

Board Packet - 03/28/2024 Agenda

I. Opening Remarks

II. Action Items

- A. Recommendation that the Board approves the Board Minutes for the meeting held on February 27, 2024.
- B. Recommendation that the Board approves a contract between the Personnel Board and the Birmingham Barons, LLC. for One (1) 11' x 15' outfield fence sign and Sponsorship of Emergency Responders Night (Friday, May 3rd, 2024) for \$17,500.

III. Jurisdiction Contracts

- A. Recommendation that the Board approves a new contract between Jefferson County General Services and Johnson Controls Fire Protection. Johnson Controls will provide inspection, testing, and preventive maintenance of Jefferson County's automatic fire sprinkler systems located in fourteen (14) locations. This is a three (3) year contract, effective upon Commission approval, with no extension option and at an estimated cost of \$93,000 (fee based; \$31,000 estimated annual price for inspection and testing). The Board has approved similar contracts in the past for these services. Based on the fact that these services must be performed by certified technicians using special equipment, are sporadic in nature, and are generally contracted, this contract is recommended for approval.
- B. Recommendation that the Board approves a new contract between the Jefferson County General Services Department and Poole and Company Architects. The contractor will provide professional architectural services and consultants for the modifications of four locations found on the 7th Floor of the Bessemer Annex, the Lower Level of the Bessemer Criminal Justice Center, and the Operations Building in Tarrant to create storage areas for file boxes. The Board has approved similar contracts before. Each project is not

- to exceed \$20,000, with a total cost of \$80,000. Based on the temporary and sporadic nature of the services this contract is recommended for approval.
- C. Recommendation that the Board conditionally approves a new contract between the Jefferson County General Services Department *and* a Contractor to be determined. The County is seeking pre-approval to engage in a contract that will provide a registered professional architect to design and develop the contract specifications required for use of a qualified architect and an independent contractor to perform office space improvements for the Roads and Transportation Department located at the Birmingham Courthouse Annex, and a registered professional general contractor to complete the construction work. The Board has approved similar contracts in the past. This is a one-year contract to be executed upon approval, at an estimated cost of \$4,000,000. Based on the temporary and sporadic nature of the services, this contract is recommended for conditional approval, predicated on the following: 1) the County must submit the final contract for Board records, and 2) the contract does not deviate in any substantial manner from the representations made in this submission.
- D. Recommendation that the Board approves a new contract between the Jefferson County Environmental Services Department and the Galardi Rothstein Group. The contractor will provide specialized utility consulting services for the development of the Customer Assistance Program, including implementation support, monthly billing data analysis, revenue analysis & budgeting, strategic financial planning, and industrial waste rate analysis. The Board has approved similar contracts for specialized consulting services in the past with the same vendor. This is an 18-month contract, not to exceed \$197,900. Based on the fact that these services are temporary, are generally contracted, and require specialized utility services management knowledge, this contract is recommended for approval.
- E. Recommendation that the Board approves two (2) new contracts between the Jefferson County Department of Health, and Daphne Ballard and Alayisa Gurley, both of whom will provide WIC Peer Counseling services to Health Department patients who participate in the Jefferson County WIC Program by telephone or by clinic visits. The Board has approved contracts for WIC

peer counseling since 2017. These are one (1) year contracts that will begin April 1, 2024 (Ballard) and May 1, 2024 (Gurley) at a cost of \$13.50 per hour (not to exceed \$22,000 each). Based on the fact that services will be performed sporadically, and must be performed by a participant in the WIC program, this contract is recommended for approval.

F. Recommendation that the Board approves a new contract between the Jefferson County Department of Health and Carrier Corporation. Using certified Carrier technicians, the contractor will provide annual inspection of all chillers, emergency repairs, and remote diagnostics and analytics as needed. This is a \$28,460 two (2) year contract (\$14,230 per year), effective May 1, 2024 through April 30, 2026. Based on the sporadic nature of the services provided, and the cost savings to the agency, the contract is recommended for approval.

IV. Administrative Leave with Pay

A. Tara Smith, Jefferson County Sheriff's Office - Request for 30-Day Extension of Administrative Leave with Pay

V. Contested Items

A. Jackie Henderson vs. Jefferson County Department of Health - Case No. DA-2023-2467-HD (Termination)- Hearing Officer's Report & Recommendation

B. Robert Eaton vs. Jefferson County (Roads & Transportation)- Case No. DA-2023-2468-JC (Termination)- Joint Motion to Dismiss Appeal & Settlement Agreement

C. Cynthia Morrow vs City of Tarrant (Police Department)

VI. Appeal of Director's Determination

A. Ernie Watson - Appeal of Director's Disqualification of Application based on Past Merit System Employment Record

VII. Information and Discussion Items

A. Recommendation that the Board acknowledges the list of Advanced Steps.

B. Recommendation that the Board acknowledges the following expenditure reports:

February 10, 2024 through February 23, 2024

February 24, 2024 through March 15, 2024

VIII. Executive Session