

**MINUTES, LIMESTONE COUNTY COMMISSION, FEBRUARY 17, 2026,
COMMISSION MEETING**

The Limestone County Commission met in a regular meeting today, at 10:05 a.m. at the Clinton Street Courthouse Annex, 100 South Clinton Street, Athens, Alabama.

Present: David Ruf, Johnny Turner, Derrick Gatlin, and LaDon Townsend. Absent: None. Collin Daly, Chairman presided.

The meeting began with the Pledge of Allegiance.

MOTION was made by LaDon Townsend and seconded by Derrick Gatlin to approve the minutes of February 2, 2026.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. LaDon Townsend, aye; Derrick Gatlin, aye; David Ruf, aye; and Johnny Turner, aye. Motion carries unanimously.

MOTION was made by Derrick Gatlin and seconded by David Ruf to approve the following claims:

2/2/2026	0079095	\$ 24,822.00
2/4/2026	Bank Draft – Walmart	\$ 490.80
2/4/2026	Bank Draft – Walmart	\$ 167.17
2/4/2026	Bank Draft – Walmart	\$ 7.36
2/6/2026	0079096 – 0079190	\$ 824,876.46
2/6/2026	PayPal – SupplyHouse	\$ 286.16
2/6/2026	0079191	\$ 41.13
2/13/2026	PayPal – Canva	\$ 15.00
2/13/2026	0079192 – 0079263	\$ 966,576.18
	TOTAL	\$ 1,817,282.26

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Derrick Gatlin, aye; David Ruf, aye; Johnny Turner, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by Johnny Turner and seconded by Derrick Gatlin to approve to adopt a Resolution to change voting precinct from Westside Community Center to Owens Campus – Alabama Connections Academy and approve new voting precinct at First Bible Church.

Resolution No. 1078-26

STATE OF ALABAMA)
)
LIMESTONE COUNTY)

**RESOLUTION CHANGING DESIGNATION OF ELECTION PRECINCT AND
ESTABLISHING A NEW ELECTION PRECINCT**

WHEREAS, the Limestone County Commission (“the County”), at the recommendation of the Judge of Probate for Limestone County, desires to change the designation of an election precinct and to establish a new election precinct pursuant to Alabama Code (1975) § 17-6-1, et seq., in order to make it more convenient for voters to vote and to facilitate the administration of the election process;

WHEREAS, Owens Campus-AL Connections Academy at 21465 AL Highway 99, Athens, AL 35614, has been secured for the 2026 election cycle and all future election cycles, after meetings have been had and the facility has agreed to become a designated election precinct for Limestone County, Alabama to replace the current election precinct of Westside Community Center at 21619 AL Highway 99, Athens, AL 35614;

WHEREAS, First Bible Church at 29113 Huntsville-Brownsferry Road, Madison, AL 35756, has been secured for the 2026 election cycle and all future election cycles, after meetings have been had and the facility has agreed to become a new election precinct for Limestone County, Alabama; and

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WHEREAS, a map depicting the precinct boundaries of the new election precinct to be established and to be designated as precinct 205 at First Bible Church, including a depiction of the modification of the boundaries to precinct 203 and precinct 204, is attached, along with legal descriptions for all three of those precincts as depicted on the map.

THEREFORE, BE IT RESOLVED BY THE COUNTY COMMISSION OF LIMESTONE COUNTY, ALABAMA, while in regular session on February 17, 2026, which immediately followed a work session at 9:00 a.m., as follows:

1. The County hereby, and pursuant to Ala. Code (1975) § 17-6-1, et seq., changes the designation of Westside Community Center, at 21619 AL Highway 99, Athens, AL 35614, as an election precinct and removes that designation in favor of Owens Campus-AL Connections Academy, at 21465 AL Highway 99, Athen, AL 35614, which shall now be the designated election precinct in its place.

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2. The County hereby, and pursuant to Ala. Code (1975) § 17-6-1, et seq., establishes new election precinct 205, which shall be comprised of portions of existing election precincts 203 and 204. Precinct 205 at First Bible Church shall have precinct boundaries as depicted in the attached map and as described in the attached legal description. The new precinct boundaries of Precinct 203 and Precinct 204 shall be as depicted on the attached map and as described in the attached legal descriptions.

3. The County Attorney is directed to provide a copy of this Resolution with its attachments to each of the appropriate officers and entities, as directed by Ala. Code (1975) § 17-6-1, et seq.

4. This Resolution shall become effective immediately.

ADOPTED AND APPROVED this the 17th day of February, 2026.

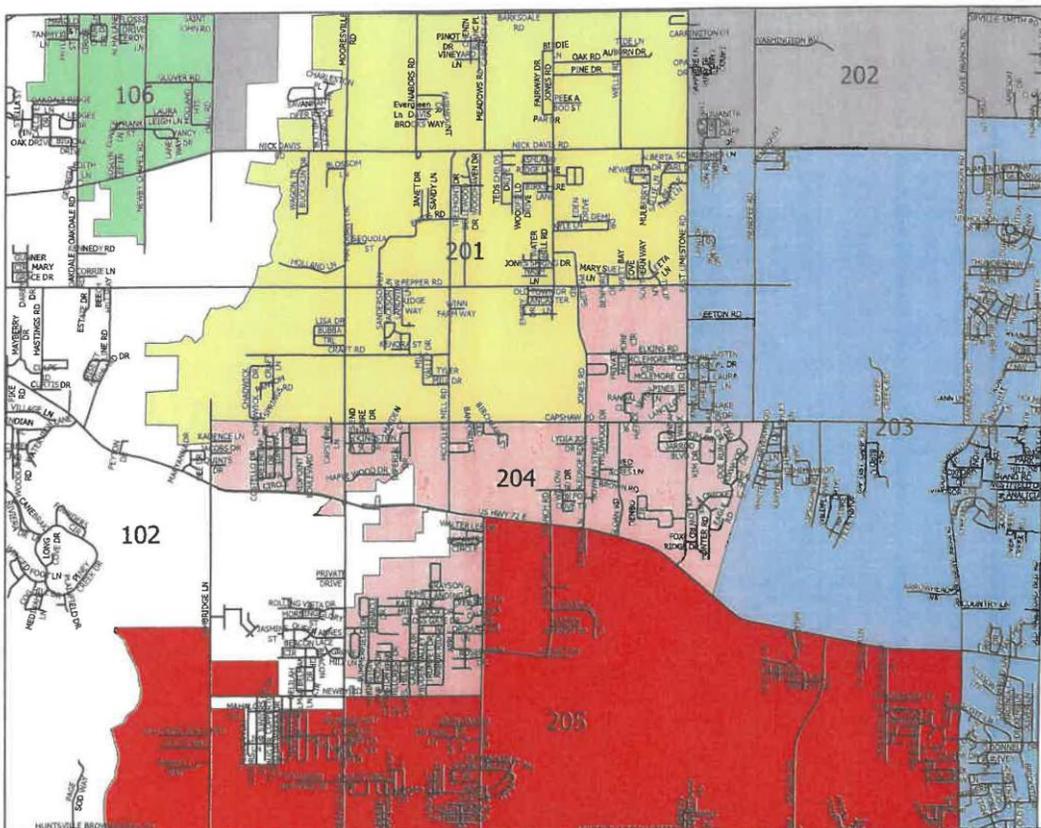
Collin Daly, Chairman

ATTEST:

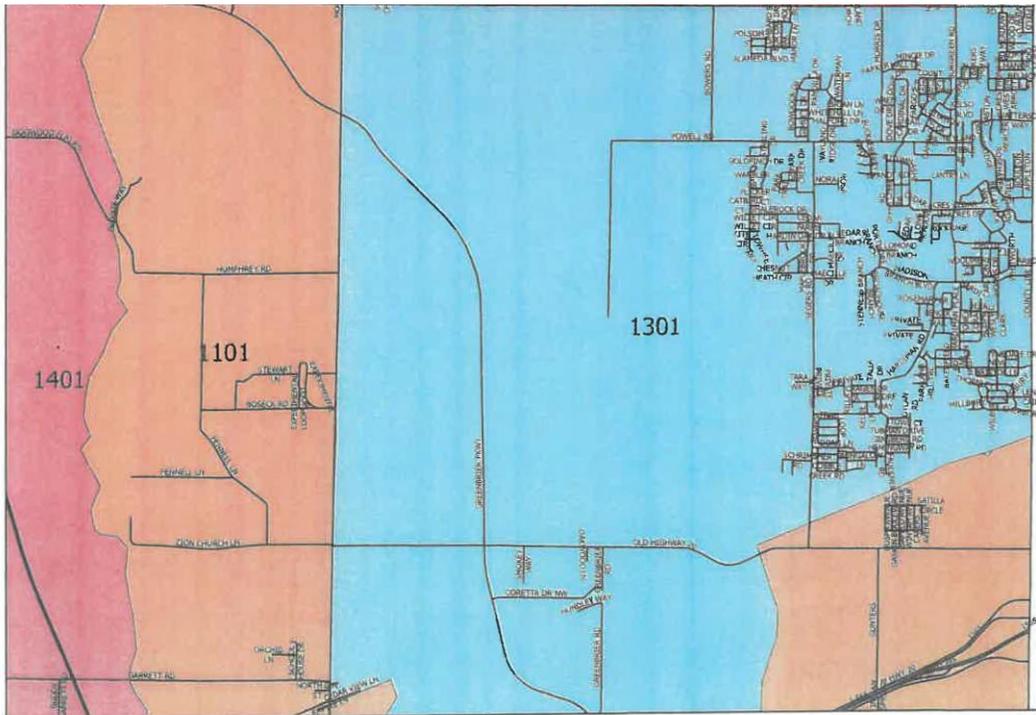
Ellen, Morell, County Administrator

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Limestone County
Precincts Boundaries



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Precinct 205 Legal Description

Commencing at the southeastern corner of Precinct 205, said point being located at the intersection of Burgreen Road and Huntsville-Brownsferry Road; thence proceed westerly along Huntsville-Brownsferry Road for a distance of 7.6 miles to its intersection with Piney Creek; thence run northerly along Piney Creek to the Athens City Limits; thence proceed easterly along said city limits to Cambridge Lane, following the common boundary line between Precincts 102 and 205 to Mooresville Road; thence continue along the northern boundary line of Precinct 205, following Newby Road easterly for a distance of 1.23 miles to Gray Road; thence run northerly along Newby Road to its intersection with U.S. Highway 72; thence proceed easterly along U.S. Highway 72 for a distance of 4.53 miles to Burgreen Road; thence run southerly along Burgreen Road for a distance of 1.67 miles to the Point of Beginning.

Precinct 203 Legal Description

Commencing at the Southeastern corner of Precinct 203, said point being at the intersection of Huntsville-Brownsferry Road and County Line Road; thence proceed westerly along Huntsville-Brownsferry Road to Burgreen Road to the western boundary of precinct 205; thence north on Burgreen Road for 1.68 miles to U.S. Highway 72; thence westerly on U.S. Highway 72 for 2.33 miles to the Eastern boundary of Precinct 204; thence proceed North along the common boundary line between Precinct 2014 and Precinct 203 to Capshaw Road; thence westerly 0.71 miles to East Limestone Road; thence North on East Limestone Road for 2.47 miles to Nick Davis Road; thence Easterly along the southern boundary of Precinct 202 to County Line Road; thence South for 6.47 miles to the Point of Beginning.

Precinct 204 Legal Description

Commencing at the Northeastern portion of Precinct 204, said point being at the intersection of East Limestone Road and Pepper Road; from said point, the boundary runs South along East Limestone Road 1.23 miles to Capshaw Road; thence Easterly 0.71 miles to the common boundary line between Precinct 204 and Precinct 203; thence South along the common boundary line of Precinct 203 and 204 to U.S. Highway 72; thence westerly along U.S. Highway 72 2.16 miles to Newby Road, thence South along Newby Road 2.68 miles to the Athens City Limits; thence northerly following the Athens City Limits to Cambridge Lane; thence Northerly on Cambridge Lane to the common boundary line between Precinct 201 and Precinct 204; thence Easterly along the common boundary line between Precinct 201 and Precinct 204 3.4 miles to Jones Road; thence northerly along Jones Road 1.21 miles to Pepper Road; thence Easterly 1 mile to East Limestone Road; thence South for 1.24 miles to the Point of Beginning.

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100 SOUTH CLINTON STREET
SUITE D
ATHENS, AL 35611



phone 256-233-6427
fax 256-233-6474
www.votelimestone.com

JUDGE CHARLES C. WOODROOF

February 9, 2026

Ellen Morell, Administrator
Limestone County Commission
310 West Washington Street
Athens, AL 35611

RE: REQUEST TO MOVE VOTING PRECINCT and ADD A NEW VOTING PRECINCT

Ellen:

This office is requesting to be placed on the February 17, 2026 agenda of the Limestone County Commission.

Owens Campus-AL Connections Academy, 21465 AL Highway 99, Athens, AL 35614, has been secured for the 2026 and all future election cycles. Meetings have been had, and facility has agreed to become a voting precinct for Limestone County, AL. This facility would serve all Federal, State and County elections. Owens Campus would replace the current voting precinct, Westside Community Center, 21619 AL Highway 99, Athens, AL 35614.

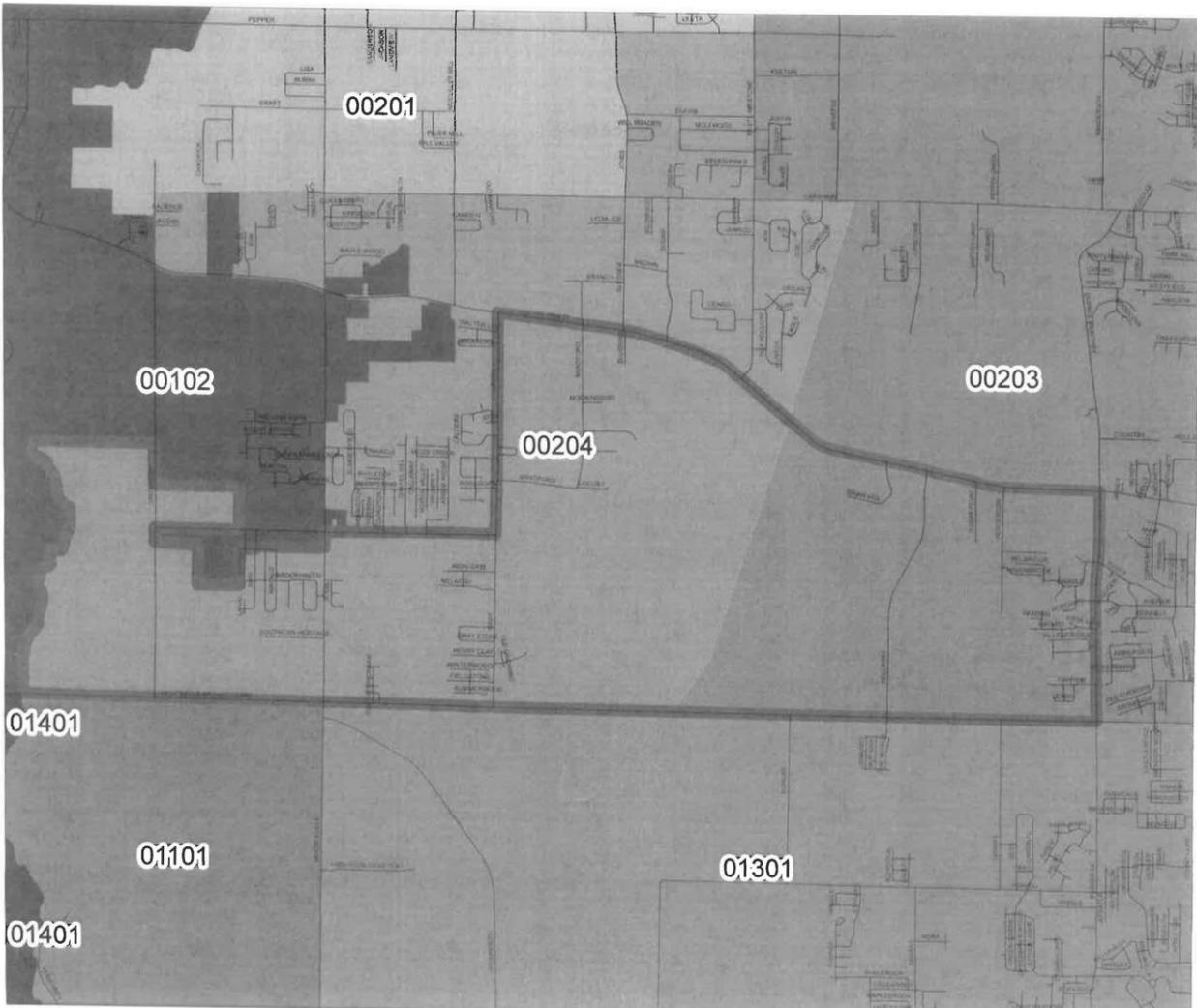
First Bible Church, 29113 Huntsville-Brownsferry Road, Madison, AL, 35756, has been secured for the 2026 and all future election cycles. Meetings have been had, and facility has agreed to become a voting precinct for Limestone County, AL. This facility would serve all Federal, State and County elections. First Bible Church would become a new voting precinct in Beat 2 and would affect residents living north of Huntsville-Brownsferry Road, from Piney Creek, following Newby Road, Gray Road, U.S. Highway 72 and Burgreen Road. Map attached. These residents currently vote at either Capshaw Baptist Church or Bethel Church of Christ.

This office along with the Board of Registrars is requesting approval to move voting precinct 0801, Westside Community Center, 21619 AL Highway 99, Athens, AL, 35614 to Owens Campus, 21565 AL Highway 99, Athens, AL, 35614, and add to new voting precinct 0205, First Bible Church, 29223 Huntsville-Brownsferry Road, Madison, AL 35756.

If this office can be of further assistance to the Commission, please let us know.

With kind regards,

Charles C. Woodroof
Judge of Probate



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The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Johnny Turner, aye; Derrick Gatlin, aye; David Ruf, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by Derrick Gatlin and seconded by LaDon Townsend to approve to terminate a Road Maintenance Agreement regarding Airport Rd. with the City of Decatur.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Derrick Gatlin, aye; LaDon Townsend, aye; David Ruf, aye; and Johnny Turner, aye. Motion carries unanimously.

MOTION was made by Johnny Turner and seconded by David Ruf to approve an Agreement with Morell Engineering for CE&I Services of intersection modifications on East Limestone Road and Capshaw Road to install a roundabout. The total estimated cost is \$140,485.41.



January 26, 2026

Marc Massey, P.E.
County Engineer, Limestone County
310 W Washington St
Athens, AL 35611

Subject: Project No. HSIP-4216(250) – Intersection Modifications on East Limestone Road (CR-109) and Capshaw Road (CR-36) to Install a Roundabout

Dear Sir,

Enclosed for your review is our proposal for performing CE&I Services for Project No. HSIP-4216(250) – Intersection Modifications on East Limestone Road (CR-109) and Capshaw Road (CR-36) to Install a Roundabout. This proposal includes an Agreement between Limestone County and Morell Engineering, Inc. for CE&I Services for this project. This agreement defines the scope of work to be performed, personnel to be utilized and associated costs, with a budget of \$140,476.58.

Morell Engineering is a professional services firm locally owned and operated in Athens, Alabama, founded by Taz Morell in 2004. The scope of our services includes: civil engineering, site design, municipal engineering, geotechnical engineering, construction engineering & inspection (CE&I), construction materials testing (CMT), transportation design, aviation design, and land surveying.

The firm's registration numbers for engineering and surveying are CA#2746 E and CA#742 LS. Our office is located at 711 East Hobbs Street in Athens, Alabama.

Below are the team members we propose to utilize for this project:

W. Taz Morell, PE/PLS (Professional Civil Engineer and Professional Land Surveyor) has a BS degree in Civil Engineering from the University of Alabama. Taz is the president and founder of Morell Engineering, Inc. which was established in 2004. He is responsible for engineering and surveying services provided by Morell Engineering, as well as managing quality assurance surveying and engineering design and inspection for various projects. Taz previously worked as a project engineer with the Alabama Department of Transportation; he has also worked as a project manager for Burgreen Contracting Company, where he managed several commercial, industrial, and residential projects. Taz has more than 34 years of experience.

711 East Hobbs Street • Athens, AL • 256.867.4957 Phone • www.morellengineering.com

Collin Hays (Senior Inspector) has more than 15 years of experience in the materials testing industry including field and laboratory testing. Collin has the following certifications: ALDOT Roadway HMA Pavement Technician II, Radiation Safety Certification, ALDOT Concrete Technician, ACI Concrete Field Testing Technician – Grade 1, ALDOT Asphalt Level I Laboratory Technician, ACI Concrete Strength Testing Technician, Contract Plan Reading – Roadway Level II, qualified credentialed inspector (QCI), reinforced concrete special inspector, reinforced masonry special inspector, spray applied fire proofing special inspector, and ATSSA registered flagger.

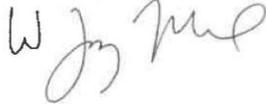
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Lucas Wilbanks (Level II Inspector) has more than 7 years working as a construction materials testing technician and inspector for Morell Engineering. Lucas has a work zone safety certification as well as radiation safety certification. He also has the following certifications: ALDOT Roadway HMA Pavement Technician Level II, ALDOT Asphalt Level I Laboratory Technician, ALDOT Earthwork Technician, ALDOT Concrete Technician, and ACI Concrete Field Testing Technician – Grade I.

Seth Pearson (Level II Inspector) has less than 1 year of experience working with construction inspections on various ALDOT projects. Seth has a work zone safety certification as well as radiation safety certification. He also has the following certifications: ALDOT Roadway HMA Pavement Technician Level II.

We greatly appreciate this opportunity. If you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,



W. Taz Morell, PE/PLS
Morell Engineering, Inc.



711 East Hobbs Street • Athens, AL • 256.867.4957 Phone • www.morellengineering.com



A G R E E M E N T

BETWEEN

LIMESTONE COUNTY COMMISSION

AND

MORELL ENGINEERING, INC.

STATE OF ALABAMA

ACTING BY AND THROUGH

THE ALABAMA DEPARTMENT OF TRANSPORTATION

CONSTRUCTION ENGINEERING AND INSPECTION SERVICES

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AGREEMENT

CONSTRUCTION ENGINEERING AND INSPECTION SERVICES

This AGREEMENT is made and entered into by and between the LIMESTONE COUNTY COMMISSION, acting by and through its Alabama Department of Transportation, (ALDOT), hereinafter referred to as the LIMESTONE COUNTY COMMISSION, and Morell Engineering which is qualified to do business in the State of Alabama, and has its principal Alabama office at 711 East Hobbs Street, Athens, AL 35611, Party of the Second Part, hereinafter referred to as the CONSULTANT.

WHEREAS, the CONSULTANT has agreed and by these present does agree with the LIMESTONE COUNTY COMMISSION for the consideration hereinafter mentioned to provide on-call construction engineering and inspection, materials sampling and testing and contract administration on a statewide basis for the LIMESTONE COUNTY COMMISSION.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter stipulated, it is hereby agreed between the parties as follows:

The CONSULTANT shall meet the requirements for conformance with the Standards adopted by AASHTO and approved by the Secretary of Transportation in cooperation with the LIMESTONE COUNTY COMMISSION and shall ascertain the written practices of the LIMESTONE COUNTY COMMISSION prior to beginning any work on this project. All work required under this AGREEMENT will be performed in accordance with these standard practices and any special requirements hereinafter set forth. All work performed by the CONSULTANT under this AGREEMENT shall be subject to the Review, Approval and Acceptance of the LIMESTONE COUNTY COMMISSION and Federal Highway Administration, where applicable, before CONSULTANT will be paid for said work.

“As a part of obligations of the CONSULTANT to the LIMESTONE COUNTY COMMISSION under this AGREEMENT, the CONSULTANT does hereby certify that CONSULTANT has no financial or other interest in the outcome of project proposed under this AGREEMENT”.

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The CONSULTANT shall provide on-call construction engineering and inspection, materials sampling and testing and contract administration on a statewide basis for the LIMESTONE COUNTY COMMISSION.

This will be a specific rate of pay AGREEMENT for a two year period. The CONSULTANT shall provide services, personnel and equipment as required by the LIMESTONE COUNTY COMMISSION.

ARTICLE I - SCOPE OF WORK

The CONSULTANT will perform construction engineering and inspection, materials sampling and testing and contract administration services on-call on a statewide basis for the LIMESTONE COUNTY COMMISSION.

This will be a specific rate of pay AGREEMENT for a two year period. The CONSULTANT will provide services, personnel and equipment as required by the LIMESTONE COUNTY COMMISSION.

The work to be performed by the CONSULTANT will be as follows:

SECTION 1 - CONSTRUCTION ENGINEERING AND INSPECTION SERVICES

1.0 PURPOSE:

This statement of work describes and defines services which are required for construction engineering, inspection, materials sampling and testing and contract administration for construction projects selected by the LIMESTONE COUNTY COMMISSION.

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2.0 SCOPE:

The CONSULTANT shall be responsible for all construction engineering and administrative functions as defined in this Scope of Work and referenced manuals and procedures. The CONSULTANT shall utilize effective control procedures to assure the construction of said project is performed in reasonable conformity with plans, specifications and contract provisions for assigned project.

The CONSULTANT shall provide professional, technical and administrative personnel, meeting requirements of the LIMESTONE COUNTY COMMISSION in appropriate numbers at proper ALDOT Project # HSIP-4216(250)

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times to ensure that responsibilities assigned under this AGREEMENT are effectively fulfilled. All services shall be performed in accordance with established standard procedures and practices of the LIMESTONE COUNTY COMMISSION. Prior to furnishing any services, the CONSULTANT shall be familiar with ALDOT procedures, standard and informal, and practices, standard and informal, for construction, engineering and contract administration used by the LIMESTONE COUNTY COMMISSION. The LIMESTONE COUNTY COMMISSION shall endeavor to provide the CONSULTANT at least ten (10) calendar days advance notice of the execution date for each construction contract to allow sufficient time for the CONSULTANT to schedule its activities. In the event of emergency needs, for a short term basis (sickness, vacation, etc.), the LIMESTONE COUNTY COMMISSION shall provide the CONSULTANT two days advance notice in order for the CONSULTANT to furnish required personnel. The CONSULTANT shall maintain close coordination with the LIMESTONE COUNTY COMMISSION and the Contractor to minimize rescheduling of the CONSULTANT'S activities due to construction delays or changes in scheduling of the Contractor's activities.

3.0 DEFINITIONS:

- A. Transportation Director: The chief executive officer of ALDOT.
- B. Chief Engineer: The individual appointed by the Transportation Director to administer technical phases of ALDOT.
- C. Construction Bureau: The Bureau of ALDOT charged with administering ALDOT'S construction program.
- D. State Construction Engineer: Administrative head of the Bureau of Construction of ALDOT.
- E. Project Manager, CONSULTANT: Qualified individual who has been assigned as the on-site person in charge of a construction contract.

Project Manager, LIMESTONE COUNTY COMMISSION: Qualified individual assigned by the LIMESTONE COUNTY COMMISSION to manage Construction Engineering and

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Inspection contract formulated by this AGREEMENT and will be in responsible charge and direct control of project.

- F. FHWA: The Federal Highway Administration of the United States Department of Transportation.
- G. Construction Contract: Construction work let under separate contract(s) by ALDOT to contracting firm(s).
- H. Contractor: Contracting firm or its designated representatives awarded contract(s) to do construction work.

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- I. Construction Contract Suspension: Cessation of construction activity on a construction contract.
- J. Region/Area Engineer: Administrative head of ALDOT'S Region.
- K. District Manager: Administrative head of one of ALDOT'S Districts.
- L. State Bridge Engineer: Administrative head of ALDOT'S Bridge Bureau.
- M. State Design Engineer: Administrative head of ALDOT'S Design Bureau.
- N. Consultant: Consultant firm(s) retained by ALDOT to perform all construction engineering and administrative functions as defined in this AGREEMENT.
- O. State Materials and Tests Engineer: Administrative head of ALDOT'S Materials and Tests Bureau.
- P. Region/Area Materials and Tests Engineer: Employee designated by ALDOT to administer policies on materials sampling and testing in ALDOT'S Region.
- Q. Consultant Design Engineer (when applicable): Consultant design engineer retained by ALDOT to design aforementioned project(s).
- R. Region/Area Construction Engineer: Employee designated by ALDOT to administer policies and procedures of construction projects covered by this AGREEMENT in ALDOT'S Region.

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- S. Region/Area Consultant CE & I Engineer/Manager (when applicable): Employee of ALDOT designated by Region/Area Construction Engineer to be in charge of project(s) covered by this AGREEMENT.
 - T. Area County Transportation Engineer (when applicable): Employee of ALDOT that administers policies and procedures of city and county construction projects let by ALDOT.
 - U. County Engineer: Administrative head of the County Engineering Department.
 - V. City Engineer: Administrative head of the Mayor's Office/City Engineering Department.
- 4.0 ITEMS TO BE FURNISHED BY THE LIMESTONE COUNTY COMMISSION TO CONSULTANT:
- A. The minimum Contract documents for each project shall be distributed to the CONSULTANT, via the Region/Area Engineer, by ALDOT'S Office Engineer subsequent to award of construction contract for each project as follows:
 - 5 sets Construction Plans - Half scale
 - 3 sets Construction Plans - Full size (1 set to be used in preparation of as built plans)
 - 2 sets Standard Drawings
 - 1 copy of Executed Contract
 - B. An adequate supply of all standard forms to be used in fulfilling technical services under this AGREEMENT, disposable type molds for casting concrete test cylinders, sample cartons, sample bags and other expendable-type testing supplies. The CONSULTANT may use computerized forms approved by ALDOT. Construction and Materials Management Software including CAMMS, SiteManager, Stormwater Tracking System and Concrete Management System will be used for contract administration on designated projects.
 - C. When determined by the Region/Area Engineer, the LIMESTONE COUNTY

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COMMISSION will furnish and maintain a Project Office at a location. The office will include shall meet all local, state and federal building codes and requirements and shall contain the following:

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1. A minimum 600 square feet heated and cooled office space.
2. Floor space shall be divided into one restroom, one central work room and three private offices.
3. Heating, air conditioning and lighting.
4. Water cooler service (not bottled water).
5. Hot and cold water service.
6. If the office is a trailer, tie downs capable of withstanding winds up to hurricane force and trailer underpinning.
7. Garbage and trash disposal service.
8. Grass and weed control.
9. Parking spaces for a minimum of five (5) vehicles; graded for drainage and suitably surfaced with an all weather access road.
10. The LIMESTONE COUNTY COMMISSION shall provide janitorial service.
11. Restroom connections to an existing sanitary sewer, a chemical holding tank, or approved septic tank.
12. The minimum furniture shall be supplied as follows:
Per office – 1 desk, 3 chairs
Per work room – 1 plan table, 1 work table (drafting), 2 stools, 3 chairs, 1 water cooler dispenser, 1-4 drawer file cabinet, 10 feet of book shelving, 1 plan storage rack and appropriate fire extinguishers.
13. The LIMESTONE COUNTY COMMISSION shall provide computers, typewriters, calculators, etc. for LIMESTONE COUNTY COMMISSION personnel and one telephone for each office and work room. The CONSULTANT shall be required to provide computers, tablet computers, smart phones, calculators, etc. for their personnel if needed to perform duties. All computers, tablet computers and smart

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phones provided by the CONSULTANT shall comply with the requirements listed in Article 1, Section 1, Paragraph 5.B.13 of this AGREEMENT.

14. The LIMESTONE COUNTY COMMISSION shall provide a facsimile machine and a copier for use by the LIMESTONE COUNTY COMMISSION and consultant personnel. The CONSULTANT shall be allowed to furnish personal equipment for his own use at no cost to the LIMESTONE COUNTY COMMISSION.
15. The LIMESTONE COUNTY COMMISSION shall provide testing equipment, photographic equipment, tapes, rulers, field books and other miscellaneous items necessary for satisfactory performance of work.
16. The CONSULTANT shall provide all surveying equipment and it must be the latest technical equipment such as electronic total stations, data collection, hand-held computers, automatic levels, hand-held two-way radios, electronic pipe and cable locators and complete safety equipment.
17. Routine items for operation of the office such as stamps, postal costs, utility service, etc., shall be supplied by the LIMESTONE COUNTY COMMISSION.

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5.0 ITEMS FURNISHED BY THE CONSULTANT:

A. Document Compliance

The requirements outlined within printed documents listed below are a condition of this contract. The CONSULTANT shall obtain, without cost to LIMESTONE COUNTY COMMISSION, at least one copy of each document. One copy of each document shall be available at project office at all times. Compliance with these guides, manuals, procedures, and advisories shall be a requirement of this AGREEMENT.

1. All active Construction Information Memorandums issued, prior to or after execution of this AGREEMENT, by ALDOT'S State Construction Engineer. These procedures convey certain practices and procedures of ALDOT relating to construction supervision and administration of contracts. A copy of each Memorandum issued on

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or subsequent to execution of this AGREEMENT shall be furnished to the CONSULTANT in a timely manner by ALDOT'S Region/Area Construction Engineer. (Said manual is available on ALDOT'S website)

2. Guidelines for Operations issued by ALDOT. (Said manual is available on ALDOT'S website)
3. All Technical Advisories and Memorandums issued, prior to or after execution of this AGREEMENT, by ALDOT'S State Materials and Tests Engineer. The advisories convey certain practices and procedures of ALDOT relating to sampling and testing of materials used in construction projects. A copy of each advisory issued on or subsequent to execution of this AGREEMENT shall be furnished to the CONSULTANT in a timely manner by ALDOT'S Region/Area Materials and Tests Engineer. (Said manual is available on ALDOT'S website)
4. ALDOT'S Testing Manual as issued by ALDOT'S State Materials and Tests Engineer. This manual sets out test frequency of acceptance samples and tests, sampling point, sample size, sampling and test methods and appropriate report forms for materials to be incorporated into construction projects. This Manual also contains Bureau of Materials and Tests (ALDOT) procedures referenced in the Manual and/or specifications and BMT worksheets and test report forms. (Said manual is available on ALDOT'S website)
5. ALDOT'S Construction Manual. This manual describes in detail many of the procedures and practices of ALDOT relating to construction engineering and inspection.

(Said manual is available on ALDOT'S website)
6. A tabulation of required ALDOT'S technician certifications relating to construction engineering and inspection.

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7. Applicable ALDOT Standard Specifications for Highway Construction with one copy for each of the CONSULTANT'S personnel.
8. The applicable Roadway and Traffic Design Standards.

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9. The applicable Alabama Regulations for Control of Radiation Chapter 420-3-26 Radiation Control as issued by the State of Alabama Health Department.
 10. ALDOT'S manual of Materials, Sources and Devices with Special Acceptance Requirements as issued by the State Materials and Tests Engineer. (Said manual is available on ALDOT'S website)
 11. FHWA Manual on Uniform Traffic Control Devices.
 12. One copy of the Radiological Safety Manual for use of Nuclear Moisture/Density and Asphalt Content Gauges as issued by ALDOT'S State Materials and Tests Engineer for each project on which there is a nuclear testing device.
 13. The AASHTO Standard Specifications for Transportation Materials and Methods of Sampling and Testing.
 14. Copies of all applicable ASTM Standards.
- B. When requested by the LIMESTONE COUNTY COMMISSION, the CONSULTANT shall furnish and maintain a Project Office within project work limits, or other location approved by the Region/Area Engineer. The site of said office, size of office and accommodations shall have prior written approval by the Region/Area Engineer. The office shall meet all local, state and federal building codes and requirements and shall contain the following:
1. A minimum of 600 square feet heated and cooled office space.
 2. Floor space shall be divided into two restrooms, one central office, and three private offices. One of the private offices, within same confines as the CONSULTANT, shall be suitably furnished and maintained as an office for use of the LIMESTONE COUNTY COMMISSION, if requested. This office space shall contain no less than 180 square feet. The minimum office

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equipment to be provided by the CONSULTANT for the LIMESTONE COUNTY COMMISSION office shall consist of one desk and complimentary office chair; two conference room chairs; drawing table (4' x 6' minimum size); drafting stool; filing cabinets as needed and telephone service or as approved by the Region/Area Engineer.

3. Heating, air conditioning and lighting.
4. Water cooler service (not bottled water).
5. Hot and cold water service.
6. One (1) fire extinguisher (Minimum size 10# CO2) per 200 square feet of floor space.
7. If the office is a trailer, tie-downs capable of withstanding winds up to hurricane force. (See NOTE in 603.1(a) about tie down strap requirements).
8. Office trailer underpinning with materials approved by the Region/Area Engineer.
9. Garbage and trash disposal service.
10. Grass and weed control at office site to a maximum of three (3) inches in height by mowing for a distance of five (5) feet outside security fencing (if provided), or within boundaries as approved by the Region/Area Engineer.
11. The CONSULTANT shall provide janitorial service.
11. Parking spaces for a minimum of eight (8) vehicles, plus additional spaces for use by the CONSULTANT'S vehicles, graded for drainage and suitably surfaced, with an all weather access road.

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12. Restroom connections to an existing sanitary sewer, a chemical holding tank, or approved septic tank.
13. The CONSULTANT shall have available, for use in the field office, a personal computer. The personal computer shall comply with at least current

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minimum ALDOT desktop hardware standards and shall contain a current ALDOT remote network interface device. Additionally, the computer shall be equipped with a printer conforming to current minimum ALDOT standards with 11x17 print capabilities. The said computer shall include current ALDOT standard Microsoft Office configuration, as well as, current ALDOT production versions of Bentley software. All CADD files are required to be completely compatible with the Department's current production versions of Bentley software. In addition, the CONSULTANT shall have available tablet computers and/or smart phone for use in the field inspections and documentation, if required. The tablet computer and/or smart phone shall comply with at least current minimum ALDOT standards and have the access to the internet via an air card or Wi-Fi connection. Ownership and possession of such computers and smart phones shall remain at all times with the CONSULTANT. The CONSULTANT shall be responsible for requesting a password to access ALDOT'S computer network.

The CONSULTANT shall also furnish such other shelter, storage and parking space as required by the Region/Area Engineer to effectively carry out the CONSULTANT'S responsibilities under this AGREEMENT. The CONSULTANT shall provide appropriate type of vehicles in numbers as approved by the Region/Area Engineer, to accommodate the CONSULTANT'S project personnel.

Furniture and office equipment, supplied by the CONSULTANT, shall consist of desks, chairs, drafting tables, bookcases, file cabinets, calculators, facsimile machine, photo-copier, typewriters, telephones and other items determined by the Region/Area Engineer to be necessary in order to fulfill work under this AGREEMENT. The CONSULTANT shall provide all survey equipment, photographic equipment, tapes, rulers, field books and any other items necessary for satisfactory performance of work. Quantity and quality of the items require the Region/Area Engineer's

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approval. Equipment shall be either U.S. Customary or metric as directed by the Region/Area Engineer.

Routine items for operation of the office, such as stamps, postal costs, custodial fees, utility service, etc., shall be supplied by the CONSULTANT.

6.0 LIAISON:

The CONSULTANT shall be fully responsible for fulfilling all functions assigned to it by this AGREEMENT. The CONSULTANT'S activities and decisions relating to project(s) shall be subject to review by the Region/Area Engineer. The CONSULTANT shall provide coordination of all activities, correspondence, reports, and other communications related to its responsibilities under this AGREEMENT. No personnel shall be assigned until written notification by the Region/Area Engineer has been issued. Construction engineering and inspection forces shall be required of the CONSULTANT at all times when required by the LIMESTONE COUNTY COMMISSION. If construction contract is suspended, the CONSULTANT'S forces shall be

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adjusted at the direction of the Region/Area Engineer to correspond with type of suspension, either complete suspension or partial suspension.

7.0 COOPERATION AND PERFORMANCE OF THE CONSULTANT:

During the period of this AGREEMENT, the LIMESTONE COUNTY COMMISSION shall conduct reviews of various phases of the CONSULTANT'S operations, such as construction inspection, materials sampling and testing and administrative activities. Reviews shall be conducted to determine compliance with this AGREEMENT and sufficiency with which procedures are being effectively applied. These reviews are to assure that construction work and administrative activities are performed in reasonable conformity with the LIMESTONE COUNTY COMMISSION policies, plans, specifications and contract provisions. The LIMESTONE COUNTY COMMISSION shall have complete access, at all times, to project site, project office, all project records and any other CONSULTANT items associated with said project or this AGREEMENT. The CONSULTANT shall cooperate and assist the LIMESTONE COUNTY

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COMMISSION representatives in conducting said reviews. When deficiencies are indicated in a review, immediate remedial action shall be implemented by the CONSULTANT in conformance with the LIMESTONE COUNTY COMMISSION'S recommendations. The LIMESTONE COUNTY COMMISSION'S remedial recommendations and the CONSULTANT'S actions are to be properly documented by the Region/Area Engineer. The CONSULTANT shall be responsible for accuracy of its work and shall promptly implement policies and procedures reasonably necessary to prevent errors, omissions, or noncompliance with said contract terms. If the CONSULTANT'S services hereunder contain errors, omissions, or are not compliant with terms of said contract, the CONSULTANT, upon receipt of written notice of such defects from the LIMESTONE COUNTY COMMISSION, shall correct such errors, omissions or noncompliance at its own expense. However, when the CONSULTANT is responsible for managing a project and where CONSULTANT errors, omissions or contractual lapses caused increased costs, delays, or other damages to the LIMESTONE COUNTY COMMISSION, the Region/Area Engineer shall prepare a written evaluation of the costs, delays or damages and circumstances that caused the increased costs, delays or damages. A copy shall be sent to the CONSULTANT. Said costs shall be deducted from the monthly payment or retainage due to the CONSULTANT. Remedial action shall be required commensurate with the degree and nature of deficiencies cited. Additional compensation to the CONSULTANT shall not be allowed for remedial action taken to correct deficiencies by the CONSULTANT.

Federal Aid projects are subject to review by representatives of FHWA. Additional State personnel may make special reviews. The CONSULTANT shall fully cooperate with and assist in making such reviews.

8.0 REQUIREMENTS:

A. General:

It shall be the responsibility of the CONSULTANT to provide services as necessary for contract administration to produce construction in reasonable conformity with plans,

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specifications and contract provisions. The CONSULTANT shall advise the Region/Area Engineer and shall document any omissions, substitutions, defects, and deficiencies noted in the work of the Contractor and the corrective action taken.

B. Survey Control:

The CONSULTANT may be requested to reestablish project survey controls. The CONSULTANT may be requested to provide project surveying to fulfill project requirements.

- C. Project Inspection: The CONSULTANT shall provide services to monitor and document the Contractor's construction operations. The CONSULTANT shall test, inspect and document all construction material as required to assure quality of workmanship and materials are in reasonable conformity with plans, specifications and other contract provisions. The CONSULTANT may be responsible for monitoring and approving asphalt production. The LIMESTONE COUNTY COMMISSION shall monitor all other off-site activities and fabrication (including pre-stress production). The CONSULTANT shall keep detailed, accurate records of the Contractor's daily operations and significant events that may affect the work. The standard procedures and practices of the LIMESTONE COUNTY COMMISSION for inspections of construction projects are set out in the LIMESTONE COUNTY COMMISSION'S Construction Manual. The CONSULTANT shall have appropriate certifications for inspection of work being performed. The CONSULTANT shall in general, perform inspection services in accordance with these standard procedures and practices and other accepted practices as may be appropriate.

D. Testing:

The CONSULTANT shall perform sampling and testing of component materials and completed work items to the extent that will assure materials and workmanship incorporated in each project is in reasonable conformity with plans, specifications and contract provisions. The CONSULTANT shall meet minimum sampling frequencies set out in the

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LIMESTONE COUNTY COMMISSION'S Testing Manual. The LIMESTONE COUNTY COMMISSION reserves the right to require additional sampling and testing. The CONSULTANT shall be specifically responsible for securing job control samples and utilizing test results to determine acceptability of all materials and completed work items. The CONSULTANT shall be responsible for verification of a certified test report as determined by the Bureau of Materials and Tests, DOT label, DOT stamp, etc., as appropriate. The CONSULTANT shall be responsible for progress record sampling of reinforcing steel. The LIMESTONE COUNTY COMMISSION shall monitor the effectiveness of the CONSULTANT'S testing procedures through surveillance and obtaining testing progress record samples and final record samples. Progress record sampling and testing is necessary to verify job control sampling frequencies and test procedures are adequate. The CONSULTANT shall inform the LIMESTONE COUNTY COMMISSION S of schedules for sampling and testing as work progresses on each construction contract so sampling can be accomplished by the LIMESTONE COUNTY COMMISSION at the proper time. Sampling and testing shall be as required by the aforementioned ALDOT Testing Manual or as modified by contract provisions. The CONSULTANT shall be responsible for transporting samples to be tested to the appropriate

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State laboratory. Any testing performed at a laboratory other than the State laboratory shall be handled in a separate AGREEMENT. The CONSULTANT shall perform all required and necessary surveillance, inspection and documentation of project hot-mix asphalt operations.

E. Management Engineering Services:

The CONSULTANT shall perform all management engineering services necessary to: assure proper coordination of activities of all parties involved in accomplishing completion of projects; maintain complete, accurate records of all activities and events relating to projects; properly document all significant changes to projects; provide interpretations of

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plans, specifications and contract provisions; make recommendations to the LIMESTONE COUNTY COMMISSION to resolve disputes that may arise in relation to construction contracts; and to maintain an adequate level of surveillance of the Contractor's activities. The CONSULTANT shall perform any other management engineering services normally assigned to a project that are required to fulfill the CONSULTANT'S responsibilities under this AGREEMENT. All recordation and documentation shall be in accordance with standard ALDOT procedures, formats and content. CONSULTANT services include, but are not limited to the following:

1. Attending and participating in a pre-construction conference for each project. Record significant information revealed and decisions made at conference and if requested by the LIMESTONE COUNTY COMMISSION, distribute copies of said minutes to appropriate parties. The CONSULTANT may be required to conduct the pre-construction conference.
2. Complete and maintain a full and accurate daily record of all activities and events relating to project. Record all work completed by the Contractor, including quantities of pay items in conformity with Final Estimates preparation procedures and specifications. The CONSULTANT shall immediately report to the Region/Area Engineer changes in pay items, project time or cost as soon as they become known to the CONSULTANT.
3. Complete and maintain Project Diaries and Inspector's Daily Reports as requested by the LIMESTONE COUNTY COMMISSION. Said diaries and reports shall be kept up-to-date on a daily basis.
4. Maintain a project log of all materials entering into work with proper indication of basis of acceptance for each shipment of material.
5. Maintain project records of all sampling and testing accomplished. Analyze such records to ascertain acceptability of materials and completed work items. The field

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reports shall be recorded in project records within three days. The CONSULTANT shall verify, certify and document work items requiring performance periods (curing period, operational period, etc.).

6. Prepare and submit monthly to the Region/Area Engineer a comprehensive tabulation of the quantity of each pay item satisfactorily completed that includes appropriate test

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reports and/or materials certifications or materials stored to date. Quantities shall be based on daily records and calculations. Calculations shall be properly recorded.

The tabulations shall be used for preparation of the Monthly Progress Estimate.

7. Provide interpretations of plans, specifications and contract provisions. The CONSULTANT shall consult with the Region/Area Engineer when an interpretation involves complex issues or may have an impact on cost or quality of performing said work.
8. Field problems are difficulties encountered during construction through circumstance, which may or may not be under the control of the Contractor, requiring a degree of engineering evaluation and decision. Field problems might involve situations such as: out of place piling, out of tolerance work, out of specification materials, structural defects, accidental damage, underground obstructions, etc. These problems may have a significant impact upon the execution, progress, cost or quality of said project. Therefore, it is of paramount importance that problems be resolved expeditiously. The CONSULTANT shall ensure solutions are pursued and implemented as expeditiously as possible. Where a difficulty, problem, or defect of any nature is encountered during construction, the CONSULTANT shall assemble all relevant information to include any proposals from the Contractor. The CONSULTANT shall document and evaluate the same in a concise and orderly manner, by reviewing all information and circumstances. The CONSULTANT shall make recommendations to the Region/Area Engineer for the most expeditious course

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of action to minimize delays and costs while achieving a structurally acceptable result.

The Engineer of Record (Design Engineer) or State Construction Engineer, depending on the nature of proposal is responsible for structural engineering analysis of the Contractor's proposals, determining acceptability of proposals and meeting the requirements of said design. However, the CONSULTANT shall be responsible for ensuring that the Region/Area Engineer is provided with all relevant information and, in addition, shall appraise and make recommendations to the Region/Area Engineer of all project(s) related circumstances that may have an influence upon the solution. In particular, the CONSULTANT shall first utilize his own personnel and resources in order to assess the problem and its likely impacts on said project(s). By utilizing CONSULTANT personnel and resources, the CONSULTANT shall assess both technical and contractual implications upon said project(s) of any proposals presented by the Contractor. The CONSULTANT shall consider all likely impacts upon project(s) as regards to costs, delays, potential claims, contract administration, management, any justifiable financial adjustments (increases or decreases, including penalties) to be applied to Construction Contract, and feasibility of the Contractor successfully and expeditiously fulfilling his technical proposals. The CONSULTANT shall make these assessments in order to formulate his recommendations. The CONSULTANT shall then forward the said assessments and recommendations to the Region/Area Engineer, together with any proposals from the Contractor. The CONSULTANT shall be a liaison and cooperate with the LIMESTONE COUNTY COMMISSION in resolution of any problems. Upon resolution and approval of technical solution, the CONSULTANT shall ensure all

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approved remedial measures are completed in a technically competent and satisfactory manner. The CONSULTANT shall be responsible for any contract

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administration and management normally associated with implementing remedial measures. In situations where the CONSULTANT does not have direct responsibility for engineering inspection of the item that caused said problem, but where that item is now under his area of control, (example: defective precast components or fabricated steelwork made at a facility under engineering inspection of a different party and later delivered to site), the CONSULTANT shall formulate his assessment and recommendations and cooperate in resolving the problem.

In all situations, the CONSULTANT shall ensure all proposals, reviews, assessments, studies, recommendations and decisions are executed expeditiously in order to minimize any delays and costs.

9. The CONSULTANT shall analyze changes to plans, specifications or contract provisions and extra work that appear to be necessary to fulfill the intent of said contract. The CONSULTANT shall provide recommended changes to the Region/Area Engineer for approval. Approval of the Region/Area Engineer must be obtained prior to initiating any change or extra work.
10. When a modification to the original contract for a project is required, due to a necessary change in character of work, the CONSULTANT, in conjunction with the LIMESTONE COUNTY COMMISSION Project manager, shall negotiate prices with the Contractor and prepare and submit a recommendation to the Region/Area Engineer for approval. The Region/Area Engineer shall prepare the required SUPPLEMENTAL AGREEMENT and obtain all required approvals.
11. In the case where the Contractor gives notice, either written or verbal, that certain work to be performed is beyond the scope of construction contract and intends to claim additional compensation, the CONSULTANT shall maintain accurate documentation in accordance with project contract requirements, of the costs involved in such work.

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12. In the case where the Contractor for a project submits a claim for additional compensation, the CONSULTANT shall analyze submittal in conjunction with the Region/Area Construction Engineer. The CONSULTANT may be required to provide recommendation on validity and reasonableness of the requested additional compensation and/or contract time extension. The CONSULTANT shall maintain complete and accurate documentation of work involved in claims.
13. In the case where the Contractor for a project submits a request for an extension of allowable contract time, the CONSULTANT shall the analyze request and prepare a recommendation to the Region/Area Engineer covering accuracy of statements and actual effect of delaying factors on completion of controlling work items. The CONSULTANT shall make recommendations weekly, or at other times as necessary, to the Region/Area Engineer on all delays. This recommendation is needed to justify a time extension.

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14. The CONSULTANT shall prepare and submit to the Region/Area Engineer a final estimate with documentation and one (1) set of record as-built plans for each contract. All changes made to plans, which involve the CONSULTANT, shall be signed and sealed by the CONSULTANT and the Region/Area Engineer. This task must be completed within a timely manner or in accordance with current ALDOT Standard Specifications from the earliest project acceptance date.
15. At request of the LIMESTONE COUNTY COMMISSION, the CONSULTANT shall assist appropriate LIMESTONE COUNTY COMMISSION offices in preparing for hearings or litigation that may occur during the term of this AGREEMENT in connection with a project covered by this AGREEMENT.
16. The CONSULTANT shall monitor and document the Contractor's compliance with contract provisions in regard to payment of predetermined wage rates in accordance with State procedures. This includes sub-contractor compliance.

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17. The CONSULTANT shall review and document the Contractor's compliance with contract requirements concerning Equal Employment Opportunity and Affirmative Action; assist the LIMESTONE COUNTY COMMISSION'S Equal Employment Opportunity Specialist as requested; and, review and document D.B.E. (Disadvantaged Business Enterprises) activities to ensure compliance of contract goals.
18. The CONSULTANT shall review and document each construction project to the extent necessary to determine whether construction activities violate requirements of any permits. The Project Manager shall notify the Contractor, in writing, of any violations or potential violations and require his immediate resolution of said problem. Violations shall be reported to the Region/Area Engineer immediately.
19. Shop drawing/sample submittal and approvals shall be logged by the LIMESTONE COUNTY COMMISSION. Tracking shall include maintaining a log book of the status of each submittal as it progresses through review and approval. The CONSULTANT shall actively encourage all reviewers to accomplish reviews promptly.
20. The CONSULTANT shall assist the Contractor and utility companies in resolving conflicts so that any conflicting utilities are timely removed, adjusted or protected to minimize delays to construction operations. Documentation shall be maintained in accordance with the LIMESTONE COUNTY COMMISSION 'S procedures.
21. The Project Manager and the CONSULTANT for each particular project shall conduct meetings as required with respective Contractor, sub-contractor and/or utility companies to review plans, schedules, problems or other areas of concern. The results of these meetings shall be recorded in project diary.

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22. The CONSULTANT may be required to conduct and document field reviews of maintenance of traffic operations after normal working hours, weekends and holidays.

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23. The CONSULTANT may be required to respond to inquiries from various persons, i.e., public, media, property owners, local agencies, State agencies, Federal agencies, etc., and inform the Region/Area Engineer of these inquiries.
24. The CONSULTANT may be required to provide field construction activities in areas of design engineering, vertical and horizontal control, typical sections, cross-sections for monthly estimates and other engineering required to complete construction project.

9.0 PERSONNEL:

A. General Requirements:

The CONSULTANT shall provide a sufficient number of qualified personnel as directed by the LIMESTONE COUNTY COMMISSION to effectively carry out its responsibilities under this AGREEMENT.

B. Personnel Qualifications:

The CONSULTANT shall utilize only competent personnel who are qualified by experience and education. The CONSULTANT shall submit, in writing, to the Region/Area Engineer the name of all personnel to be considered for assignment to said construction projects, together with a detailed resume of each person's qualifications and copies of current certifications with respect to salary, education and experience. The CONSULTANT'S personnel approval request shall be submitted at least two weeks prior to and approved by the Region/Area Engineer prior to the date an individual is to report to work. Listed below are minimum qualifications and job descriptions for the CONSULTANT'S personnel that may be working on various projects under this AGREEMENT.

PROJECT MANAGER:

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Minimum Qualifications:

- Ten years of experience in construction inspection, surveying or highway materials testing and inspection or a Bachelor of Science degree in Civil Engineering or Registered Professional Engineer with five years of experience in construction inspection, surveying or highway materials testing and inspection. One or more of the following certifications may be required as approved by the Region/Area Engineer.
- Certified Asphalt Technician Level I – Field Tester
- Certified Level II – Quality Management Technician
- Certified Asphalt Roadway Technician
- Work Zone Safety Certification
- Certified Concrete Technician (ACI and ALDOT certification)
- Radiological Safety Course Certification
- Qualified Credentialed Inspector (QCI)

Job Description:

This is administrative and technical work in Civil Engineering. The employees in said class shall act as the first contact between contractor and the LIMESTONE COUNTY COMMISSION. The Project Manager shall be responsible for supervision of all employees assigned to the said project. The Project Manager shall ensure that a project is built in accordance with project plans and specifications under which contract was awarded. The Project Manager shall report directly to the District Manager's or the Region/Area Engineer's designated representative.

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SENIOR INSPECTOR:

Minimum Qualifications:

- Eight years of experience in construction inspection, surveying or highway materials testing and inspection or a Bachelor of Science degree in Civil Engineering or Registered Professional Engineer with two years of experience in construction

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inspection, surveying or highway materials testing and inspection. One or more of the following certifications as necessary and approved by the Region/Area Engineer.

Inspectors who are to perform a specific task shall be certified in said field.

- Certified Asphalt Technician Level I – Field Tester
- Certified Level II – Quality Management Technician
- Certified Concrete Technician (ACI and ALDOT Certification)
- Certified Asphalt Roadway Technician
- Work Zone Safety Certification
- Radiological Safety Course Certification
- Qualified Credentialed Inspector (QCI)

Job Description:

This is skilled sub-professional engineering work in the field or office. Employees in said class shall act as the Assistant Project Manager and be responsible for reviewing and directing inspection duties of all project inspectors. The Senior Inspector shall be capable of surveying and drafting, as they apply to documenting and inspection, of a construction project. The Senior Inspector shall report directly to Project Manager.

LEVEL II INSPECTOR:

Minimum Qualifications:

- Five years of experience in construction inspection, surveying or highway materials testing and inspection or a Bachelor of Science degree in Civil Engineering with one year of experience in construction inspection, surveying or materials testing and inspection. One or more of the following certifications as necessary and approved by the Region/Area Engineer. Inspectors who are to perform a specific task shall be certified in said field.
- Certified Asphalt Technician Level I – Field Tester
- Certified Concrete Technician (ACI and ALDOT Certification)

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- Certified Asphalt Roadway Technician
- Work Zone Safety Certification
- Radiological Safety Course Certification
- Qualified Credentialed Inspector (QCI)

Job Description:

This is skilled sub-professional engineering work in the field or office. Employees in said class shall follow standard procedures in documenting construction projects and inspecting job activities to verify they are in compliance with project plans and specifications. The inspector shall be responsible for completing a daily report documenting labor and equipment used by contractor to include a description of work

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performed and any pertinent conversations with contractor. The inspector will assist with office work such as plotting cross-sections and computing earthwork quantities.

The inspector shall report directly to Senior Inspector and/or Project Manager.

LEVEL I INSPECTOR:

Minimum Qualifications:

- Some experience in construction inspection, surveying or highway materials testing and inspection is preferred. One or more of the following certifications as necessary and approved by the Region/Area Engineer. Inspectors who are to perform a specific task shall be certified in that particular field.
- Certified Asphalt Technician Level I – Field Tester
- Certified Concrete Technician (ACI and ALDOT Certification)
- Certified Asphalt Roadway Technician
- Work Zone Safety Certification
- Radiological Safety Course Certification

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This is sub-professional engineering work in the field or office. Employees in said class shall follow standard procedures in documenting construction projects and inspecting job activities to verify they are in compliance with project plans and specifications. The inspector shall be responsible for completing a daily report documenting labor and equipment used by contractor to include a description of work performed and any pertinent conversations with contractor. The inspector shall assist with office work such as plotting cross-sections and computing earthwork quantities.

The inspector shall report directly to Senior Inspector and/or Project Manager.

ADMINISTRATIVE ASSISTANT

Minimum Qualifications:

- A high school diploma or a GED certificate.

Job Description:

Employees in this class may perform a variety of clerical duties. These duties may include data entry, filing documents, sorting mail, typing documents, taking dictation, proofreading documents, making copies, greeting and directing the public, taking telephone messages, posting records, or making simple calculations.

PROFESSIONAL CIVIL ENGINEER

Minimum Qualifications:

- Must possess a Professional Engineer's License as issued by the Alabama State Board of Licensure for Professional Engineers and Land Surveyors and must have at least one year of professional civil engineering experience.
- Qualified Credentialed Inspector (QCI)

Job Description:

This is advanced professional work in the field of civil engineering. Employees in said class perform a variety of complex engineering duties associated with planning,

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geodetic surveys, location, design, construction or maintenance of roads, bridges, buildings, or other civil engineering projects.

TARGET PERSON

Minimum Qualifications:

- Six months experience in surveying.

Job Description:

This is sub-professional work in the field or office. Employees in said class follow standard procedures in carrying out field or office assignments related to surveying for construction projects. Limited instrument use for construction and right-of-way stakeout, obtaining quantity cross-sections, spot checking location and elevation of different construction activities such as form work, setting of girders, pipe grades and blue top elevations as well as cutting line constitute the main activities.

INSTRUMENT PERSON

Minimum Qualifications:

- Two years experience in surveying.

Job Description:

This is skilled sub-professional surveying work in the field or office. Employees in said class follow standard procedures in carrying out field or office assignments related to surveying for construction projects. Employees in said class may be in charge of checking of contractor's work, obtaining quantity cross-sections, and staking right-of-way. Said employee must be able to operate several types of surveying equipment. The ability to read/comprehend contract plans, take and reduce field notes and complete daily reports is essential. The position shall report directly to Field Supervisor or Project Manager.

FIELD SUPERVISOR

Minimum Qualifications:

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- Four years experience in surveying with at least one year of experience as a construction survey party chief.

Job Description:

This is supervisory and technical surveying work in the field or office. Employees in said class are in charge of making daily work assignments, interpreting and reading construction plans, and directing surveying activities involved with checking contractor's work, obtaining quantity cross-sections, and staking right-of-way. Work is performed with considerable independence, but is reviewed for conformance with established policies, procedures, and applicable State laws. The ability to calculate horizontal and vertical positions as well as quantities for payment, communicate in writing and orally, and instruct personnel in the use of equipment is essential. Said position shall report directly to Project Manager or Professional Land Surveyor

PROFESSIONAL LAND SURVEYOR

Minimum Qualifications:

- Must possess a Professional Land Surveyor's License as issued by the Alabama State Board of Licensure for Professional Engineers and Land Surveyors and have at least one year of experience as a Professional Land Surveyor.

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This is supervisory professional surveying work in the field or office as required by Alabama State Law. Employees in said class shall insure compliance to standards of practice for surveying in the State of Alabama and conformance with established policies and procedures for surveys which involve the staking of right-of-way.

C. STAFFING:

The LIMESTONE COUNTY COMMISSION shall determine number and type of personnel needed to adequately staff and carry out responsibilities of said scope of service.

The qualifications of each person proposed for assignment must be reviewed and approved

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in writing by the Region/Area Engineer. An individual previously approved whose performance is later determined by the LIMESTONE COUNTY COMMISSION to be unsatisfactory shall be immediately removed and replaced by the CONSULTANT within one week after notification. The CONSULTANT shall maintain an appropriate staff, as approved by the Region/Area Engineer, after completion of construction to complete the final estimate. Qualified personnel, thoroughly familiar with all aspects of construction and final measurements of various pay items, shall be available to resolve disputed final pay quantities until appropriate contract is finalized.

As the Contractor's operations on a contract diminish, the CONSULTANT shall reduce number of personnel assigned to said project as appropriate. Any adjustment of the CONSULTANT forces as directed by the Region/Area Engineer shall be accomplished within one week after notification. The CONSULTANT shall, at all times, provide project personnel to ensure proper staffing is maintained. Personnel on a specific project shall be rotated to keep overtime to a minimum. The Project Manager shall be responsible to schedule the CONSULTANT employee work hours to avoid overtime. This shall include varying employee work hours, or the use of shift work, or rescheduling employee normal work hours in advance of expected overtime. The method of schedule modification shall be approved by the Region/Area Engineer. If overtime is not held to a minimum, then SECTION 1, 7.0 (Cooperation and Performance of the CONSULTANT) of this AGREEMENT shall be enforced to replace personnel. If construction contract is suspended, the CONSULTANT'S forces shall be adjusted at the direction of the Region/Area Engineer to correspond with type of suspension. In the event of a construction contract suspension which requires the removal of CONSULTANT forces from project, the CONSULTANT shall be allowed up to a maximum of five (5) days to demobilize, relocate or terminate such forces.

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Should the LIMESTONE COUNTY COMMISSION determine a need for additional classifications not set forth in this AGREEMENT, the classifications and hourly pay ranges shall be established based on mutual AGREEMENT with the CONSULTANT.

D. CERTIFICATION - Licensing for Equipment and Personnel:

The CONSULTANT shall be responsible for obtaining proper certification and licenses for equipment and personnel used on any project. Licensing of nuclear testing devices shall be obtained through the appropriate agencies. Only technicians approved by the LIMESTONE COUNTY COMMISSION shall be authorized to operate nuclear testing devices. The CONSULTANT shall be responsible for monitoring activity (i.e. film badges/radiation

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levels) of their technicians who operate nuclear testing devices. Other certifications for technicians such as concrete, Asphalt Roadway, Asphalt Plant, American Traffic Safety Services Association (ATSSA) Worksite Supervisors and others if applicable shall be required. Construction Inspectors work qualifications shall be as shown in SECTION 1, Paragraph 9.0 B of this AGREEMENT.

10.0 SUBCONSULTANT SERVICES:

Upon written approval of the LIMESTONE COUNTY COMMISSION and prior to performance of work, the CONSULTANT may subcontract for engineering surveys, materials testing, or specialized professional services. The Region/Area Engineer shall verify qualifications of personnel used by sub-consultant.

11.0 OTHER SERVICES:

The CONSULTANT shall, upon written authorization by the Region/Area Engineer, perform any additional services not otherwise identified in this AGREEMENT as may be required by the LIMESTONE COUNTY COMMISSION in connection with said Project(s).

12.0 CLAIMS REVIEW:

In the event the Contractor for said project submits a claim for additional compensation and/or time after the CONSULTANT shall, by written request from the LIMESTONE COUNTY

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COMMISSION, analyze the claim, prepare recommendation to the Region/Area Engineer covering validity and reasonableness of charges and/or assist in negotiations leading to the settlement of said claim. Compensation for these services shall be mutually agreed between the LIMESTONE COUNTY COMMISSION and the CONSULTANT prior to performance of said Services.

- A. The CONSULTANT shall, upon written request by Region/Area Engineer, assist appropriate LIMESTONE COUNTY COMMISSION Offices in preparing for arbitration hearings or litigation that occur after the CONSULTANT'S contract time in connection with the project covered by this AGREEMENT.

The CONSULTANT shall, upon written request by Region/Area Engineer, provide qualified Engineers and/or Engineering Technicians to serve as engineering witnesses, provide exhibits, and otherwise assist the LIMESTONE COUNTY COMMISSION in any litigation or hearings in connection with said construction contract(s).

ARTICLE II - TIME OF BEGINNING AND COMPLETION

1. The CONSULTANT services for each on-call construction assignment shall begin after the CONSULTANT receives approved Purchase of Consultant Services for Construction Engineering and Inspection order (Form CPO – CE&I) from Region/Area Engineer. The CPO shall constitute Notice to Proceed from the LIMESTONE COUNTY COMMISSION. The maximum amount payable to the CONSULTANT for services on each on-call construction assignment shall not exceed the amount stated on said CPO. The length of services as herein established for each construction contract is based on the CONSULTANT beginning work when notified and continuing work until acceptance by the LIMESTONE COUNTY COMMISSION of described services.
2. This AGREEMENT shall be effective upon the date of approval by the Legislative Contract Review Oversight Committee, and signature of the Governor of Alabama, for a term of two years. Any

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requests for work by the LIMESTONE COUNTY COMMISSION, made prior to the end of the two-year term shall be covered by this AGREEMENT.

ARTICLE III – PAYMENT

SECTION 1

Overhead shall be limited to the actual audited overhead rates. Increases in billable overhead and labor additives shall be limited to a maximum of five (5) percentage points. Profit shall be maintained at ten (10) percent of these costs. When Region/Area requires the CONSULTANT to stay overnight at a project, the CONSULTANT shall be reimbursed for actual expenses up to the maximum allowable by State Law. Employees whose vehicles are used for work-related mileage (excluding mileage for commuting) shall be compensated at the prevailing Federal mileage rate as approved by the General Services Administration. Out-of-pocket expenses, not to exceed \$100.00, shall be paid as direct cost plus ten (10) percent. Purchases over \$100.00 shall require written authorization from appropriate Region.

For performance by the CONSULTANT of services provided for in this AGREEMENT, and as full and complete compensation therefore, including all approved expenditures and expenses incurred by the CONSULTANT in connection with this AGREEMENT, and subject to conformity with all provisions of this AGREEMENT, the LIMESTONE COUNTY COMMISSION shall pay the CONSULTANT as follows:

- A. The total compensation to the CONSULTANT for work provided for when performed under this AGREEMENT will be as follows:
 - 1. Direct salary and wages – Actual salary and wages paid personnel while actually engaged in performance of work, all as determined by Finance Director of the Alabama Department of Transportation. Listed below are labor rate ranges for the CONSULTANT’S personnel that may be working on various projects under this AGREEMENT.

<u>CLASSIFICATION</u>	<u>HOURLY PAY RANGES</u>
Professional Civil Engineer	\$32.00 to \$54.00
Senior Project Manager	\$30.00 to \$50.00
Project Manager	\$22.00 to \$44.00

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Senior Inspector	\$18.00 to \$34.00
Level II Inspector	\$14.00 to \$28.00
Level I Inspector	\$13.00 to \$22.00
Professional Land Surveyor	\$28.00 to \$48.00
Field Supervisor	\$22.00 to \$44.00
Instrument Person	\$14.00 to \$28.00
Target Person	\$13.00 to \$22.00
Administrative Assistant	\$13.00 to \$22.00

- 2. All other related direct actual costs paid by the CONSULTANT, applicable to this AGREEMENT, such as printing and reproduction, and subsistence of personnel engaged on project at rates payable under state law, and for those supplies, communication equipment, etc. not included in the overhead rate. Vehicles reimbursed for work-related mileage (excluding mileage for commuting) at the prevailing Federal mileage rate as approved by the General Services Administration, see Attachment #1 for ALDOT Consultant Field Office Procedures, which Attachment #1 is made a part hereof.

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3. For work performed out of the CONSULTANT'S home or branch office, the CONSULTANT'S home office overhead and labor additive rate of 169.41 percent (for Fiscal Year Ending December 31, 2024) shall be applied to direct salary and wages. CONSULTANTS'S Facilities Capital Cost of Money (FCCM) rate is 1.439% (for Fiscal Year Ending December 31, 2024) of the direct labor and no profit shall be allowed on the said item. Any sub-consultant's overhead and labor additive rate shall not exceed prime consultant's rate. The CONSULTANT'S billable overhead and labor additive can only increase to a maximum of five (5) percentage points per year during the life of this AGREEMENT.

4. For work performed out of LIMESTONE COUNTY COMMISSION provided facility, the CONSULTANT'S field office and labor additive rate of 104.75 percent (for Fiscal

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Year Ending December 31, 2023) shall be applied to the direct salary and wages. Any sub-consultant's overhead and labor additive rate shall not exceed prime consultant's rate. The CONSULTANT'S billable overhead and labor additive can only increase to a maximum of five (5) percentage point per year during the life of this AGREEMENT.

(NOTE: For CONSULTANTS that have not provided an audited field office overhead rate, the billable field office rate shall be 105.00 percent until such time as one is provided to the STATE'S Bureau of Finance and Audits, External Audit Section.)

5. Profit at the rate of ten (10) percent applied to direct salary, overhead, and approved expenses.
6. The STATE'S Bureau of Finance and Audits, External Audit Section shall be furnished a Statement of Direct Labor, Fringe Benefits and General Overhead that is in compliance with Generally Accepted Accounting Principles and an audited Statement of Indirect Cost developed in compliance with the Contract Cost Principles and Procedures stated in Volume 1, Federal Acquisition Regulations, Part 31, and the audit standards contained in the Government Auditing Standards issued by the Comptroller General of the United States by the end of the fifth month after the closing of the CONSULTANT'S fiscal year.
7. Any paid overtime shall require prior authorization from the Region/Area Engineer. Billable overtime is all time worked over Forty Hours each week or holidays observed by the CONSULTANT.
- For firms that include the premium portion of direct labor overtime in the Direct Labor Base of the Indirect Cost Rate Calculation:
- a. The hourly overtime rate will be 1.5 times the billable rate.
 - b. Hours worked on holidays observed in the Region/Area on the work that is being performed by the CONSULTANT will be billable at an hourly rate of 2 times the regular billing rate.

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For firms that do not include the premium portion of direct labor overtime in the Direct Labor Base of the Indirect Cost Rate Calculation:

- a. The hourly rate will be one 1 times the billable rate.
- b. The premium portion of overtime will be billed in accordance with the CONSULTANT'S Indirect Cost Rate Calculation.

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8. The maximum amount payable, to the CONSULTANT for work provided for under this AGREEMENT, shall not exceed One Hundred Forty Thousand Four Hundred Seventy-Six & 58/100 Dollars (\$140,476.58).

SECTION 2

- A. Certified copies of daily payrolls for personnel actively engaged on work included in this specific Rate of Pay AGREEMENT shall be furnished monthly.
- B. Payments to the CONSULTANT shall be made not more often than monthly. Payment shall be subject to submission by the CONSULTANT of such vouchers or invoices, daily progress reports and such evidence of performance the LIMESTONE COUNTY COMMISSION may deem necessary. The original invoice and (3) three copies shall be submitted by the CONSULTANT to the Region/Area Office for review, approval and forwarding to the STATE'S Bureau of Finance and Audits, External Audit Section located in Montgomery, Alabama, for payment.
- C. The CONSULTANT shall correlate and coordinate accounting of CONSULTANT to comply with current audit system of the STATE and applicable Federal Acquisition Regulations. Since this is a cost reimbursable type of AGREEMENT, all direct job costs, and labor costs charged to the said project shall be the actual rate of pay at the time work is performed and shall be subjected to audit by the STATE.

SECTION 3

The acceptance by the CONSULTANT of the final payment shall constitute and operate as a release to the LIMESTONE COUNTY COMMISSION of all claims and of any and all liability of the ALDOT Project # HSIP-4216(250)

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LIMESTONE COUNTY COMMISSION to the CONSULTANT, its representatives and/or assigns for all things done, furnished or relating to services rendered by the CONSULTANT under, or in connection with this AGREEMENT, or any part thereof, provided that no unpaid invoices exist because of extra work required at the request of the LIMESTONE COUNTY COMMISSION.

SECTION 4

During the period of this AGREEMENT, the CONSULTANT shall not be employed and CONSULTANT'S employees shall not be employed by construction contractors performing work on state or federal-aid projects on which the CONSULTANT is assigned without approval in writing by the LIMESTONE COUNTY COMMISSION.

SECTION 5

The work to be performed under this AGREEMENT shall not include any work payable to the CONSULTANT under any other AGREEMENT(S) with the LIMESTONE COUNTY COMMISSION in effect at the time work is performed.

ARTICLE IV – MISCELLANEOUS PROVISIONS

Exhibits A, C, D, E, F, G, H, H-1, I, K, L, M, N, X, Y and Z attached hereto, are made a part of this AGREEMENT and the terms and provisions of such exhibits are binding on the parties respectively as fully and completely as they would bind the parties if such terms and provisions were set forth in writing in the AGREEMENT.

By signing this contract, the contracting parties affirm, for the duration of the AGREEMENT, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the AGREEMENT and shall be responsible for all damages resulting there from.

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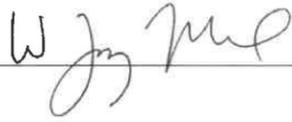
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In WITNESS WHEREOF, the Parties hereto have caused this AGREEMENT to be executed by those officers, officials and persons thereunto duly authorized, and the AGREEMENT is deemed to be effective on the date of approval by the Legislative Contract Review Oversight Committee and the approval of the Governor of Alabama.

ATTEST:

MORELL ENGINEERING, INC

By: _____
(Affix Corporate Seal)



LIMESTONE COUNTY COMMISSION:

County Commission Chairman

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Intersection Modifications on East Limestone Road (CR-109) and Capshaw Road (CR-36) to Install a Roundabout (80 Working Days)	\$ 53.00	\$ 46.00	\$ 34.00	\$ 28.00	\$ 34.00	\$ 22.00	\$ 18.00	\$ 22.00	
ALDOT Project No. HSIP-4216(250)	Professional Civil Engineer (PE)	Professional Civil Engineer (PM)	Project Manager (Graduate Engineer)	Level II Inspector	Senior Inspector	Instrument Person	Target Person	Administrative Assistant	Total
Task Description									
Contract Administration	1	1						1	3
Material Submittal Reviews	1	2							3
Surveying/Stationing/Layout						2	2		4
Project Inspection	2	5	30	35	5				77
Materials Testing				20					20
Project Management	5	15	45						65
Man Day Total	9	23	75	55	5	2	2	1	172
Daily Rate	\$ 424.00	\$ 368.00	\$ 272.00	\$ 224.00	\$ 272.00	\$ 176.00	\$ 144.00	\$ 176.00	
Total Direct Labor	\$ 3,816.00	\$ 8,464.00	\$ 20,400.00	\$ 12,320.00	\$ 1,360.00	\$ 352.00	\$ 288.00	\$ 176.00	\$ 47,176.00
Overhead 169.41	\$ 6,464.69	\$ 14,338.86	\$ 34,559.64	\$ 20,871.31	\$ 2,303.98	\$ 596.32	\$ 487.90	\$ 298.16	\$ 79,920.86
Sub Total									\$ 127,096.86
Profit 10%									\$ 12,709.69
FCCM (1.439%)									\$ 678.86
TOTAL ESTIMATED CE&I SERVICES									\$ 140,485.41



The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Johnny Turner, aye; David Ruf, aye; Derrick Gatlin, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by David Ruf and seconded by Derrick Gatlin to approve the following budget revision:

Account Number	Title of Line Item	Amount
155-35910	Fund Balance	-\$30,380.91
155-52300-549	Misc. Equipment	+\$30,380.91

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. David Ruf, aye; Derrick Gatlin, aye; Johnny Turner, aye; and LaDon Townsend, aye. Motion carries unanimously.

MOTION was made by LaDon Townsend and seconded by David Ruf to approve the following bid:

Proposal No.	Item	Award To:	Amount
2909	Motor Oils	W.H. Thomas	\$17,032.62 Overall (See List)

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. LaDon Townsend, aye; David Ruf, aye; Johnny Turner, aye; and Derrick Gatlin, aye. Motion carries unanimously.

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MOTION was made by LaDon Townsend and seconded by Derrick Gatlin to approve the following:

1. Approve to amend the Staffing Plan under "Information Technology" to remove "1 IT Trainee" and add an additional "Network Support Specialist I" (2 to 3 Network Support Specialists I).

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. LaDon Townsend, aye; Derrick Gatlin, aye; David Ruf, aye; and Johnny Turner, aye. Motion carries unanimously.

MOTION was made by Johnny Turner and seconded by Ladon Townsend to approve the following:

2. Approve to promote Keegan Laxson from an IT Trainee to a Network Support Specialist I, retroactive to February 2, 2026.
3. Approve to hire Joshua Shawn Taylor as a Part Time School Resource Officer, effective March 2, 2026, pending a drug screening.
4. Approve to hire Dylan Thomas Ryan as a Deputy Sheriff, effective March 2, 2026, pending a drug screening.
5. Approve to hire Levi Jarrod Williams as a Deputy Sheriff, effective February 17, 2026, pending a drug screening.
6. Approve to hire Michael Moore as a Corrections Officer, effective March 2, 2026, pending a drug screening.

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Johnny Turner, aye; LaDon Townsend, aye; David Ruf, aye; and Derrick Gatlin, aye. Motion carries unanimously.

MOTION was made by Derrick Gatlin and seconded by David Ruf to approve the following merit increases:

Name	Position	Effective Date
Eric Kevin Parker	Solid Waste Operator	2/19/2026
Alexandra Boyd	Nutrition Program Supervisor	3/31/2026
Lisa Flanagan	PT Van Driver	2/21/2026
Morgan Elizabeth Whitt	Administrative Assistant Case Manager	3/14/2026
Shelly Posey	Sergeant – Jail (Corrections)	2/19/2026
Frank Stumbo	Corrections Officer	2/5/2026
Jeffrey Grisham	Corrections Officer	2/8/2026
Stephen Posey	Investigator	2/22/2026
Heather Daniel	Appraisal Clerk	3/4/2026
Meredith Davis	Revenue Clerk	3/17/2026
William Keith Chandler	Sergeant – Jail	2/5/2026
Lori Crowe	Tag & Title Clerk I	2/26/2026

The Chairman asked if there was any discussion. There was no discussion. The Administrator called the roll. Derrick Gatlin, aye; David Ruf, aye; Johnny Turner, aye; and LaDon Townsend, aye. Motion carries unanimously.

Commissioner Ruf stated that his crew is preparing for tree trimming and will be compiling a list of roads that need to be addressed and infrastructure improvements.

Commissioner Turner wished everyone a Happy Mardi Gras. He informed citizens that there is a Mardi Gras parade around the square tonight, and the adaptive baseball kickoff is tonight.

Commissioner Gatlin stated that construction on Lucas Ferry Rd. is expected to move forward and hopes to begin work on Ingram Rd. by the end of the week.

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Commissioner Townsend welcomed David Ruf. He discussed ongoing infrastructure issues and stated that he is working hard to get answers for a building site for the animal shelter.

Chairman Daily addressed paver issues and the use of reserve funds to purchase a new one if needed. He congratulated Emily Ezell and Terry Boyd on their retirement. In closing he reminded citizens about the Mardi Gras parade tonight.

Adjourned at 10:20 a.m. until 9:00 a.m. on Monday, March 2, 2026, at the Clinton Street Courthouse Annex, 100 South Clinton Street, Athens, Alabama.

Collin Daly, Chairman

David Ruf, D-I Commissioner

Johnny Turner, D-II Commissioner

Derrick Gatlin, D-III Commissioner

LaDon Townsend, D-IV Commissioner