



# DeKalb County Government

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

## Minutes - Draft

### OPS-County Operations Committee

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Tuesday, April 6, 2021

1:00 PM

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*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: 1:00pm

Attendees: Commissioners Terry, Patrick, Bradshaw, Rader

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

#### I. MINUTES

**2021-2371** Commission District(s): All Districts  
Minutes for the March 16, 2021 County Operations (OPS) Committee Meeting;  
**MOTION was made by Steve Bradshaw, seconded by Robert Patrick, 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

DeKalb Stakeholder Working Group on Elections

2021-2399

Commission District(s): All Commission Districts

A Resolution to Establish an Ad-Hoc Committee of the Board of Commissioners to Study Voter Registration and Elections Policies and Procedures

**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 4/13/2021. The motion carried by the following vote:**

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

*-discussion of the re-establishment of this committee*

*-Commissioner Bradshaw requests Central Staff send a clean copy of the resolution to commissioners*

### Facilities Master Plan Update

*-presentation from Clyde Stovall of Government Service Center at Sams Street; energy initiatives currently pursued by Facilities Management*

*-C Stovall: COVID modifications were also made throughout 2020 via: temperature scanners, ionization of HVAC systems in 20-25 facilities, plexiglass protection barriers in the courts*

*-Question Commissioner Terry: the floor plan is open office format?*

*C Stovall: the main interface with the public is on the first level, internal operating groups are stacked above them.*

*-Question TT: Regarding bicycle facilities, do we have any opportunity to do a bike storage and changing facility? I would like to propose one if so.*

*C Stovall: this facility has a bike trail that runs adjacent to the property*

*Z Williams: we can ensure that those amenities will be built in, including a bicycle park. An employee clinic may also be a good space for this effort as well.*

*C Stovall: There could be several (20-30) EV charging stations at this location as well*

*Question TT: regarding desk configurations, what is the process for that? Giving office workers more flexibility to standup while working is important. Do we have a specific policy on this option for employees?*

*Z Williams: There isn't a specific policy that we have for this. We want to ensure this space is functional, and then assure that it is as comfortable as possible, while also determining how intensely people will be working in the facility in response to COVID.*

*S Bradshaw: Is anyone currently occupying space?*

*C Stovall: Only security is currently occupying the space*

*S Bradshaw: regrading capacity, is there capacity for potential growth in the future?*

*Z Williams: the space is being allocated out of the move with as much space as possible. There is not excess capacity in this current plan.*

*Question JR: Regarding LEED certification, what green/environment facilities were included in this?*

*TT: We are looking at potential EV/solar, and in the green communities ARC submission looking at LEED certifications. Z*

*Williams: we can bring this back quarterly to bring back what Commissioner Rader is discussing regarding LEED certification*

### III. AGENDA ITEM

*Previously Heard Agenda Items:*

[2021-2188](#)

Commission District(s): ALL

REN - Parts for Vehicles and Off Road Equipment (Annual Contract - 2nd of 2 Options to Renew): Contract Nos.: 1161364, 1161368, 1161373, 1161374, 1161376, 1161398, 1161405, 1161410, 1161412, 1161416, 1161537, 1161550, 1161558, 1161561, 1161573, 1161583, 1161585, 1161740, 1161775, 1161873, 1161676, 1161681, 1161732, 1161737, 1161784, 1162566, 1161777, 1161788, 1161791, 1161757, 1161794, 1161802, 1161807, 1161808, 1161735, 1161904, 1161997, 1162003, 1161999, 1161898, 1161909, 1161906, 1161919, 1161920, 1161980, 1161994, 1161947, 1161929, 1161982, 1161923, 1161916, 1161710, 1161983 and 1161731 for use by Public Works - Fleet Management, the Department of Watershed Management, Police Services, Marshal's Office and Fire & Rescue. These contracts consist of repair parts for all types of vehicles & equipment. Awarded to: (54 vendors, please see Recommendation below). Total Amount Not To Exceed: \$4,405,000.00.

**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 4/13/2021. The motion carried by the following vote:**

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

*-J Greene: there was a decrease in \$73,000 after audit, due to a change needed to be made that affected the Marshall's office. Overall, the contract was supported.*

*New Agenda Items*

[2021-2388](#)

Commission District(s): All Commission Districts

Authorizing the Master Electrical Agreement with Georgia Power Company (GPC) for Various Electrical Savings Projects.

**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 4/13/2021. The motion carried by the following vote:**

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

*-Z Williams: this contract involves LED retrofitting kits, HVAC replacements that will show considerable long-term savings. Cost is equivalent to what was paid in the previous contract*

*-Question TT: In my experiences, the lighting retrofits tend to pay for themselves fairly quickly usually. Is the 10 year return on investment due to the HVAC replacement costs?*

*Z Williams: that is correct; the HVAC is a critical component in this contract*

*-Question TT: Is Sams Street a similar model we will follow?*

*Z Williams: A major discussion we are having is with the county jail. Over time, as we are out of those facilities that need a complete renovation, we will transition to more energy-efficient and modernized facilities*

*-Question JR: was this contract competitively let?*

*Z Williams: this was not competitive, due to work with the state. I will follow up soon with information on other companies as it relates to those who provide this type of work.*

*Question JR: Does the state have other piggyback contracts?*

*Z Williams: That is correct, they do. It is possible to include this in the market analysis; I will get that to you by next Tuesday's BOC meeting.*

*-additional information pending staff research*

### 2021-2275

Commission District(s): ALL

CO - Change Order No. 1 to Contract 1119074 for Card Access (Keyscan) Installation, Maintenance and Repair (Annual Contract with 2 Options to Renew): for use by the Departments of Facilities Management (FM), Police Services (PS), Watershed Management (DWM), Human Resources (HR), Fire Rescue Services and Public Works- Road & Drainage (R&D). This contract consists of the installation, maintenance and repair of all card access points. Awarded to Southeastern Security Professionals, LLC. Amount Not To Exceed: \$495,736.77.

**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 4/13/2021. The motion carried by the following vote:**

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

*-Question SB: Is the principle user Facilities Management?*

*K Buford: we are the principal user, however there are several departments that will benefit from this contract*

[2021-2287](#) Commission District(s): All  
REN - Installation of Data, Voice and Multimedia Cabling (Annual Contract 1st Renewal of 2 Options to Renew) to Contract No. 1213433: for use by the Department of Innovation and Technology (DoIT). This contract consists of providing low-voltage installations, moves, adds and changes of data, voice and multimedia cabling at various locations within the County facilities. Awarded to R. B. Communications, Inc. Amount Not To Exceed: \$100,000.00.

**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 4/13/2021. The motion carried by the following vote:**

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

*-no additional information requested*

[2021-2306](#) Commission District(s): All  
CA - Cooperative Agreement for Maintenance, Repair & Operation (MRO) Products: for use by the Departments of Facilities Management (FM), Watershed Management (DWM), Recreation, Parks and Cultural Affairs (RPCA), Police Services (PS), Property Appraisal & Assessment, Fire Rescue (FR), Public Works - Roads & Drainage (R&D), Sanitation & Beautification, and Voter Registration & Elections (VR&E). Awarded to W.W. Grainger, Inc. Amount Not To Exceed: \$2,393,000.00.

**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 4/13/2021. The motion carried by the following vote:**

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

*-Question TT: What is Department of Watershed Management getting in this contract?*

*K Buford: PPE equipment, stock area, vending machines. There are a lot of things they would have due to their size in relation to Facilities Management*

2021-2280

Commission District(s): ALL

CO - Change Order No. 5 to Contract No. 1147259 for Elevator Maintenance Services: for use by Facilities Management (FM). This contract consists of monthly preventative maintenance, inspections, testing and modernization of the County's elevators and associated equipment. Awarded to: KONE, Inc. (U.S. Communities Cooperative Agreement). Amount Not To Exceed: \$859,295.94.

**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 4/13/2021. The motion carried by the following vote:**

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

*-Question TT: how many elevators do we have? Are we expected to spend the full amount?*

*-CPO Horner: this contract does ensure the routine and safety maintenance required for 27 county elevators*

*K Buford: this contract is for multiple elevators, the specific amount all county elevators is not readily available. The elevator portfolio is currently outdated and needs attention. This change order will help modernize the elevators included*

Meeting Ended At: 2:06pm

**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**

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Barbara H. Sanders-Norwood CCC, CMC