

**COMMITTEE MEETING**  
**September 5, 2012**

**(For Commission Approval on September 11, 2012)**

**In Attendance:**

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

**ADMINISTRATIVE SERVICES COMMITTEE**

**Chairman – Commissioner Carrington**

**HUMAN RESOURCES**

*Ms. Demetruiis Taylor*

**1. Broker of Record – Contract #4290**

The County is self-insured and pays a third party administrator to administer and process all claims. Blue Cross Blue Shield of Alabama agrees to continue to provide these services at last year's rate of \$30.90 per employee per month. Contract term is 10/1/12 to 9/30/13.

Cost:	\$1,057,521.60
Amount budgeted:	\$1,057,521.60
Remaining budget:	\$0.00

**PENSION BOARD**

*Ms. Cathy Crumley*

*No items submitted.*

**PERSONNEL BOARD**

*Mr. Lorren Oliver*

**2. Sheraton Birmingham Hotel - Contract #3926 (Acknowledgement Only)**

Contractual renewal with a local hotel to provide accommodations and services for individuals traveling to Birmingham to provide volunteer work for the Personnel Board's assessment center processes. The PBJC recruits individual volunteers from organizations from across the country to provide evaluation work for the Personnel Board's assessment centers. Although no pay is provided to these volunteers, the PBJC provides hotel accommodations for these individuals. The PBJC will be billed at the conclusion of each volunteer group stay under the Personnel Board contract at the rates outlined. The contract period is October 1, 2012 through September 30, 2013. The combined 2013 budget for both hotel contracts is \$153,696.

Cost:	\$120,000.00
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Amount budgeted: \$153,696.00  
Remaining budget: \$0.00

3. **Hampton Inn & Suites Tutwiler - Contract #3927 (Acknowledgement Only)**

Contractual renewal with a local hotel to provide accommodations and services for individuals traveling to Birmingham to provide volunteer work for the Personnel Board's assessment center processes. The PBJC recruits individual volunteers from organizations from across the country to provide evaluation work for the Personnel Board's assessment centers. Although no pay is provided to these volunteers, the PBJC provides hotel accommodations for these individuals. The PBJC will be billed at the conclusion of each volunteer group stay under the Personnel Board contract at the rates outlined. The contract period is October 1, 2012 through September 30, 2013. The combined 2013 budget for both hotel contracts is \$153,696.

Cost: \$30,000.00  
Amount budgeted: \$153,696.00  
Remaining budget: \$3,696.00

4. **Implementation Services Group - Contract #4028 (Acknowledgement Only)**

A three-year contract with Implementation Services Group, Inc. (ISG) for technical Lawson support as needed to assist with Lawson programming and consultative support needed to assist with Lawson programming needs and coding modification that may arise during the contract period. The contract rate is \$142.50/hour for offsite work or \$166.25/per hour of onsite work, not to exceed 80 hours in fiscal year 2013, and not to exceed 120 hours in fiscal year 2014, and not to exceed 120 hours in fiscal year 2015 for all services provided under the contract. The contract period is October 1, 2012 through September 30, 2015.

Cost: \$13,300.00  
Amount budgeted: \$13,300.00  
Remaining budget: \$0.00

**ENVIRONMENTAL SERVICES**

*Mr. David Denard*

5. **Hazen and Sawyer, P.C. – Contract # 4236**

Amendment No. 1 to the agreement to provide professional engineering services for the Village Creek WWTP Waste Gas Energy Recovery and Plant Optimization Improvements Project. The project scope and amount are reduced by the amendment. The total contract amount will be reduced from \$2,169,000 to \$1,745,520. The contract term is amended to provide approximately 15 months for redesign, bidding, and construction services.

Cost: \$1,745,520.00  
Amount budgeted: \$2,169,000.00  
Remaining budget: \$423,480.00

- 6. **Renew CitectSCADA Software Support– Contract #3566**  
 Amendment to the agreement with Schneider Electric to renew the CitectSCADA software support. The CitectSCADA software is used to monitor and control the wastewater treatment process at multiple wastewater treatment facilities. Contract is effective through July 31, 2013.

Cost: \$12,792.00  
 Amount budgeted: \$17,132.00  
 Remaining budget: \$152,911.00

- 7. Resolution ratifying emergency purchase for electrical components and work necessary to return electrical distribution to full capacity and reliability at the Five Mile Creek WWTP.

- 8. **Critical Needs**  
 The Environmental Services Department (ESD Fund) has initiated the following certifications:

(1)	WWTP Supervisor	Replacement
(1)	WWTP Maintenance Worker	Replacement

**COUNTY ATTORNEY**  
*Mr. Jeff Sewell*

- 9. Resolution denying claim by Ireda King and Doris King.
- 10. Resolution denying claim by Jacqueline Johnson.
- 11. Resolution denying claim by Taranesha Head as mother and next friend and guardian of JaTerrius Head and KeyMarion Sawmarshall.
- 12. Resolution denying claim by David McCall.
- 13. Resolution denying claim by Unikwaa Conner.
- 14. Resolution denying claim by Latonya Lawson.

**COUNTY MANAGER**  
*Mr. Tony Petelos*

*No items submitted.*

**OTHER BUSINESS**  
*Commissioner David Carrington*