



DeKalb County Government

Manuel J. Maloof Center
1300 Commerce Drive
Decatur, Georgia 30030

Minutes - Draft

OPS-County Operations Committee

Tuesday, June 15, 2021

1:00 PM

This meeting will be conducted via teleconference (Zoom). Simultaneous public access to the meeting will be available

(1) via live stream on DCTV's webpage,

(2) on DCTVChannel23.TV

Meeting Started At: 1:21pm

Attendees: Commissioners Terry, Bradshaw, Patrick, Rader

Present 3 - Commissioner Ted Terry, Commissioner Steve Bradshaw, and
Commissioner Robert Patrick

I. MINUTES

2021-2683 Commission District(s): All Districts
Minutes for the June 1, 2021 County Operations (OPS) Committee Meeting;

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be approved. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and
Commissioner Patrick

II. DISCUSSION

American Rescue Plan Funding

-information from COO Williams

Mid-year Budget Priorities

-Question TT: have we heard anything from the Elections office regarding their budget request?

-E Hamilton: I will present our mid-year budget at the next OPS meeting after working with the administration; currently we are waiting to finish the grant and will discuss the mid-year budget.

-question TT: are there any other departments we need to be aware of?

-Z Williams: some of the expenditures we are reviewing further within the OPS committee are for Facilities and IT.

-Z Williams: we are reviewing custodial and sanitizing of buildings and areas. We found that last year, through the CARES Act, we spent hundreds of thousands of dollars sanitizing areas. Facilities has submitted a request, and I'm not certain at this moment of whether those will be from ARP or general budget - COVID19 has brought about the need to upgrade our protocols and how we sanitize buildings. That will be an expense in our ongoing practices post-COVID.

-Z Williams: Additionally, building modifications and retrofits - the previous CARES Act we spent over \$2M for sneeze guards and other areas for front-facing operations, as well as upgrading the A/C systems, air scrubbers to purify the air.

Those are two things I would anticipate within the OPS committee. We will also be upgrading HVAC systems and retrofitting areas where people congregate.

-Z Williams: Also important is the role of IT in helping the County define operations, in terms of how we work remotely, provide docking stations for hybrid schedules in our workforce.

Additional discussion from Commissioner Terry:

-Commissioner Terry: this is a mid-year budget request from me; I will send you a document related to the CEO's budget soon; I have compared and contrasted our government to similar jurisdictions.

-Commissioner Terry: I propose we create an Office of Environmental Resilience and Sustainability to quarterback our sustainability plan. With that comes follow up, staff time, research. This placeholder of \$100,000 would assist the CEO in this effort.

-Commissioner Terry: second request is for Office of Immigrant and refugee affairs. The majority of refugees in Georgia come to DeKalb County. We will have five times the amount of refugees coming to the County in the next 4 years. Having a Welcoming DeKalb office to address systemic issues and changes would make DeKalb a more welcoming community. This placeholder is for \$100,000 to assist the CEO in this effort. This goes beyond saying that we support diversity and inclusion in the County. Other cities in the County have participated in the Welcoming initiative as well.

-Commissioner Terry: I will send this to the BOC and we can discuss in the next OPS meeting 7/6/21

DeKalb Growers Program

-Commissioner Terry: We are trying to grow a DeKalb Growers program with our facilities - in particular our Library system. We will look to work with all districts to create a system, with the goal of a 3 year certification program, train up to 5 growers for this green jobs program. Would involve public input and provide cost savings that will address issues like climate change and efficiencies in our maintenance practices.

-Commissioner Terry: we will work with the existing employees in Facilities Management, and hire 6 new Facilities employees, for a total of 10 participant trainees and 1 program manager trainee from Fall 2021 - Summer 2024. This training would be open to all employees to learn these techniques. Total cost for the next four years is budgeted to be \$872,000, beginning with an initial investment of \$148,000 this year.

-Question SB: this is already up at the Clarkston library?

TT: yes

-Question SB: is this a general fund allocation to this project?

Z Williams: predominantly this would be general fund

III. AGENDA ITEM

New Agenda Items

[2021-2435](#)

Commission District(s): ALL

REN - Filters (Annual Contract-2nd of 2 Options to Renew): Contract Nos.: 1163648, 1163649, 1163650, 1163653, 1163655, 1163663, 1163666, 1163670 and 1163680 for use by Public Works-Fleet Management. These contracts consist of providing various filters for vehicles and equipment. Awarded to: Interstate Truck Equipment, Inc., Napa Auto Parts, Truck Pro, IEH Auto Parts LLC. dba Auto Plus Auto Parts, Cummins, Inc., Fleetpride, Inc., Yancey Brothers Co., Rush Truck Centers of GA, Inc. dba Rush Truck Center of Atlanta and Ag Pro, LLC. Total Amount Not To Exceed: \$170,000.00.

MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-no additional information requested

[2021-2501](#)

Commission District(s): ALL

REN - Chiller Inspection, Repair & Preventative Maintenance Service (Annual Contract - 1st Renewal of 2 Options to Renew): Contract Nos. 1218894 and 1218895 for use by Facilities Management (FM). These contracts consist of providing inspection, repair and preventative maintenance services for County chillers. Awarded to B&W Mechanical Contractors, Inc. and HVH Mechanical Partners, LLC. Total Amount Not To Exceed: \$1,877,723.00.

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-no additional information requested

[2021-2529](#)

Commission District(s): ALL

CA - Cooperative Agreement for Avigilon Camera Replacements: for use by the Department of Innovation and Technology (IT). This contract consists of replacing all existing obsolete equipment associated with the Department of Watershed's stand-alone, non-integrated surveillance camera system. The new equipment is fully compatible with the DeKalb County Government (DCG) Enterprise surveillance camera system. Awarded to Convergent Technologies LLC. Amount Not To Exceed: \$336,505.25.

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-no additional information requested

[2021-2572](#)

Commission District(s): All

CA - Cooperative Agreement for Software and Ancillary Services: for use by the Department of Innovation and Technology (IT). Consists of piggybacking off the competitively let Statewide Contract (SWC) No. 99999-SPD-SPD0000060-003 for the purchase of the McAfee MVISION Upgrade Software suite for cybersecurity solutions. Awarded to SHI International Corporation. Amount Not To Exceed: \$128,040.00.

MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-no additional information requested

[2021-2602](#)

Commission District(s): ALL
CO - Change Order No. 2 to Contract Nos.: 1175305 and 1175307, On Call Roof Maintenance, Repair and Replacement Services for use by the Departments of Facilities Management (FM), Library Services and Recreation, Parks and Cultural Affairs (RPCA). These contracts consist of maintaining, repairing, and installing various types of roofs. Awarded to National Building Contractors, Inc. (NBC) and Hawk Construction Co., LLC. Total Amount Not To Exceed: \$1,216,675.00.

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-no additional information requested

[2021-2622](#)

Commission District(s): ALL
CO-Change Order No. 1 to Contract Nos.: 1131126, 1130730, 1131165, 1131291, 1130733, 1131262, 1130975, 1131127, 1131275, 1131352, 1130740, 1130827, 1130764, 1131128, 1131139, 1130747, 1130750, 1130979, 1131371, 1131295, 1131268, 1135749, 1131132, 1130801, 1130726, 1130884, 1130795, 1130888, 1130960, 1131373, 1130885, 1130753, 1130767, 1130869, 1130727, 1131167, 1130770, 1131178, 1130972, 1130886, 1130729, 1130944, 1130822, 1130828, 1130734, 1130806, 1131180, 1130889, 1131608, 1131436, 1130776, 1130775, 1131279, 1131370 and 1130717 for Repair of Equipment: All Automobiles, On-the-Road, Off-the-Road, Vehicles, Motorcycles, Trucks, Trailers and Motorized Equipment (Annual Contract with 2 Options to Renew) for use by Public Works-Fleet Management. These contracts consist of obtaining vehicle and equipment repairs from qualified and/or manufacturer dealers when the required repair is beyond the capability of Fleet Management personnel. Awarded to 55 vendors (please see list below). Total Amount Not To Exceed: \$2,986,000.00.

MOTION was made by Steve Bradshaw, seconded by Robert Patrick, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-R Gordon: it is unusual for Fleet Management to do a change order, but we did have some unforeseen maintenance that prompted this contract. this is the most difficult contract that we have and takes the most vetting; we do anticipate a great number of vendors bidding on this contract. These are some of the reasons we are asking for a change order.

-Question Commissioner Rader: how many motorcycles do we currently have?

R Gordon: we currently have about 30

-Question Commissioner Patrick: When your costs rise for labor or finding people to do the work, does that get transferred over, or does the department eat it and the next year get reassessed?

-R Gordon: we are an internal service fund so everything we spend the user departments have to pay to us in that same year. They do look at it every year and increase that as well. We do change our labor rate occasionally depending on how things go, but it is a transfer due to the departments

2021-2623

Commission District(s): 1 & 6

CO - Change Order No.1 to Purchase Order No.: 1232727 for the Renovation of the Administration Building at DeKalb Peachtree Airport: for use by DeKalb Peachtree Airport (Airport). Consists of piggybacking off the competitively let Statewide Contract (SWC) No.: 99999-SPD- S20160216 for the renovation of doors and restrooms at the Administration Building. Awarded to F.H. Paschen, S. N. Nielsen & Associates, LLC. Amount Not To Exceed: \$45,815.00.

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-no additional information requested

2021-2631

Commission District(s): All

CO - Change Order No. 7 to Contract No. 10-901833 for Systems Maintenance and Support Agreement for Construction and Use Permits, Code Enforcement, Cashiering, Customer Services and Licensing: for the Department of Innovation and Technology (IT) to be used by The Department of Planning and Sustainability. Consists of extending maintenance and support and upgrade of the system to a supported version. Awarded to Infor Public Sector, Inc. Amount Not to Exceed: \$1,611,749.48.

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-no additional information requested

[2021-2722](#)

Commission District(s): ALL

CO - Change Order No. 2 to Contract No. 15-801198 for Parking Management Services (Revenue Generating Multiyear Contract): for Facilities Management (FM). This contract consists of providing parking management services, specifically, revenue collection and reporting at County parking sites. Awarded to Lanier Parking Meter Services, LLC.

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 6/22/2021. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

-K Buford: by COVID 19, the business of the court was shut down, leading to lower revenues from the parking sites. We are asking you to approve this to continue the relationship with Lanier as we look to identify future needs.

-Question Commissioner Terry: Will we be looking to provide payment via app or credit card?

We have looked at bringing in new technologies to address payment, capacity, and access. Through the new bid we are asking to have the new technology in place to know how many vehicles are currently in the deck.

-Question TT: Is Lanier in charge of security?

K Buford: Yes, the Sheriff's office provides security but Lanier also has security that is robust. We will present a new SOW and put that out with the bid, and allow Lanier and others to express their interest.

-Question SB: what is the dollar amount of this contract?

CPO Horner: This is a revenue-generating contract. They pay us 55-58% of the revenue.

-Question JR: what is the term?

CPO Horner: We are requesting a 1 year extension to June 2022.

-Question JR: is the relief for the minimum payment through next year?

CPO Horner: It is through the end of this year, 2021.

-Question JR: if we fill the decks, that won't be a limitation?

It's a minimum payment. We won't get the 10,000 monthly fee but we will receive a percentage of the revenues until the end of this year.

-JR: I would suggest that the end of this year will see a busy schedule for the courts; if the decks become busy then we will lose out on revenue.

-Z Williams: we can see what is possible regarding revenue projections.

-Question JR: I would suggest that rather than looking at a time frame, you say that if parking volume does not reach a threshold, then you can relieve the 10,000 payment. If revenues exceed that threshold, then the payment comes back into place. IT would be good to have this integrated into the contract.

-Question SB: is this item time-sensitive? If we approve as-is does this take our requests into consideration?

Z Williams: yes it is time sensitive. I would be comfortable with a month to month review. I don't believe that between now and Tuesday we could renegotiate. I believe the best course of action, if we were to modify it to a 3 month waiver, then visit later, that would keep the County in a good position as well.

-Question RP: what would be a motion we can move forward here?

Z Williams: the committee can move to approve this item with 1 amendment, which is a waiver of the minimum \$10,000 fee for a period of 3 months beginning July 1 to the end of the contract expiration date

-TT: please also look into having a required bicycle parking area

Z Williams: that's a good point, we should look at more bike racks

-RP: Motion to approve to approve this item with 1 amendment, which is a waiver of the minimum \$10,000 fee for a period of 3 months beginning July 1 to the end of the contract expiration date

Meeting Ended At: 2:18pm

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be adjourned meeting. The motion carried by the following vote:

Yes: 3 - Commissioner Terry, Commissioner Bradshaw, and Commissioner Patrick

Barbara H. Sanders-Norwood CCC, CMC