Materials:	\$ 500.00		
Refreshments for Poll Workers (training sessions):	\$ 600.00		
Postage:	\$ 2,000.00	\$ 2,000.00	
Public Notice	\$ 10,000.00		
Communications:	\$ 1,000.00	\$ 1,000.00	
Transportation: Site Visit, other misc. related expenses	\$ 250.00	\$ 250.00	
Poll Worker / Personnel Cost:	\$ 25,070.00	\$ 25,070.00	
Accessibility Supplies:			
Signature Shields, Voting Instructions, Information buttons, etc.	\$ 250.00		
Absentee Supplies:	\$ 700.00	\$ 700.00	
Privacy Cardboard Dividers for Precincts:	\$ 750.00		
Precinct Mapping Supplies:	\$ 200.00	\$ 200.00	
Printing and Supplies	\$ 750.00	\$ 750.00	
III. Subtotal:	\$ 47,470.00	\$ 34,370.00	
Budget Recap:			
I. Professional Services:	\$ 20,050.00	\$ 20,050.00	
II. Ballots and Delivery:	\$ 10,800.00	\$ 10,800.00	
III. Materials / Supplies:	\$ 47,470.00	\$ 34,370.00	
TOTAL BUDGET:	\$ 78,320.00	\$ 65,220.00	

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

SEP - 4 2018

August 14, 2018

MEMORANDUM

TO: Elton Dean, Chairman
Montgomery County Commissioners

Cc: Janet Y. Buskey, Revenue Commissioner

FROM: Clay Henley, Chief Appraiser

SUBJECT: Income Works Subscription

I am requesting your consideration and approval to renew our subscription to a web based software, Income Works, to be used to assist in valuing income producing commercial properties. There is no increase over last year's contract price of \$49,000 per year and this item is budgeted for 2019.

attachments

CH

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



ASSESSMENT ADVISORS, LLC

736 N. Western Avenue, #393
Lake Forest, IL 60045
toll free phone & fax: 1-888-226-9585
www.IncomeApproach.com

INVOICE

Billing Contact: Clay Henley, Chief Appraiser
Montgomery County Appraisal Department
131 S. Perry Street
Montgomery, AL 36104

Attention: Clay Henley | CLAYHENLEY@mc-ala.org

Invoice Number: 1820

Invoice Date: July 26, 2018

For: **IncomeWorks 2018** renewal for Montgomery County, AL

Description: Montgomery County, AL release of IncomeWorks 2018; updated to the most current data year, results as-of October 1, 2018.

Prior Year (2017) Base License Fee:	\$49,000
* Fee Increase 0% (up to 3% per license)	+ 0
2018 Renewal License Fee:	\$49,000

**In appreciation of your continued business, the license fee remains unchanged from the prior year.*

TOTAL DUE: \$49,000.00 [forty nine thousand dollars]

Remit via Paper Check...

Payable To: Assessment Advisors, LLC
Address: 736 N. Western Avenue, #393
Lake Forest, IL 60045

For ACH transfer...

Bank: BANK OF AMERICA
ABA Routing Number: 081904808
Checking account name: Assessment Advisors, LLC
Account Number: 002916245070
Our address: 736 N. Western Avenue, #393, Lake Forest, IL 60045
Bank Address: Bank of America, 780 N. Western Avenue, Lake Forest, IL 60045

For domestic wire transfer...

Bank: BANK OF AMERICA
Wire Transit Number: 026009593
Checking account name: Assessment Advisors, LLC
Account Number: 002916245070
Our address: 736 N. Western Avenue, #393, Lake Forest, IL 60045
Bank Address: Bank of America, 780 N. Western Avenue, Lake Forest, IL 60045

Questions? Call Tim VanKirk toll free 1-888-226-9585 or email: tim@incomeapproach.com

THANK YOU!

RENEWAL AMENDMENT TO INCOMeworks SOFTWARE LICENSE AGREEMENT

Assessment Advisors, LLC and Montgomery County, Alabama, by and through the Montgomery County Commission ("Licensee") hereby agree to amend the IncomeWorks Software License Agreement ("Agreement"), effective October 2016, as follows:

1. Notwithstanding anything contrary in the Agreement, Licensee will renew the Agreement as set forth in this Amendment.
2. This Amendment constitutes renewal of the Agreement for the period of January 1, 2019 to December 31, 2019.
3. Renewal Data Release Year: IncomeWorks 2018, results as-of October 1, 2018.
4. Licensee will pay Assessment Advisors a license fee, for the renewal term set forth above, of Forty-Nine Thousand Dollars [\$49,000] detailed as follows:

Prior Year Base License Fee	\$ 49,000
3% Increase per Agreement	+ 1,470
Courtesy Discount	- 1,470
IncomeWorks 2018 Renewal Fee	\$ 49,000

5. The renewal fee will be invoiced July 26, 2018 along with the emailing of this Amendment. Assessment Advisors will commence work upon receipt of payment. Allowing time for payment processing and up to 60 days for Assessment Advisors to complete research for the renewal release, payment received in August will guarantee fastest release (during October). For a November release, payment must arrive in September. Payment received in October 2018 will ensure release prior to expiration.
6. On the release date for IncomeWorks 2018, Assessment Advisors will email notification to Licensee's Authorized Users.
7. No other changes are made to the License Agreement and all other terms and conditions of the License Agreement remain in full force and effect.

ACCEPTED AND AGREED:

Assessment Advisors

Assessment Advisors, LLC
736 N. Western Avenue, #393
Lake Forest, IL 60045

Licensee

Name of Licensee

Street Address

City, ST, zip

By: _____

Timothy VanKirk, MAI
President

By: _____

Print Name: _____

Title: _____

Date: _____

Date: _____

AGENDA

SEP - 4 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager

DATE: August 13, 2018

RE: Contract No. 52601-17P-024
Manage and Operate a Community- Based
Adolescent Alternative Program

I request that the attached Amendment No. 1 to The Bridge Inc. contract to Manage and Operate a Community- Based Adolescent Alternative Program be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning October 1, 2018 and ending on September 30, 2019.

The Bridge Inc. chooses not to increase pricing during this contract period. All other provisions of the contract shall remain the same.

This contract extension has been coordinated with Presiding Judge Johnny Hardwick and Beverly Wise, Acting Juvenile Administrator.

Attachment

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

Amendment
To
Contract # 52601-17P-024

Amendment No. 1

Contract with The Bridge Inc., Inc. to manage and operate community- based adolescent alternative program, is hereby extended for one (1) year beginning October 1, 2018 and ending September 30, 2019.

There will be no price increase during this contract period

All other provisions of the contract will remain the same.

WITNESS:

THE BRIDGE, INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

SEP - 4 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: August 9, 2018

RE: Contract No. 51988-17B-010
Vending Machine Services

I request that the attached Amendment No. 1 to Buffalo Rock Company of Montgomery, Alabama contract for vending machine services be considered for approval on a future agenda.

Amendment No. 1 will allow the contract to be extended for one (1) year, beginning August 15, 2018 and ending on August 14, 2019.

Buffalo Rock Company of Montgomery, Alabama 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 Florence Cauthen, Deputy Administrator.

Attachment

•

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

Amendment
To
Contract # 51988-17B-010

Amendment No. 1

Contract for vending machine services, is hereby extended for one (1) year beginning August 15, 2018 and ending August 14, 2019.

There will be no price increase during this contract period.

All other provisions of the contract will remain the same.

WITNESS:

BUFFALO ROCK COMPANY OF
MONTGOMERY, ALABAMA

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

SEP - 4 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Myrtle Singleton, Purchasing Manager ^{mrs}

DATE: August 13, 2018

RE: Contract No. 52110-16B-033
Oil Change and Tire Rotation Service

I request that the attached Amendment No. 2 to Stivers Ford Lincoln contract for oil change and tire rotation services be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 1, 2018 and ending on September 30, 2019.

Stivers Ford Lincoln would like to increase pricing by 5% 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 Derrick Cunningham, Sheriff.

Attachment

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

Amendment
To
Contract # 52110-16B-033

Amendment No. 2

Contract with Stivers Ford Lincoln for oil change and tire rotation service, is hereby extended for one (1) year, beginning October 1, 2017 and ending September 30, 2018.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

STIVERS FORD LINCOLN

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

SEP - 4 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II 

DATE: August 9, 2018

RE: Contract No. 52110-16B-038
Footwear

I request that the attached Amendment No. 2 to Gulf States Distributors contract for footwear be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 17, 2018 and ending on October 16, 2019

Gulf States Distributors would like to increase pricing by 5% 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 Derrick Cunningham, Sheriff.

Attachment

•

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

Amendment
To
Contract # 52110-16B-038

Amendment No. 2

Contract with Gulf States Distributors for footwear, is hereby extended for one (1) year, beginning October 17, 2018 and ending October 16, 2019.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

GULF STATES DISTRIBUTORS

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

SEP - 4 2018

MEMORANDUM

TO: Donald L. Mims, County Administrator

FROM: Tammy Turner, Buyer II *TT*

DATE: August 13, 2018

RE: Contract No. 53000-16B-037
Metal Pipe

I request that the attached Amendment No. 2 to Gulf Atlantic Culvert Co., Inc. contract for metal pipe be considered for approval on a future agenda.

Amendment No. 2 will allow the contract to be extended for one (1) year, beginning October 17, 2018 and ending on October 16, 2019

Gulf Atlantic Culvert Co., Inc. would like to increase pricing by 5% 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 # 53000-16B-037

Amendment No. 2

Contract with Gulf Atlantic Culvert Co., Inc. for metal pipe is hereby extended for one (1) year, beginning October 17, 2018 and ending October 16, 2019.

Prices will increase by 5%, in accordance with the contract.

All other provisions of the contract remain the same.

WITNESS:

GULF ATLANTIC CULVERT CO., INC.

BY: _____

TITLE: _____

WITNESS:

MONTGOMERY COUNTY COMMISSION

BY: _____

TITLE: _____

AGENDA

SEP - 4 2018

August 15, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator 

SUBJECT: Montgomery Youth Facility

The Commission recently approved a proposal from Borden Morris Garner Consulting Engineers to design a surge suppression system for MYF. General Services Director Lamar Allen would like to expand the proposal to include an assessment of cameras, access control, lighting, fire alarm, and plumbing. The cost of the assessment is \$13,000.

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



903 SOUTH PERRY STREET
MONTGOMERY, ALABAMA 36104
334.269.0329 T 334.269.1559 F
bmgce@bmg-eng.com

August 16, 2018

Mr. Lamar Allen
Director General Services
Montgomery County Commission
101 S. Lawrence Street
Montgomery, AL 36102

RE: Montgomery County Youth Facility
1113 Airbase Blvd. Montgomery, AL 36108

Mr. Allen,

Per your email to me dated August 7, 2018, we propose to provide detailed assessments in the subject facility. The facility is approximately 50,000 sf and includes detention areas as well administrative areas. The assessments will include cameras, access control, power, lighting, fire alarm, and plumbing. The assessments for each system will describe existing conditions, make recommendations for improvements, and provide preliminary cost estimates. These assessments will not include any design drawings or specifications.

Assessment will include the following systems with associated fees:

Camera System – Complete camera system inside and outside the existing facility.
Assessment Fee - \$1700

Access Control System – This will include access control for administrative area as well as the electric locking system for the detention areas.
Assessment Fee - \$1700

Power system – This will include electrical service, switchboards, panelboards, feeders, receptacles, generator, etc.
Assessment Fee - \$2500

Lighting System – Will include a survey of lights in all building areas and lighting controls. Can upgrades improve on energy efficiency? Will also survey exit lights and emergency lights required for means of egress.
Assessment Fee - \$300

Fire Alarm System – Will review existing fire alarm system to determine if system is adequate and code compliant.
Assessment Fee - \$300

Plumbing – This will include survey all plumbing systems as well as witnessing camera testing of selected underground sanitary lines.
Assessment Fee - \$3500

Testing Sanitary Lines – This will include camera testing of selected underground sanitary lines.
Assessment Fee - \$3000

TOTAL ASSESSMENT FEES FOR ALL STSTEMS - \$13,000

Please let us know if you have any questions that we need to address. Also indicate your approval.

We appreciate the opportunity to make this proposal and look forward to hearing from you soon.

Sincerely,



D. Stanley Borden, P.E

Approved By:

Mr. Lamar Allen
Director General Services
Montgomery County Commission

Copy to: Florence Cauthen

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

SEP - 4 2018

August 15, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims
County Administrator

SUBJECT: Blue Cross Blue Shield Health Plan Administrative Fees, COBRA, Dental,
Workers Comp Insurance Renewal and FSA Administration

Attached is a letter from BlueCross Blue Shield of Alabama regarding Blue Cross Blue Shield Health Plan Administrative Fees, COBRA, Dental, Workers Comp Insurance Renewal and FSA Administration. Health Equity will continue to administer the flexible spending account plan for \$3.95 per participating contract per month. This amount is the same as last year's amount.

In addition, the Blue Cross administrative fees to process the health claims will increase from \$42.50 to \$43.75 per contract per month for Health and from \$2.00 to \$2.10 per contract per month for Dental. Worker's Compensation fees will remain at 8.4% of paid claims. The recommended COBRA rates effective October 1, 2018-September 30, 2019 are the same as last year and outlined as follows:

The PPO COBRA combined health and dental rates will remain:

1. Single - \$741.02
2. Family - \$1303.08

The HMP COBRA combined health and dental rates will remain:

1. Single - \$651.45
2. Family - \$1149.59

I am requesting the County Commission place this item on a future agenda.

DLM/tn

Attachment



**BlueCross BlueShield of
Alabama**

June 26, 2018

Montgomery County Commission
Attention: Scott Kramer
101 South Lawrence Street
Montgomery, AL 36104

Dear Scott,

The Blue Cross and Blue Shield of Alabama Administrative Fee will change to: \$43.75 per contract per month for Health and \$2.10 per contract per month on Dental. The administrative fee will remain \$1.00 per contract per month for the data interfacing with the current behavioral health carrier. The FSA/HRA administrative fee will remain at \$3.95 per participating contract per month. For participants with multiple accounts, the fee is charged for only one account. Worker's Compensations administrative fee will remain 8.40% of paid claims. Teladoc admin fee will remain at \$2.05 per contract per month on the HMP plan.

The PPO COBRA rates will remain:

Single Health \$725.43
Family health \$1,247.99

The HMP COBRA rates will remain:

Single Health \$635.86
Family Health \$1,094.50

The Dental COBRA rates will remain:

Single dental \$15.59
Family dental \$55.09

PPO Combined single health and dental =
\$741.02

HMP combined single health and dental =
\$651.45

PPO Combined family health and dental =
\$1,303.08

HMP combined family health and dental =
\$1,149.59

The above fees and COBRA rates are effective October 1, 2018-September 30, 2019.

Please sign below indicating your acceptance of these fees and acknowledge Montgomery County Commission will be renewing with Blue Cross and Blue Shield of Alabama.

Signature: _____

Please let me know if you have any questions.

Sincerely,
Nora Boyd
Nora Boyd
Account Manager

4465 Park Boulevard Montgomery, Alabama 36116-1626

An Independent Licensee of the Blue Cross and Blue Shield Association

12-2

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

DANIEL HARRIS, JR.
ISAIAH SANKEY
DOUG SINGLETON



DONALD L. MIMS, CPA, MPA
ADMINISTRATOR
FLORENCE M. CAUTHEN
DEPUTY ADMINISTRATOR
334.832.1210
FAX: 334.832.2533
TDD: 334.265.3568
WWW.MC-ALA.ORG

AGENDA

SEP - 4 2018

August 16, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Donald L. Mims *DLM*
County Administrator

SUBJECT: 2018 Property Insurance and Excess Liability

Attached is an email from AssuredPartners regarding 2018 Property Insurance and Excess Liability. The rates and deductible amount for property insurance will remain the same as this past year with Affiliated FM.

The rates for liability insurance will remain the same as this past year with States Risk Retention Group.

I am requesting the County Commission place these items on a future agenda.

DLM/tn

Attachment

Tammy Nix

From: Ivy Crumpton <Ivy.Crumpton@assuredpartners.com>
Sent: Thursday, August 16, 2018 9:18 AM
To: Donald Mims
Cc: Tammy Nix; Junie Pierce
Subject: Montgomery County Commission 2018 Property & Excess Liability

After checking with both our Property and Excess Liability underwriters we have determined that your Liability coverage will be renewed at the same premium and same retention and the Property policy will carry the same rates as last year. The Property renewal premium will vary based on the property values when you provide your final figures.

Last year's premiums are as follows:

Excess Liability: \$185,572

Property: \$111,512.58

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

Ivy Crumpton

Account Executive



5251 Hampstead High St.

Unit. 200

Montgomery, AL 36116

P 334.270.6798 F 334.270.6797

www.assuredpartners.com

DISCLAIMER

AGENDA

SEP - 4 2018

MISCELLANEOUS APPROPRIATIONS TO AGENCIES - Meeting Date: 9/4/18 - CODE: 001-59320.498

Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL
Starting Balance			3,700	4,300	100	1,000	3,050	12,150
NC-2018-136	City of Montgomery, BONDS	Fair Meadows Community Neighborhood Assoc.		2,000				2,000
			0	2,000	0	0	0	2,000
		Total Appropriations 9/4/18	3,700	2,300	100	1,000	3,050	10,150
		APPROPRIATED BUDGET BALANCE						
	County Administrator	Date						

AGENDA

SEP - 4 2018

MISCELLANEOUS APPROPRIATIONS TO EDUCATION - Meeting Date: 9/4/18 - CODE: 001-59320.494									
Contract Number	Organization	Description of Program	Harris	Dean	Walker	Sankey	Singleton	TOTAL	
Starting Balance			21,685	37,745	54,950	28,850	24,895	168,125	
BOE-2018-102	Pike Road Board of Education, Pike Road Schools	Athletic's Program for Football Expenses					1,000	1,000	
			0	0	0	0	1,000	1,000	
		Total Appropriations 9/4/18	21,685	37,745	54,950	28,850	23,895	167,125	
		APPROPRIATED BUDGET BALANCE							
	County Administrator	Date							

SEP - 4 2018

16-1

August 15, 2018

MEMORANDUM

TO: Montgomery County Commission

FROM: Florence M. Cauthen, Deputy Administrator

SUBJECT: Final Pay Application from Central Contracting, Inc.

Please find attached an application for final payment of \$111,753.75 to Central Contracting, Inc., for the Fleet Maintenance Shop.

I request that the final payment to Central Contracting, Inc., be placed on the next agenda.

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 5 PAGES

TO OWNER: Montgomery County Commission
101 South Lawrence St.
Montgomery, AL 36104

PROJECT:

Sheriff's Maintenance Warehouse
1872 Terminal Rd.
Montgomery, AL 36108

APPLICATION NO: 10 Distribution to:
PERIOD TO: 7/15/2018 Owner ☒
PROJECT NOS: 16-001 Architect ☒
CONTRACT DATE: 9/5/2017 Contractor ☐

FROM CONTRACTOR: Central Contracting, Inc.
PO Box 733
Wetumpka, AL 36092

VIA ARCHITECT:

Robinson and Associates Architecture, Inc.
906 South Perry St.
Montgomery, AL 36104

CONTRACT FOR: Construction

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. Original Contract Sum	\$1,605,000.00
2. Net change by change orders	\$ (98,895.65)
3. Contract sum to date	\$1,506,104.35
4. Total completed	\$1,506,104.35
5. Total stored materials	\$ -
6. Total completed and stored	\$1,506,104.35
7. Retainage:	
a. 0% of completed Work	\$0.00
b. 5% of stored materials	\$0.00
Total Retainage	\$0.00
8. Total earned less retainage	\$1,506,104.35
(Line 6 less Line 7 Total)	
9. Less previous certificates for Payment	\$1,394,350.60
(Line 8 previous certificate)	
10. Current Payment Due	\$111,753.75
11. Balance to finish, plus retainage	(\$0.00)
(Line 3 less Line 7)	

CHANGE ORDER SUMMARY

	ADDITIONS	DEDUCTIONS
Total changes approved in Previous months by Owner	\$0.00	\$0.00
Total approved this month	\$36,673.75	\$135,569.40
TOTALS	\$36,673.75	\$135,569.40
NET CHANGES by Change Order	(\$98,895.65)	

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

CONTRACTOR: Central Contracting, Inc.

By: [Signature]

Date: 7-6-18

State of : Alabama

County of : Elmore

Subscribed and sworn to before

me this 16th day of July

Notary Public: Karen S. McGuire

My Commission Expires: 10/19/19

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED: \$ 111,753.75

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

Initial all figures on this Application and on the payment of the Amount Certified.

ARCHITECT: [Signature]

By: [Signature]

Date: 07/26/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to

The Contractor named herein. Issuance, payment and acceptance of payment are

Without prejudice to any rights of the Owner or Contractor under this Contract.

17-2

FINAL WAIVER & RELEASE OF LIEN

PROJECT: Montgomery County Sheriff's Maintenance Shop

PROPERTY: 1862 Terminal Road, Montgomery, AL 36108

OWNER: Montgomery County Commission

CONTRACTOR: Central Contracting, Inc.

CONTRACTOR'S ADDRESS: 205 Jeanette Barrett Industrial Blvd, Wetumpka, AL 36092

By signature herein and acceptance of final payment, I hereby release and waive any and all claims of lien, whether mechanic's lien, material man's lien, or other lien which might arise from and be asserted in connection with the work performed as a condition precedent to receiving final payment, against any property, improvements, estate, of interest of any person or entity whatsoever. By signature herein and acceptance of final payment, I hereby certify that all to whom payment is due in connection with this work performed as a condition precedent to receiving final payment shall be paid in full.

BY: EARL RYSER

Signature: *Earl Ryser*

Title: President

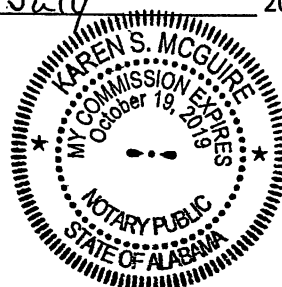
State of Alabama County of: Elmore

Before me, the undersigned authority on this date personally appeared Earl Ryser, known to me to be the person whose name is subscribed to the forgoing instrument, and, being duly sworn, acknowledge to me that he executed the same for the purposes and consideration therein expressed and declared to me that the statements contained therein are true.

Sworn to and subscribed before me this 9th day of July 2018.

Karen S. McGuire

Notary Public – My Commission Expires 10/19/2019





General Contractor's One Year Warranty

Central Contracting Inc. warrants that all materials and equipment furnished under this contract, dated are of good quality, and are free from asbestos.

Central Contracting Inc. warrants for a period of one year, from the date of acceptance, all labor and materials incorporated in this project, against defects, excluding remedy for damage caused by abuse or modifications not executed by Central Contracting Inc., improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage.

Project: Montgomery County Commission Sheriff's Maintenance Warehouse
1872 Terminal Road Montgomery Alabama

Date of Acceptance: 5 June 2018

Warranty Expiration: 5 June 2019

BY:

A handwritten signature in dark ink, appearing to read "Earl Ryser", written over a horizontal line.

Earl Ryser, President

TO: CENTRAL CONTRACTING, INC.
205 JEANNETTE BARRETT BLVD.
WETUMPKA, AL 36092



Daily-Montgomery, Montgomery County, AL

E-Verify#: DHS72179

PROOF OF PUBLICATION

State of Alabama

County of Montgomery:

Before the undersigned authority personally appeared Debbie Arbelo who on oath, says that she is a personal representative of the *Montgomery Advertiser*, a daily newspaper published in Montgomery, Alabama: that the attached copy of advertisement, being a Legal in the matter of:

LEGAL NOTICE IN ACCORDANCE WITH CHAPTER 1 TITLE 39 CODE

Ad Number: 0002950693

Was published in said newspaper in the issue(s) of:

05/31/18, 06/07/18, 06/14/18, 06/21/18

Affiant further says that the said *Montgomery Advertiser* is a newspaper published in said Montgomery County, Alabama, and that the said newspaper has heretofore been published in said Montgomery County, Alabama, and has been entered as second class matter at the Post Office in said Montgomery County, Alabama, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Now due on said account is \$323.40

Subscribed and sworn to before me this 22nd day of June
by Debbie Arbelo who is personally known to me.

Debbie Arbelo

Affiant

Shalawn Williams

Notary Public

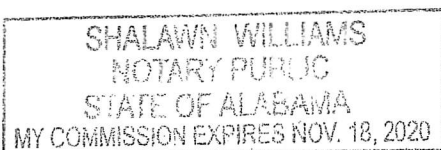
LEGAL NOTICE

In accordance with Chapter 1, Title 39, Code of Alabama, 1975, notice is hereby given that Central Contracting, Inc. (Contractor) Contractor, has completed the Contract for Construction of (Name of Project)

Montgomery County Commission
Sheriff Maintenance Shop at 1872
Terminal Road, Montgomery, AL 36108
(Insert location data in County or City)
for the State of Alabama and
Montgomery County for the
Montgomery County Commission
Owner(s), and have made request for
final settlement of said Contract. All
persons having any claim for labor, ma-
terials, or otherwise in connection with
this project should immediately notify

Robinson and Associates Architecture,
Inc.
906 South Perry Street,
Montgomery, AL 36104
(Architect)

Central Contracting, Inc.
205 Jeanette Barrett Industrial Blvd
Wetumpka, AL 36092
Mont. Adv. 5/31, 6/7, 6/14, 6/21/2018
2950693



LEGAL NOTICE IN ACCORDANCE WITH CHAPTER 1 TITLE 39

17-5

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 1

AGENDA

SEP - 4 2018

DEPARTMENT: County Commission **REQUESTED BY:** Donald L. Mims 8/29/18
Elected Official/Dept. Head Date

FINANCE REVIEW: **REVIEWED BY:** Sherrill Thomas 8/29/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Office Supplies	001-51100.211	11,400	(1,498)	9,902
Copy Machine Rental	001-51100.223	7,100	1,200	8,300
Telephone	001-51100.251	3,100	400	3,500
Cellular Service	001-51100.255	5,100	418	5,518
Digital Cable Service	001-51100.259	550	106	656
Surety Bonds	001-51100.273	250	(250)	0
Public Official Insurance	001-51100.275	2,850	(376)	2,474
				0
Employee Benefits	001-51988.142	600	(339)	261
Food and Supplies	001-51988.218	23,400	200	23,600
Other Misc Supplies	001-51988.219	1,000	139	1,139
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 55,350	\$ 0	\$ 55,350

JUSTIFICATION: To realign the budget to cover expenses through FY 2018.

Request Number: 2

COUNTY COMMISSION APPROVAL: _____

Administrator Date

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

SEP -4 2018

Request Number: 1

DEPARTMENT: FINANCE REQUESTED BY: Sherrill Thomas 8/29/18
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 8/29/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
 Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Copy Machine Rental	001-51110.223	2,600	306	2,906
Telephone	001-51110.251	780	332	1,112
Advertising	001-51110.253	260	65	325
Travel	001-51110.265	3,000	(703)	2,297
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 6,640	\$ 0	\$ 6,640

JUSTIFICATION: Realign the budget to cover operating expense for FY 2018.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 5

AGENDA

SEP - 4 2018

DEPARTMENT: Probate - Elections REQUESTED BY: Judge Steven Reed 8/15/18
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 8/15/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☒
Agenda ☐

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Election Worker's Fees	001-51911.175	131,450	(20,185)	111,265
Advertising	001-51911.253	60,000	(10,000)	50,000
Other Supplies-Ballots	001-51911.219	117,696	60,000	177,696
Fund Balance	001.35900		(29,815)	(29,815)
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 309,146	\$ 0	\$ 309,146

JUSTIFICATION: To cover the increased expenses for ballots and other election supplies for the 2018 Regular Primary and Run-Off Elections.

AGENDA

Request Number: 5

Administrator _____ Date _____

JUSTIFICATION: To cover the overtime cost and college incentive payments from vacant position savings. Realign other operating costs to cover expense through year end.

**MONTGOMERY COUNTY COMMISSION
BUDGET CHANGE REQUEST**

Request Number: 5

AGENDA

SEP - 4 2018

DEPARTMENT: Tax & Audit REQUESTED BY: Terri Henderson 08/29/18
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 08/29/18
Finance Director Date

COMMISSION APPROVAL PROCESSING:

Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL:

Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Refund Prior Year Revenue	001-51800-335	57,887	59,309	117,196
Contract Services	001-51800-304	142,113	(59,309)	82,804
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 200,000	\$ 0	\$ 200,000

JUSTIFICATION: Transfer \$59,309 from Contract Services to fund Prior Year Refunds of general fund portion of sales and use taxes due back to taxpayers.

MONTGOMERY COUNTY COMMISSION

BUDGET CHANGE REQUEST

SEP - 4 2018

Request Number: 2

DEPARTMENT: Youth Facility REQUESTED BY: Beverly Riddle Wise 8/29/18
Elected Official/Dept. Head Date

FINANCE REVIEW: REVIEWED BY: Sherrill Thomas 8/29/18
Finance Director Date

COMMISSION APPROVAL PROCESSING: Briefing Memo ☐
Agenda ☒

COUNTY COMMISSION APPROVAL: _____
Administrator Date

ACCOUNT NAME	ACCOUNT NUMBER	CURRENT BUDGET	INCREASE (DECREASE)	REVISED BUDGET
Electricity	001-52602.244	144,000	900	144,900
Other Miscellaneous Supplies	001-52602-219	20,000	1,300	21,300
Repair and Maintenance of Buildings	001-52602.231	44,960	9,338	54,298
Natural Gas	001-52602.245	27,376	8,000	35,376
Water and Sewer	001-52602.246	17,000	5,000	22,000
Telephone	001-52602.251	25,000	2,400	27,400
Contract Services	001-52502.304	30,000	5,000	35,000
Professional Services	001-52602.307	55,000	23,500	78,500
Groceries	001-52602.328	105,000	(33,000)	72,000
Other Equip purchases	001-52602.591	0	29,144	29,144
Repair & Maintenance	001-52603.234	5,000	2,726	7,726
Office Supplies	001-52603.211	2,500	(2,500)	0
Revenue-DYS Subsidy	001-40000.44272	(170,300)	(51,808)	(222,108)
				0
				0
				0
				0
				0
				0
				0
TOTAL		\$ 305,536	\$ 0	\$ 305,536

JUSTIFICATION: To realign the budget to cover operating expense. Recognize additional revenue received to cover the increases of Building HVAC repairs and consulting fees.

SEP - 4 2018

POSITION FILL REQUEST- BUDGETED VACANCY

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

POSITION INFORMATION:

Position Title Corrections Officer Trainee
Position Number 500419220 (Replace S Roy)
Pay Grade PCT Pay Range \$30,096
Proposed Effective Date September 10, 2018
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 08/22/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 08/22/2018

Sherrill Thomas

Finance Director

Date 8/24/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

POSITION FILL REQUEST- BUDGETED VACANCY

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

POSITION INFORMATION:

Position Title Deputy Sheriff Trainee
Position Number 550430057 (replace F Rush)
Pay Grade PCT Pay Range 30,096
Proposed Effective Date September 10, 2018
Type of Hire (☒) New (☐) Promotional
Type of Appointment (☒) Permanent (☐) Temporary

DEPARTMENT APPROVAL:

Derrick Cunningham

Department Head

Date 08/21/2018

PAYROLL/FINANCE REVIEW:

Requested position is vacant and budgeted.

Lisa Herring

Employee Benefit Manager

Date 08/21/2018

Sherrill Thomas

Finance Director

Date 8/21/2018

ADMINISTRATIVE APPROVAL:

County Administrator

Date _____

Montgomery County Commission
Travel / Training Request Approval
Request # 19

AGENDA

SEP - 4 2018

Date: 8/17/2018
To: Donald L. Mims, Administrator
From: George Speake, County Engineer
Re: Approval for the following travel:

Destination: Pelham Civic Complex, Pelham, AL
Departure Date: October 9, 2018 Return Date: October 12, 2018
Conference Leave (Days / Hours): 4 days
Purpose of Travel: Attend AL Society of Professional Land Surveyors Fifty-Fifth Annual
Fall Conference and Tech Expo

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

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

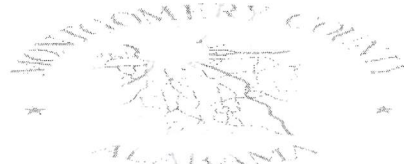
Total (est.) Cost: \$808.00 Advance Registration Required: \$598.00
Department Name: Engineering Department Fund Name: Gasoline Tax 111-53600.265
Additional Comments: For 2019 budget year. Registration to be paid early for discount.
Fund #111.15350

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

The above request is app. 9/4/18 reimbursement of actual and necessary expenses in the
approximate amount of \$808.00 and advance registration of \$598.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>111-53600.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$9,930.00</u>	
Budget Available:	<u>\$70.00</u>	
Current Requests:	<u>\$0.00</u>	
Budget Balance:	<u>\$70.00</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 8/21/2018
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 2

AGENDA

SEP - 4 2018

Date: August 27, 2018
To: Donald L. Mims, Administrator
From: James Williams
Re: Approval for the following travel:

Destination: Orange Beach, Alabama
Departure Date: September 18, 2018 Return Date: September 20, 2018
Conference Leave (Days / Hours): 3 Days
Purpose of Travel: Attend the (ARPF) Alabama Recreation & Parks Foundation Fall Workshop

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

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

Total (est.) Cost: \$612.16 Advance Registration Required: \$125.00

Department Name: Recreation Department Fund Name: Recreation

Additional Comments: Registration - \$125.00 (Hotel-\$116.00 x 2) = 262.16 (Meals x 3= \$225.00)

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

The above request is app. 9/4/18 reimbursement of actual and necessary expenses in the
approximate amount of \$612.16 and advance registration of \$125.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>008-57200.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$2,500.00</u>	
Approved Requests:	<u>\$912.66</u>	
Budget Available:	<u>\$1,587.34</u>	
Current Requests:	<u>\$612.16</u>	
Budget Balance:	<u>\$975.18</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas
Date: 8/29/18
cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 14

AGENDA

SEP - 4 2018

Date: August 28, 2018
To: Donald L. Mims, Administrator
From: Beverly Riddle Wise
Re: Approval for the following travel:

Destination: Birmingham, AL
Departure Date: September 19, 2018 Return Date: September 19, 2018
Conference Leave (Days / Hours): one day
Purpose of Travel: To attend Trauma: The Impact on Children and Our Work with Them
conference

Traveler (s) Name: 1. Preston Frazier 4. Kim Parham (Admin leave only)
2. Jimmy Rogers 5. _____
3. Amanda Ashurst 6. _____

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

Total (est.) Cost: \$120.00 Advance Registration Required: \$120.00

Department Name: Youth Facility Fund Name: 001-52603-265

Additional Comments: Please mail check payable to Children's Policy Cooperative
c/o Beverly Alldredge, Family Court,
120 2nd Court North, Birmingham, AL 35204

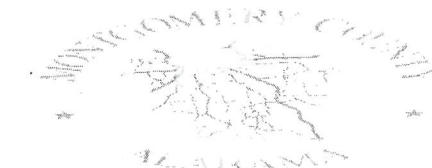
To: Beverly Riddle Wise

From: Donald L. Mims, Administrator

The above request is app. 9/4/18 reimbursement of actual and necessary expenses in the
approximate amount of \$120.00 and advance registration of \$120.00 is authorized.

To be completed by the Finance Department		
Fund Code:	<u>001-52603.265</u>	(ex: 000-00000-000)
Description:	<u>Registration & Training</u>	
Current Budget:	<u>\$10,000.00</u>	
Approved Requests:	<u>\$9,752.80</u>	
Budget Available:	<u>\$247.20</u>	
Current Requests:	<u>\$120.00</u>	
Budget Balance:	<u>\$127.20</u>	

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/29/2018

cc: Finance Director / Buyer

Montgomery County Commission
Travel / Training Request Approval
Request # 21

AGENDA

SEP - 4 2018

Date: August 29, 2018
To: Donald L. Mims, Administrator
From: Ronda Walker
Re: Approval for the following travel:

Destination: Prattville, Alabama
Departure Date: September 26, 2018 Return Date: September 27, 2018
Conference Leave (Days / Hours): 2 Days
Purpose of Travel: to attend the ACCA CGEI Leadership Class

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

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

Total (est.) Cost: \$219.88 Advance Registration Required: \$185.00

Department Name: County Commission Fund Name: General Fund

Additional Comments: Registration- \$185.00 Meals - Provided Mileage- 2x \$17.44 = \$34.88

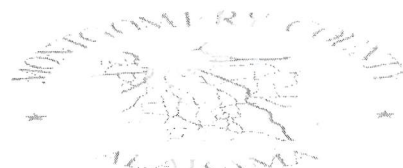
To: Donald L. Mims, Administrator

From: Donald L. Mims, Administrator

The above request is app. 9/4/18 reimbursement of actual and necessary expenses in the
approximate amount of \$219.88 and advance registration of \$185.00 is authorized.

To be completed by the Finance Department	
Fund Code:	<u>001-51100.265</u> (ex: 000-00000-000)
Description:	<u>Registration & Training</u>
Current Budget:	<u>\$22,500.00</u>
Approved Requests:	<u>\$22,262.61</u>
Budget Available:	<u>\$237.39</u>
Current Requests:	<u>\$219.88</u>
Budget Balance:	<u>\$17.51</u>

Donald L. Mims, Administrator



Reviewed by: S. Thomas

Date: 8/29/2018

cc: Finance Director / Buyer