

**COMMITTEE MEETING
February 3, 2015**

(For Commission Approval on February 5, 2015)

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COMMITTEE MEETINGS
February 3, 2015

For Commission Approval on February 5, 2015

All items appearing have been approved by the County Attorney and County Manager unless otherwise designated.

In Attendance:

___	Commissioner Bowman	___	Commissioner Brown
___	Commissioner Stephens	___	Commissioner Knight
___	Commissioner Carrington	___	County Manager Petelos

HEALTH & GENERAL SERVICES COMMITTEE

Chairman – Commissioner George Bowman

COOPER GREEN MERCY HEALTH SERVICES

Mr. Roger McCullough

1. Outpatient Care Center/Surgical Care - Contract #6764

This is an agreement between Jefferson County, d/b/a Cooper Green Mercy Health Services and Outpatient Care Center to make surgical services available to County's Beneficiaries. Payment will not exceed \$333,333.33 per year.

Contract Term:	10/01/14 – 09/30/17
Original Budget:	\$371,000.00
Current Remaining Budget:	\$371,000.00
Requested Amount:	\$333,333.33 (annually)
Remaining Budget after Requested Amount:	\$37,666.67
30 Day Cancellation:	Yes

2. Outpatient Care Center/Surgical Care - Contract #6836

This is a Business Associate Agreement between Cooper Green Mercy Health Services and Outpatient Care Center, to comply with the Health Insurance Portability and Accountability Act of 1996 (45 C.F.R. Parts 160 and 164) ("HIPAA") and the Health Information Technology for Economic and Clinical Health Act, (HITECH) Title XIII.

Contract Term:	10/01/14 – 09/30/17
Original Budget:	\$0.00
Current Remaining Budget:	\$0.00
Requested Amount:	\$0.00
Remaining Budget after Requested Amount:	\$0.00
30 Day Cancellation:	No – agreement expires upon destruction of all health information.

CORONER

Dr. Gregory Davis

No items submitted.

GENERAL SERVICES

Mr. Jeff Smith

3. Chem-Aqua - Contract #6790

Provide water treatment, chemicals and equipment for boilers, cooling towers, condensers and associated circulation equipment for HVAC systems. This is a 3 year agreement.

Contract Term:	3 years
Original Budget:	\$1,963,636.00
Current Remaining Budget:	\$55,534.00
Requested Amount:	\$49,311.00 (annually)
Remaining Budget after Requested Amount:	\$6,223.00
30 Day Cancellation:	Yes

4. MW/Davis Dumas & Associates, Inc. - Contract #7030

Professional Engineering services to design and develop construction documents for HVAC unit replacements for the Sheriff's Headquarters building (Tom Gloor Building).

Contract Term:	1 year or to completion
Original Budget:	\$545,660.00
Current Remaining Budget:	\$545,660.00
Requested Amount:	\$34,000.00
Remaining Budget after Requested Amount:	\$511,660.00
30 Day Cancellation:	Yes

ANIMAL CONTROL

No items submitted.

TAX ASSESSOR

Hon. Gaynell Hendricks/Hon. Andrew Bennett

No items submitted.

TAX COLLECTOR

Hon. J.T. Smallwood/Hon. Grover Dunn

No items submitted.

DISTRICT 1 REPORT/OTHER BUSINESS

Commissioner Bowman

5. Resolution to reappoint Ms. Deborah Hinton to the Jefferson County Intellectual and Development Disabilities Authority for the term ending February 2017.

COMMUNITY DEVELOPMENT & HUMAN RESOURCE SERVICES COMMITTEE
Chairman – Commissioner Sandra Little Brown

HUMAN RESOURCES

Dr. Ronald Sims

No items submitted.

OFFICE OF SENIOR CITIZENS SERVICES

No items submitted.

COMMUNITY DEVELOPMENT/WORKFORCE DEVELOPMENT

Dr. Frederick Hamilton

1. Syms Contractors – Contract #6594

Amendment to the CDBG Contract with Syms Contractors for the Willie Mays Park Improvement Project. The purpose of the amendment is to extend the contract to March 23, 2015 and increase the contract by \$4,649.00. The contract is paid with CDBG funds.

Contract Term:	08/08/14 – 03/23/15
Original Budget:	\$131,850.00
Current Remaining Budget:	\$15,940.00
Requested Amount:	\$4,649.00
Remaining Budget after Requested Amount:	\$11,291.00
30 Day Cancellation:	Yes

2. Bradley Arant Boulton Cummings LLP – Contract #6862

HOME agreement with Bradley Arant Boulton Cummings for professional services associated with the HOME program. The contract is paid with HOME funds.

Contract Term:	02/05/15 – 09/30/15
Original Budget:	\$10,000.00
Current Remaining Budget:	\$10,000.00
Requested Amount:	\$10,000.00
Remaining Budget after Requested Amount:	\$0.00
30 Day Cancellation:	Yes

3. Law Office of Deborah Byrd Walker – Contract #7013

CDBG/HOME agreement with the Law Office of Deborah Byrd Walker for professional services associated with the CDBG/HOME program. The contract is paid with CDBG and HOME funds.

Contract Term:	10/01/14 – 03/31/15
Original Budget:	\$15,000.00
Current Remaining Budget:	\$15,000.00

Requested Amount: \$6,500.00
Remaining Budget after Requested Amount: \$8,500.00
30 Day Cancellation: Yes

4. Resolution authorizing Commission President the awarding and execution of a contract agreement between Jefferson County, Alabama and Richard Sprouse Construction Inc., the lowest responsible bidder for the Rosedale Sidewalks Phase II Project. This project will be paid for with federal Community Development Block Grant Funds.
5. Resolution authorizing Commission President the awarding and execution of a contract agreement between Jefferson County, Alabama and Syms Contractors Inc., the lowest responsible bidder for the Warrior Storm Shelter Project. This project will be paid for with federal Community Development Block Grant Disaster Recovery Funds.
6. Resolution allowing the Jefferson County Office of Community & Economic Development to amend the 2012 One-Year Action Plan for the CDBG Disaster Recovery program; and to allow the Office of Community & Economic Development to submit to HUD the Amendment #2 to the 2012 CDBG-DR One-Year Action Plan.
7. Resolution allowing the Jefferson County Office of Community & Economic Development to amend the 2013 One-Year Action Plan for the CDBG Disaster Recovery program; and to allow the Office of Community & Economic Development to submit to HUD the Amendment #1 to the 2013 CDBG-DR One-Year Action Plan.
8. Resolution authorizing the Finance Department to write off the EDA Revolving Loan Fund for Next Venture as uncollectible. The loan was with the City of Birmingham. However, Jefferson County serves as the administrator for the loan program. The balance on the loan is \$27,000.79. The 1st mortgagee foreclosed on the property and the balance of proceeds were distributed to Jefferson County. The remaining balance of \$5,791.48 will be written off as uncollectible.
9. Resolution authorizing amending agreement with Bessemer Utilities to allow reimbursement of materials purchased up to \$232,163.00 for the EPA project.

FAMILY COURT

Judge Raymond Chambliss/Mr. Ronald Truss

No items submitted.

YOUTH DETENTION

Mr. Tommy Rouse

No items submitted.

PERSONNEL BOARD OF JEFFERSON COUNTY

Mr. Lorren Oliver

No items submitted.

ALABAMA COOPERATIVE EXTENSION

Ms. Joann Wissinger

No items submitted.

DISTRICT 2 REPORT/OTHER BUSINESS

Commissioner Brown

10. Emergency and Inclement Weather Policy
11. Community Grant Agreement

ADMINISTRATIVE, PUBLIC WORKS & INFRASTRUCTURE COMMITTEE
Chairman – Commissioner Jimmie Stephens

ROADS & TRANSPORTATION

Ms. Tracy Pate

1. **Bridge Replacement on Springdale Road over Five Mile Creek – AECOM Technical Services – Contract #7056**

Agreement for design, environmental and construction plans for Bridge Replacement on Springdale Road over Five Mile Creek.

Contract Term:	Upon Execution
Original Budget:	\$617,216.06
Current Remaining Budget:	\$617,216.06
Requested Amount:	\$206,138.00
Remaining Budget after Requested Amount:	\$411,078.06
30 Day Cancellation:	Yes

2. **Excavation Permits**

a. The following are requests from various utility companies to locate their facilities on the Jefferson County Right-of-Way:

- Southern Natural Gas to install 160’ of 24” high pressure gas lines on Taylors Ferry Road between Leigh Lane and Salter Lane.
- Southern Natural Gas to install 120’ of 24” high pressure gas lines on Link Road just north of Water Treatment Plant.
- AT&T Corporation to install 2,780’ of fiber cable along Lindsey Loop Road starting at intersection of McClendon Chapel Road to intersection of Lindsey Loop Drive in Bessemer.

3. **Right-Of-Way**

b. 5300 – Resolution for payment to Frank B. and Kendra L. Rigdon – Tr. No. 16 for the acquired right-of-way and temporary construction easement on the Patton Chapel Road Widening – Phase III, Project No. STPBH-7020(601) in the amount of \$8500.00

c. **PUBLIC HEARING** – Vacation of Existing Sanitary Sewer Easement – Tuxedo Park. There is no public need for the sanitary sewer right-of way in the present or the foreseeable future. ESD concurs with this request.

ENVIRONMENTAL SERVICES

Mr. David Denard

4. **Tilson & Associates, LLC - Contract #7025**

The Collection System Maintenance and Construction Development and Training Program contract includes development of best practices and safety training programs for the collection system maintenance and construction staff. The goal of the contract is to improve safety, optimize operations, and reduce preventable sanitary sewer overflows.

Contract Term:	3 years
Original Budget:	\$11,738,948.15
Current Remaining Budget:	\$9,242,542.20
Original Contract Amount:	\$451,000.00
Remaining Budget after Requested Amount:	\$8,791,542.20
30 Day Cancellation:	Yes

STORM WATER MANAGEMENT

Ms. Zhaleh McCullers

No items submitted.

COUNTY ATTORNEY

Ms. Carol Sue Nelson

- 2015 Tax Levy Resolution

SHERIFF'S OFFICE

Sheriff Mike Hale

No items submitted.

DISTRICT 3 REPORT/OTHER BUSINESS

Commissioner Stephens

- Resolution to appoint Mr. Royce Matthews to fill the unexpired term on the Mount Olive Community Center Board of Directors for the term expiring April 2018.

**JUDICIAL ADMINISTRATION, EMERGENCY MANAGEMENT & LAND PLANNING
COMMITTEE**

Chairman – Commissioner Joe Knight

EMERGENCY MANAGEMENT AGENCY

Mr. Jim Coker

No items submitted.

BOARD OF REGISTRARS

Mr. Barry Stephenson

No items submitted.

INSPECTION SERVICES

Mr. Bill Mullins

No items submitted.

LAND PLANNING & DEVELOPMENT SERVICES

No items submitted.

DISTRICT ATTORNEY

Hon. Brandon Falls / Hon. Arthur Green

No items submitted.

PROBATE COURT

Judge Alan King

No items submitted.

STATE COURTS

Judge Houston Brown

No items submitted.

LAW LIBRARY

No items submitted.

CIRCUIT CLERK

Ms. Anne-Marie Adams

No items submitted.

911 EMERGENCY COMMUNICATIONS DISTRICT
Mr. Howard Summerford

No items submitted.

DISTRICT 4 REPORT/OTHER BUSINESS
Commissioner Knight

FINANCE, INFORMATION TECHNOLOGY & BUSINESS DEVELOPMENT
Chairman – Commissioner David Carrington

FINANCE

Mr. George Tablack

1. Unusual Demand Report dated 02/05/15
2. **Hill Administrative Services – Contract #4687**
Contract renewal for Third Party administration for worker's compensation claims.

Contract Term:	1 year
Original Budget:	\$63,000.00
Current Remaining Budget:	\$63,000.00
Requested Amount:	\$63,000.00
Remaining Budget after Requested Amount:	\$0.00
30 Day Cancellation:	Yes

PURCHASING

Mr. Michael Matthews

3. Purchasing Agenda:
 - A. Week of 01/13/15 – 01/19/15
 - B. Week of 01/20/15 – 01/26/15
4. Purchasing Exception Report:
 - A. Week of 01/13/15 – 01/19/15
 - B. Week of 01/20/15 – 01/26/15
5. Encumbrance Report:
 - A. Week of 01/13/15 – 01/19/15
 - B. Week of 01/20/15 – 01/26/15
6. Credit Card Statement Closing 12/26/2014 (**Acknowledgement Only**)

REVENUE

Mr. Travis Hulsey

No items submitted.

BUDGET MANAGEMENT OFFICE

Ms. Tracie Hodge

The following staff requests have been received in the Budget Management Office. Our analyses of the budgets affected by these requests indicate that sufficient funds are available to make these advances.

MULTIPLE STAFF DEVELOPMENT

Community and Economic Development Grant Funds

7.	LaWanza Webb	\$1,757.65
	Keith Strother	\$1,837.63
	Southeastern Employment and Training Association	
	Greensboro, NC – March 7-11, 2015	
	Continuing Education	

Environmental Services

8.	John Dean	\$1,495.00
	Alfonzo Taylor	\$1,495.00
	Steve Richards	\$1,495.00
	David Short	\$1,495.00
	Monte Suggs	\$1,495.00
	Fundamentals of PLC Wiring & Troubleshooting	
	Tuscaloosa, AL – February 18-20, 2015	
	Continuing Education	
	Victor Hubbard	\$650.00
	Christopher Cummings	\$650.00
	NASSCO PACP Certification and Recertification Training	
	Huntsville, AL -January 21-22, 2015	
	Continuing Education	

Family Court

9.	Larry Hooks, Susan Moon, Karla Williams, Adrilisa Steele, Hilda Handley, Beverly Alldredge	\$350.00
	Alabama Human Trafficking Task Force	
	Montgomery, AL – January 30, 2015	
	State Required	
10.	Erica Dozier, Kristin Schlenker, Kenneth McMullen, Beverly Alldredge	\$80.00
	What Matters for Alabama’s Children	
	Tuscaloosa, AL – January 27, 2015	
	State Required	

Roads and Transportation

11.	Barry Isbell, Roger Gossett, Michael Mitchell, Robert Carroll, Robert Ryan, Chris Hayes, Adam Laney, Stephen Goodwin, David Reynolds, Shannon Bonham, Lee Baldwin, Jeremy McAlpine, Chuck Bartlett, Gary Mayfield, Mike Crane, Shawn Cato, John Riley, Steven Kilgore, Gary Cochran and Robby Eaton	\$1,800.00
	Alabama Vegetation Management Society Annual Meeting	
	Tuscaloosa, AL – February 24-25, 2015	
	Herbicide License Renewal	

Tax Assessor Bessemer State Funds

12.	Cindy Jinks	\$299.68
	Cheryl Hoskins	\$292.07
	ACA Exam	
	Auburn, AL – March 26-27, 2015	

INDIVIDUAL STAFF DEVELOPMENT

Board of Equalization State Funds

13.	Roy Stodghill	\$1,103.00
	IAAO 102 Income Approach to Valuation	
	Auburn, AL – February 22-27, 2015	
	Continuing Education	

Community and Economic Development Grant Funds

14.	Deborah Sasser	\$2,770.75
	NAJA Annual Conference	
	San Francisco, CA – March 29 – April 3, 2015	

Emergency Management Agency Grant Funds

15.	Bob Ammons	\$310.25
	Situation Awareness and Common Operating Picture	
	Emmitsburg, MD – February 1-6, 2015	
	Continuing Education	

Environmental Services

16.	Celeste Brown	\$50.00
	Alabama Utility Management Workshop	
	Montgomery, AL - January 14, 2014	
	Continuing Education	
	Cedric Hayden	\$269.00
	Construction Law for Public Projects	
	Montgomery, AL – February 10, 2015	

Revenue

17.	Tanjawania Hurst	\$150.00
	Learned Professionals and Restaurants and Bars	
	Hoover, AL – March 6, 2015	
	State Required	

Roads and Transportation

18.	Michael Mitchell	\$756.18
	North American Tree Conference	
	Mobile, AL – March 8-11, 2015	
	License Requirement	

Tax Assessor – Bessemer State Funds

19. Rickey Davis \$403.84
ACM Exam
Auburn, AL – March 26-27, 2015
Continuing Education

Tax Collector – Birmingham

20. J T Smallwood \$1,091.90
Association of Alabama Tax Administrators Mid-Winter Conference
Mobile, AL – February 8-11, 2015

FOR INFORMATION ONLY**Personnel Board**

21. Ryan Lillard \$1,923.18
Society of Industrial Organizational Psychology Conference
Philadelphia, PA – April 21-27, 2015

22. Pete Blank \$577.75
ATD International Conference
Orlando, FL – May 17-20, 2015

23. Terria McDonald \$300.00
2015 Spring Career Fair
Mobile, AL – February 10, 2015

24. Terria McDonald \$200.00
2015 JSU Spring Career Fair
Jacksonville, AL – March 4, 2015

25. Terria McDonald \$395.00
SEC ACC Virtual Career Fair
Virtual – April 2015

26. Jim Greene \$65.00
2015 Networking Expo Non profit
Birmingham, AL – February 25, 2015

Sheriff

27. Jeff Mulkin \$753.50
Shane Williams \$1,430.98
Anthony Dotson \$1,430.98
31st International Symposium on Child Abuse
Huntsville, AL - March 22-26, 2015
Continuing Education

28. Howard Marcrum \$1,000.00
 Level II Instructor Recertification Course
 Birmingham, AL – February 2-13, 2015
 Continuing Education

INFORMATION TECHNOLOGY

Mr. Roosevelt Butler

29. **Grom Associates Inc. – Contract #7033**
 To provide functional and technical support for SAP ERP, SRM, BI, Solution Manager and Portal software. Contract for the balance of the life of SAP at the County.

Contract Terms:	09/01/14 – 08/03/15
Original Budget:	\$200,000.00
Current Remaining Budget:	\$200,000.00
Requested Amount:	\$100,000.00
Remaining Budget after Requested Amount:	\$100,000.00
30 Day Cancellation:	Yes

30. **Environmental Systems Research Institute (ESRI) – Contract #7036**
 Provide maintenance support for software and hardware supported by ESRI. ESRI provides software to support GIS business processes for most County departments including; tax mapping maintenance, RIMS, SIMS, Zoning, E-Ring, 911 and other County applications. This is proprietary software that is maintained by the vendor.

Contract Terms:	12/16/14 – 12/15/15
Original Budget:	\$478,650.00
Current Remaining Budget:	\$185,700.00
Request Amount:	\$116,700.00
Remaining Budget after Requested Amount:	\$69,000.00

BUSINESS DEVELOPMENT

No items submitted.

BOARD OF EQUALIZATION

Ms. Jane Mardis

No items submitted.

JEFFERSON COUNTY PENSION BOARD

Ms. Cathy Crumley

No items submitted.

TREASURER

Hon. Mike Miles/Hon. Sherry McClain

No items submitted.

DISTRICT 5 REPORT/OTHER BUSINESS

Commissioner Carrington

**COMMITTEE MEETING - addendum
February 3, 2015**

(For Commission Approval on February 5, 2015)

Items listed on the addendum are critical items received subsequent to the distribution of the final version of the agenda distributed Wednesday. Any item appearing on the addendum which is not considered by the commission for addition to the full commission agenda will be placed on the regular committee agenda the next time that committee convenes.

MODIFICATIONS TO PUBLISHED AGENDA

ADDITIONS FOR CONSIDERATION

COMMUNITY DEVELOPMENT/WORKFORCE DEVELOPMENT

Dr. Frederick Hamilton

1. **Alabama Department of Senior Services (ADSS) Contract #7081**
(MIPPA Federal Grant) grant agreement with ADSS for program year 2015.

Revenue: \$75,894.00

COMMISSIONER CARRINGTON

2. Resolution to transfer \$9,385.00 from the District 5 Discretionary Account to the District 5 Travel Budget for the purpose of funding economic development related travel.