

CLAYTON COUNTY BOARD OF COMMISSIONERS

Regular Business Meeting
7:00 P.M.

August 16, 2016

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1. Call to order.
2. Invocation and Pledge of Allegiance to the flag.
3. Adoption of the agenda.
4. Approval of the August 2, 2016 Regular Business Meeting minutes, the August 2, 2016, 11:00 a.m. and 6:30 p.m. Public Hearing on the Proposed FY-2017 Millage Rate Increase 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 Carol Rogers, Interim 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 to Sell County Surplus Property and Equipment.** Pursuant to Section 2-20, 2-29 and 2-146 of the Clayton County Code of Ordinances, Sale of County Property. Per Section 2-20, the head of the department in charge of the property shall certify to the purchasing agent that certain itemized property in the custody of the department is no longer useful in the service of the county. Upon such certification, the purchasing agent shall, at public sale, in his discretion, sell the unserviceable property and remit the proceeds from the sale to the county fiscal authority, crediting the department from which the property was obtained with the amount of the proceeds. Per Section 2-29, no property belonging to Clayton County shall be sold, transferred or conveyed without due consideration by the board of commissioners for value received by Clayton County from said sale, transfer or conveyance. Per Section 2-146, when it is deemed advisable to dispose of any personal property owned by the county and used by the various departments thereof, or to dispose of personal property under the supervision of the board of commissioners, the sale of the property shall be made by the purchasing agent. The purchasing agent shall confer with the head of the department desiring to sell the property, with the object of getting the best possible price in making the sale.

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- 2) **Recommendation for Award: RFQ #2016-68 Consulting Services for the Comprehensive Justice Management and Information Systems for Clayton County, Georgia.** \$18,990.00 / Schafer Consulting, Inc., located in Dana Point, California. Funding is available through the 2015 SPLOST CJIS Project. As requested by the Department of Information Technology. Pursuant to Section 2-136 (4) of the Clayton County Code of Ordinances, General Purchasing Methods; the written quote method is used for all purchases from \$500.00 to \$24,999.99. Buyers are required to solicit quotations and receive written responses from vendors. All reasonable efforts will be made to obtain three written quotations for each item solicited. Awards for written quotations are given strictly on a lowest quote.

- 3) **Request for Fourth Contract Amendment: #2012 OneSolution Software-SunGard Public Sector, LLC.** Software cost of \$6,400.00 / Travel expenses of not to exceed \$6,000.00 / SunGard Public Sector, LLC, located in Lake Mary, Florida. Funding is available through FY 2017 Community Development Contract Services Fund. As requested by the Department of Community Development. Pursuant to Section 2-136 (7) of the Clayton County Code of Ordinances, General Purchasing Methods; Central Services must determine if other products or service providers can satisfy the procurement requirements before making a determination of sole source procurement. Sound procurement practice requires that sole source purchases be used when it is the only option and not as an attempt to contract with a favored service provider for a favored product. The Purchasing Agent requires all sole source providers to supply a letter stating that they are the sole source for a given product or service and why they are considered to be the sole source (technology, patents, etc.). All sole source purchases will be clearly defined when presented to the Clayton County Board of Commissioners.

- 4) **Recommendation for Award: RFB #16-41 Sports Photography Services for Clayton County, Georgia – Annual Contract.** Multi-Award Contract: Primary Vendor is Portraitefx of South Atlanta, located in Jonesboro, Georgia; and Secondary Vendor is Score Photo, Inc., located in Kennesaw, Georgia. Funding is available through the Parks and Recreation Department's General Fund. As requested by the Department of Parks and Recreation. 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.

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5) **Recommendation for Award: RFB #16-43 Public Safety Uniforms and Accessories for Clayton County, Georgia – Annual Contract.** Multi-Award Contract: T&T Uniforms South, Inc., located in Jonesboro, Georgia; Tactical Gear Supply Company, Inc., located in Forest Park, Georgia; and Smyrna Police Distributors, located in Smyrna, Georgia. Funding is available through the Fire Departments Fire Fund and General Fund, Sheriff’s Office General Fund, and Police Department’s General Fund. As requested by the Department of Fire/EMS, Sheriff and Police Departments. 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.

6) **Recommendation for Renewal of Annual Contract: RFB #14-27 Cooling Treatment Maintenance Program for Clayton County - Annual Contract.** U. S. Water Services, located in St. Michael, Minnesota. The renewal period is from September 15, 2016 through September 14, 2017. There are two remaining renewals on this contract. The Board of Commissioners approved this award on August 19, 2014. As requested by the Department of Building Maintenance. Pursuant to Section 2-136 (1) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. 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. Pursuant to Section 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

7) **Recommendation for Renewal of Annual Contract: RFB #14-46 Clayton County Transportation & Development Milling of Various Streets in Clayton County – Annual Contract.** Atlanta Paving & Concrete Construction, Inc., located in Norcross, Georgia, with a renewal period from October 1, 2016 through September 30, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on September 2, 2014. As requested by the Department of Transportation and Development. Pursuant to Section

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2-136 (1) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. 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. Pursuant to Section 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

8) **Recommendation for Annual Contract Extension: RFQ #2014-U IBM Hardware Equipment Maintenance (Statewide Contract SWC90813-02) - Annual Contract.** International Business Machines, located in Atlanta, Georgia. The extension period is from September 1, 2016 through August 31, 2017. The Board of Commissioners approved this award on August 19, 2014. As requested by the Department of Information Technology. Pursuant to Section 2-136 (1) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. 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. Pursuant to Section 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

9) **Recommendation for Annual Contract Renewal: RFP #13-25 Provision of Congregate and Home Delivered Meals for the Clayton County Senior Services Department – Annual Contract.** Project Open Hand/Atlanta, Inc., located in Atlanta, Georgia, with a renewal period from October 1, 2016 through September 30, 2017. There are no remaining renewals on this contract. The Board of Commissioners approved this award on July 16, 2013. As requested by the Department of Senior Services. Pursuant to Section 2-136 (2) and (6) of the Clayton County Code of Ordinances, General Purchasing Methods. Pursuant to

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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. Pursuant to Section 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

10) **Recommendation for the Design/Build of a Concession Building at Flat Shoals Park utilizing the Georgia Statewide Contract SWC# 99999-SPD-S20160216-002 (SWC#2016-11).** \$467,419.83 / Centennial Contractors Enterprises, Inc., located in Atlanta, Georgia. Funding is available through the FYE 2009 SPLOST Fund and the HUD CDBG. Pursuant to Section 2-136 (6) of the Clayton County Code of Ordinances, General Purchasing Methods; Clayton County has developed annual contracts for frequently used items and services. These contracts are a result of a sealed bid. The contract allows the county to order goods and services directly from the awarded suppliers through the use of an annual contract document.

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

1) Budget Amendment #4-19/2015 SPLOST/FYE 6-30-17 - To transfer funds for change management sessions and consultant services for the Comprehensive Justice Management and Information System, in the amount of \$25,000.

2) Request for Building Permit Refund to Shady Vent, LLC, located at 4370 Dugger Drive, Powder Springs, GA 30127, in the amount of \$654.14.

8. Consider requests of Nella Cooper, Human Resources Manager.

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- 1) Reclassify two positions in Community Development by deleting the GIS Specialist and Permits & License Supervisor positions and creating the Permit & License Manager and Office Assistant Senior positions and to reclassify the Office Manager position.
- 2) Request to increase in step and salary of one Judicial Secretary position from Step 34 to Step 38 in Superior Court Administration. (Effective July 1, 2016)
- 3) Request to utilize the County Finance/Payroll Department to issue the Supplements to State Employees within the District Attorney's Office.
- 4) Request to renew the Aetna Medicare Advantage coverage effective January 1, 2017.
9. PUBLIC HEARING CONCERNING THE EDWARD BYRNE MEMORIAL LOCAL LAW ENFORCEMENT ASSISTANCE GRANT PROGRAM.

Synopsis: Per the notice posted in the Clayton News Daily on August 10, 2016 and August 13, 2016, the Clayton County Board of Commissioners will hear public comment regarding the Clayton County Police Department's application for a grant through the Department of Justice, Edward Byrne Justice Assistance Grant program. Grant number 2016-CFDA-16.738 in the amount of \$107,853.00. This grant will be used to purchase exercise equipment to promote health and fitness in public safety employees.

10. DISCUSSION ITEM: Commissioner's Block Grant.
11. Resolution 2016-156 - A Resolution authorizing Clayton County, on behalf of Clayton County Library Services, to accept grant funds from the Georgia Public Library Services.

Synopsis: This Resolution allows the County to accept MRR FY17 Grant Funds from the Georgia Public Library Services in the amount of \$32,357.11 to help the Library upgrade computers and add other innovative technology to be utilized by the public.
12. Resolution 2016-157 - A Resolution authorizing Clayton County to accept a vehicle seized for forfeiture by the Clayton County Police Department Drug Task Force.

Synopsis: This Resolution allows the County to accept title to a 2007 Chevrolet Silverado, VIN 2GCEC13J971677974.

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13. Resolution 2016-158 - A Resolution authorizing Clayton County, on behalf of the Clayton County Police Department to apply for and, if awarded, accept a grant from the U.S. Department of Justice, Office of Justice Program Bureau of Justice Assistance, to purchase exercise equipment to promote health and fitness in public safety employees.

Synopsis: This Resolution allows the County to apply for and, if awarded, accept grant funds totaling \$107,853.00 for treadmills and gym equipment, there are no matching funds.

14. Resolution 2016-159 - A Resolution of the Housing Authority of Clayton County approving in principle the issuance of its revenue bonds in an amount not to exceed \$20,000,000 to finance the costs of the acquisition, renovation, and installation of a multi-family housing facility and authorizing the execution of a Letter of Intent and Inducement Agreement with Hampstead Keystone Partners, L.P. and for related purposes.

Synopsis: This Resolution allows the Housing Authority to issue revenue bonds in an amount not to exceed \$20,000,000.00 to acquire, renovate, and install a multi-family housing facility, located at 145 South McDonough Street, Jonesboro, GA.

15. Resolution 2016-160 - A Resolution extending a moratorium on the acceptance of all zoning related applications for review and consideration by the Clayton County Board of Commissioners, the Zoning Advisory Board, the Board of Zoning Appeals, and to the Clayton County Department of Community Development as they relate to existing or proposed properties within all zoning districts within Clayton County to be in effect through and including November 18, 2016 or earlier.

Synopsis: This Resolution allows the zoning moratorium to remain in effect until November 18, 2016.

16. Resolution 2016-161 - A Resolution authorizing Clayton County to convey a permanent easement and a temporary construction easement to the Clayton County Water Authority associated with construction of a new sanitary sewer pipe.

Synopsis: This Resolution grants the Water Authority a permanent easement and a temporary construction easement to replace and maintain the sanitary sewer pipe on the property

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identified by tax map parcel number 13241B B003, located at 112 Smith Street, Jonesboro, Georgia.

17. Resolution 2016-162 - A Resolution authorizing Clayton County to enter into a Location Agreement with Trans-Radial Pictures, Inc., providing for the terms and conditions under which Clayton County property will be used for the purpose of photographing, filming and recording.

Synopsis: This Resolution allows the County to enter into a Location Agreement with Trans-Radial Pictures, Inc. to use land and facilities, located at 11678 Hastings Bridge Road, Lovejoy, Georgia on August 30, 2016 through September 9, 2016 for the purpose of photographing, filming and recording.

18. Resolution 2016-163 - A Resolution authorizing Clayton County to grant a special facility use request for the Rotary Club of Clayton County, Inc. to host a series of events for international college students at Clayton County International Park.

Synopsis: This Resolution allows the Rotary Club of Clayton County to use the Clayton County International Park to host a series of events for international college students on September 9-11, 2016 for the purpose of hosting meet and greet, team building and other group activities, lunch and a departure farewell for 70 to 75 international college students.

19. Recommendation for Director of Parks and Recreation position.
20. Accept a Street Light Petition Addition to Existing Street Light District Peachtree Landing in District 1 - Vice Chairman Sonna Gregory.
21. Appointment to the Zoning Advisory Group to fill the expiring term of Frenda Norwood. The term is three years expiring on August 19, 2019. (Full Board Appointment) (*Held from the August 2, 2016 Meeting*)

EXECUTIVE SESSION –

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