

COMMITTEE MEETING
March 26, 2013

(For Commission Approval on March 28, 2013)

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. Resolution – Jefferson County Group Health Care Plan

Benefit plan amendment to allow members to obtain select vaccines (shots) such as flu, shingles, pneumonia at pharmacies such as Walgreens, CVS, Rite-Aid, Publix. etc. by showing their Blue Cross insurance card. Routine immunizations do not have a co-pay.

2. Critical Needs

A. Finance/Purchasing

(1) Principal Buyer Replacement *

*Indicates salary range for Principal Buyer (Grade 23) – (\$42,057.60 - \$65,166.40)

Salary requested by department head - Grade 23/Step 6 - \$53,643.20 annually and approximately \$70,712.47 annually with benefits for the position

B. Revenue

(6) Accounting Assistant Is 2 Replacement/ 4 Fill *

* Indicates salary range for Accounting Assistant I (Grade 13) – (\$25,896.00 - \$40,060.80)

Salary requested by department head - Grade 13/Step 2 - \$27,123.20 annually and approximately \$35,753.80 annually with benefits for each position

C. Probate

(5) Court Clerks Replacement *

* Indicates salary range for Court Clerk (Grade 13) – (\$25,896.00 - \$40,060.80)

Salary requested by department head - Grade 13/Step 2 - \$27,123.20 annually and approximately \$35,753.80 annually with benefits for each position

D. **General Services**

(2) Electricians

Replacement *

* Indicates salary range for Electrician (Grade 24) – (\$44,179.20 - \$68,432.00)

Salary requested by department head - Grade 24/Step 4 - \$51,084.80 annually and approximately \$67,339.98 annually with benefits for each position

PENSION BOARD

Ms. Cathy Crumley

No items submitted.

PERSONNEL BOARD

Mr. Lorren Oliver

No items submitted.

ENVIRONMENTAL SERVICES

Mr. David Denard

3. **CDM Smith Inc. - Contract #4354**

Amendment No 1. to the Agreement to Provide Engineering Services for the Total Phosphorus Removal & Wet Weather Management - Design Phase Cahaba River WWTP, Contract #2515. This amendment reduces the contract amount by \$53,040.

Contract Term:	30 days
Original Budget:	\$34,566,217.61
Current Remaining Budget:	\$23,787,525.34
Requested Amount:	\$ -53,040.00
Remaining Budget After Requested Amount:	\$23,840,565.34
30 Day Cancellation:	Yes

4. **CDM Smith Inc. - Contract #4352**

Amendment No 2. to the Agreement to Provide Engineering Services for the Total Phosphorus Removal & Wet Weather Management - Design Phase Trussville WWTP, Contract #2506. This amendment increases the contract amount by \$21,161.

Contract Term:	30 days
Original Budget:	\$34,566,217.61
Current Remaining Budget:	\$23,787,525.34
Requested Amount:	\$ 21,161.00
Remaining Budget After Requested Amount:	\$23,766,364.34

30 Day Cancellation: Yes

5. **CDM Smith Inc. - Contract #4842**

Agreement to Provide Engineering Services for the Phase 1 Design, Bidding, and Construction Services for the Trussville and Cahaba River WWTPs. This agreement provides for modified engineering design and construction management services for a lower cost, short-term TMDL compliance strategy for the Cahaba River and Trussville WWTPs.

Contract Term: 606 days
Original Budget: \$34,566,217.61
Current Remaining Budget: \$25,645,087.84
Requested Amount: \$ 620,014.00
Remaining Budget After Requested Amount: \$24,845,073.84
30 Day Cancellation: Yes

6. **S & S Salvage Company- Contract #4843**

Conditional Consent to Encroachment and Release of Damages agreement with S & S Salvage Company for property located at 906 40th Street North in Birmingham.

Contract Term: None
Original Budget: \$0.00
Current Remaining Budget: \$0.00
Requested Amount: \$0.00
Remaining Budget After Requested Amount: \$0.00
30 Day Cancellation: No

7. **Thompson Power System – Contract #4958**

Amendment No. 1 to Bid #175-12 G3616, Generator Repairs and Control Upgrades (Village Creek WWTP). This amendment is necessary to complete upgrades to the controls for the Village Creek WWTP stand-by generator system.

Contract Term: 30 days
Original Budget: \$7,233,022.00
Current Remaining Budget: \$3,348,824.29
Requested Amount: \$ 13,125.00
Remaining Budget After Requested Amount: \$3,335,699.29
30 Day Cancellation: Yes

8. **Alabama Emergency Management Agency Hazard Mitigation Grant Program #1971-415 – Contract #4940**

Reimbursable agreement for design engineering services and construction with the Alabama Emergency Management Agency for the installation of backup generator power at five (5) sanitary sewer pump stations.

Contract Term: Completion of Construction

Original Budget:	\$34,566,217.61
Current Remaining Budget:	\$24,230,673.84
Requested Amount:	\$ 446,876.00
Remaining Budget After Requested Amount:	\$23,783,797.94
30 Day Cancellation:	No

9. **Gresham, Smith and Partners – Contract #4890**

The contract provides for engineering design and construction management services for roof repairs at the Barton Laboratory and Newfound Pump Station and the assessment and documentation of roof damage at the remaining 14 buildings at the Shades complex.

Contract Term:	8 months
Original Budget:	\$16,453,535.84
Current Remaining Budget:	\$ 6,308,327.88
Requested Amount:	\$ 27,000.00
Remaining Budget After Requested Amount:	\$ 6,281,327.88
30 Day Cancellation:	Yes

10. **Burr Investments, LLC- Contract #4840**

Conditional Consent to Encroachment and Release of Damages agreement with Burr Investments, LLC for property located at 3316 2nd Avenue North in Birmingham.

Contract Term:	None
Original Budget:	\$0.00
Current Remaining Budget:	\$0.00
Requested Amount:	\$0.00
Remaining Budget After Requested Amount:	\$0.00
30 Day Cancellation:	No

COUNTY ATTORNEY

Mr. Jeff Sewell

11. Resolution approving payment of vehicle damage claim by Sandra Rice in the amount of \$311.50.
12. Resolution denying vehicle damage claim of Dwarn Alan Smith.
13. Resolution approving payment of sewer backup claim by Zjakoyia Davis in the amount of \$41,099.30.
14. Resolution approving payment of sewer backup claim by Cathy Gardner in the amount of \$193.44.
15. Resolution approving payment of sewer backup claim by Robert A. Estes in the amount of \$2,014.19.

16. Resolution denying vehicle damage claim of Sherita Bitten.

COUNTY MANAGER

Mr. Tony Petelos

No items submitted.

OTHER BUSINESS

Commissioner David Carrington

17. Resolution to create County Manager and Legal Services committees.