



DeKalb County Government

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

Draft-Minutes

OPS-County Operations Committee

Tuesday, September 7, 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: 1:00 PM

Attendees: Commissioners Terry, Bradshaw, Patrick, Rader, Cochran-Johnson, Davis Johnson

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

I. MINUTES

2021-3012 Commission District(s): All Districts
Minutes for the August 17, 2021 County Operations (OPS) Committee Meeting;
MOTION was made by Steve Bradshaw, seconded by Ted Terry, that this agenda item be approved. The motion carried by the following vote:

Yes: 2 - Commissioner Terry, and Commissioner Bradshaw

Abstain: 1 - Commissioner Patrick

II. STATUS UPDATE

PDK Master Plan

-M Evans: at the current moment we're not ready to present the Airport Master Plan. Last week I approved the disbursement of that document, and we will have that to present to you. We would like to present that at the next OPS on 9/21/21 with our consultant.

-TT: sounds great, we will be looking forward to that

PDK Leasing Ordinance

-update provided from Attorney Welch

-Question TT: I need to setup a follow-up with you all to familiarize myself with these documents

-SB: I would like a briefing

-RP: I would as well

-TT: Attorney Welch, I would like the OPS committee members to setup a time with you and Director Evans, and bring this back to OPS for further discussion. Can we do that in the next 30 days regarding getting the committee members setup? M Welch: Yes sir, I will redistribute the memorandum and ordinance from last September, and will work with the commissioners to set up a time to go over the document.

III. DISCUSSION

ARP Funding Budget

-COO Williams: as it relates to OPS, the items that would be under this would be Facilities allocations. We are looking to bring in-house a lot of the misting/spraying that we use each time there is a known infection within a County facility. There would be a significant cost-savings to have our staff trained for these specialty functions.

-Question TT: Are we planning on cleaning buildings were there are not many people in them? If we're not fully back in office should we have that level of cleaning?

Z Williams: We are not having that level of cleaning when people are not in facilities. We have cleaning crews however when there are minimal employees. The deeper level cleaning is for the facilities with known exposure. That is hospital-level cleaning that touches each surface and has misting.

-Question TT: in terms of our cleaning, who is advising us on what is the efficacy on these uses?

Z Williams: regarding the Facility upgrades we hired a vendor that brought in a team of professionals who were solely dedicated to helping us reconfigure spaces in facilities, upgrading our HVAC filtration systems and UV lighting. As it relates to cleaning, following CDC guidelines, the next step is getting our staff trained to perform these functions that were previously contracted out.

-TT: I think it's time to refresh our protocols because now we know more about transmission and what exactly needs to be targeted. It would be great to get an update on that.

Z Williams: nothing is mutually exclusive, this will be encompassed in many conversations

-TT: who is telling us how to adapt with the delta variant and how we are practicing?

We continue to follow CDC guidelines; those guidelines have also often lagged. In some instances we are more conservative because other entities like the State may be more lenient.

-Question TT: does the administration anticipate coming back for each of these items for approval, or a full in one approval? Z Williams: we see this budget like a department's budget. If the board would authorize these categories of spending. Only if we deviate from the categories would we need to have more conversation. The intent is to get Board authorization regarding these categories. We will react as the circumstances dictate.

-Question MDJ: regarding the flexibility of the administration to move in an expeditious way. I think the Administration has shown competence and compassion.

-TT: some of the things on the outline budget there is not much detail and has more of a wishlist

-Z Williams: we can take up some of the programs that have been presented quarterly in committees. It's probably a good idea that we can see where we are in each committee of jurisdiction, and not only FAB

-JR: we have to budget at a departmental level. This needs to be detailed at a departmental level. It is also our responsibility to determine the level of capital contributions. When we programed the CRF money, there was a list like this that listed the Administration's strategy, and then there was a series of appropriations that administered those. I would like to suggest we have moved a long way that the County has done business as opposed to the past. I would encourage us to get departmental level expenditures and capital investments so that we can say we have exercised our duty.

-Question TT: is there an opportunity for different format than what has been presented so far?

Z Williams: last year we looked at this as a whole grant, and we looked at the grant allocation as a departmental allocation with tangible line items. How that is formatted we may not have major thoughts one way or the other. The beauty is that if this is offered in a grant, it offers flexibility regarding programmatic actions.

-JR: those are appropriations and require action by the Board of Commissioners. The State budget standards requires departmental-level expenditures. I would like to see something that says we can make these expenditures on such a generalized level. Some of these are detailed appropriations, but some are not.

Z Williams: our goal for each of the committees is to present the budget outline based on the conditions on the ground today. In terms of reporting, we are seeking the same authorization that we received last year so that these programs continue to assist in response to the pandemic.

IV. AGENDA ITEM

New Agenda Items

2021-2760

Commission District(s): ALL

RFP - Request for Proposals No. 21-500571, Towing and Wrecker Services (Multiyear Revenue Generating Contract): for use by the Department of Police Services (PS), Sheriff's Office, Fire Rescue and Public Works - Fleet Management (FM). Consists of the towing, removal, storage and impoundment of wrecked and disabled vehicles for private citizens in six (6) DeKalb County service areas and includes towing services for County-owned vehicles. Recommend award of designated service areas to the four (4) highest scoring proposers: Brown Wrecker Service, Inc dba Brown & Brown Wrecker Service, S&W Services of Atlanta, Inc., South DeKalb Towing and Transport, Inc. and Statewide Wrecker Service South, Inc. Total Amount Not To Exceed: \$970,000.00.

MOTION was made by Robert Patrick, seconded by Ted Terry, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 9/14/2021. The motion carried by the following vote:

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

-Question JR: are these all incumbents?

CPO Horner: that is correct, they are all incumbents

R Gordon: we have been using them for a while

-Question JR: What is the County's cut when we have cars towed?

Z Williams: For the impound vehicles I am not immediately sure. We will get that answer to you.

-Question TT: do we have data that we can compare with other metro jurisdictions regarding towing rates and revenue sharing?

Z Williams: Police would have some of that data. We can look back a few years ago when we had extensive conversation. The price is not immediately broken down per tow.

R Gordon: Police has an officer that handles some of this contract and I'm sure they would have some of that information available

2021-2826

Commission District(s): ALL

CO - Change Order No.1 to Contract No. 1210069 for Architecture and Engineering Services for the Renovation and Development of the 178 Sams Street Facility: for use by the Department of Facilities Management (FM). Consists of providing programming, design and construction administration services for the 178 Sams Street Facility. Awarded to Stevens & Wilkinson, GA, Inc. Amount Not To Exceed: \$26,155.00.

This agenda item was recommended for approval. to the Board of Commissioners due back on 9/14/2021 .

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

-Question SB: regarding Sams Street, are we still tracking for completion at the end of this year? D Asbell: Will probably be the end of January 2022.

-Question SB: What's going to happen the month that we end our previous lease?

Z Williams: I'm hopeful our friends at taskforce will let us continue and get out of there by the end of January. We are currently working on this.

-Question RP: is the \$26,155 only architectural or does it include construction?

Z Williams: it's only architectural

2021-2957

Commission District(s): All

CO - Change Order No. 4 to Contract No. 989294 for Preferred Digital Multi-Functional Imaging Devices (MFD) Supplier (Multiyear Contract): for the Department of Innovation and Technology (DoIT). This contract consists of the lease/purchase of multifunctional copiers with copying, faxing, printing, and scanning capabilities to be used by all County departments. Awarded to Xerox Corporation. CONTRACT TERM EXTENSION ONLY.

This agenda item was recommended for approval. to the Board of Commissioners due back on 9/14/2021 .

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

-Question TT: do we know if the Court system uses the most paper? Does this factor in all of our departments in the next RFP?

J Matelski: Absolutely this is a county-wide contract that takes into account the courts within our system.

2021-2958

Commission District(s): All

CO - Change Order No. 1 to Contract No. 1245846 for Network Professional Services & Monitoring (Annual Contract with 4 Options to Renew): for use by the Department of Innovation and Technology (IT). Consists of providing managed network services and maintenance support services for the enterprise local and wide area County voice and data network. Awarded to Layer 3 Communications. Amount Not To Exceed: \$619,754.01.

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 9/14/2021. The motion carried by the following vote:

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

-No Additional Information Requested

2021-2961 Commission District(s): All
LB - Invitation No. 20-101301 Red Dyed Diesel Fuel (Multiyear Contract): for use by the Departments of Watershed Management (DWM), Facilities Management (FM), Public Safety -Police Services (Police), and Sheriff's Office. Consists of providing red dyed diesel fuel for off-road equipment and vehicles to various county facilities. Recommend award to the sole bidder who is responsive and responsible: Delta Fuel Company, LLC. Amount Not To Exceed: \$291,000.00.

This agenda item was recommended for approval. to the Board of Commissioners due back on 9/14/2021 .

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

-Question TT: Is this for spare fuel?

R Gordon: it's about backups as well, and test running for generators that is done as well

2021-2970 Commission District(s): ALL
LB-Invitation No. 21-101410-Truck with 347,000 ft/lbs. Hydraulic Articulating Crane: for use by Public Works-Fleet Management to be used by the Department of Watershed Management (DWM). Consists of one (1) truck with 347,000 ft/lb. articulating crane used to transport and set heavy steel plates on roadway to cover dug out holes for repair of water and sewer lines. Recommend award to Peach State Truck Centers. Amount Not To Exceed: \$341,962.00.

This agenda item was recommended for approval. to the Board of Commissioners due back on 9/14/2021 .

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

R Gordon: This contract is to replace one of our older cranes, used to place plates, lift pumps and other heavy materials Question TT: Does Public Works, Road and Drainage ever use these or do they have their own contract?

R Gordon: They have their own

Question TT: Just a point about the steel plates, COO, is there a centralized tracking where all of our steel plates go, so we don't forget one out there? I know we are not the only one with plates out there

COO Williams: Currently we do not have universal tracking, each of the business units are getting on Cityworks and each has their own system. The bigger question is what is the review, and I will find out how that works, but there is not one central location where I can identify the location of all the steel plates or confirmation of their removal.

Question TT: So Cityworks is designed to help tracking?

COO Williams: It tracks projects but you just raised an interesting point because private companies do have to go through permitting. I'm thinking it's certainly possible with the various information we have to put together a database so to speak but let me look into it.

[2021-2972](#)

Commission District(s): All
CO - Change Order No. 4 to Contract No.: 14-902797 for Lease of IBM Equipment (Multi-Year Contract): for use by the Department of Innovation & Technology (DoIT). This contract consists of the lease for equipment to serve as the host platforms for the Oracle E-Business Suite, PeopleSoft, email and several other application databases. Awarded to IBM Credit, LLC dba IBM Corp. TERM EXTENSION ONLY.

This agenda item was recommended for approval. to the Board of Commissioners due back on 9/14/2021 .

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

-No Additional Information Requested

[2021-3001](#)

Commission District(s): All
CO - Change Order No. 1 to Contract No. 1226901 for Professional Services for Implementation of SIEMS (Insight IDR) system: for use by Department of Innovations and Technology (IT). This contract consists of piggybacking off the competitively let Statewide Contract (SWC) No. 99999-SPD-SPD0000060-0003 to provide professional services for the implementation of SIEMS system. Awarded to SHI International Corporation. Amount Not To Exceed: \$196,070.00.

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 9/14/2021. The motion carried by the following vote:

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

-No Additional Information Requested

[2021-2990](#)

Commission District(s): All Commissioner District
Net Revenue Generating Service

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 9/14/2021. The motion carried by the following vote:

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

-Question SB: how many vehicles will we be auctioning?

R Gordon: We will be auctioning 262

-Question SB: what happens to the proceeds?

R Gordon: The proceeds go into our vehicle replacement funds

Are the same number of vehicles on auction every year?

There has been a little bit of a spike; it is tough to predict revenue before an auction; I would hope \$1M from the auction

-These are open to the public?

That is correct, there will be an email blast as well.

-Question JR: I didn't see any Harley's on that list, and we have a decision for surplus. Do you know anything about that?

-R Gordon: Yes sir, they are surplus. There will be someone speaking on that in your other committee meeting.

2021-3017

Commission District(s): ALL

CO - Change Order No. 1 to Contract No. 1214306 for Tennis Courts Repair and Replacement (180 days): for use by the Department of Recreation, Parks and Cultural Affairs (RPCA). This contract consists of the repair and/or replacement of various park tennis courts throughout DeKalb County. Awarded to: McGrath Industries dba Talbot Tennis, Inc. Amount Not To Exceed: \$232,069.00.

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 9/14/2021. The motion carried by the following vote:

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

-information provided by Paige Singer

P Singer: the change order accounts for three things. There was a surcharge in our fence pricing that has been accounted for. Secondly, some of the hairline cracks we initially accounted for have increased and now need the resurfacing and thirdly the bids came back lower so we were able to add two additional parks, Wade Walker and Doty Bridges.

Meeting Ended At: 2:28 PM

MOTION was made by Steve Bradshaw, seconded by Robert Patrick, 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