

ADMINISTRATION PRELIMINARY AGENDA
CONFERENCE OF THE MOBILE COUNTY COMMISSION

10:00 AM January 18, 2024

CONSIDER TAKING THE FOLLOWING ACTION ON AGENDA ITEMS:

- 1) APPROVE minutes of the regular meetings of December 11, 2023 and December 21, 2023.
- 2) APPROVE list of claims.
- 3) HOLD public hearing so any citizen of the County shall be given an opportunity to be heard, for or against, any item related to the Statement of Revenues, Expenditures, and Changes in the Fund Balance Report, for the period ending December 31, 2023.
(Act 86-414)
- 4) HOLD public hearing to receive citizens' comments regarding the proposed substantial amendment to the Program Year 2023 Action Plan for the Emergency Shelter Grant (ESG) Program. This information has been available to the public since December 20, 2023, requested by the Grants Department.
- 5) ADOPT substantial amendment to the Program Year 2023 Action Plan for the Emergency Shelter Grant (ESG) Program following the comment period and public hearing, requested by the Grants Department.
- 6) APPROVE EFP-215-24, appropriation contract with Allentown Elementary School Children First Parent Teacher Organization (PTO) in the amount of \$14,652.00, from District 2 Education funds, to purchase shade structures for the playground at Allentown Elementary School.

7) APPROVE

estimated costs of appointed election officials for the March 5, 2024 Alabama Presidential Preference and Statewide Primary Election, requested by the Probate Court as follows:

Inspectors

80 X \$200.00 = \$16,000.00

Chief Clerks

80 X \$175.00 = \$14,000.00

Provisional Ballot Officers

173 X \$150.00 = \$25,950.00

Assistant Clerks

596 X \$150.00 = \$89,400.00

TOTAL ESTIMATED ALABAMA PRIMARY RUNOFF
ELECTION DAY PAY \$145,350.00

8) APPROVE

estimated costs of appointed election officials for the April 16, 2024 Alabama Primary Runoff Election, requested by the Probate Court as follows:

Inspectors

80 X \$200.00 = \$16,000.00

Chief Clerks

80 X \$175.00 = \$14,000.00

Provisional Ballot Officers

173 X \$150.00 = \$25,950.00

Assistant Clerks

596 X \$150.00 = \$89,400.00

TOTAL ESTIMATED ALABAMA PRIMARY RUNOFF
ELECTION DAY PAY \$145,350.00

9) APPROVE

estimated costs of the poll worker mandatory training sessions to be conducted at Redemption Church, Abba Temple Shrine, and the Mobile Civic Center beginning February 15, 2024 and concluding February 28, 2024, requested by the Probate Court as follows:

Inspectors

80 X \$30.00 = \$2,400.00

Chief Clerks

80 X \$30.00 = \$2,400.00

Provisional Ballot Officers

173 X \$15.00 = \$2,595.00

Assistant Clerks

596 X \$15.00 = \$8,940.00

Stand-By Assistant Clerks

200 X \$15.00 = \$3,000.00

TOTAL ESTIMATED POLL WORKER TRAINING

\$19,335.00

10) APPROVE

estimated costs of Inspectors and Chief Clerks anticipated mandatory secondary poll worker training sessions to be conducted at various locations on April 10, 2024 and April 11, 2024, requested by the Probate Court as follows:

Inspectors

80 X \$30.00 = \$2,400.00

Chief Clerks

80 X \$30.00 = \$2,400.00

TOTAL ESTIMATED POLL WORKER TRAINING

\$4,800.00

11) APPROVE

estimated mileage and costs associated with cell phone usage by appointed election officials for the March 5, 2024 Alabama Primary Runoff Election, requested by the Probate Court as follows:

Mileage at the rate of
 $\$0.665 \times 1,300 \text{ miles} = \864.50
(Pick up precinct materials on March 1, 2024 and March 2, 2024)

One cell phone per precinct on election day
 $80 \times \$5.00 \text{ each} = \400.00

TOTAL ESTIMATED AMOUNT REQUESTED \$1,264.50

12) APPROVE

estimated mileage and costs associated with cell phone usage by appointed election officials for the April 16, 2024 Alabama Primary Runoff Election, requested by the Probate Court as follows:

Mileage at the rate of
 $\$0.665 \times \$1,300 = \$864.50$
(Pick up precinct materials on April 12, 2024 and April 13, 2024)

One cell phone per precinct on election day
 $80 \times \$5.00 \text{ each} = \400.00

TOTAL ESTIMATED AMOUNT REQUESTED \$1,264.50

13) APPROVE

assignment to TAG Architects, for CCP-003-24, Michael Square - License Commission Installation of Tag ATM. Work will consist of design, bidding, and project administration associated with the development of the Tag ATM system. The proposed fee is \$9,634.00, requested by the Facilities and Maintenance Department.

14) APPROVE

estimated costs for the total number of appointed absentee election officials for the March 5, 2024 Alabama Primary Runoff Election, requested by the Probate Court as follows:

Returning Officer
1 X \$200.00 = \$200.00

Manager
1 X \$200.00 = \$200.00

Clerks
20 X \$150.00 = \$3,000.00

22 TOTAL ESTIMATED ABSENTEE ELECTION OFFICIALS \$3,400.00

15) APPROVE

estimated costs for the total number of appointed absentee election officials for the April 16, 2024 Alabama Primary Runoff Election, requested by the Probate Court as follows:

Returning Officer
1 X \$200.00 = \$200.00

Manager
1 X \$200.00 = \$200.00

Clerks
20 X \$150.00 = \$3,000.00

22 TOTAL ESTIMATED ABSENTEE ELECTION OFFICIALS \$3,400.00

16) APPROVE

estimated costs to deploy up to 100 election tech support specialists for the March 5, 2024 Alabama Primary Runoff Election, requested by the Probate Court as follows:

100 TOTAL ESTIMATED ELECTION TECH SUPPORT SPECIALISTS \$54,930.00

- 17) APPROVE estimated costs, should a runoff election be required, to deploy up to 100 election tech support specialists for the April 16, 2024 Alabama Primary Runoff Election, requested by the Probate Court as follows:
- 100 TOTAL ESTIMATED ELECTION TECH SUPPORT SPECIALISTS \$54,930.00
- 18) AUTHORIZE amendment to the subrecipient agreement (MCD-HH-22-001) with Habitat for Humanity of Southwest Alabama regarding Community Development Block Grant (CDBG) funds to provide roof replacement for eligible residential homeowners within the Urban County to extend the term of the agreement until June 30, 2024, requested by the Grants Department.
- 19) ACCEPT grant award of the Alabama Department of Youth Services in the amount of \$1,066,460.00, for the Fiscal Year 2023-2024, for the Mobile County Juvenile Court's Transition Continuing Care Program, requested by the James T. Strickland Youth Center.
- 20) ADOPT resolution authorizing request of the Sheriff's Office to dispose of certain items from fixed assets inventory list, declare as surplus property, and authorize items to be disposed of by lawful means.
- 21) APPROVE CDP-117-24, appropriation contract with Mobile Area Mardi Gras Association (MAMGA) in the amount of \$15,000.00, from District 1 Commission funds, for operational expenses.

- 22) APPROVE CDP-118-24, CDP-208-24, and CDP-310-24, sponsorship agreement with Mobile Area Black Chamber of Commerce in the total amount of \$800.00, for its Black History Luncheon. Funds will be divided as follows:
- District 1 Commission funds in the amount of \$275.00
 - District 2 Commission funds in the amount of \$250.00
 - District 3 Commission funds in the amount of \$275.00
- 23) APPROVE CCP-028-2023, contract with dakinstreet architects to perform an assessment of a county-owned historic structure in Africatown in the amount of \$10,200.00, pending legal review.
- 24) APPROVE a no-cost grant amendment to extend the period of performance for Project RST-M1A04-SWSP, Northwest Satsuma Water and Sewer Project, requested by the Environmental Services Department.
- 25) APPROVE Contract Amendment No. 1 with Mott MacDonald Alabama, LLC, for Project RST-S1P10-BLBU, Bayou La Batre Collection System/Lift Station Upgrades, to add engineering and design services. The cost associated with this contract will be reimbursed by the RESTORE Grant S1P10-BLBU, requested by the Environmental Services Department.
- 26) APPROVE Contract Amendment No. 2 with Constantine Engineering, Inc., to add additional construction engineering and inspection services. The costs associated with this amendment will be paid from ARP05 103-22, requested by the Environmental Services Department.

- 27) AUTHORIZE advertising and receiving bids for Project MCPI-CP(004), Chickasabogue Park Campground improvements, requested by the Environmental Services Department.
- 28) APPROVE request of the Alabama Cooperative Extension System 4-H Club to use the Jon Archer Arena from February 15, 2024 to February 16, 2024, for the 4H Show Calves weigh-in/auction and waive all associated arena fees. There will be no cost or preparation for the County, requested by the Environmental Services Department.
- 29) APPROVE request of the Alabama Cooperative Extension Service 4-H Club to use the Jon Archer Arena for a new 4-H Raptors Archery Club, to practice weekly and waive all associated arena fees. There will be no cost or preparation for the County, requested by the Environmental Services Department, and the requested dates for Spring 2024 are as follows:
- February 6, 20, 27, 2024
 - March 11, 18, 25, 2024
 - April 2, 9, 16, 23, 30, 2024
 - May 6, 13, 20, 2024
- 30) APPROVE request of the Alabama Coastal Foundation for sponsorship of \$500,000.00, for the 10th Annual Green Coast Council Sustainability Summit held on January 26, 2024, at the University of South Alabama campus. The purpose of the event is to promote the practice of environmentally sustainable principles, will be paid from the Environmental Services Department budgeted funds.

31) CONSIDER

taking the following action on bids:

award Bid #171-23, meats bid to be delivered to James T. Strickland Youth Center for February 2024, to American Wholesale Grocery doing business as American Foods for their bid in the amount of \$14,516.32, (5% local preference), will be paid from Cost Center 023.

approve purchase of label cloud business with Barcodes, Inc., and the non-disclosure agreement for equipment, supplies, services, and support, and with NiceLabel Workday Services Statement of Work to create a labeling system through Workday, for the County Parts Department in the amount of \$25,814.78, will be paid from Cost Center 001.

32) APPROVE

amending December 21, 2024 Minutes, Agenda Item #27, to correct the purchase amount of mesh security carts and padlocks with Grainger under the current purchasing cooperative Sourcewell Contract #091422-WWG, from \$81,830.92 to \$96,136.52. The increase is due to a size change in the security cart to fit voting machines for the Voting Warehouse, will be paid from Cost Center 012, requested by the Purchasing Department.

33) APPROVE

renewal of a subscription agreement with High Seas Design House in the amount of \$16,616.40, for G Suite basic annual Google email service, for the period December 5, 2023 through December 5, 2024, for the Sheriff's Office, will be paid from Cost Center CC020, requested by the Purchasing Department.

- 34) APPROVE renewal of software license with Magnet Forensics, LLC in the amount of \$11,820.00. for GrayKey license, unlimited consent, for the period March 3, 2024 through March 2, 2025, for the Sheriff's Office, will be paid from Cost Center 020, requested by the Purchasing Department.
- 35) APPROVE renewal of termite inspection agreement with Knox Pest Control for the Grand Bay Library in the amount of \$250.00, and the Revenue Commissioner's Office at the Michael Square Shopping Center in the amount of \$620.00, requested by the Purchasing Department.
- 36) APPROVE Contract Amendment No. 11 to the Mobile County Park Initiative contract with Moffat and Nichol, Inc., dated June 23, 2021, to add Bidding Phase Services for the Chickasabogue Campground Improvements Project, requested by the Environmental Services Department.
- 37) APPROVE advertising and receiving bids for Project RST-S1P09-BLBE-2551, Extension of Effluent Force Main from Bayou La Batre Wastewater Treatment Facility (WWTF) Phase 1, requested by the Environmental Services Department.
- 38) AUTHORIZE advertising and receiving bids for Project RST-S1P09-BLBE-2552, Extension of Effluent Force Main from Bayou La Batre Wastewater Treatment Facility (WWTF) Phase 2, requested by the Environmental Services Department.

- 39) APPROVE Contract Amendment No.1 with Thompson Engineering Inc., for Project RST-S1P09-BLB, Extension of Effluent Force Main from Bayou La Batre Wastewater Treatment Facility (WWTF), to add bidding and construction engineering and inspection services. Cost associated with this contract will be reimbursed by the RESTORE Grant S1P09-BLBE, requested by the Environmental Services Department.
- 40) AUTHORIZE letter of support for the University of Alabama to submit a proposal to National Science Foundation for funding of a research study related to coastal flooding in Mobile.
- 41) APPROVE CDP-119-24, sponsorship agreement with Delta Resource Educational Association Mobile, Inc. in the amount of \$3,000.00, from District 1 Commission funds, for its Delta Sigma Theta Sorority, Inc. Alabama State Cluster event.
- 42) APPROVE addendum to the Mobile County Commission's Citizen Participation Plan for U.S. Department of Housing and Urban Development funded programs to address specific requirements associated with Community Development Block Grant Disaster Recovery funding, requested by the Grants Department.
- 43) APPROVE appointment of Travis Johnson to serve on the Board of Directors of the Mobile Bay Convention & Visitors Bureau to represent District 3, for three years, expiring December 31, 2026.
- 44) VOTE AT CONFERENCE approve accepting Hold Harmless/Indemnity Agreement with the City of Prichard, for the use of County equipment, requested by District 1 Commissioner Merceria Ludgood.