



# DeKalb County Government

## Minutes - Draft

### PWI-Public Works & Infrastructure Committee

*Commissioner Robert Patrick (Chairperson)*

*Commissioner Chakira Johnson*

*Commissioner Nicole Massiah*

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Tuesday, May 6, 2025

3:30 PM

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Meeting Started At: 3:58PM

Attendees: Commissioners Patrick, Massiah, Johnson, Terry, Bolton

**Present**      3 - Chairperson Robert Patrick, Commissioner Chakira Johnson, and  
Commissioner Nicole Massiah

#### I. MINUTES

**2025-0598**      Commission District(s): ALL  
Minutes for the April 15, 2025 Public Works and Infrastructure  
Committee Meeting

#### II. DISCUSSION

Procurement Process Review

*-presentation provided by CPO Michelle Butler. The presentation discusses the general procurement process, which includes planning, request development, advertisement, evaluation, award, and contract management/administration. Special processes are noted for Watershed Consent Decree/Capital Improvement Requests, involving a Bid Compliance and Pricing Committee to ensure bid compliance*

*-Question RP: could you tell us about the acronyms mentioned?*

*-response provided by CPO Butler*

*-Question RP: what is the general timeline when it's determined that a contract needs to go out?*

*-response provided by CPO Butler regarding a general timeline of 120 - 150 days*

*-Question LB: regarding the guidelines, who defines what 'responsive' and 'responsible' are? How often do we evaluate this?*

*-response provided by Ms. Butler*

*-Question LB: is there point system on whether a vendor is responsive or responsible?*

*-response provided by Ms. Butler*

*-Questions from Commissioner Terry regarding audit of DeKalb County Purchasing Policy*

*-responses provided by County Attorney Welch*

*-Question NM: what is the optimum timeline in terms of ascertaining a PO number and getting that assigned so that they can get to accounts payable?*

*-Question NM: what processes are in place to address issues in the change order process?*

*-response provided by Ms. Butler*

*-Question NM: it seems that you are trying to resolve the issues that have been indicated?*

*-response provided by Ms. Butler regarding methods on moving forward within the Procurement department*

*-Question NM: is there a cutoff or certain number of change orders where maximum changes have been exhausted that are not outside of the vendor's control?*

*-response provided by Ms. Butler*

*-Question CJ: when going through the evaluation process for RFPs, do you evaluate everything outside of the cost or is cost part of the evaluation criteria?*

*-response provided by Ms. Butler*

### III. AGENDA ITEM

*New Agenda Items:*

#### **Public Works - Roads and Drainage (R&D)**

2025-0352 Commission District(s): All  
CO - Change Order No. 3 to Contract No. 1223623 HDPE Pipe Liners (Annual Contract with 2 Options to Renew): for use by Public Works - Roads and Drainage (R&D). This contract consists of providing High Density Polyethylene (HDPE) pipe liners. This request seeks ratify a previously provided term increase. This request also seeks to increase the contract term through April 30, 2026. Awarded to Contech Engineered Solutions, LLC.  
CONTRACT TERM INCREASE ONLY.  
**This agenda item was recommended holding in committee to the Board of Commissioners due back on 5/13/2025 .**

*-agenda item not discussed during meeting*

2025-0375

Commission District(s): ALL

CO- Change Order No. 1 to Contract No. 1290916 Ready-Mix Concrete (Annual Contract With 2 Options to Renew): for use by Public Works - Roads and Drainage (R&D). This contract consists of providing ready-mix concrete for the construction and patching of sidewalks, curbs, headwalls, and driveways. This request is to increase the contract term through May 31, 2026. Awarded to F.M. Shelton, Inc. CONTRACT TERM INCREASE ONLY.

**This agenda item was recommended holding in committee to the Board of Commissioners due back on 5/13/2025 .**

*-agenda item not discussed during meeting*

2025-0430

Commission District(s): All

CO - Change Orders to Contract Nos.: 1274788, 1282387, 1282389, 1282390, 1282391, 1282392, 1282394, 1282398, and 1282401 for Professional Engineering and Design Services for Public Works Stormwater Drainage Repair and Improvement Projects (Three (3) Year Multiyear Contract): for use by Public Works - Roads and Drainage (R&D). These contracts consist of the provision of professional engineering and design services for localized drainage repair, stormwater improvement, dams, bridge repair, and other related civil engineering projects. This request seeks to increase the contract term for all nine (9) contracts to June 30, 2027, to increase the contract funds for four (4) of the contracts, and to add the Department of Recreation, Parks and Cultural Affairs (RPCA). Awarded to: AECOM Technical Services, Inc.; Lowe Engineers, LLC; Dewberry Engineers, Inc.; Arcadis US, Inc.; CERM-Volkert- Joint Venture.; Atlas Technical Consultants, LLC; International Design Services, Inc., dba IDS Global, Inc.; Prime Engineering, Inc.; and Wood Environment & Infrastructure, Inc. Total Amount Not To Exceed: \$3,050,000.00.

**This agenda item was recommended holding in committee to the Board of Commissioners due back on 5/13/2025 .**

*-this item has been sent to OIIA for review*

*-agenda item not discussed during meeting*

**Watershed Management (DWM)**

2025-0260 Commission District(s): All  
LB - Invitation No. 24-101675 Red Dyed Diesel Fuel (Three (3) Year Multiyear Contract): for use by the Department of Watershed Management (DWM). Consists of providing red dyed diesel fuel for off-road equipment and vehicles to various county facilities. Recommend award to the lowest, responsive and responsible bidder: Petroleum Traders Corporation. Amount Not To Exceed: \$480,000.00.

**MOTION was made by Chakira Johnson, seconded by Nicole Massiah, that this agenda item be recommended for approval to the Board of Commissioners, due back on 5/13/2025. The motion carried by the following vote:**

**Yes: 3 - Chairperson Patrick, Commissioner Johnson, and Commissioner Massiah**

*-information provided by COO Williams*

2025-0349 Commission District(s): ALL  
CO - Change Order No. 1 to CPA No. 1329222 Water Meters and Parts (Three (3) Year Multiyear Contract): for use by the Department of Watershed Management (DWM). This contract consists of the replacement and installation of water meters and parts. This request seeks to increase the scope of work to include installation of measuring chambers. Awarded to Kendall Supply, Inc. CONTRACT SCOPE INCREASE ONLY

**This agenda item was recommended holding in committee to the Board of Commissioners due back on 5/13/2025 .**

*-agenda item not discussed during meeting*

[2025-0354](#)

Commission District(s): 3

CO - Change Order No. 1 to Contract No. 1284293 Quarterly Barscreen and Annual Return Line Cleaning (Three (3) Year Multiyear Contract): for use by the Department of Watershed Management (DWM). This contract consists of providing quarterly cleaning of three (3) inclined multi rake bar screens and an annual cleaning of the plant return lines at the Snapfinger Creek Wastewater Treatment Plant. This request seeks to increase the contract term through December 31, 2026. Awarded to Metal and Materials Engineers LLC. CONTRACT TERM INCREASE ONLY

**MOTION was made by Nicole Massiah, seconded by Chakira Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 5/13/2025. The motion carried by the following vote:**

**Yes: 3 - Chairperson Patrick, Commissioner Johnson, and Commissioner Massiah**

*-information provided by COO Williams*

[2025-0355](#)

Commission District(s): All

CO - Change Order No. 1 to Contract No. 1284275 Sanitary Sewer Easement Cleaning (Three (3) Year Multiyear Contract): for use by the Department of Watershed Management (DWM). This contract consists of clearing vegetation along the County's sanitary sewer system easements. This request seeks to increase the contract term and funds through December 31, 2026. Awarded to Total Outdoor, LLC. Amount Not To Exceed: \$2,000,000.00

**MOTION was made by Nicole Massiah, seconded by Chakira Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 5/13/2025. The motion carried by the following vote:**

**Yes: 3 - Chairperson Patrick, Commissioner Johnson, and Commissioner Massiah**

*-information provided by COO Williams*

*-Question NM: do we have another vendor that was responsible for clearing the vegetation prior to this contract?*

*-response provided by COO Williams*

*-Question CJ: this will be a one year extension?*

*-R Wells: correct*

*-Question TT: have we been using this vendor the whole time? Is the goal to clear every 3 years?*

*-response provided by Director Wells*

*-TT: I would like to ask you to consider using goats*

2025-0356

Commission District(s): 1

CO - Change Order No. 1 to Contract No. 1294325 Ozone Generation Support (Three (3) Year Multiyear Contract): for use by the Department of Watershed Management (DWM). This contract consists of providing professional maintenance, repair and replacement services for ozone generation systems at Scott Candler Water Treatment Plant. This request seeks to increase the term through December 31, 2026. Awarded to Telchine Research and Development, LLC. CONTRACT TERM INCREASE ONLY.

**MOTION was made by Nicole Massiah, seconded by Chakira Johnson, that this agenda item be recommended for approval. to the Board of Commissioners, due back on 5/13/2025. The motion carried by the following vote:**

**Yes: 3 - Chairperson Patrick, Commissioner Johnson, and Commissioner Massiah**

*-information provided by COO Williams*

*-Question RP: are these the large ozone systems at Scott Candler?*

*-R Wells: correct*

2025-0378

Commission District(s): All

CO - Change Order No. 1 to Contract No. 1284272 Road Construction Signs (Three (3) Year Multiyear Contract): for use by the Department of Watershed Management (DWM). This contract consists of providing various road construction signs and sign stands. This request seeks to increase the contract term through December 31, 2026. Awarded to Korman Signs, Inc. CONTRACT TERM INCREASE ONLY

**This agenda item was recommended holding in committee to the Board of Commissioners due back on 5/13/2025 .**

*-agenda item not discussed during meeting*

- [2025-0466](#) Commission District(s): 2 and 6  
Easement Abandonment Agreement - 153 Hood Circle, Decatur,  
Georgia 30030 - Tax Parcel ID 15 213 04 133  
**This agenda item was recommended holding in committee to the  
Board of Commissioners due back on 5/13/2025 .**

*-agenda item not discussed during meeting*

- [2025-0493](#) Commission District(s): 4 & 7  
Agreement for the Construction and Financing of Sewer Upgrades with  
AERDNA, LLC with a contribution of \$256,500.00.  
**MOTION was made by Chakira Johnson, seconded by Nicole  
Massiah, that this agenda item be recommended for approval. to  
the Board of Commissioners, due back on 5/13/2025. The motion  
carried by the following vote:**

**Yes: 3 - Chairperson Patrick, Commissioner Johnson, and Commissioner  
Massiah**

*-information provided by COO Williams*

*-Question NM: is there action that we need to take prior to movement on this project*

*-response provided by COO Williams*

- [2025-0387](#) Commission District(s): All  
CO - Change Order No. 1 to Contract Nos. 1279608, 1279618,  
1279620, and 1280028 SCADA Controls and Instrumentation (Three  
(3) Year Multiyear Contract): for use by the Department of Watershed  
Management (DWM). This contract consists of providing management  
of SCADA software systems at various water and wastewater  
treatment plants within the County. This request seeks to increase the  
contract term and funds through December 31, 2026. Awarded to  
Microfusion Engineering Laboratories, Inc.; TESCO Controls, Inc.;  
Electric Machines Control, Inc.; and L.L. Blue Engineering, Inc. Total  
Amount Not To Exceed: \$5,385,000.00.  
**This agenda item was recommended holding in committee to the  
Board of Commissioners due back on 5/13/2025 .**

*-this agenda item has been sent to OIIA for audit review*

*-agenda item not discussed during meeting*

## **Public Works - Transportation**

2025-0554

Commission District(s): 2 & 6

An Ordinance to Amend the Code of DeKalb County, Georgia-  
Parking Restriction on Circlewood Road

**MOTION was made by Chakira Johnson, seconded by Nicole Massiah, that this agenda item be recommended for approval to the Board of Commissioners, due back on 5/13/2025. The motion carried by the following vote:**

**Yes: 3 - Chairperson Patrick, Commissioner Johnson, and  
Commissioner Massiah**

*-information provided by Director Pelton*

*-Question RP: who will enforce this?*

*-response provided by Director Pelton*

*-Question RP: how has the County communicated this to the Board of Education in how this will be implemented?*

*-response provided by Director Pelton*

*-Question CJ: when a neighborhood has a want like this is there a petition process?*

*-response provided by Director Pelton*

*-comments provided by Commissioner Patrick*

*-CJ: motion to approve*

*Second NM*

*-Question RP: what is the implementation time for the County to put this in place?*

*D Pelton: 3 weeks from the time it is approved*

*-Question RP: do you have contacts at the Board of Education to let them know this is in place?*

*-response provided by COO Williams*

Meeting Ended At: 5:04PM

**MOTION was made by Nicole Massiah, seconded by Chakira Johnson, that this agenda item be adjourned meeting. The motion carried by the following vote:**

**Yes: 3 - Chairperson Patrick, Commissioner Johnson, and Commissioner Massiah**

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Barbara H. Sanders-Norwood CCC, CMC