



DeKalb County Government

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

Minutes

OPS-County Operations Committee

Tuesday, July 20, 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, Cochran-Johnson

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

I. MINUTES

2021-2830 Commission District(s): All Districts
Minutes for the July 6, 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. STATUS UPDATE

311 CRM Software

-presentation from Director Matelski, Exie Carmichael (311 administrator)

-Discussion of system enhancements, benefits/goals, constituent support, accomplishments to date, and next steps.

-J Matelski: go live is scheduled for 8/30/2021

-Question RP: in the past we discussed an additional text notification system that can be sent to residents. Any movement in that direction?

We are doing investigations, looking at different alerting systems we have in place; these are not tied into 311 just yet. I can't promise near-term integrations into a system like that, but we are reviewing the systems we can employ in that type of scenario

Z Williams: we do have systems that we've used announcing testing, code red texts. We do have the capability.

RP: what I saw in another state was that they were able to identify all cell phones in the geographical area to provide more targeting related to a water issue

J Matelski: Regarding public safety and emergency management, we can use code red to provide that communication. For things regarding non-public safety, we can't use code red, and that is what we are taking a look at

-Question LCJ: for code red, you have to register first in order to receive the notification? Are we seeking to expand the code red program?

Z Williams: To your first point that's correct - code red is an opt-in system for types of emergency situations. We have also used a non-opt-in system to provide precautions related to COVID-19. We have had success accessing a FEMA system that allows you to access certain phones within a geographical area. We have not stopped code red.

-Question LCJ: I am excited to see the rollout of this system. Did we do a RFP or are we managing in-house?

J Matelski: because we already have the Oracle system in-house, this was considered a system upgrade; a RFP was not done due to this reason; the pandemic hit us as well and caused some delays, but now we are ready to move forward

-LCJ: regarding the status of the call, once an issue is recorded, are we marking these as received, then a way to track the progress, citation process. Will people have the ability to see where they are in the process? I also want to ensure that duplicates on the back end do not occur.

J Matelski: absolutely; however we are doing this in phases, therefore some of those items that you mentioned may not be included in phase 1. Once people have their request in they will be able to monitor it

-Additional information on the process provided by Paula Weems

-Question LCJ: staffing isn't 24/7. I'd like to know if this system is available for access 24 hours a day?

P Weems: currently, there is an email that the 311 centers uses to process; that will still exist. In phase 1 of the new system, the 3 departments will be entered data into the system. Phase 2 is in the CEO's office. Phase 3 is where we open the portal, and we are ensuring there is staffing to accommodate the call volume.

J Matelski: Customers will be able to enter information into the system any time of the day; the response to those will depend on staffing level and extent of the issue experienced

-Question TT: will we have our district staff trained on how to monitor the system information?

J Matelski: that is correct; during phase 1 you won't be able to enter in a call, but you will have the ability to monitor; we can put into place a special training for BOC staff for training and additional input for any system enhancements

-Question TT: regarding the mobile interface; is the interface mobile-designed?

J Matelski: That will be phase 3; it is not an app, it is a mobile-enabled website that will adjust to your screen resolution. We will control the data and ensure the data is right; this allows the system to work cleaner with better data.

TT: requests administration work with BOC to provide information to the public on this

Facilities Master Plan

-update from Director Stovall primarily related to Sams Street

-discussion of construction renovation work, facility upgrades, departments that will be present at this facility

-Question SB: are you on track to meet your time table?

C Stovall: we think we can, but it is tight schedule. The good news is that this is happening indoors and is not dependent on weather. If we go beyond that end of the year timeframe, it won't be more than a couple of weeks

-Question SB: is there anything you're missing from the BOC that would help you stay on track?

C Stovall: one of the big items was additional funding for things like equipment and elevator repairs. We are about in as good a shape as we have been. The BOC has been very encouraging with helping to get this funded.

-Question LCJ: has the administration considered a single municipal complex for the County? We are very fragmented in our operations. Also, it is wise for you to look at the use of solar vendors as it relates to power consumption. Plans have been brought to you to look at solar that would generate in cost savings of millions of dollars within 20 years. Have we as a BOC considered bringing on board one of these vendors that could work with multiple departments so that we can have multiple savings?

Z Williams: Regarding your first question, no we have not. What we are doing in Sams Street is bringing centralization among departments that were operating in different buildings. As it relates to exploration of solar vendors, we have spoken with vendors; we are going to use the most appropriate procurement methodology to secure vendor(s), starting with Sams Street. That may expand to multiple vendors at other facilities. Right now our focus is Sams Street.

-Question LCJ: I am assuming the RFP process

Z Williams: That is quite possible, but I am not committing to what the procurement methodology will be

-LCJ: We need a study on how the County can start to generate revenue, and think differently in terms of generating revenue. There are many buildings in need of repair; often-times need is greater than revenue. We do a disservice when we don't explore opportunities.

Z Williams: as it relates to the Facilities planning efforts, you are right in terms of where we need to go. Where we are is that we had to stop the bleeding in spending money that we didn't need to; with Sams Street it is better to own than to rent.

III. DISCUSSION

Indoor Smoking Ordinance

Commissioner Terry: this will be discussed in the next OPS meeting

Mid Year Budget Requests

MOTION was made by Robert Patrick, seconded by Steve Bradshaw, that this agenda item be deferred to the OPS-County Operations Committee, due back on 8/3/2021. The motion carried by the following vote:

Yes: 2 - Commissioner Bradshaw, and Commissioner Patrick

Absent: 1 - Commissioner Terry

-Question RP: is this in conjunction with Fruitful Communities initiative?

Thanks to COO and Director Buford, we found a home at the libraries, where this infrastructure is already in place

-Question SB: Zach are these items being rolled into one amendment for FAB?

Z Williams: Yes, I would propose that the committees make recommendations for what the BOC supports, and we can bring to FAB on Thursday

-Question LCJ: I'd like to hear from Mr. Buford on the needs. Do you need additional personnel and training? Did this request come from you?

Z Williams: this is not a request from staff; our contractors are designed to mow, blow, and go. What this will provide is additional technical services and a return on that investment

-Question LCJ: we had the conversation in 2019 of use taking a look at major intersections and roadways and building out sustainable roadways to save the County money. We need a comprehensive plan as to how we are going to do that.

K Buford: As COO stated, we were brought in to work with Commissioner Terry on the conceptual idea. We didn't request additional bodies; what we are asking is for the Commissioners to invest in a conceptual idea. This would be invaluable to DeKalb County. I have worked with other entities in creating lucrative programs like this, that would marry county facilities workers with county contractors to produce these grow zones and edible landscapes. This would start at the libraries. We did discuss the possibility of working with more departments with large grass areas that could be transformed to incorporate these grow zones. This starter program will bring 5 new employees, improve the salary of the current manager as his workload will increase, and provide funding to the Roots Down organization.

-LCJ: regarding subsequent funding, this is only for 1 year. We need to understand the future commitment

Z Williams: if the BOC determines to fund this appropriation, this would be a commitment sustained over a few years. The funding being discussed now, you can at least anticipate that much, if not double, in 2022

-RP: I would like to see this proposal in another agenda packet; I would also like to see the work that has been done with Commissioner Davis Johnson at the current facilities

RP: motion to defer 2 weeks upon receipt of additional information

IV. AGENDA ITEM

New Agenda Items

2021-2729

Commission District(s): All
 SS - 2021 Annual Hewlett Packard Enterprise (HPE) Company Software, License, Server and Maintenance Support Agreement (Sole Source): for use by the Department of Innovation & Technology (IT). Consists of providing proprietary hardware and software maintenance and software licenses needed to support the server infrastructure for County business units by logging and archiving data storage and education hours. Awarded to Hewlett Packard Enterprise Company. Amount Not To Exceed: \$239,504.58.

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 7/27/2021. The motion carried by the following vote:

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

-no additional information requested

[2021-2750](#)

Commission District(s): ALL

LB - Invitation No. 21-101402 Purchase of Automobiles, Vans, Trucks and Accessories (Annual Contract with 2 Options to Renew): for Public Works-Fleet Management. Consists of purchasing replacement vehicles to enable County personnel to complete daily tasks that require the use of automobiles. Recommend award to the lowest, responsive and responsible bidders: Wade Ford, Inc., Hardy Chevrolet, Buick, GMC, Inc., Hardy Family Ford and Union City CDJRF. Total Amount Not To Exceed: \$7, 975,000.00.

-item not heard in committee

[2021-2759](#)

Commission District(s): ALL

REN - On Call Roof Maintenance, Repair and Replacement Services (Annual Contract - 2nd Renewal of 2 Options to Renew): Contract Nos.: 1175305 and 1175307 for use by the Departments of Facilities Management (FM) 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: \$ 3,871,100.00

-item not heard in committee

[2021-2777](#)

Commission District(s): All

CO - Change Order No. 3 to Contract No. 1108168 for Information Technology Consultants Services (Multiyear Contract): for use by the Department of Innovation and Technology (IT). Consists of providing consultants to work on developing new application systems; installing and maintaining systems; and other IT projects. Awarded to Ciber Global, LLC. Amount Not To Exceed \$3,500,000.00.

-item not heard in committee

[2021-2799](#) Commission District(s): ALL
CO - Change Order No. 2 to Contract No. 1021418 for Sourcewell Cooperative Agreement No. 060618-EFM for the Leasing of Undercover Vehicles: for use by Public Works - Fleet Management to be used by Police Services. This contract consists of piggybacking off the competitively let Sourcewell Cooperative Agreement No. 060618-EFM to acquire or renew leases for eighteen (eighteen) vehicles used for special operations by Police Services. Awarded to Enterprise Fleet Management. Total Amount No To Exceed: \$176,000.00.

-item not heard in committee

[2021-2781](#) Commission District(s): ALL
LB - Invitation No. 21-101398, Duct Cleaning and Sanitizing Services at County Facilities (Annual Contract with 2 Options to Renew): for use by the Department of Facilities Management (FM). Consists of providing air conditioning (A/C) duct cleaning and sanitizing services at County-owned facilities. Recommend award to the lowest, responsive and responsible bidder: 5 Seasons Mechanical LLC. Amount Not To Exceed: \$377,759.89.

-item not heard in committee

[2021-2783](#) Commission District(s): ALL
REN - Maintenance, Cleaning & Inspection of Fuel Tanks including Removal, Relocation & Installation (Annual Contract -1st of 2 Options to Renew): Contract No. 1221710 for use by Public Works - Fleet Management. This contract consists of maintaining, cleaning & inspecting multiple fuel tanks as needed to ensure clean fuel is dispensed to County fleet. Awarded to SP Petroleum Transporters. Amount Not To Exceed: \$160,000.00.

-item not heard in committee

Meeting Ended At: 2:27 PM

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