

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

December 1, 2015

A G E N D A

1. Call to order.
2. Invocation and Pledge of Allegiance to the flag.
3. Adoption of the agenda.
4. Approval of the November 17, 2015 Regular Business Meeting minutes.
5. PUBLIC COMMENT: Citizens will be given a three (3)-minute maximum time limit to speak before the Board of Commissioners about various topics, issues, and concerns. Following thirty minutes of hearing from the public, the Board of Commissioners will allow the remainder of citizens who have signed up to be heard at the next Tuesday business meeting.
6. Consider requests of Debra Brewer, Director of Central Services. (NOTE: The entire Purchasing Ordinance for Clayton County, Georgia can be viewed on the MuniCode website. Citizens can access this website via the following website address: <http://library.municode.com/index.aspx?clientId=10562>.)
 - 1) **Request for First Contract Amendment: RFB #14-42 Widening and Reconstruction of Anvil Block Road from Lunsford Drive to Allen Drive, Clayton County, Georgia.** (\$330,536.06 / Construction of a central driveway at Anvil Block Complex / C.W. Matthews, Contracting Company, Inc., located in Marietta, Georgia. Funding is available through 2004 SPLOST Funds). As requested by the Department of Transportation and Development. Pursuant to Section 2-136 (1) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners' approval.
 - 2) **Request for Second Contract Amendment: RFP #04-59 Consultant Design Services and Right of Way Acquisition Services for the Widening and Reconstruction of Mt. Zion Boulevard and Battle Creek Road, Clayton County, Georgia.** (\$1,401,025.00 / Kimley-Horn and Associates, Inc., located in Norcross, Georgia. Funding is available through 2004 SPLOST Funds). As requested by the Department of Transportation & Development. Pursuant

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to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners' approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater.

3) **Request for First Contract Amendment: RFP #14-61 Clayton County Juvenile Court Diversion Program, Georgia.** (\$100,000.00 / ENA, Inc., dba Necco, located in Jonesboro, Georgia. Funding is available through the Juvenile Court Services Juvenile Justice and Delinquency Prevention (JJDP) Grant). As requested by the Department of Juvenile Court. Pursuant to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners' approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater.

4) **Recommendation for Award: RFP #15-28 On Call Transportation Right of Way Acquisition Services for Clayton County, Georgia – Annual Contract for the Transportation & Development Department.** (Dianna Hunt & Associates, Inc., located in McDonough, Georgia. Funding is available through several sources, depending on project, that include Federal, State and SPLOST Funds for 2004, 2009 and 2015). As requested by the Department of Transportation & Development. Pursuant to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners' approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater.

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5) **Recommendation for Award: RFP #15-34 Transportation Services for the Clayton County Senior Services Department – Annual Contract.** (MLB Transportation, Inc., located in Tucker, Georgia. Funding is available through the Atlanta Regional Commission Grant and the Senior Services Department’s FY 2015 Budget). As requested by the Department of Senior Services. Pursuant to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of Commissioners’ approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater.

6) **Recommendation for Award: RFB #15-43 Panhandle Road Sidewalk Construction from McDonough Road to Tara Road for the Transportation & Development Department.** (\$778,583.75 / DAF Concrete, Inc., located in Marietta, Georgia. Funding is available through the 2009 SPLOST Funds). As requested by the Department of Transportation & Development. Pursuant to Section 2-136 (1) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed bid method when the costs of goods and services are in excess of \$25,000.00. The Clayton County Board of Commissioners has the final award approval for all non-budgeted bids \$35,000.00 and greater. All approved budgetary goods and services and annual contract purchases can be authorized by the Finance Director and purchased by the Director of Central Services without Board of Commissioners’ approval.

7) **Request for Third Contract Amendment to the contract for Value Engineering Study for the Godby Road Widening Project.** (\$4,670.00 / AMEC E&I, Inc., located in Alpharetta, Georgia. Funding is available through 2004 SPLOST Funds). As requested by the Department of Transportation and Development. Pursuant to Section 2-136 (2) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County utilizes the competitive sealed proposal method when the competitive sealed bid method is neither practical nor advantageous and when cost is not the primary consideration. The competitive sealed proposal method will be used when the costs of goods and services exceed \$25,000.00. All goods and services in the excess of \$25,000.00 are required to be purchased through the sealed proposal process, or negotiated by the Director of Central Services with full Board of

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Commissioners' approval. The Clayton County Board of Commissioners makes the final award for all non-budgeted proposals of \$35,000.00 and greater.

8) **Recommendation for Renewal: Fiduciary Liability Insurance Policy.** (\$30,756.00 / BB & T-Reese Insurance. Renewal period of December 22, 2015 through December 22, 2016. Funding is available through the County's General Funds).

9) **Recommendation for Renewal: Property and Boiler & Machinery Insurance.** (\$196,806.00 / Edgewood Partners Insurance Center (EPIC) Insurance Brokers and Consultants, utilizing Travelers Property Casualty Company of America. Renewal period of January 1, 2016 through January 1, 2017. Funding is available through the County's General Funds).

10) **Recommendation for Renewal: Aviation Insurance Coverage.** (\$33,477.00 / Edgewood Partners Insurance Center (EPIC) Insurance Brokers and Consultants, utilizing Westchester Fire Insurance Company. Renewal period of January 1, 2016 through January 1, 2017. Funding is available through the County's General Funds).

11) **Recommendation for Renewal: Public Entity Excess Liability Insurance Policy.** (\$580,528.00 / Edgewood Partners Insurance Center (EPIC) Insurance Brokers and Consultants, utilizing Old Republic Insurance Company. Renewal period of December 31, 2015 through December 31, 2016. Funding is available through the County's General Funds).

7. Consider the requests of Ramona Bivins, Chief Financial Officer.

1) Budget Amendment #2-18/Federal Narcotics Condemnation Fund/FYE 6-30-16 - To amend in funds to purchase a new vehicle for the Sheriff's Office, in the amount of \$10,500.

2) Budget Amendment #2-19/State Narcotics Condemnation Fund/FYE 6-30-16 - To amend in funds to cover investigation supplies and court reporter fees, in the amount of \$174,522.

3) Budget Amendment #2-20/Other General Government/FYE 6-30-16 - To replace one Sheriff's Office vehicle where repair cost exceeds the value of the vehicle, in the amount of \$30,320.

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- 4) Request for Refund of a cash bond to Juan Alvarez as required for demolition projects not to rebuild, in the amount of \$500.00.
8. Resolution 2015-291 - A Resolution authorizing Clayton County to enter into a Grant Award Agreement with the Prosecuting Attorney's Council of Georgia and in accordance therewith accept additional grant funds to be used in connection with the Victims of Crime Act (VOCA) and the Clayton County Solicitor General's Office.
Synopsis: The State of Georgia has awarded grant funds to the Solicitor General's Office, in connection with VOCA, for the amount of \$36,615.00, with a local match of \$9,154.00 to be used to fund one new position in connection with VOCA.
9. Resolution 2015-292 - A Resolution authorizing Clayton County to enter into a Grant Award Agreement with the Prosecuting Attorney's Council of Georgia and in accordance therewith accept additional grant funds to be used in connection with the Victims of Crime Act (VOCA) and the Clayton County District Attorney's Victim Witness Assistance Program.
Synopsis: The State of Georgia has awarded grant funds to the District Attorney's Office, in connection with VOCA, for the amount of \$37,082.00, with a local match of \$9,271.00 to be used to fund one new position in connection with VOCA.
10. Resolution 2015-293 - A Resolution authorizing Clayton County to execute Right of Way Acquisition Contracts with the Georgia Department of Transportation for the Battle Creek Road and Mt. Zion Boulevard widening projects.
Synopsis: This Resolution will allow GDOT to proceed with the right of way phase of the projects.
11. Resolution 2015-294 - A Resolution authorizing Clayton County to apply for and, if awarded, accept the fiscal year 2016 Local Maintenance and Improvement Grant from the Georgia

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Department of Transportation on behalf of the Clayton County Transportation and Development Department.

***Synopsis:** The Board of Commissioners will authorize Clayton County to apply for the 2016 Local Maintenance and Improvement Grant from the Georgia Department of Transportation in the amount of \$1,469,391.41 with a required 30% local match in the amount of \$440,817.42 for a total project amount of \$1,910,208.83.*

12. Resolution 2015-295 - A Resolution authorizing Clayton County to accept two (2) forfeited vehicles from Clayton County Police Department Drug Investigations; to authorize the sale of such property; to provide for the disbursement of sale proceeds.

***Synopsis:** The Resolution allows the County to sell at auction a 2002 Toyota Tacoma (Prerunner) and 1999 Chevrolet Tahoe.*

13. Resolution 2015-296 - A Resolution of the Clayton County Board of Commissioners authorizing the execution, delivery and performance of an Intergovernmental Agreement in connection with the acquisition of a certain parcel of land by the Development Authority of Clayton County for economic development purposes.

***Synopsis:** The County is authorized to levy and collect an annual tax, not to exceed one (1) mill, on all property within the County subject to ad valorem taxation.*

14. Resolution 2015-297 - A Resolution authorizing the Chairman to execute the final Clayton County Local Option Sales Tax distribution certificate.

***Synopsis:** This Resolution allows the Georgia Department of Revenue to appropriately distribute LOST proceeds beginning January 1, 2016 until June 30, 2022.*

15. Ordinance 2015-298 - An Ordinance to amend the Code of Clayton County, Georgia, as amended, specifically Part II, Chapter 62 "Offenses and Miscellaneous Provisions", Article I "General" by adding a new Subsection 62-48 "Interference with County Enforcement Officer".

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Synopsis: This Ordinance prohibits anyone from interfering with a county Code Enforcement Officer in the performance of their lawful duties.

16. Appointment to the Tax Assessors Board to fill the expiring term of Mr. Garvey Cills. The term is a three (3) year term, expiring December 31, 2018. (Full-Board Appointment)

EXECUTIVE SESSION –

17. Consider any action(s) necessary based on decision(s) made in the Executive Session.

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FINANCE SUPPORTING DOCUMENTATION
BEGINS ON NEXT PAGE

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-18

DATE: November 16, 2015

TO: Board of Commissioners

FROM: Ramona Thurman Bivins, Chief Financial Officer

SUBJECT: Request for Budget Amendment - Federal Narcotics Condemnation Fund

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE REVENUE:

| | | | |
|-------------------------------------------|---------------|----|--------|
| Federal Condemned Monies Held in Evidence | 220-2801-3421 | \$ | 10,500 |
|-------------------------------------------|---------------|----|--------|

INCREASE EXPENSE:

| | | | |
|------------------|---------------|----|--------|
| Autos and Trucks | 220-2801-6020 | \$ | 10,500 |
|------------------|---------------|----|--------|

Reason: To amend in funds to purchase a new vehicle for the Sheriff's Office.

TO: Ramona Thurman Bivins, Chief Financial Officer

According to the Statement of Policy, the above listed amendment has been approved.

Date

Sandra Davis, Clerk of Commission

sl

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-19

DATE: November 16, 2015

TO: Board of Commissioners

FROM: Ramona Thurman Bivins, Chief Financial Officer

SUBJECT: Request for Budget Amendment - State Narcotics Condemnation Fund

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE REVENUE:

| | | | |
|-------------------------------|---------------|----|---------|
| State Condemned Shared Monies | 221-3101-3420 | \$ | 174,522 |
|-------------------------------|---------------|----|---------|

INCREASE EXPENSE:

| | | | |
|-------------------------------------------|---------------|----|----------------|
| Crime Prevention & Investigation Supplies | 221-3101-4315 | \$ | 174,504 |
| Court Reporter Fees | 221-3101-4620 | | 18 |
| | | \$ | <u>174,522</u> |

Reason: To amend in funds to cover investigation supplies and court reporter fees.

TO: Ramona Thurman Bivins, Chief Financial Officer

According to the Statement of Policy, the above listed amendment has been approved.

Date

Sandra Davis, Clerk of Commission

sl

**CLAYTON COUNTY
INTER - OFFICE MEMO**

2-20

DATE: November 23, 2015

TO: Board of Commissioners

FROM: Ramona Thurman Bivins, Chief Financial Officer

SUBJECT: Request for Budget Amendment - Other General Government

I do hereby request and submit the following budget amendment to be approved for FYE 6-30-16:

INCREASE EXPENSE:

| | | | |
|------------------|---------------------|----|--------|
| Autos and Trucks | 101-6501-6020-82801 | \$ | 30,320 |
|------------------|---------------------|----|--------|

DECREASE EXPENSE:

| | | | |
|------------------|---------------|----|--------|
| Autos and Trucks | 101-6501-6020 | \$ | 30,320 |
|------------------|---------------|----|--------|

Reason: To replace one Sheriff's Office vehicle where repair cost exceeds the value of the vehicle.

TO: Ramona Thurman Bivins, Chief Financial Officer

According to the Statement of Policy, the above listed amendment has been approved.

Date

Sandra Davis, Clerk of Commission

sl

JEFFREY E. TURNER
CHAIRMAN
GAIL B. HAMBRICK
VICE CHAIRMAN
SONNA SINGLETON-GREGORY
COMMISSIONER
SHANA M. ROOKS
COMMISSIONER
MICHAEL L. EDMONSON
COMMISSIONER

*Clayton County
Community Development*



PATRICK EJIKE
DIRECTOR

Interoffice Memorandum

Date: November 10, 2015
To: Ramona Thurman, Chief Financial Officer
From: Patrick Ejike, Director, Community Development
Subject: **Request for Refund Check**

Please issue a check in the amount of \$500 made payable to:

Name: Juan Alvarez

Address: 1555 Holcomb Bridge Rd.

City: Norcross **State:** GA **Zip:** 30092

For the purpose of: Refund for \$500 cash bond, required for demolition projects not to rebuild.

This check should be charged to account #101-2251

Thank you for your assistance. For additional information or questions, please feel free to contact me at 770-477-3574.

Sincerely,


Patrick Ejike, Director

04 3 PM 11 NOV 2015

Attachments:

Bond

Receipt

Written Request

Issued Permit/Permit Application

Tax Commissioner Approval



CLAYTON COUNTY BOARD OF COMMISSIONERS

**** CUSTOMER RECEIPT ****

**THIS IS A RECEIPT ONLY
NOT A LICENSE OR PERMIT**

BATCH ID: Donaldson, Tymia **Receipt User:** claytoncounty\tymia.donaldson

Receipt Date: 10/7/2015

Receipt No. 14709

CHARGES

| | |
|-------------------------------------------------------------------------------------------------|-----------------|
| Job ID: BP-2015-C644-3538 - DEMO NOT TO REBUILD <i>BOND-CLEAN UP FEE - BP-BC</i> | <i>\$500.00</i> |
| Job ID: BP-2015-C644-3538 - DEMO NOT TO REBUILD <i>DEMOLITION NOT TO REBUILD - BP-DNRB</i> | <i>\$75.00</i> |

Total Due: \$575.00

Tender Detail

Cash \$500.00

Tender Detail

Visa *****2992 \$75.00

ALVAREZ, ABARCA JUAN

Total Tendered: \$575.00

Change Due: \$0.00

Total Paid: \$575.00

Signature for credit card

****Thank you for your payment****