

PRE-COMMISSION WORK SESSION

September 7, 2021

For Commission Approval

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

PUBLIC WORKS, COMMUNITY SERVICES & INTER - GOVERNMENTAL RELATIONS COMMITTEE

ENVIRONMENTAL SERVICES

1. **B.H. Craig Construction, LLC.-2019 PS01 Jeff Metropolitan, McAdory, & Coleman Lakes PS**

This construction project includes needed improvements for three sanitary sewer pump stations and the replacement of 1,660 feet of force main sewer. This project also provides the sewer infrastructure for growth in the McCalla area.

<i>Contract Term:</i>	<i>365 Days</i>
<i>Original Budget:</i>	<i>\$ 191,417,370.00</i>
<i>Current Remaining Budget:</i>	<i>\$ 157,866,178.00</i>
<i>Requested Amount:</i>	<i>\$ 2,764,350.00</i>
<i>Remaining Budget After Requested Amount:</i>	<i>\$ 155,101,828.00</i>
<i>30 Day Cancellation (Yes or No):</i>	<i>Yes</i>

2. **Scottie D. Holden - Assurance of Performance and Release of Damages Agreement**

Agreement granting permission to construct a sanitary sewer service lateral force main within a Jefferson County sanitary sewer easement and on Jefferson County sanitary sewage pump station property at 3430 Morgan Road, Bessemer. There is no cost to the County.

DISTRICT 1 REPORT/OTHER BUSINESS

1. **City of Adamsville**

Community grant for support of road work.

<i>Contract Term:</i>	<i>September 9, 2021 - September 9, 2022</i>
<i>Original Budget:</i>	<i>\$200,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$88,998.00</i>
<i>Requested Amount:</i>	<i>\$25,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$63,998.00</i>
<i>30 Day Cancellation:</i>	<i>Per Contract Terms</i>

COMMUNITY DEVELOPMENT & HUMAN RESOURCE SERVICES COMMITTEE

CORONER

No items submitted.

DEPARTMENT OF COMMUNITY SERVICES AND WORKFORCE DEVELOPMENT

1. License Agreement - Edgewater Community Center

Resolution authorizing the Commission president to execute this License Agreement between Jefferson County, Alabama and Edgewater Neighborhood Association for the Edgewater Community Center. The project is funded by the General Fund allocation for storm shelters.

<i>Contract Term:</i>	<i>08/12/2021 - 08/12/2999</i>
<i>Original Budget:</i>	<i>\$2,000,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$968,087.00</i>
<i>Requested Amount:</i>	<i>\$10,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$958,087.00</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

2. License Agreement - North Smithfield Manor Greenleaf Heights Community League

Resolution authorizing a Revocable License between Jefferson County, Alabama and the North Smithfield Manor Greenleaf Heights Community League. The license for the storm shelter located at 4533 Hutson Avenue North, Birmingham, AL 35207.

<i>Contract Term:</i>	<i>08/12/2021 - 08/12/2999</i>
<i>Original Budget:</i>	<i>\$2,000,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$968,087.00</i>
<i>Requested Amount:</i>	<i>\$10,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$958,087.00</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

3. License Agreement - North Smithfield Manor Greenleaf Heights Fire District

Resolution authorizing a Revocable License between Jefferson County, Alabama and the North Smithfield Manor Greenleaf Heights Fire District. The license for the storm shelter located at 4533 Hutson Avenue North, Birmingham, AL 35207.

<i>Contract Term:</i>	<i>08/12/2021 - 08/12/2999</i>
<i>Original Budget:</i>	<i>\$2,000,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$968,087.00</i>
<i>Requested Amount:</i>	<i>\$10,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$958,087.00</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

4. Automation Parkway LLC (DBA Overnight Parts Alliance LLC)

Resolution authorizing the Commission President to execute a Full Satisfaction of Mortgage.

5. Coston General Contractors - Mulga Storm Shelter CDBG 2018 Amendment #1

Resolution authorizing the Commission President to award and execute Amendment #1 to the agreement between Jefferson County, Alabama and Coston General Contractors, Inc. for the Mulga Storm Shelter (CD18-03E-M03-MSS). The purpose of this Modification is to extend the contract to terminate on May 9, 2022.

<i>Contract Term:</i>	<i>4/8/2021 - 5/9/2022</i>
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<i>Original Budget:</i>	\$382,502.00
<i>Current Remaining Budget:</i>	\$181.02
<i>Requested Amount:</i>	\$0.00
<i>Remaining Budget after Requested Amount:</i>	\$181.02
<i>30 Day Cancellation:</i>	Yes

6. **Amendment #1 Bridge Ministries Emergency Rental Assistance Program (ERAP)**

Resolution authorizing the Commission President to authorized, empowered and directed to award and execute Amendment #1 to the agreement between Jefferson County, Alabama and the Bridge Ministries.

<i>Contract Term:</i>	5/6/2021 - 3/30/2022
<i>Original Budget:</i>	\$13,502,418.00
<i>Current Remaining Budget:</i>	\$2,000,000.00
<i>Requested Amount:</i>	\$0.00
<i>Remaining Budget after Requested Amount:</i>	\$2,000,000.00
<i>30 Day Cancellation:</i>	Yes

7. **Amendment #1 Birmingham Urban League Emergency Rental Assistance Program (ERAP)**

Resolution authorizing the Commission President to authorized, empowered and directed to award and execute Amendment #1 to the agreement between Jefferson County, Alabama and the Birmingham Urban League.

<i>Contract Term:</i>	5/6/2021 - 3/30/2022
<i>Original Budget:</i>	\$13,502,418
<i>Current Remaining Budget:</i>	\$2,000,000.00
<i>Requested Amount:</i>	\$899,940.82
<i>Remaining Budget after Requested Amount:</i>	\$1,100,059.18
<i>30 Day Cancellation:</i>	Yes

8. **Cooperation Agreement - Bagley Volunteer Fire and Rescue General Fund Storm Shelter**

Resolution authorizing the Commission president to execute this Cooperation Agreement between Jefferson County, Alabama and Bagley Volunteer Fire and Rescue for the construction of a storm shelter. The project is funded by the General Fund allocation for storm shelters.

<i>Contract Term:</i>	4/8/2021 - 4/8/2999
<i>Original Budget:</i>	\$2,000,000.00
<i>Current Remaining Budget:</i>	\$968,087.00
<i>Requested Amount:</i>	\$5,000
<i>Remaining Budget after Requested Amount:</i>	\$963,087.00
<i>30 Day Cancellation:</i>	Yes

9. **Cooperation Agreement - Glennwood Fire District General Fund Storm Shelter**

Resolution authorizing the Commission president to execute this Cooperation Agreement between Jefferson County, Alabama and Glennwood Fire District for the construction of a storm shelter. The project is funded by the General Fund allocation for storm shelters.

<i>Contract Term:</i>	4/8/2021 - 4/8/2999
<i>Original Budget:</i>	\$2,000,000.00
<i>Current Remaining Budget:</i>	\$968,087.00
<i>Requested Amount:</i>	\$5,000.00
<i>Remaining Budget after Requested Amount:</i>	\$963,087.00
<i>30 Day Cancellation:</i>	Yes

10. **McAdory Fire District - McAdory Storm Shelter II - Cooperation Agreement Amendment #1**

Resolution authorizing Amendment #1 to the Cooperation Agreement between Jefferson County, Alabama and McAdory Fire District for the construction of a storm shelter located at 5977 Eastern Valley Road, McCalla, AL 35111.

11. McAdory Fire District - McAdory Storm Shelter I - Cooperation Agreement Amendment #1

Resolution authorizing Amendment #1 to the Cooperation Agreement between Jefferson County, Alabama and McAdory Fire District for the storm shelter located at 4400 Harper Road, Bessemer, AL 35022.

12. Adger Fire District - Adger Storm Shelter - Cooperation Agreement Amendment #1

Resolution authorizing Amendment #1 to the Cooperation Agreement between Jefferson County, Alabama and Adger Fire District for the storm shelter located at 7276 Johns Road Adger, AL 35005.

13. Concord Fire District - Oak Grove Storm Shelter - Cooperation Agreement Amendment #1

Resolution authorizing Amendment #1 to the Cooperation Agreement between Jefferson County, Alabama and Concord Fire District for the storm shelter located at 8826 Lock 17 Road, Bessemer, AL 35023.

14. Concord Fire District - Concord Storm Shelter - Cooperation Agreement Amendment #1

Resolution authorizing Amendment #1 to the Cooperation Agreement between Jefferson County, Alabama and Concord Fire District for the storm shelter located at 6117 Willow Circle Hueytown, AL 35023.

FAMILY COURT

No items submitted.

YOUTH DETENTION

1. UAB Health Services Foundation

Medical services for residents of the Jefferson County Youth Detention Center.

<i>Contract Term:</i>	<i>1 year - Oct. 1, 2021 - Sept. 30, 2022</i>
<i>Original Budget:</i>	<i>\$135,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$135,000.00</i>
<i>Requested Amount:</i>	<i>\$135,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$0</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

2. BIZSTREAM

Software Program to maintain Youth Detention Confidential records.

<i>Contract Term:</i>	<i>3 years - Oct. 1, 2021 - Sept. 30, 2024</i>
<i>Original Budget:</i>	<i>\$44,760.00</i>
<i>Current Remaining Budget:</i>	<i>\$44,760.00</i>
<i>Requested Amount:</i>	<i>\$44,760.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$0</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

DISTRICT 2 REPORT/OTHER BUSINESS

ADMINISTRATIVE, & INFRASTRUCTURE COMMITTEE

ROADS & TRANSPORTATION

1. **Alta Planning + Design - Bicycle and Pedestrian Plan - Amendment #2**
Amendment to extend the Bicycle and Pedestrian Pan contract with Alta Planning + Design through August 31, 2022.

COUNTY ATTORNEY

1. **Resolution - King & Spalding**
Resolution authorizing the Commission President to execute an engagement letter with King & Spalding, LLP.
2. Minutes from the Commission Meeting August 31, 2021

SHERIFF

1. **TVAS - Helicopter Maintenance Agreement**
Agreement with Tennessee Valley Aviation Service to provide repair/maintenance for Helicopter

<i>Contract Term:</i>	<i>2 years</i>
<i>Original Budget:</i>	<i>\$654,000.00</i>
<i>Current Remaining Budget:</i>	<i>\$654,000.00</i>
<i>Requested Amount:</i>	<i>\$654,000.00</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$654,000.00</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

COUNTY MANAGER

No items submitted.

PUBLIC INFORMATION OFFICE

No items submitted.

DISTRICT 3 REPORT/OTHER BUSINESS

FINANCE, JUDICIAL, EMERGENCY MANAGEMENT & DEVELOPMENT AND GENERAL SERVICES COMMITTEE

FINANCE

1. **Unusual Demand Report**

N/A

2. **Purchasing Agenda Report**

Resolution authorizing the approval of the Purchasing Agenda Reports for the weeks of 08/12/21 - 08/18/21 and 08/19/21 - 08/25/21.

3. **Purchasing Exceptions Report**

Resolution authorizing the approval of the Purchasing Exceptions Reports for the weeks of 08/12/21 - 08/18/21 and 08/19/21 - 08/25/21.

4. **Encumbrance Reports**

Resolution authorizing the approval of the Encumbrance Reports for the weeks of 08/12/21 - 08/18/21 and 08/19/21 - 08/25/21.

5. **Warren Averett SEFA Single Audit FY 2021-2023**

Seeking approval for SEFA Single Audit. External Audit firm selection

<i>Contract Term:</i>	<i>FY2021, 2022, 2023</i>
<i>Original Budget:</i>	<i>\$750,000</i>
<i>Current Remaining Budget:</i>	<i>FY21: \$18,500</i>
<i>Requested Amount:</i>	<i>FY21: \$0.00</i>
	<i>FY22: \$150,000</i>
<i>Remaining Budget after Requested Amount:</i>	<i>(TBD)</i>
<i>30 Day Cancellation:</i>	<i>(TBD)</i>

6. **Mauldin & Jenkins Jefferson County Financial Audit FY 2021-2023**

Seeking approval for External Audit firm selection for FY 2021-2023

<i>Contract Term:</i>	<i>FY2021, 2022, 2023</i>
<i>Original Budget:</i>	<i>\$750,000</i>
<i>Current Remaining Budget:</i>	<i>FY21: \$18,500</i>
<i>Requested Amount:</i>	<i>FY21: \$18,500</i>
	<i>FY22: \$ 306,500</i>
<i>Remaining Budget after Requested Amount:</i>	<i>(TBD)</i>
<i>30 Day Cancellation:</i>	<i>(TBD)</i>

7. **Warren Averett CDBG-DR Monitoring Audit FY 2021-2023**

Seeking approval for CDBG-DR Monitoring Audit. External Audit firm selection

<i>Contract Term:</i>	<i>FY2021, 2022, 2023</i>
<i>Original Budget:</i>	<i>\$750,000</i>
<i>Current Remaining Budget:</i>	<i>FY21: \$18,500</i>
<i>Requested Amount:</i>	<i>FY21: \$0.00</i>
	<i>FY22: \$18,500</i>
<i>Remaining Budget after Requested Amount:</i>	<i>(TBD)</i>
<i>30 Day Cancellation:</i>	<i>(TBD)</i>

BUDGET MANAGEMENT OFFICE

1.

MULTIPLE STAFF DEVELOPMENT

Family Court

Gwendolyn Reasor	785.64
Ebony Dabon	744.16
Tiara Becoats	744.16
Develle Malone	744.16
Kim McAdory	744.16
Conessa S. Morris	744.16
Bert Charles	744.16
Steven Vance	744.16
Danielle Spencer	744.16
Tonya Ryan-Coker	744.16
Georgia W. Brennan	744.16
James Fields *	955.45
Beverly Alldredge*	955.45
Vanessa Jones*	955.45
Administrative Office of Courts 2021 Juvenile Probation Officer Annual Conference Orange Beach, AL –September 29, 2021-October 01, 2021 *September 28, 2021 -October 1, 2021	

INDIVIDUAL STAFF DEVELOPMENT

Board of Equalization

Kingsley Moore	399.00
Appraisal Unlimited Learning Membership Premium Birmingham, AL -Online	

Stacia G. Williams	706.42
GEDI-Property Tax Administration and Laws Auburn, AL -September 20-24, 2021	

Jana MacPherson	705.00
IAAO 101: Fundamentals of Real Property Appraisal Birmingham, AL -September 20-24, 2021	

Environmental Services

John Willett	1,254.49
2021 AWWA AL/MS Water Jam Conference Mobile, AL -August 1-3, 2021	

Public Information

Helen Hays	1,990.66
ICMA Annual Conference Portland, OR -October 2-6, 2021	

Human Resources

Tonya Dawson	695.00
I4CP Conference Birmingham, AL -November 2-3, 2021	

Lakeasha Hargrove Association for Talent Development -Core 4 Conference 2021 Nashville, TN -November 14-17, 2021	2,219.54
Ian Peters Society for Human Resources Management Virtual Conference Birmingham, AL -September 9-12, 2021	1,555.00
Revenue Wilma Thornton CGEI 2021: Ethics of County Officials & Employees Auburn, AL -July 20, 2021	206.04
Wiley E. Stoudenmine CROAA Prattville, AL -September 22-23, 2021	451.87
Wiley E. Stoudenmire CRE Special Topics 1 & 2 courses Millbrook, AL -October15, 2021	284.64
Roads and Transportation Jeanne Barnes ALDOT Construction and Materials 2021 Conference Mobile, AL -August 31, 2021 -September 2, 2021	844.78

FOR INFORMATION ONLY

Personnel LaTrenda Hardy TSU Fall Career Fair 2021 Nashville, TN -September 15-17, 2021	781.93
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BOARD OF EQUALIZATION

No items submitted.

BOARD OF REGISTRARS

No items submitted.

CIRCUIT CLERK

No items submitted.

DEVELOPMENT SERVICES

1. Water Quality Analysis Services Guardian Contract

Water Quality Analysis Services Guardian Contract

<i>Contract Term:</i>	<i>3 Years, upon Commission Approval</i>
<i>Original Budget:</i>	<i>\$125,092.00</i>
<i>Current Remaining Budget:</i>	<i>\$34,007.25</i>

Requested Amount: \$28,112.00
Remaining Budget after Requested Amount: \$5895.35
The requested amount provided is one year which would begin in this current fiscal year so that is why only \$28,112.00 is the requested amount for now. It does not include the full three years' amount, which would total \$84,336.00 over the three year period.
30 Day Cancellation: Yes

2. **B-21-0005**

ARPN USA Inc, applicant; d/b/a Discount Package Store requests approval of a (011) Lounge Retail Liquor – Class II (Package) license in conjunction with a proposed package store on Parcel ID# 1400033004001000 in Sec 3, Twp 16 S, Range 3W. Zoned C-1 (Commercial) with covenants. (Site Location: 2300 Mount Olive Road, Suite B, Mount Olive, AL 35117)(MOUNT OLIVE)

3. **B-21-0006**

A N P R USA Inc, applicant; d/b/a Discount Package Store requests approval of a (011) Lounge Retail Liquor – Class II (Package) license in conjunction with a proposed package store on Parcel ID# 4300114000006000 in Sec 11, Twp 20 S, Range 5W. Zoned C-1 (Commercial) with covenants. (Site Location: 5619 Eastern Valley Road, Suite B, McCalla, AL 35111)(MCCALLA)

DISTRICT ATTORNEY

1. **Pitney Bowes - Letter Folder**

Lease Agreement for automatic letter folder for the District Attorney Worthless Check Unit

Contract Term: 60 Month Lease Agreement
Original Budget: \$3,500.00
Current Remaining Budget: \$-15,918.40
Requested Amount: \$19,418.40 (60 Months)
Remaining Budget after Requested Amount: N/A
30 Day Cancellation: N/A

EMERGENCY MANAGEMENT AGENCY

No items submitted.

GENERAL SERVICES

No items submitted.

HUMAN RESOURCES

1. **Hampton Inn & Suites - Birmingham-Downtown Tutwiler Hotel**

This is an agreement with Hampton Inn & Suites - Birmingham-Downtown Tutwiler Hotel to provide hotel accommodations and services to Jefferson County Commission

Contract Term: October 1, 2021 - September 30, 2024
Original Budget: Based on usage
Current Remaining Budget: Based on usage
Requested Amount: Based on usage
Remaining Budget after Requested Amount: Based on usage
30 Day Cancellation: Yes

COMPLIANCE OFFICE

No items submitted.

LAW LIBRARY

No items submitted.

GENERAL RETIREMENT SYSTEM OF JEFFERSON COUNTY

No items submitted.

PERSONNEL BOARD OF JEFFERSON COUNTY

1. One Diversified Maintenance Contract - FY 2022-2024

PBJC 3-Year Contract with One Diversified - **Acknowledgement Only**

<i>Contract Term:</i>	<i>October 1, 2021 through September 30, 2024</i>
<i>Original Budget:</i>	<i>\$35,784 FY 2022</i>
<i>Current Remaining Budget:</i>	<i>\$35,784 FY 2022</i>
<i>Requested Amount:</i>	<i>\$16,483.65 FY 2022</i>
<i>Remaining Budget after Requested Amount:</i>	<i>\$19,300.35 FY 2022</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

PROBATE COURT

No items submitted.

REVENUE

No items submitted.

TAX ASSESSOR

No items submitted.

TAX COLLECTOR

No items submitted.

TREASURER

No items submitted.

DISTRICT 4 REPORT/OTHER BUSINESS

INFORMATION TECHNOLOGY & ECONOMIC DEVELOPMENT COMMITTEE

ECONOMIC DEVELOPMENT

1. **Innovation Depot Support**

Economic development funds to assist Innovation Depot as they create jobs and economic development in Jefferson County.

<i>Contract Term:</i>	<i>Upon Approval</i>
<i>Requested Amount:</i>	<i>\$150,000.00</i>
<i>30 Day Cancellation:</i>	<i>N/A</i>

2. **Birmingham Business Alliance Support**

Economic development funds to assist the Birmingham Business Alliance as they support Jefferson County's economic development, public policy and strong workforce development.

<i>Contract Term:</i>	<i>Upon Approval</i>
<i>Requested Amount:</i>	<i>\$250,000.00</i>
<i>30 Day Cancellation:</i>	<i>N/A</i>

INFORMATION TECHNOLOGY

1. **ALDOT Digital Information Cooperative Agreement**

ALDOT Digital Information Cooperative Agreement

<i>Contract Term:</i>	<i>One Year</i>
<i>Original Budget:</i>	<i>\$6,477,874.00</i>
<i>Revenue:</i>	<i>\$8,000.00</i>
<i>30 Day Cancellation:</i>	<i>Yes</i>

DISTRICT 5 REPORT/OTHER BUSINESS