



Houston County Board of Commissioners Meeting

Perry Georgia

February 1, 2022

9:00 a.m.

HOUSTON COUNTY COMMISSIONERS MEETING

**Perry, Georgia
February 1, 2022
9:00 A.M.**

Call to Order

Turn Off Cell Phones

Invocation - Commissioner Byrd

Pledge of Allegiance – Lt. Col. Michael Gutierrez, USAF

Approval of Minutes from January 18, 2022

Old Business:

1. Public Hearing on Special Exception Applications #2573 & #2574 – Commissioner Perdue

New Business:

2. Public Hearing on Special Exception Applications #2578 and #2580 thru #2582 – Commissioner Perdue
3. Additional LMIG Funding Application (SR127/Houston Lake Road) – Commissioner Perdue
4. Fire Department Annual Fundraiser (Hensleigh Photography) – Commissioner Robinson
5. Maintenance Bond Release (McCarley Downs, Sec 1, Phase 3) – Commissioner Robinson
6. Independent Contractor Agreement (Medical Examiner) – Commissioner Robinson
7. Change Orders (State Court Expansion Project) – Commissioner Byrd
8. Commercial Roadside Litter Pick-Up Proposal (Dixie Lawn) – Commissioner Byrd
9. Memorandum of Agreement (2022 Joint LMIG) – Commissioner Walker
10. Camera System Replacement & Network Upgrades (Public Works) – Commissioner Walker
11. Personnel Request (District Attorney) – Commissioner Walker
12. Approval of Bills - Commissioner Perdue

Public Comments

Commissioner Comments

Motion for Adjournment

Special Exception Summary

Application	Applicant	Location	Proposed Use	Z & A Recommendation/Comments
2573	Crystal Ambler	727 Old Perry Road	Book Marketing & Promotions	Approved unanimously
2574	Krystal Lamar	101 Willow Creek	Craft Wine Vendor (Internet Sales)	Denied unanimously, due to applicant not being present at the hearing
2578	Mara Graham	106 Tanager Lane	Personal Training	Approved unanimously
2580	Dorothy Manning	220 Scott Road	Transport	Approved unanimously
2581	Jordan Strevig	309 Loxley Drive	Roofing	Tabled unanimously, in order for the applicant to reassess the business plan
2582	Trent & Ashley Loseke	161 Sandefur Road	Functional Medicine	Approved unanimously, subject to compliance with any state regulatory agency requirements and subject to establishing permanent residence at this address

At the December 7, 2021 meeting the Board tabled the following applications and sent both back to Zoning & Appeals for reconsideration:

Application #2573	Crystal Ambler	Book Marketing & Promotions
Application #2574	Krystal Lamar	Craft Wine Vendor (Internet Sales)

Zoning & Appeals now recommends unanimous approval for Application #2573 and unanimous denial for Application #2574 due the applicant not being present at the second hearing.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Special Exception Application #2573 submitted by Crystal Ambler to include any and all stipulations as noted on the Zoning & Appeals recommendation and Section 95 Requirements staff report; and

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Special Exception Application #2574 submitted by Krystal Lamar.

**APPLICATION FOR ~~RE-ZONING~~/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2573

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Crystal Ambler
2. Applicant's Phone Number 478-293-9538
3. Applicant's Mailing Address 727 Old Perry Road Kathleen, GA 31047
4. Property Description LL 246, 10th Land District of Houston County, Georgia, Parcel "C" as shown on a plat of survey for Catherine L. Jones, consisting of 11.53 Acres
5. Existing Use Residential
6. Present Zoning District R-AG
7. Proposed Use Special Exception for a Home Occupation
for a Book Marketing & Promotions Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
 - A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X).
If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

Oct 26, 2021
Date

Crystal Ambler
Applicant

Application # 2573

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: October 26, 2021

Date of Notice in Newspaper: November 3 & 10, 2021

Date of Notice being posted on the property: November 5, 2021

Date of Public Hearing: January 24, 2022

Fee Paid: \$100.00 Receipt # 42046

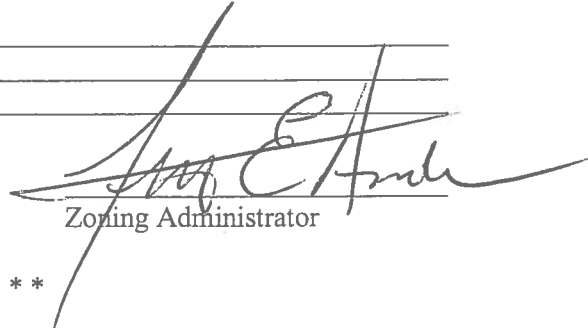
Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously.

January 24, 2022

Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: February 1, 2022

Date of Notice in Newspaper: November 3 & 10, 2021

Date of Public Hearing: February 1, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

Date

Clerk

**APPLICATION FOR ~~RE-ZONING~~/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2574

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Krystal Lamar
2. Applicant's Phone Number 478-396-8250
3. Applicant's Mailing Address 101 Willow Creek Bonaire, GA 31005
4. Property Description LL 15, 11th Land District of Houston County, Georgia, Lot 6, Section 5, Phase 2 of Enchanted Oaks Subdivision, consisting of 1.01 Acres
5. Existing Use Residential
6. Present Zoning District R-1
7. Proposed Use Special Exception for a Home Occupation
for a Craft Wine Vendor (Internet Sales) Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

10/20/21
Date

Krystal Lamar
Applicant

Application # 2574

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: October 26, 2021

Date of Notice in Newspaper: November 3 & 10, 2021

Date of Notice being posted on the property: November 5, 2021

Date of Public Hearing: January 24, 2022

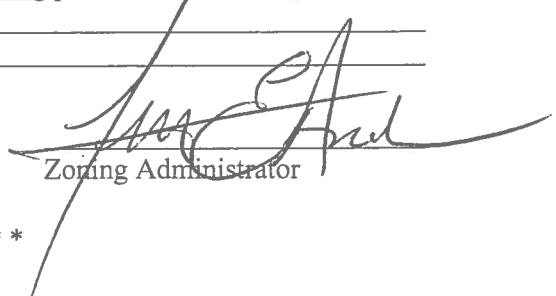
Fee Paid: \$100.00 Receipt # 42047

Recommendation of Board of Zoning & Appeals:

Approval _____ Denial X Tabled _____

Comments: Denied unanimously, due to applicant not being present at the hearing.

January 24, 2022
Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: February 1, 2022

Date of Notice in Newspaper: November 3 & 10, 2021

Date of Public Hearing: February 1, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

_____ Date

_____ Clerk

**Zoning & Appeals
Recommendation**

		<u>Vote</u>	<u>Approval</u>	<u>Denial</u>	<u>Table</u>
#2578 – Mara Graham	Personal Training	Unanimous	X		
#2580 – Dorothy Manning	Transport	Unanimous	X		
#2581 – Jordan Strevig	Roofing	Unanimous			X
#2582 – Trent & Ashley Loseke	Functional Medicine	Unanimous	X		

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the following applications to include any and all stipulations as noted on the Zoning & Appeals recommendation and Section 95 Requirements staff report:

- #2578 – Mara Graham **Personal Training**
- #2580 – Dorothy Manning **Transport**
- #2582 – Trent & Ashley Loseke **Functional Medicine**

and; to table the following application and send back to Zoning & Appeals for reconsideration:

- #2581 – Jordan Strevig **Roofing**

**APPLICATION FOR ~~RE-ZONING~~/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2578

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Mara Graham
2. Applicant's Phone Number 478-689-0142
3. Applicant's Mailing Address 106 Tanager Lane Kathleen, GA 31047
4. Property Description LL 104, 10th Land District of Houston County, Georgia, Lot 14, Block "B", Section 1, Phase 2 of Cardinal Ridge Subdivision, consisting of 0.79 Acres
5. Existing Use Residential
6. Present Zoning District R-1
7. Proposed Use Special Exception for a Home Occupation
for a Personal Training Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

29 Oct 2021
Date

Mara Graham
Applicant

Application # 2578

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: October 29, 2021

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Notice being posted on the property: January 7, 2022

Date of Public Hearing: January 24, 2022

Fee Paid: \$100.00 Receipt # 42051

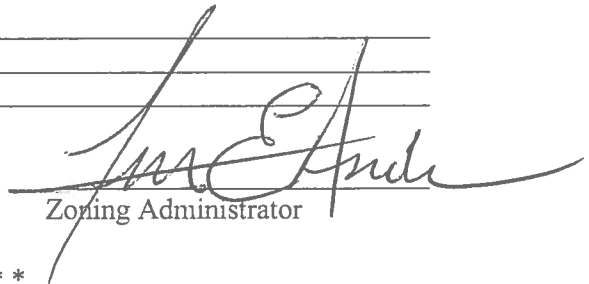
Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously.

January 24, 2022

Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: February 1, 2022

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Public Hearing: February 1, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

Date

Clerk

**APPLICATION FOR ~~RE-ZONING~~/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2580

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Dorothy Manning
2. Applicant's Phone Number 478-244-3573
3. Applicant's Mailing Address 220 Scott Road Elko, GA 31025
4. Property Description LL 267, 14th Land District of Houston County, Georgia, Lot 31 of Springfield Farm Subdivision, consisting of 4.44 Acres
5. Existing Use Residential
6. Present Zoning District R-AG
7. Proposed Use Special Exception for a Home Occupation for a Transport Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
 - A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

11/29/21
Date

Dorothy Manning
Applicant

Application # 2580

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: November 29, 2021

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Notice being posted on the property: January 7, 2022

Date of Public Hearing: January 24, 2022

Fee Paid: \$100.00 Receipt # 42054

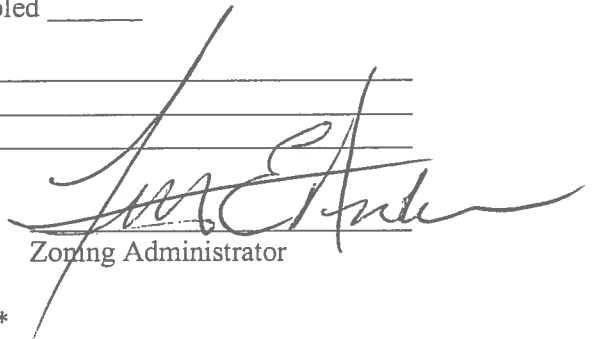
Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously.

January 24, 2022

Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: February 1, 2022

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Public Hearing: February 1, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

Date

Clerk

**APPLICATION FOR ~~RE-ZONING~~/SPECIAL EXCEPTION/~~VARIANCE~~
HOUSTON COUNTY**

Application No. 2581

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Jordan Strevig
2. Applicant's Phone Number 478-397-4852
3. Applicant's Mailing Address 309 Loxley Drive Warner Robins, GA 31088
4. Property Description LL 91, 5th Land District of Houston County, Georgia, Lot 3, Block "F", Section 1, Phase 2A of Crestview Plantation Subdivision, consisting of 0.50 Acres
5. Existing Use Residential
6. Present Zoning District R-1
7. Proposed Use Special Exception for a Home Occupation for a Roofing Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
 - A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

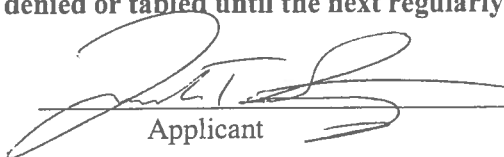
Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

12/21/21

Date


Applicant

Application # 2581

**For Official Use Only
(Zoning and Appeals Commission)**

Houston County Zoning and Appeals Commission

Date Filed: December 21, 2021

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Notice being posted on the property: January 7, 2022

Date of Public Hearing: January 24, 2022

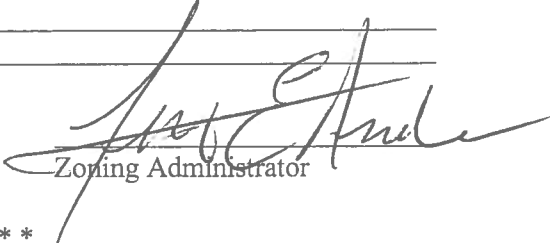
Fee Paid: \$100.00 Receipt # 42055

Recommendation of Board of Zoning & Appeals:

Approval Denial Tabled X

Comments: Tabled unanimously, in order for the applicant to reassess the business plan.

January 24, 2022
Date



Zoning Administrator

**For Official Use Only
(Houston County Board of Commission)**

Date of Recommendation Received: February 1, 2022

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Public Hearing: February 1, 2022

Action by Houston County Commissioners:

Approval Denied Tabled

Comments: _____

_____ Date

_____ Clerk

**APPLICATION FOR ~~RE-ZONING~~/SPECIAL EXCEPTION/VARIANCE
HOUSTON COUNTY**

Application No. 2582

The undersigned owner(s) of the following legally described property hereby request the consideration of change in zoning district classification or use as specified below:

1. Name of Applicant Trent and Ashley Loseke
2. Applicant's Phone Number 478-442-7326
3. Applicant's Mailing Address 161 Sandefur Road Kathleen, GA 31047
4. Property Description LL 151, 10th Land District of Houston County, Georgia, a portion of Parcel "B", as shown on a plat of survey for Philip Andrew Leonard, consisting of 2.09 Acres
5. Existing Use Residential
6. Present Zoning District R-AG
7. Proposed Use Special Exception for a Home Occupation for a Functional Medicine Business
8. Proposed Zoning District Same
9. Supporting Information: Attach the following item to the application:
 - A. Surveyed plat of the property and easements.
10. The following disclosure is required of the applicant(s) by Section 36-67A-3 of the O.C.G.A. This information is for disclosure purposes only and does not disqualify the petition.

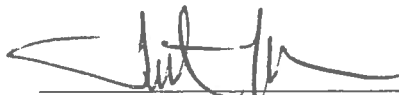
Within the past two years, have you made either campaign contributions totaling \$250 or more and/or given gifts having a value of \$250 or more to a local government official who will be responsible for making a decision on this application? Yes () No (X). If yes, then complete Form "A" attached and return within ten (10) days after filing this application for rezoning.

- A) The name(s) of the local government official(s) to whom a cash contribution or gift was made;
- B) The dollar amount(s) and date(s) of each campaign contribution made by the applicant to each local government official during the two years immediately preceding the filing of this application; and
- C) An enumeration and description of each gift having a value of \$250 or more made by the applicant to any local government official within the past two years.

Note: The applicant or his/her Agent should be present at the meeting in order to address any concerns that may be generated by the Board or General Public. Failure to be present may result in the applicant's request being denied or tabled until the next regularly scheduled meeting.

12-29-21

Date



Applicant

Application # 2582

For Official Use Only
(Zoning and Appeals Commission)

Houston County Zoning and Appeals Commission

Date Filed: December 29, 2021

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Notice being posted on the property: January 7, 2022

Date of Public Hearing: January 24, 2022

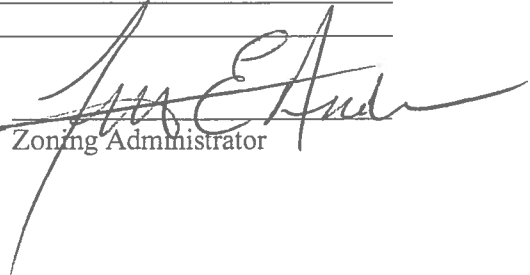
Fee Paid: \$100.00 Receipt # 42056

Recommendation of Board of Zoning & Appeals:

Approval X Denial _____ Tabled _____

Comments: Approved unanimously, subject to compliance with any state regulatory agency requirements and subject to establishing permanent residence at this address.

January 24, 2022
Date


Zoning Administrator

For Official Use Only
(Houston County Board of Commission)

Date of Recommendation Received: February 1, 2022

Date of Notice in Newspaper: January 5 & 12, 2022

Date of Public Hearing: February 1, 2022

Action by Houston County Commissioners:

Approval _____ Denied _____ Tabled _____

Comments: _____

_____ Date

_____ Clerk

3

Staff recommends applying for additional LMIG funding for the SR127/Houston Lake Road widening project in the amount of \$500,000.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker to sign the application to the Georgia Department of Transportation (GDOT) for an additional \$500,000 of Local Maintenance and Improvement Grant (LMIG) funds to assist in the construction of the SR127/Houston Lake Road widening project.

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 20²²
TYPE OR PRINT LEGIBLY. ALL SECTIONS MUST BE COMPLETED.**

LOCAL GOVERNMENT INFORMATION

Date of Application: January 24, 2022

Name of local government: Houston County Board of Commissioners

Address: 200 Carl Vinson Parkway, Warner Robins, GA 31088

Contact Person and Title: Robbie Dunbar, Director of Operations

Contact Person's Phone Number: (478) 987-4280

Contact Person's Fax Number: (478)988-8007 FAX

Contact Person's Email: rdunbar@houstoncountyga.org

Is the Priority List attached?

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

I, Tommy Stalnaker (Name), the Chairman (Title), on behalf of Houston County (Local Government), who being duly sworn do swear that the information given herein is true to the best of his/her knowledge and belief. Local Government swears and certifies that it has read and understands the LMIG General Guidelines and Rules and that it has complied with and will comply with the same.

Local government further swears and certifies that it has read and understands the regulations for the Georgia Planning Act of 1989 (O.C.G.A. § 45-12-200, et seq.), Service Delivery Strategy Act (O.C.G.A. § 36-70-20, et seq.), and the Local Government Budgets and Audits Act (O.C.G.A. 36-81-7 et seq.) and will comply in full with said provisions. Local government further swears and certifies that the roads or sections of roads described and shown on the local government's Project List are dedicated public roads and are part of the Public Road System in said county/city. Local government further swears and certifies that it complied with federal and/or state environmental protection laws and at the completion of the project(s), it met the match requirements as stated in the Transportation Investment ACT (TIA).

Further, the local government shall be responsible for any claim, damage, loss or expense that is attributable to negligent acts, errors, or omissions related to the designs, drawings, specifications, work and other services furnished by or on behalf of the local government pursuant to this Application ("Loss"). To the extent provided by law, the local government further agrees to hold harmless and indemnify the DEPARTMENT and the State of Georgia from all suits or claims that may arise from said Loss.

**GEORGIA DEPARTMENT OF TRANSPORTATION LOCAL
MAINTENANCE & IMPROVEMENT GRANT (LMIG)
APPLICATION FOR FISCAL YEAR 20²²**

LOCAL GOVERNMENT AFFIDAVIT AND CERTIFICATION

If the local government fails to comply with these General Guidelines and Rules, or fails to comply with its Application and Certification, or fails to cooperate with the auditor(s) or fails to maintain and retain sufficient records, the DEPARTMENT may, at its discretion, prohibit the local government from participating in the LMIG program in the future and may pursue any available legal remedy to obtain reimbursement of the LMIG funds. Furthermore, if in the estimation of the DEPARTMENT, a roadway or bridge shows evidence of failure(s) due to poor workmanship, the use of substandard materials, or the failure to follow the required design and construction guidelines as set forth herein, the Department may pursue any available legal remedy to obtain reimbursement of the allocated LMIG funds or prohibit local government from participating in the LMIG program until such time as corrections are made to address the deficiencies or reimbursement is made. All projects identified on the Project list shall be constructed in accordance with the Department's Standard Specifications of Transportation Systems (Current Edition), Supplemental Specifications (Current Edition), and Special Provisions.

Local Government:

48627

E-Verify Number

(Signature)

Sworn to and subscribed before me,

(Print)

This ____ day of _____, 20__.

Mayor / Commission Chairperson

(Date)

In the presence of:

LOCAL GOVERNMENT SEAL:

NOTARY PUBLIC

My Commission Expires:

NOTARY SEAL:

GDOT LMIG APPLICATION CHECKLIST

1. Local Government **must include a cover letter** with their LMIG Application. The cover letter shall include the following:
 - a. Overview of type of project(s) being requested
 - b. Status of previous LMIG funding
 - c. Signature of Mayor or County Commission Chairperson
2. The LMIG Application Form shall include the following:
 - a. Signature of Mayor or County Commission Chairperson
 - b. County/City Seal (Required)
 - c. Notary signature and seal
3. Project List including a brief description of work to be done at each location.



HOUSTON COUNTY COMMISSIONERS

Serving All of Houston County

OFFICE

200 Carl Vinson Parkway
Warner Robins, GA 31088
478-542-2115
FAX 478-923-5697

COMMISSIONERS

TOMMY STALNAKER
Chairman

MARK BYRD
DAN PERDUE
GAIL C. ROBINSON
H. JAY WALKER, III

February 1, 2022

Bill Wright, Local Grants, Administrator
Georgia Department of Transportation
Local Grants
One Georgia Center
600 West Peachtree Street NW, 17th Floor
Atlanta, GA, 30308

RE: Request for Financial Assistance SR 127/Houston Lake Road

Dear Mr. Wright,

Houston County request that funds be made available by GDOT for the above referenced project. As discussed in our previous conversations, Houston County is widening the above referenced roadway for operational and safety improvements.

Houston County let the above referenced project on June 24, 2021. The project was awarded to Robinson Paving Company for \$3,304,047.09. The requested funding by Houston County to assist in the construction of this project is \$500,000.00.

Participation by GDOT in financial assistance would greatly aid in assuring the success of this project. We appreciate any resources that you can provide and look forward to working with GDOT in the future.

Sincerely,

Tommy Stalnaker, Chairman
Houston County Board of Commissioners

Chief Stoner is requesting approval to enter in an agreement with Cody Hensleigh Photography to conduct the Fire Department Annual Fundraiser. The ongoing pandemic has prevented the Fire Department from having this fundraiser during the past year since it is normally a door-to-door method of solicitation. Chief Stoner would like to accomplish a similar photography program via social media and other sources rather than sending representatives door-to-door. This is the Department's major fundraiser every year with the Volunteer Fire Fund contributing a total of approximately \$500,000 during the last five years for various equipment, apparatus, furnishings, and training.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chief Stoner entering into a professional services agreement with Cody Hensleigh Photography for the 2022 annual Fire Department fundraiser to be held from February 1, 2022 thru July 1, 2022.

Memo



To: Robbie Dunbar, Director of Operations
From: Christopher Stoner, Chief *CRS*
cc:
Date: January 27, 2022
Re: HCFD Annual Fundraiser

Houston County Fire Department is requesting authorization to enter into an agreement with Cody Hensleigh Photography and conduct our annual fundraiser. In previous years we have utilized FIRST to collect the donations and Cody Hensleigh to provide the photographs however FIRST was unable to provide their services in 2021 preventing us from completing our fundraiser. To prevent another year without fundraising we have created a method for receiving online donations along with the traditional in person or mail in options.

We are requesting to send the attached letter out via social media and other internet sources. The goal is to reach every property owner or tenant in the unincorporated area of Houston County. Every person that donates will receive a free 10x13 photo taken by Cody Hensleigh photography with an option to purchase additional pictures.

Over the last five years our Volunteer Account has seen an increase in expenditures. This is largely due to the generosity of the Board of Commissioners and the progress we have seen in those years. Below is a brief breakdown of the expenditures during this time.

Stations 5 and 6: \$104,000	New Apparatus/Equipment: \$141,000
Safety Equipment: \$104,000	Stations/Staff Equip: \$72,000
Training/Auditing: \$79,000	

These breakdowns only reflect the major expenditures but as you can see it totals \$500,000. Without fundraising during the 2021 calendar year, we are in desperate need of replenishing funds.

Thank you for your consideration in this matter.



Houston County Fire Department

102 Chief Williams Drive
Kathleen, GA 31047

Headquarters: (478) 542-2040 Fax: (478) 328-0618
Email: hcfcd@houstoncountyga.org

Chief: Christopher R. Stoner

Assistant Chief: David E. Newman

Chief Investigator: William R. Smith

Dear Houston County Resident,

As you may remember, Houston County Fire Department conducts a fundraiser annually by going door to door collecting donations. In previous years this fundraising effort has been a tremendous success due to the amazing generosity of our residents in Houston County. Unfortunately, due to COVID we were unable to conduct this fundraiser in 2021. Although missing a year of fundraising has created adversity for our department, I believe we will come out stronger for it in 2022 with your help.

For our 2022 fundraising efforts we have decided to take a different approach. Instead of going door to door we are sending you this letter and providing multiple methods to donate. All donations go directly to the Fire Department and are used to ensure our firefighters have up to date equipment and training. Some examples of recent purchases include new thermal cameras, medical equipment, fire hose, and washing machines to help remove cancer causing carcinogens from fire gear.

As a way of saying Thank You, we have made special arrangements to provide each supporter with a certificate good for one FREE 10x13 family portrait.

Donations can be made in person or mailed to:

Houston County Fire Department
102 Chief Williams Dr, Kathleen, GA 31047

Donations can also be made online by scanning the QR code below or by the link on our Facebook page. All online donations are managed through PayPal. Houston County Fire Department does not receive or store any payment information provided.



Receipts and portrait certificates will be provided for all donations. For mail or online donations, a receipt and portrait certificate will be mailed to the return address provided.

Thank you in advance and for your continued support

Photography Contract

This agreement made this 1st day of February 2022 by and between, Cody Hensleigh of Cody Hensleigh Photography (herein referred to as photographer) and Houston County Fire Department (herein referred to as sponsor) shall be in effect from

1 February 2022 until 1 July 2022

Terms of Agreement. Scheduled dates for photography and showing of finished portraits shall be at the discretion of photographer. Scheduled dates shall be coordinated with the sponsor to prevent any conflict with the primary functions of sponsor, with the photographer to be allowed all reasonable rests and food breaks.

Compensation package. Photographer agrees to provide the sponsor the following:

- All volunteers/members receive a 10x13 family portrait at no cost.
- All Volunteers/members receive a 5x7 family portrait at no cost.
- Headquarters will receive a 10x13 portrait of each group fire station photo at no cost.
- All volunteers/members receive a 5x7 group fire station photo at no cost.
- All additional purchased packages will be 75% off for all volunteers/members.
- Fire department administration will receive a 3 unit starter package (1-8x10, 2-5x7 and 8 wallets, a \$95.00 package) at no cost.

Donations. Photographer will provide to the fire department after all costs have been met, an additional donation of the net sales from each season of 10% with a minimum of \$1,000 guaranteed.

Locations. Photographer will have at least one photo shoot at a photographer area provided by the sponsor. The sponsor will provide an area of no less than 12 feet wide, by 20 feet long, by 8 feet high, equipped with electrical outlets for each photographer, and a waiting area of no less than 12 feet by 12 feet. Sponsor agrees to provide the same for delivery of finished portraits, to ensure quality portraits; said area must be climate controlled. Accommodation shall be made with a two-week notice.

Clients. Sponsor will provide a list of families that have donated to the fire department. The list shall include name, phone number, and addresses. Photographer will be responsible for contacting, scheduling, and providing each family donating a 10x13 family portrait providing that the family meets their prearranged appointment time and date. Rescheduling missed appointments will be at the photographer's discretion.

Representations, Warranties, and Covenants for the duration of this agreement, photographer shall have the exclusive right to photograph the event. This exclusive right includes, but is not limited to, the creation, offering for sale, and distribution of photographs. The sponsor shall take all reasonable steps to ensure this exclusivity.

Copyrights, digital files, and proofs remain the exclusive property of this photographer. Photographer retains all rights to each image, including the right to use the images created under this contract for advertising, display, publication, or other purposes. Sponsor warrants that it has actual authority to agree to the use of likeness of all persons included in the portrait in this manner and shall indemnify and defend photographer in the event of litigation arising out of such use.

Altering images is strictly prohibited without receiving written permission from photographer. Photographer may substitute another photographer to take the photographs in the event of photographer illness or scheduling conflict. In this event of such substitutions, photographer warrants that the photographer taking the photographs shall be a competent professional.

Photographer will not be liable to sponsor under any circumstance if its performance is prevented or impaired due to war, insurrection, strike, walk-outs, fire, acts of God, including adverse weather conditions and earthquakes, shortage or unavailability of labor or materials, law of governmental restrictions which conflict with the terms for this agreement, or any other matter beyond the reasonable control of the photographer. This limitation of liability shall also apply in event the photographic materials are damaged in processing, lost through camera or media malfunction, lost in the mail, or otherwise lost or damaged without fault on the part of the photographer.

Contract approved by:

Sponsor (print name)

STATE OF GEORGIA

COUNTY OF _____

Date

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 2021

Notary Public _____

(NOTARY SEAL)

Photographer (print name)

STATE OF _____
2021

COUNTY OF _____

Date

Sworn to (or affirmed) and subscribed before me this _____ day of _____,

Notary Public _____

(NOTARY SEAL)

5

McCarley Downs Subdivision, Section 1, Phase 3 has been completed in accordance with the Comprehensive Land Development Regulations. Public Works staff requests release of the bond and acceptance of the roadways for maintenance purposes.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the release of the maintenance bond for McCarley Downs Subdivision, Section 1, Phase 3 and to accept McCarley Downs Drive for 0.21 miles at 25 mph, Gerald Court for 0.05 miles at 25 mph, and Tempie Court for 0.05 miles at 25 mph for maintenance purposes.



Houston County Public Works

Office

2018 Kings Chapel Road
Perry, Georgia 31069
478-987-4280
FAX 478-988-8007

Robbie Dunbar
Director of Operations

Jordan Kelley
Office Manager

Michael Phillips
Facilities Superintendent

Christopher Stoner
Fire Chief/ EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Brian Jones, PE
Utility Engineer

Terry Dietsch
Solid Waste Superintendent

Memo

To: Houston County Board of Commissioners
From: Ken Robinson, Senior Civil Engineer *Ken Robinson*
Date: January 24, 2022 *OK*
Re: **Maintenance Bond; McCarley Downs Subdivision, Section 1 Ph 3**

McCarley Downs Subdivision, Section 1 Phase 3 has been completed in accordance with *"The Comprehensive Land Development Regulations for Houston County."* Please consider this request to release the above referenced bond, and to accept the following roads recorded for maintenance purposes (ref. PB 80/ PG103):

Street Name	Street Length	Speed Limit
McCarley Downs Drive	1129 ft or 0.21 miles	25 mph
Gerald Court	235 ft or 0.05 miles	25 mph
Tempie Court	240 ft or 0.05 miles	25 mph

Medical Examiner Dr. Sims-Stanley's contract is up for renewal. Dr. Sims-Stanley performs autopsies as required by the Coroner for deaths other than homicides and deaths of children seventeen and under. The terms of the contract remain the same as the previous year.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker signing the independent contractor agreement with Houston County Coroner Danny Galpin, Houston Healthcare, and Dr. Melissa A. Sims-Stanley providing for a local medical examiner to perform autopsies as required by the Coroner in the morgue at Houston Medical Center for deaths other than homicides and the deaths of children seventeen years of age and under. The agreement will begin February 5, 2022 and end on February 5, 2023.

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2022, between the Board of Commissioners of Houston County (hereinafter referred to as "County") and Danny Galpin, Houston County Coroner, (hereinafter referred to as "Coroner" and Houston Hospitals, Inc d/b/a Houston Healthcare, (hereinafter referred to as "HHC") and Doctor Melissa A. Sims-Stanley, Forensic Pathologist, (hereinafter referred to as "Contractor").

WITNESSETH

WHEREAS, the Parties enter this agreement to provide for a local medical examiner to perform autopsies as required by the Coroner for deaths other than homicides and the death of children seventeen and under; and

WHEREAS, the County is existing and operating under the laws and Constitution of the State of Georgia, the Coroner is existing and operating under the laws and the Constitution of the State of Georgia and HHC is operating under the laws of the State of Georgia and its operating documents, all with full power to enter into contracts and agreement with other entities; and

WHEREAS, HHC will provide space in the Morgue located at Houston Medical Center in Warner Robins, Georgia, for the Contractor to perform her duties and will further provide a Diener to assist the Contractor in the performance of her duties; and

WHEREAS, Contractor is qualified to serve as the local medical examiner and has been approved by the State of Georgia Medical Examiner to provide the services required; and

WHEREAS, it is the intent of the parties to this Agreement to provide adequate and effective forensic pathology through a local medical examiner.

NOW THEREFORE, in consideration of the mutual covenants, promises and benefits contained in this Agreement, it is agreed as follows:

1. Nature of Service: In accordance with the terms and conditions of this Agreement and with all applicable statutes and rules, Contractor agrees to provide the duties of a local medical examiner:

- (a) At the request of the Coroner in cases of adults eighteen years of age or older and in deaths not as a result of homicide.
- (b) Contractor will charge Nine Hundred dollars (\$900.00) per autopsy invoiced to the Coroner and payable through County funds;

2. Term: Subject to the provisions for termination set forth below, this Agreement will begin on February 5, 2022 and will end on February 5, 2023. The Agreement may be renewed from year to year subject to an annual review of performance conducted by the County, the Coroner and HHC.

3. Payment:

- (a) The County agrees to pay Contractor the sum of \$900.00 per autopsy for the medical services performed during the term of this Agreement. Contractor will invoice the Coroner who will in turn invoice the County.
- (b) In providing the services required by this Agreement, Contractor will bear at his or her sole expense all normal office costs, such as and including, telephone, copy expenses, in-state travel, malpractice and other insurance, etc.
- (c) The Coroner shall pay HHC the amount of \$175.00 per autopsy for supplies and the Diener provided by HHC.

4. Duties: The Contractor agrees to the following duties:

- (a) Contractor acknowledges that she is serving the role as local medical examiner for Houston County and shall perform all such services in accordance with applicable statutes, and codes regarding professional responsibility.
- (b) The parties recognize that the assignment of an autopsy to Contractor is a matter entirely within the discretion of the Coroner.

5. Termination of Agreement: Any party may terminate this Agreement without cause at any time upon thirty days written notice to the other party. As to matters pending at the termination date, Contractor must complete those pending matters until the matter is finalized.

6. Independent Contractor Relationship: In her relationship with the County, Coroner and HHC for the purpose of performing any services assigned under this Agreement, Contractor warrants that Contractor is an independent contractor. Contractor shall therefore be responsible for compliance with all laws, rules and regulations involving its employees and any subcontractor(s), including, but not limited to, employment of labor, hours of labor, health and safety, working conditions, workers' compensation insurance and payment of wages. Neither Contractor nor any of Contractor's agents, servants, employees, subcontractors or suppliers shall become or be deemed to become agents, servants or employees of the County, the Coroner or HHC. This Agreement shall not be construed as to create a partnership or joint venture between Contractor and the County, the Coroner or HHC or any of its agencies. The Contractor is and will remain an independent contractor in her relationship to the County, the Coroner and HHC. The County, the Coroner and HHC shall not be responsible for withholding taxes with respect to the Contractor's compensation hereunder. The Contractor shall have no claim against the County, the Coroner or HHC hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, unemployment insurance benefits, malpractice insurance or any other employee benefits of any kind.

7. Indemnification: Contractor hereby waives, releases, relinquishes, discharges and agrees to indemnify, protect and save harmless the County, the Coroner and HHC its officers and employees (collectively "indemnitees") of and from any and all claims, demands, liabilities, loss, costs or expenses for any loss or damage for bodily injury (including but not limited to death), personal injury, property damage, attorney's fees caused by, growing out of, or otherwise happening in connection with this Agreement, due to any act or omission on the part of Contractor, its agents, employee, subcontractors, or others working at the direction of Contractor or on Contractor's behalf, or due to any breach of this Agreement by Contractor.

This indemnification and release survive the termination of this Agreement and the dissolution or, to the extent allowed by law or the bankruptcy of the Contractor.

Contractor shall, at its expense, be entitled to and shall have the duty to participate in the defense of any suit against the indemnitees. No settlement or compromise of any claim, loss or damage asserted against indemnitees shall be binding upon the indemnitees unless expressly approved by the indemnitees.

8. Contractor's Personnel: In providing the services required by this Agreement, Contractor will provide, at her own expense, if required by the Contractor all appropriate office and staff as necessary to provide competent services covered by this Agreement.

9. Insurance: Contractor shall procure and maintain insurance at its own expense that shall protect the Contractor from any claims for bodily injury, property damage, or personal injury that may arise out of operations under the Agreement. Such insurance policies shall include coverage for Workers Compensation and Malpractice/Professional Liability.

10. Severability: Any section, subsection, paragraph, term, condition, provision or other part (hereinafter collectively referred to as "part") of this Agreement that is judged, held, found, or declared to be voidable, void, invalid, illegal or otherwise not fully enforceable shall not affect any other part of this Agreement, and the remainder of this Agreement shall continue to be of full force and effect. Any agreement of the parties to amend, modify, eliminate, or otherwise change any part of this Agreement shall not affect any other part of this Agreement, and the remainder of this Agreement shall continue to be of full force and effect.

11. Agreement Modification: This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and may be altered or amended only by a subsequent written agreement of equal dignity. This Agreement supersedes all prior agreements, negotiations and communications of whatever type, whether written or oral, between the parties hereto with respect to the subject matter of this Agreement. After the Agreement has been consented to by the parties, no modifications may be made without prior notice to and approval from each party to this Agreement.

12. Confidentiality: The Contractor agrees to abide by all state and federal law, rules and regulations, as well as any County policies respecting confidentiality of an individual's records.

13. Force Majeure: Each party will be excused from performance under this Agreement to the extent that it is prevented from performing, in whole or in substantial part, due to delays caused by an act of God, civil disturbance, civil or military authority, war, court order, acts of public enemy, and such nonperformance will not be default under this Agreement nor a basis for termination for cause.

14. Taxes: Contractor shall forthwith pay all taxes lawfully imposed upon her with respect to this Agreement or any service delivered in accordance herewith. The County, the Coroner or HHC makes no representation whatsoever as to the liability or exemption from liability of the Contractor to any tax imposed by any governmental entity.

15. Binding Effect: This Agreement shall be binding upon the parties hereto, their heirs, legal representatives, successors, and assigns.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date first written above.

Sworn to and subscribed before me
this ____ day of _____, 20 ____.

Notary Public

BOARD OF COMMISSIONERS OF
HOUSTON COUNTY

By: _____
Title: Chairman

Attest: _____
Title: Director of Administration

Sworn to and subscribed before me
this ____ day of _____, 20 ____.

Notary Public

CONTRACTOR

Dr. Melissa A. Sims-Stanley

Sworn to and subscribed before me
this ____ day of _____, 20 ____.

Notary Public

HOUSTON HOSPITALS, INC.

By: _____
Title: _____

Attest: _____
Title: _____

Sworn to and subscribed before me
this ____ day of _____, 20 ____.

Notary Public

CORONER

Daniel L. Galpin

Staff and JMA Architecture recommend acceptance of two change orders to the Guaranteed Maximum Price (GMP) on the State Court Expansion project with ICB Construction Group. Change Order #1 is for \$711,280 and will replace the existing HVAC controls at the courthouse to include testing, adjusting, and balancing of the system. Change Order #2 is for \$276,367 and will upgrade the chilled water plant at the courthouse.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker signing Change Order #1 and Change Order #2 on the State Court Expansion Project with ICB Construction Group increasing the original contract price of \$18,300,000 by \$711,280 and \$276,367 respectively for an amended contract total of \$19,287,647. There is no increase in contract time.



Houston County Public Works

MEMO

To: Houston County Board of Commissioners OK
 From: Michael Phillips, Facilities Superintendent *MP* Re
 Date: January 25, 2022
 Re: Change order requests for the Houston County Courthouse
 State Court Expansion Project

Office

2018 Kings Chapel Road
 Perry, Georgia 31069
 478-987-4280
 FAX 478-988-8007

Robbie Dunbar
 Director of Operations

Jordan Kelley
 Office Manager

Michael Phillips
 Facilities Superintendent

Christopher Stoner
 Fire Chief/ EMA Director

Ronnie Heald, PLS
 County Engineer

Travis McLendon
 Roads Superintendent

Brian Jones, PE
 Utility Engineer

Terry Dietsch
 Solid Waste Superintendent

Please consider the following change order requests for the **Houston County Courthouse State Court Expansion Project**.

Change Order 001: Work associated with the replacement of the HVAC controls serving the existing Superior Courthouse.

Change Order 002: Work associated with replacing the chilled water pumps serving the existing Superior Courthouse.

Contract is proposed to be amended as follows:

	<i>Contract Price</i>	<i>Contract Price Increase</i>	<i>Date of Substantial Completion</i>	<i>Contract Time Increase</i>	<i>Contract Total</i>
<i>Original GMP Approved (3/16/2021)</i>	\$18,300,000.00	-	12/31/2022	-	\$18,300,000.00
<i>Change Order 001</i>	\$18,300,000.00	\$711,280.00	12/31/2022	0	\$19,011,280.00
<i>Change Order 002</i>	\$19,011,280.00	\$276,367.00	12/31/2022	0	\$19,287,647.00

Staff and architect recommend approval of these change orders.

Thank you for your consideration of these requests.

Attachments: Change Order 001
 Change Order 002

AIA[®] Document G701[™] – 2017

Change Order

PROJECT: *(Name and address)*

Houston County Judicial Center
State Court Addition
Perry Parkway
Perry, Ga

CONTRACT INFORMATION:

Contract For: Construction
Date: August 6, 2020

CHANGE ORDER INFORMATION:

Change Order Number: 001
Date: January 25, 2022

OWNER: *(Name and address)*

Houston County Board of Commissioners
200 Carl Vinson Parkway
Warner Robins, Georgia 31088

ARCHITECT: *(Name and address)*

JMA Architecture, Inc.
1002 Main Street
Perry, GA 31069

CONTRACTOR: *(Name and address)*

ICB Construction Group
577 Mulberry Street, Suite 550
Macon, Georgia 31201

THE CONTRACT IS CHANGED AS FOLLOWS:

1. Provide a complete replacement of the DDC controls system for the existing Superior Court Building.
 2. Provide testing, adjusting and balancing of the Superior Court Building.
 3. Supervision, bonds and insurance.
- For additional detail please see attached proposal from ICB dated January 11, 2022

The net change by previously authorized Change Orders

The Contract Sum prior to this Change Order was

The Contract Sum will be increased by this Change Order in the amount of

The new Contract Sum including this Change Order will be

	\$	18,300,000	
	\$	0	
	\$	18,300,000	
	\$	711,280	
	\$	19,011,280	

The Contract Time will be increased by Zero (0) days.

The new date of Substantial Completion will be **December 31, 2022**

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

JMA Architecture, Inc.

ARCHITECT *(Firm name)*


SIGNATURE

Jim Mehserle, President

PRINTED NAME AND TITLE

January 25, 2022

DATE

ICB Construction Group

CONTRACTOR *(Firm name)*


SIGNATURE

Kenna Scragg, President

PRINTED NAME AND TITLE

January 25, 2022

DATE

Houston County Board of Commissioners

OWNER *(Firm name)*


SIGNATURE

Tommy Stalnaker, Chairman

PRINTED NAME AND TITLE

DATE



January 11, 2022

Mark Baker
Houston County Board of Commissioners
2020 Kings Chapel Road
Perry, Georgia, 31069

REF: Houston County Superior Court HVAC Controls and Test & Balance

Dear Mr. Baker,

As requested, we are pleased to provide the following pricing for the replacement of the HVAC DDC Controls system and the performance of a complete test and balance report for the Superior Courthouse.

Summary of Scope of Work:

- 1: Provide a complete replacement of the DDC controls system per CCG's attached detailed scope of work.
- 2: To provide qualified labor and calibrated instruments to perform the testing, adjusting, and balancing of the Superior Courthouse per NEBB standards, including the following equipment.
 - a) (195) Fan-Powered Terminal Units
 - b) (19) Exhaust Fans
 - c) (5) Supply Fans
 - d) (2) Air-Cooled Chillers
 - e) (5) VAV 4-pipe AHU's
 - f) (4) Pumps
 - g) (800) Pieces of air distribution
- 3: Supervision, bonds & Insurance

As discussed, we would not recommend replacing the DDC control system without performing test and balance work for the entire building.

It is imperative to have all TU boxes calibrated after the new controllers are installed to confirm that the proper CFM's are provided at the boxes and grilles.

Total price \$711,282.00

Alt#1: Delete Hot Water Test & Balance in its entirety deduct \$34,147.00

Alt#1: Delete Test & Balance in its entirety deduct \$268,680.00

- Alternate 2 includes the deletion of Hot Water Test & Balance.



Exclusions:

1. There is no way of knowing the condition of the existing wiring to all of the existing smoke control dampers. We are excluding this work from the DDC controls pricing. Once we start checking dampers, we will be able to provide pricing for this work if there is a problem with the wiring.
2. During Test & Balance, we will maintain a listing of mechanical equipment found not performing as required and provide this list to the Owner for direction; however, no existing mechanical equipment repairs are included in this scope of work
3. Anything greater than 20 days of testing with Commissioning Agent. Additional days will be charged at \$1500/day.

****Please note price is good through the close of business on 2FEB2022.**

Sincerely,

A handwritten signature in black ink, appearing to read "Kenna Scragg", with a horizontal line extending to the right.

Kenna Scragg
President
ICB Construction Group



Quotation for Direct Digital Controls Systems

Quote Date: 11/5/2021	Quote No: 21-0215
Project: HOCO Judicial Complex (Existing) Perry, GA	Engineer:
Customer: WBAC	Plans and Spec. Date:

Commercial Controls Group, Incorporated ("CCG") is pleased to quote the Customer listed above the direct digital controls system in connection with the Project as follows:

1. **SCOPE:** This Quotation covers the installation of the System and the specific System items listed in Section 2 and include the following:

i-Vu

- IVU BACnet Communications & Integration Panel including XT Link, Transformer and Enclosure
- IVU BACnet Communications Panel including XT Router, Transformer and Enclosure

Chillers

- (2) Chilled Water Loop Control including BACnet Controller, Chiller Start/Stop (2), Chiller Status (2), Pump Start/Stop (2), Pump Status (2), Pump Lead/Standby Primary CHW Loop Supply & Return Temps, Secondary CHW Loop Supply & Return Temps

AHU-1~4

- (4) Variable Air Volume CHW/HW Air Handling Unit including BACnet Controller, VFD Control (VFD by Others), Enclosure, Start/Stop, Fan Status, Static Pressure Sensor, Static Pressure High Limit, Supply Temp, Return Temp, Mixed Air Temp, Return Air Humidity, Freezestat, Modulating CHW Valve (Existing), Modulating HW Valve (Existing), Cfg Discharge Temp, Htg Discharge Temp, Modulating OA/RA Damper Actuators, Building Pressure Monitoring, Filter Status Monitoring

AHU-5

- Variable Air Volume CHW/HW Air Handling Unit including BACnet Controller, VFD Control (VFD by Others), Enclosure, Start/Stop, Fan Status, Static Pressure Sensor, Static Pressure High Limit, Supply Temp, Return Temp, Mixed Air Temp, Return Air Humidity, Freezestat, Modulating CHW Valve (Existing), Modulating HW Valve (Existing), Cfg Discharge Temp, Htg Discharge Temp, Modulating OA/RA Damper Actuators, Building Pressure Monitoring, Filter Status Monitoring

VAV,s

- (192) VAV/PIU Terminal Unit with 2/3 Stages or Modulating Heat with or without Fan Control Including BACnet Controller, Supply temp, Space Temp
- Existing Valves to Remain

Boilers

- (2) Hot Water Loop Control including BACnet Controller, Boiler Start/Stop (2), Boiler Status (2), Pump Start/Stop (2), Pump Status (2), Pump Lead/Standby Primary HW Loop Supply & Return Temps, Secondary HW Loop Supply & Return Temps

- Bypass Valve (Installed by Others)

HW Monitoring

- Pipe Clamp Temperature Sensor, including BACnet Controller

General Exhaust Fans

- (18) DDC Control for Exhaust Fan via Time Schedule including Start/Stop & Status, (BACnet Controller as Required)

Smoke Purge

A. System shall function as follows when the cross-zoned smoke detectors in the Atrium indicate the presence of smoke, or the Atrium sprinkler zone flow switch(es) indicate fire:

1. Building air handling units shall shut down.
2. Existing Atrium make up air fans SF-3, SF-4 shall start and corresponding AVDs shall open.
3. New AVDs in throat of each Atrium Make Up Air penthouse hood shall open.
4. Automatic volume dampers (existing and new) at smoke exhaust fans AEF-1, AEF-2, AEF-3, AEF-4, existing EF-1, existing EF-2, existing EF-3, existing EF-4 shall open and fans shall start. Fan speed shall ramp from an adjustable initial setting to full CFM thru the soft start motor controller.

B. Smoke Control Panel: Mount Atrium smoke control panel adjacent to the existing fire alarm annunciation panel in Main Level with the following features:

1. AUTO-START-STOP switches for smoke exhaust fans AEF.
2. ON-OFF indication lamps for fans AEF.
3. Provide indicator lamps for Atrium Exhaust Fans (AEF) and all dampers associated with the smoke control system. Each lamp shall indicate the status of its associated piece of equipment with the following color code:
4. White – Normal
5. Red – Off/Closed
6. Green – On/Open
7. Yellow - Fault
8. Provide system schematic diagram on panel face to identify the exhaust fans and damper locations.
9. Mount all fan control switches and indication lights on the panel face with a hinged, locking transparent cover.

3.11 TUNNEL SMOKE CONTROL SYSTEM

A. System shall function as follows when smoke is detected in the tunnel or the tunnel sprinkler zone flow switch(es) indicate fire.

1. Building air handling units shall shut down.
2. Existing AHU-5 RA AVD at AHU, minimum OA AVD, and existing 36"x18" RA AVD shall close.
3. Existing AHU-5 maximum OA AVD and RA grille AVD shall open.
4. Existing AVD as SF-5 shall open.
5. Fans EF-19 and SF-5 shall start. Fan speed shall ramp from an adjustable initial setting to full CFM thru the soft start motor controller.

B. Smoke Control Panel: Include EF-19 and SF-5 in control panel to be installed on Main Level. Refer to Paragraph 3.10.B.

SFD's

- Control All Existing SFD's to Shutdown upon Fire/Smoke Alarm
- Utilize Existing Control/Power Wiring, Relays, Actuators and End Switches
- Test SFD's for proper function and report all failures to Houston County Staff

Misc.

- Emergency Shutdown Panel with Pushbutton Mushroom Switch and Cover

Prices quoted are guaranteed for sixty (60) days from the Quote Date. Payment terms are "Net 10th Prox" if approved for open account shipment, freight included. Sales tax is Excluded.

3. **EXCLUSIONS:**

Unless specifically stated in the Scope or listed as an included System Item, this Quotation specifically excludes the following:

Please read below Exceptions in their entirety:

- **Line voltage wiring**
- Voltage wiring between indoor unit and outdoor condenser unless specified above
- Ethernet wiring unless specified above
- EMT conduit unless in exposed areas and Mechanical rooms
- **Power wiring (120-volt) for control panels**
- **Motor controls**
- Boiler or burner operating controls
- Refrigeration controls and valves
- Engraved nameplates or tags
- Fire dampers, combination smoke/fire dampers, or smoke detectors
- Fire alarm system, other than the interlocks specified
- Piping and piping materials
- Test and balance procedures
- Replacement of any existing device that does not function (retrofit job's only)
- Demolition of any kind (ie. existing controls)
- **VFDs and Starters**
- Davis Bacon Electrical Wages
- **Starters for fans**
- Power Meters (by Div. 26)
- Airflow Monitoring station
- **Wall switches**
- Damper Louvers
- Emergency shut down
- Chemical Fire Suppression System
- Telephone line installation and rental
- Internet access and service provider fees
- Mechanical equipment start-up
- Data security
- VAV/PIU Terminal Units
- **Div 16 Bacnet Lighting Control Panel**
- Moisture Sensor in Drain Pan – by Others
- LON Protocol
- Performance or Payment Bonds

CCG is providing low voltage (30Volts RMS max at 100VA) wiring (Class II) ONLY for the system proposed. All electrical wiring over Class II 24VAC including but not limited to, circuit breakers, High voltage transformers, starters, Panel Boards etc. are the responsibility of the Electrical Contractor as either specified

in the project documents in Division 26 or, if specified in the HVAC specifications division 23, coordinated and priced by the Mechanical Contractor to provide.

ADDITIONAL TERMS: All work will be done during normal business hours on normal business days. All control wiring to be plenum rated and secured to the structure except in mechanical rooms and areas where other conduit and piping are exposed. The System is expressly limited to CCG's then current Terms and Conditions of Sale Pertaining to Building Automation Control Systems (the "Terms of Sale") and all terms and conditions set forth in this Quotation (collectively, the "Terms"). By placing an order with CCG or making payment for the System, Customer agrees that the Terms will exclusively govern each purchase. Without the written consent of an authorized representative of CCG, no additional or different terms proposed by Customer in any purchase order or other acknowledgement will be effective to modify the Terms. The Terms of Sale can be found at <https://www.commercialcontrolsgroup.com/terms-and-conditions-of-sale/> or made available to you upon request. In the event any provision of this document conflicts with a provision of the Terms of Sale, the provisions of this document shall control and take precedence.

Thank you for this opportunity to work with you. If we can be of further assistance, please contact us at the number listed below.

Jonas Endreson
Controls Territory Manager, SW
Commercial Controls Group Incorporated
Phone # (478) 256-3936
Email – jendreson@commercialcontrolsgroup.com

AIA[®] Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Houston County Judicial Center State Court Addition Perry Parkway Perry, Ga	CONTRACT INFORMATION: Contract For: Construction Date: August 6, 2020	CHANGE ORDER INFORMATION: Change Order Number: 002 Date: January 25, 2022
OWNER: <i>(Name and address)</i> Houston County Board of Commissioners 200 Carl Vinson Parkway Warner Robins, Georgia 31088	ARCHITECT: <i>(Name and address)</i> JMA Architecture, Inc. 1002 Main Street Perry, GA 31069	CONTRACTOR: <i>(Name and address)</i> ICB Construction Group 577 Mulberry Street, Suite 550 Macon, Georgia 31201

THE CONTRACT IS CHANGED AS FOLLOWS:

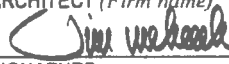
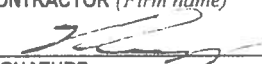
1. Replace chilled water plant replacement for the Superior Court Building.
2. Includes all HVAC, Electrical, DDC Controls, Test and Balance and Mechanical Piping work.
3. For additional detail please see attached proposal from ICB dated January 11, 2022.

The original Contract Sum was	\$ 18,300,000
The net change by previously authorized Change Orders	\$ 711,280
The Contract Sum prior to this Change Order was	\$ 19,011,280
The Contract Sum will be increased by this Change Order in the amount of	\$ 276,367
The new Contract Sum including this Change Order will be	\$ 19,287,647

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be **December 31, 2022**

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

JMA Architecture, Inc. ARCHITECT <i>(Firm name)</i>  SIGNATURE	ICB Construction Group CONTRACTOR <i>(Firm name)</i>  SIGNATURE	Houston County Board of Commissioners OWNER <i>(Firm name)</i> SIGNATURE
Jim Mehserle, President PRINTED NAME AND TITLE	Kenna Scragg, President PRINTED NAME AND TITLE	Tommy Stalnaker, Chairman PRINTED NAME AND TITLE
January 25, 2022 DATE	January 25, 2022 DATE	 DATE

January 11, 2022



Mark Baker
Houston County Board of Commissioners
2020 Kings Chapel Road
Perry, Georgia, 31069

REF: Houston County Superior Court Chilled Water Plant Upgrades

Dear Mr. Baker,

As requested, we are pleased to provide the following pricing for the Chilled Water Plant Upgrades at Superior Court.

Summary of Scope of Work:

1: Our scope includes the following:

- 1) All HVAC, Electrical, DDC Controls, Test & Balance, and Mechanical Piping work in accordance with the Contract Documents.

Total Price: \$276,367.00

****Please note price is good through the close of business on 2FEB2022.**

Sincerely,

A handwritten signature in black ink, appearing to read "Kenna Scragg", is written over a light blue horizontal line.

Kenna Scragg
President
ICB Construction Group

Public Works staff is requesting approval to enter into an agreement with Dixie Lawn & Landscaping for roadside litter pick-up. This service will be upon request only when inmate crews are unavailable and would be charged at a rate of \$285 per mile.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

entering into a professional services agreement with Dixie Lawn & Landscaping, Inc. of Cochran to provide “as needed” roadside litter pick-up at a rate of \$285 per mile (two lane w/ no median).



Houston County Public Works

Office

2018 Kings Chapel Road
Perry, Georgia 31069
478-987-4280
FAX 478-988-8007

Robbie Dunbar
Director of Operations

Jordan Kelley
Office Manager

Michael Phillips
Facilities Superintendent

Christopher Stoner
Fire Chief/ EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Brian Jones, PE
Utility Engineer

Terry Dietsch
Solid Waste Superintendent

Memo

OK
[Signature]

To: Houston County Board of Commissioners
From: Travis McLendon, Roads & Bridges Superintendent
Date: January 19, 2022
Re: Commercial Roadside Litter Pick Up Proposal

Staff would like for the Board of Commissioners to consider entering into an agreement with *Dixie Lawn & Landscaping, Inc.* for Roadside Litter Pick Up. With this proposal, litter pick up would be **\$285.00 per mile** (2 lane road no median) and would only be used when inmate crews are unavailable. It has become increasingly difficult to schedule this service with Lovin Contracting Company, Inc. who we have used in the past due to their difficult workload.

Thank you for your consideration of this request.

Attachments: Proposal- Dixie Lawn & Landscaping, Inc.

[Handwritten signature]

Dixie Lawn & Landscaping Inc.
3810 Roddy Rd
Cochran, GA 31014
Office: 478-934-3838
Fax: 478-934-3880

PROPOSAL

Date: 1-17-22

Property: Houston County
2018 Kings Chapel Rd.
Perry, GA 31069

Project: Commercial Roadside Litter Pickup Bid

Service Includes: Dixie will pick up trash along county roads. We will provide the labor; trash bags & remove bagged trash from the roadsides & dispose in the county landfill.

Total Bid: \$285.00 per mile (2 lane road No median)

Josh Wilson
Cell: 478-599-0596
Email: jwldixieland@yahoo.com

Customer Representative

For many years the County has bid out the joint Local Maintenance and Improvements Grant (LMIG) projects for Houston County and other surrounding entities. Doing so allows for the consolidation of all LMIG road projects so that each entity receives the best pricing.

The attached Memorandum of Agreement has been executed by each of the other entities and now requires County approval. As the next step in the process Houston County would bid all projects together and subsequently award to the lowest most responsible bidder.

Motion by _____, second by _____ and carried _____ to

- approve**
- disapprove**
- table**
- authorize**

Chairman Stalnaker signing the Memorandum of Agreement with Warner Robins, Perry, Centerville, and Byron concerning the 2021 LMIG road resurfacing and repair projects.

MEMORANDUM OF AGREEMENT

This MEMORANDUM OF AGREEMENT, dated as of _____, 2022, made and entered into by and between the Houston County Board of Commissioners on behalf of Houston County, Georgia (“Houston County”), a political subdivision of the State of Georgia; City of Warner Robins, Georgia, a municipal Corporation of the State of Georgia (Warner Robins); City of Centerville, Georgia, a municipal corporation of the State of Georgia (Centerville); City of Perry, Georgia a municipal corporation of the State of Georgia (Perry) and City of Byron, Georgia, a municipal corporation of the State of Georgia (Byron).

WITNESSETH:

WHEREAS, the parties herein recognize the importance of road improvements in their various jurisdictions; and

WHEREAS, the State of Georgia through the Georgia Department of Transportation makes available to local jurisdictions Local Maintenance and Improvement Grants (LMIG) to pave and repair roads in local jurisdictions; and

WHEREAS, in order to secure the best price for the work to be done with LMIG funds Houston County, Warner Robins, Centerville, Perry, and Byron would agree that all projects for the aforesaid jurisdictions would be bid together and awarded to the lowest bidder;

NOW, THEREFORE, in consideration of the foregoing and the respective representations, covenants and agreements hereinafter set forth, the Parties hereto agree as follows:

1. Houston County agrees to bid all of the projects for Houston County, Warner Robins, Centerville, Perry, and Byron.

2. Within sixty (60) days of the selection of a low bidder each of the Parties herein will execute a contract with the low bidder based on the unit costs received in the bid process.

3. Failure by any of the Parties to execute a contract with the low bidder within the aforesaid sixty (60) days will result in a breach of this Agreement.

4. Each Party to this Agreement maintains the jurisdiction and control of each of their respective roads and right-of-way.

5. This Agreement may be executed in multiple counterparts, each of which shall be an original but all of which shall constitute one agreement. No party shall be bound by this Agreement until all parties have executed it.

IN WITNESS WHEREOF, Houston County, Warner Robins, Centerville, Perry, and Byron have caused this Agreement to be executed in their respective seals to be hereunto affixed and attested by their duly authorized officers.

**BOARD OF COMMISSIONERS OF
HOUSTON COUNTY, GEORGIA**

By: _____
Tommy Stalnaker, Chairman

[COUNTY SEAL]

Attest: _____
Barry Holland, Director of
Administration

CITY OF WARNER ROBINS, GEORGIA


By: _____
Mayor

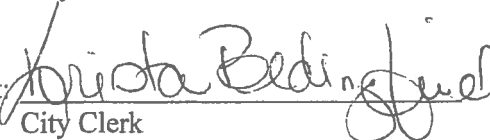
[SEAL]

Attest: _____
City Clerk

CITY OF CENTERVILLE, GEORGIA

[SEAL]

By: 
Mayor

Attest: 
City Clerk

CITY OF PERRY, GEORGIA

[SEAL]

By: _____
Mayor

Attest: _____
City Clerk

CITY OF BYRON, GEORGIA

[SEAL]

By: _____
Mayor

Attest: _____
City Clerk

CITY OF CENTERVILLE, GEORGIA

[SEAL]

By: _____
Mayor

Attest: _____
City Clerk



CITY OF PERRY, GEORGIA

By: _____
Mayor

Attest: _____
City Clerk

CITY OF BYRON, GEORGIA

[SEAL]

By: _____
Mayor

Attest: _____
City Clerk

CITY OF CENTERVILLE, GEORGIA

[SEAL]

By: _____
Mayor

Attest: _____
City Clerk

CITY OF PERRY, GEORGIA


[SEAL]

By: _____
Mayor

Attest: _____
City Clerk

CITY OF BYRON, GEORGIA

[SEAL]

By: 
Mayor

Attest: 
City Clerk

The MIS Department has obtained a proposal to upgrade the network that spans across most of the buildings at Public Works. This will add the Maintenance Shop and the Water Department buildings on our local network while also incorporating the internet and cameras. In this proposal the existing old camera system will be replaced as well. Public Works staff recommends acceptance of this proposal.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the award of the Public Works Camera System Replacement and Network Upgrade project to BTV Systems of Macon for \$49,354.99; Innovative Fiber Technologies of Forsyth for \$3,704.50; and CNP Technologies, LLC of Charlotte, NC for \$1,272.64. Project total is \$54,332.13 and is funded through HOST Fees.

And to provide the appropriate budget adjustments to cover the additional HOST Fees required:

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

General Fund:

Increase Expenditures:

Public Buildings	100-1565-54.2500	Other Equipment (Capital)	\$20,000
-------------------------	-------------------------	----------------------------------	-----------------

Increase Revenues:

	100-39.1200	Operating Transfers In (HOST)	\$20,000
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Solid Waste Fund:

Increase Expenditures:

Solid Waste Disposal	540-4530-61.1000	Operating Transfers Out	\$20,000
-----------------------------	-------------------------	--------------------------------	-----------------

Increase Revenues		HOST Fees	\$20,000
--------------------------	--	------------------	-----------------



Houston County Public Works

Office

2018 Kings Chapel Road
Perry, Georgia 31069
478-987-4280
FAX 478-988-8007

Robbie Dunbar
Director of Operations

Jordan Kelley
Office Manager

Michael Phillips
Facilities Superintendent

Christopher Stoner
Fire Chief EMA Director

Ronnie Heald, PLS
County Engineer

Travis McLendon
Roads Superintendent

Brian Jones, PE
Utility Engineer

Terry Dietsch
Solid Waste Superintendent

MEMO

OK
[Signature]

To: Houston County Board of Commissioners
From: Michael Phillips, Facilities Superintendent *MP*
Date: January 26, 2022
Re: Public Works Camera System Replacement and Network
Upgrades

Staff would like for the Board of Commissioners to consider the attached proposal to replace the camera system and upgrade the network at the Public Works campus. This project is being funded with Host Fees.

Thank you for your consideration of this request.



BTV

SYSTEMS



Houston County Board of Commissioners

Tony Yarbrough

Public Works Camera System 7164 092221

Wednesday, January 19, 2022

Houston County Board of Commissioners
Michael Phillips
2018 Kings Chapel Road
Perry, GA 31069
mphillips@houstoncountyga.org

Dear Michael,

Please see your proposal for the Public Works Buildings as discussed.

Thank you for choosing BTV for your security needs!

Tony Yarbrough

Tony Yarbrough
Systems Design Consultant
BTV Systems



About Us

Letter of Introduction

Since our inception in 1967, BTV Systems has been on the cutting edge of technology. We always offer to our clients the very best in technological solutions for their safety and security needs. We have become trusted partners to many companies of various sizes. BTV Systems not only offers their clients the latest technological solutions but we offer factory trained, certified and licensed staff to provide the best in installation, maintenance, service and support. The systems we provide and support are as follows; High Definition Video, Card Access, Fire, Intrusion and Audio.

BTV Systems is a Georgia based, family owned business for three generations. Throughout the three generations of Business Technology Solutions professionals working at BTV Systems; the business model has never changed, Superior Training, Advanced Technology and Dedicated Service. We welcome the opportunity to put all of this expertise to work for you!

Mission Statement

Dedicated to Service, Focused on the Future.



Public Works Admin Bldg

Description	Qty
-------------	-----

SCOPE OF WORK

The purpose of this proposal is for BTV Systems to provide and install Axis camera equipment to integrate with existing Genetec System for the Houston County Board of Commissioners at the Public Works, Old Public Works, Water Department and Vehicle Department Buildings on Kings Chapel Perry, GA. The system will be connected to an onsite switch which will connect by fiber back to the main directory server which is currently located at the EMA. The camera count will be 19 Cameras as discussed with Houston County. Each tab contained within the proposal represents the cameras to be installed at each building. (See Design)

STIPULATIONS

- 120 VAC Power provided by customer.
- Connection to fiber network required.
- Connection to existing Genetec system required for integration.

Streamvault™ 1011E Appliance series Rackmount 2U 6 Bays 12TB (1) Xeon 4208 16 (4) 1GbE RJ45 (3) 4TB SATA (2) 256GB 2.5 hot-plug SSD (2) 1100W PSU, Windows 10 LTSC 2019, RAID5, 5YR NBD KYHD, iDRAC9 Express, Genetec™ Security Center pre-installed. Licen	1
Streamvault™ Configure Archive Drives as RAID 5. Only applies to systems with RAID support in the SV-1000, SV-2000, and SV-4000 and up	1
1 camera connection	11
Genetec™ Advantage for 1 Omnicast Pro Camera – 1 month	66
Axis Ultra-compact, varifocal, D/N mini dome with built-in IR illumination and dust- and vandal-resistant casing for easy indoor mounting on wall or ceiling. 3-6 mm lens with remote zoom and focus simplifying the installation. Multiple, individually c	8
AXIS 2.8 - 8.5mm Varifocal Lens Bullet Network Camera - Compact outdoor, 5MP resolution, day and night, fixed bullet camera providing Forensic WDR and Lightfinder for demanding light conditions. IR corrected varifocal 2.8-8.5 mm F1.2 P-iris lens	3
Conduit Back Box For Bullet	3

Public Works Admin Bldg

Description	Qty
EdgeSwitch - 16 Gigabit RJ45 Ports, 2 SFP Ports 150W, POE	1
24 Port Cat6 Loaded Patch Panel	1
2m Siemon CAT6 Red Patch Cord	16
Small Form Factor Pluggable (SFP) transceiver module. Single mode 1310nm, 10km. Industrial grade.	1
Single Mode SFP Module	1
Cat6 Interior Cable	1200
Misc. Cables, Connectors, Hardware, Etc.	1
Technical Services	35
Subtotal	
	\$22,007.13

Old Public Works Bldg

Description	Qty
1 camera connection	1
Genetec™ Advantage for 1 Omnicast Pro Camera – 1 month	6
Axis P3719-PLE 15MP MultiDirectional NETWORK Camera, 360degree, IR ILLUMINATION, WDR	1
AXIS T94N01D Pendant Kit comprises a weathershield and a mounting adapter for AXIS P3719-PLE Network Camera. The mounting adapter is compatible with 1.5-inch NPS thread. The kit enables AXIS P3717-PLE to be mounted on walls, poles, parapets and outer corn	1
Pole Mount for Axis multi-sensor cameras. Closed back with cable gasket. Steel straps (65-165mm are included).	1
CAT6 Indoor Data Cable	50
25' Flex Conduit, Misc. Cables, Connectors, Hardware, Etc.	1
Technical Services	5
Subtotal	
	\$2,897.01



Water Department Bldg

Description	Qty
Streamvault™ 1011E Appliance series Rackmount 2U 6 Bays 12TB (1) Xeon 4208 16 (4) 1GbE RJ45 (3) 4TB SATA (2) 256GB 2.5 hot-plug SSD (2) 1100W PSU, Windows 10 LTSC 2019, RAID5, 5YR NBD KYHD, iDRAC9 Express, Genetec™ Security Center pre-installed. Licen	1
1 camera connection	5
Streamvault™ Configure Archive Drives as RAID 5. Only applies to systems with RAID support in the SV-1000, SV-2000, and SV-4000 and up	1
Genetec™ Advantage for 1 Omnicast Pro Camera – 1 month	30
Axis Ultra-compact, varifocal, D/N mini dome with built-in IR illumination and dust- and vandal-resistant casing for easy indoor mounting on wall or ceiling. 3-6 mm lens with remote zoom and focus simplifying the installation. Multiple, individually c	2
AXIS P1448-LE Fixed Bullet Network Camera - Compact outdoor, 4K Ultra HD 8MP resolution, day and night, fixed bullet camera providing Forensic WDR and Lightfinder for demanding light conditions. IR corrected varifocal 2.8-9.8 mm F1.6 P-iris lens with remo	1
AXIS 2.8 - 8.5mm Varifocal Lens Bullet Network Camera - Compact outdoor, 5MP resolution, day and night, fixed bullet camera providing Forensic WDR and Lightfinder for demanding light conditions. IR corrected varifocal 2.8-8.5 mm F1.2 P-iris lens	2
Conduit Back Box For Bullet	3
Ubiquiti 5GHz NanoStation AC	1
Airmax Universal Mounting Bracket	1
EdgeSwitch - 8 Gigabit RJ45 Ports, 2 SFP Ports 150W, POE	1
24 Port Cat6 Loaded Patch Panel	1
2m Siemon CAT6 Red Patch Cord	5
UFiber Single-Mode SFP BiDi 1 Pair	1
LC-LC Single Mode 3 METER SMF- BOA (YELLOW) Zipcord Riser Cable	2
Cat6 Interior Cable	250
Misc. Cables, Connectors, Hardware, Etc.	1

Water Department Bldg

Description	Qty
Technical Services	20
Subtotal	
	\$15,547.63

Motor Vehicle Bldg

Description	Qty
AXIS 180° Panoramic Camera 14 MP multi-sensor with seamless stitching	2
1 camera connection	2
Genetec™ Advantage for 1 Omnicast Pro Camera – 1 month	12
EdgeSwitch - 8 Gigabit RJ45 Ports, 2 SFP Ports 150W, POE	1
24 Port Cat6 Loaded Patch Panel	1
2m Siemon CAT6 Red Patch Cord	3
Ubiquiti 5GHz NanoStation AC	1
Airmax Universal Mounting Bracket	1
Cat6 Interior Cable	450
2 - Dual RJ45 Wall Plates, Misc. Cables, Connectors, Hardware, Etc.	1
Bucket Truck Usage	1
Technical Services	15
Subtotal	
	\$7,916.22

Shipping

Description	Qty
Shipping and Handling	1
Subtotal	
	\$987.00

Gold Service Level Support Plan

BTV Systems Gold Service Level Support Plan

	Gold
Remote Technical Services	X
24 Hour Reduced After Hours Labor Rate	X
Onsite Technical Support	X
Firmware, Software Updates and Support	X
Access to Remote Training and Videos	X
Onsite Training Services	X
Bi-Annual Analysis and Maintenance Review of System Health	X
Annual System Optimization	X
Administrative Cost	X
Replacement or Loaner Equipment	X
Guaranteed 8 Hour Response	X
Guaranteed Repair in 48-72 Hours	X
Service Call Priority Placement	X
Mobile Application Support	X
Access to BTV Systems Gold Partner Portal	X
Virus Protection	X
Cyber Security Protection	X

*Fee based software upgrades and support not included



Gold SLA Plan

*Optional

Description	Qty
Gold Service Level Agreement Monthly	1

Public Works Camera System 7164 092221

Prepared for

Houston County Board of Commissioners
2018 Kings Chapel Road
Perry, GA 31069
Michael Phillips
mphillips@houstoncountygga.org
(478) 550-2586

Prepared by



BTV Systems
Tony Yarbrough
912-223-1724
Tony@btvsystems.com

Quote Information

Quote #: 007164

Version: 1
Delivery Date: 01/19/2022
Expiration Date: 02/28/2022

Quote Summary

Description	Amount
Public Works Admin Bldg	\$22,007.13
Old Public Works Bldg	\$2,897.01
Water Department Bldg	\$15,547.63
Motor Vehicle Bldg	\$7,916.22
Subtotal	\$48,367.99
Shipping	\$987.00
Total	\$49,354.99

***Optional Plans**

Description	Recurring	One-Time
Gold SLA Plan	\$246.75	\$0.00

By agreeing to purchase or use our products implies that you have read and accepted all terms and conditions.

Signature _____

Date _____



Innovative Fiber Technologies
1901 Maynards Mill Rd
Forsyth, GA 31029
(478)474-7476
jamesm@ift-ga.com

Estimate

ADDRESS

Houston County Public Works

ESTIMATE # EST-0161

DATE 11/30/2021

DATE	ACTIVITY	QTY	RATE	AMOUNT
	GC001 Install Aerial Fiber from Building to Existing Enclosure	300	1.00	300.00
	GC002 Building Attachment	1	75.00	75.00
	GC003 Core Drill Building	1	100.00	100.00
	GC004 Prep Fiber	2	150.00	300.00
	GC005 Re-enter Existing Enclosure	2	150.00	300.00
	GC006 Fusion Splice Fiber	16	30.00	480.00
	GC007 Drop Down & Rehang Enclosure	2	100.00	200.00
	GC008 Mount Rack in Building	2	250.00	500.00
	GC009 Test	1	100.00	100.00
	MAT1 6ct SM Armored Fiber	350	0.65	227.50
	MAT2 Patch Panel - Rack Mount	1	350.00	350.00
	MAT3 Rack-Mount Wall System	2	300.00	600.00
	MAT4 Patch Cables SC/UPC to LC/UPC	2	26.00	52.00
	MAT5 Fusion Connectors	4	30.00	120.00

Kings Chapel Road

TOTAL

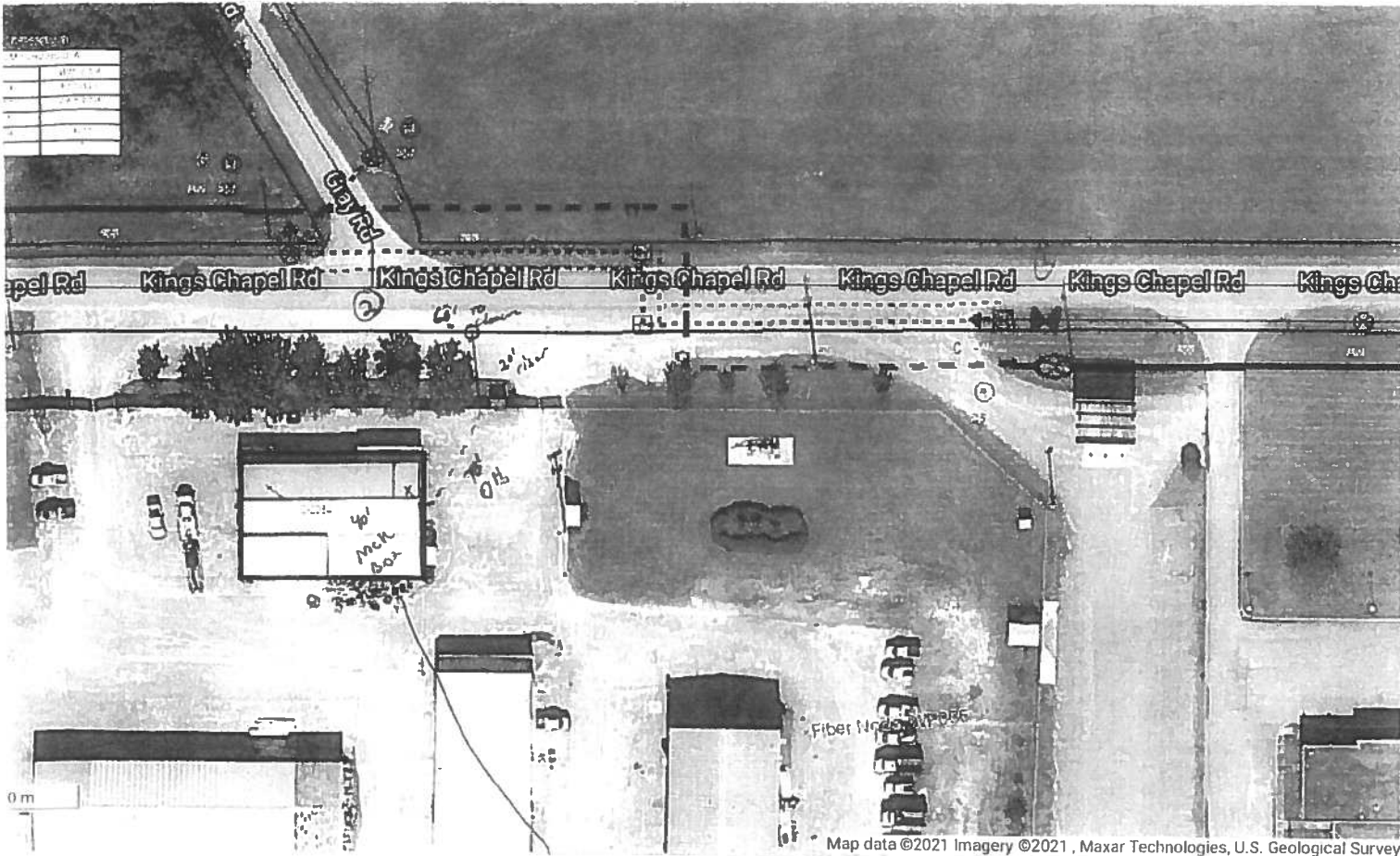
\$3,704.50

Accepted By

Accepted Date

IQGeo°

Harrison
County



① Re entry 4 Splines
 @ gas pumps

② Re entry Prep 4 Splines
 run 600 Sm From pile
 to slit and attach. Run inside
 to room and mount ^{x2} wall mount
 rack with rack mount panel.
 Prep spline 4

③ Re entry Coord house
 Burn 4 connectors and chip

600 Sm 250'
 SC-UPC connectors
 600 chip
 wall mount Rack
 Rack mount 600 Sm SC
 2 Patch cable SC to LC

UPSC
 Simul
 Area



QUOTE

Date	Quote #
01/11/22	CNPQ84822-01

Sold To: Houston County
 James Faulkner
 200 Carl Vinson Parkway
 Warner Robins, GA 31088

Phone: 478-218-4800
Fax:

Ship To: Houston County
 James Faulkner
 200 Carl Vinson Parkway
 Warner Robins, GA 31088

Phone: 478-218-4800
Fax:

A 50% Deposit may be required before order is placed.
 CNP will send an invoice via e-mail for this quote
 which will include shipping and any applicable sales
 tax.

Terms	Rep	P.O. Number	Ship Via
	Bill Wainscott		

Qty	Description	Unit Price	Ext. Price
-----	-------------	------------	------------

NOTES AND ASSUMPTIONS

- 1. CUSTOMER REQUESTED EQUIPMENT**
- 2. CUSTOMER TO SELF INSTALL**

1	Tripp Lite 2M Duplex Singlemode 9/125 Fiber Optic Patch Cable LC/SC 6' 6ft 2 Meter - LC - SC - 6.56ft	\$20.40	\$20.40
4	Netpatibles 100% Cisco Compatible 10GBase-LR SFP+ Transceiver - For Data Networking, Optical Network - 1 x LC Duplex 10GBase-LR Network	\$313.06	\$1,252.24

Thank you for your business!

SubTotal	\$1,272.64
Sales Tax	\$0.00
Total	\$1,272.64

Deposit \$636.32

Special Notes About Auto-Renew Vendors

There are vendors who require renewals to be placed in an auto-renew status. Examples are Cisco and Inspeed, although this may not be a complete list as vendor requirements do change. For auto-renew vendors, the customer must let CNP know a minimum of 60 days in advance of the expiration date if this is not desired. After that time period the customer will be invoiced and the invoice is non-refundable.

Multi-Year Zix renewals are subject to the contract term agreed upon on the first order. Subsequent years to fulfill that contract are not eligible for cancellation and are non-refundable. They will be requoted after the contract term is complete and will not renew without customer approval.

Customer Initials _____

Terms and Conditions

The following Terms and Conditions of Sale and Installation ("Terms and Conditions") shall apply to all transactions between customer and CNP Technologies LLC ("CNP"). Any inconsistent or additional terms or proposed modifications to these Terms and Conditions are hereby expressly rejected, unless specifically agreed to in writing by CNP.

1. **Pricing.** Prices are valid until the expiration date specified on the Quote and are subject to product availability. Prices for hardware and/or software do not include installation services. Installation services shall be specified in an accompanying Statement of Work which shall be signed by both customer and CNP.
2. **Payment Terms.** A 50% deposit is required at time of order, 40% is due at receipt of equipment, and the 10% balance is due upon installation. If a leasing company is involved, written lease approval and 50% deposit from the leasing company is due at the time of order, with the balance due upon installation.
3. **Sales & Use Tax.** Sales Tax quoted above is an estimate. Actual Sales Tax will be billed on final invoice if shipping to NC, GA, FL, SC, TX, VA, PA, CT, NJ, TN or WV. If shipping or installing in any other out of state location, customer is responsible for paying any Sales & Use tax in that state.
4. **Additional Charges.** Shipping charges are not included on the Quote and actual charges will be billed to customer on final invoice. Travel and living expenses are also not included on the Quote, and actual charges will be billed to customer on final invoice.
5. **Site Visits.** Quotes are subject to verification of site conditions, including technical review, network assessment and review of existing cabling.
6. **Limited Warranty.** All warranties with respect to products provided by CNP shall be limited to their respective warranties of the manufacturers thereof, which CNP may be permitted to pass on to customer. With respect to installation services provided by CNP pursuant to a Statement of Work, such services shall be performed in a good and workmanlike manner. Customer's sole remedy for breach of this Limited Warranty shall be repair, replacement or refund of the purchase price paid, at CNP's option. CNP shall not be liable under this Limited Warranty for any of the following:
 - Failure to follow installation, operation or maintenance instructions;
 - Unauthorized product modification or alteration;
 - Unauthorized use of common carrier communication services accessed through the products;

THE FOREGOING WARRANTIES AND REMEDIES ARE EXCLUSIVE AND ARE IN LIEU OF ALL OTHER WARRANTIES, TERMS OR CONDITIONS, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION WARRANTIES OF MERCHANTABILITY, FITNESS FOR PURPOSE AND NON-INFRINGEMENT, ALL OF WHICH ARE EXPRESSLY DISCLAIMED.

Customer acknowledges and agrees that it is the Customer's responsibility (i) to implement appropriate procedures to protect and safeguard its programs and data from being destroyed through operator error, equipment malfunction, or otherwise, (ii) to insure its ability to recreate programs and data as necessary, and (iii) to remove all programs and data from the equipment being serviced prior to the performance of such service. CNP does not warrant that the operation of any data network or telecommunications systems will not be interrupted. Customer agrees to release CNP and hold CNP harmless from any claims of loss or damage to Customer's electronic media, data process, or current systems of network connection.

7. **Limitation of Liability.** TO THE FULLEST EXTENT ALLOWED BY LAW, CNP HEREBY EXCLUDES FOR ITSELF AND ITS SUPPLIERS ANY LIABILITY, WHETHER BASED IN CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, FOR INCIDENTAL, CONSEQUENTIAL, INDIRECT, SPECIAL, OR PUNITIVE DAMAGES OF ANY KIND, OR FOR LOSS OF REVENUE OR PROFITS, LOSS OF BUSINESS, LOSS OF INFORMATION OR DATA, OR OTHER FINANCIAL LOSS ARISING OUT OF OR IN CONNECTION WITH THE SALE, INSTALLATION, MAINTENANCE, USE, PERFORMANCE, FAILURE OR INTERRUPTION OF PRODUCTS AND/OR SERVICES PROVIDED BY CNP, EVEN IF CNP HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL CNP'S LIABILITY ON ANY CLAIM OF ANY KIND, WHETHER BASED ON CONTRACT, TORT, STRICT LIABILITY OR OTHERWISE, EXCEED THE AMOUNTS PAID TO CNP BY CUSTOMER HEREUNDER.
8. **Product Returns.** All product returns must be pre-approved by CNP and returned within 15 days of purchase. Products to be returned must be un-opened and in the original packing. Restocking fees may apply. Software license sales are final and non-returnable.
9. **Confidentiality.** All prices, recommendations and configurations provided by CNP are provided as a courtesy to customer and shall be deemed confidential. Customer shall not disclose such information to third parties without the prior written consent of CNP.
10. **Mutual Non-Solicitation of Employees.** For the term hereof and a period of two years following any termination hereof, CUSTOMER shall not directly or indirectly recruit, solicit nor hire any of CNP's employees without CNP's prior written approval. CUSTOMER acknowledges that CNP employees are under non-competition and non-solicitation agreements with CNP that prohibit them from providing services to CUSTOMER other than on behalf of CNP.
11. **Miscellaneous.**
 - A. All sales subject to these Terms and Conditions shall be governed by the laws of the State of North Carolina. Customer agrees that all disputes that cannot be resolved amicably shall be brought in any state or federal court located in Charlotte, North Carolina. Customer further agrees not to contest the jurisdiction or venue of any such court.
 - B. If any provision hereof is deemed by a court or competent authority as being unenforceable or illegal, such provision shall, to the extent required, be deemed to be deleted, and the validity and enforceability of the other provisions hereof shall not be affected. If any illegal or unenforceable provisions would be legal or enforceable if some part of it were deleted, the provision shall apply with the minimum modification necessary to make it legal and enforceable.
 - C. Customer shall pay CNP's costs and expenses (including attorneys' fees and expenses) should it become necessary to take action to collect amounts past due.
 - D. CNP shall not be liable for delays in performance when caused by circumstances beyond its reasonable control, including acts of third parties, acts of God, accident, fire, lightning, power surges or outages.
 - E. These Terms and Conditions, along with any Quote and Statement of Work executed by the parties, constitute the entire agreement with respect to the subject matter hereof and supersede all prior understandings, writings, commitments or representations.

Customer Initials _____

Acceptance of Quote, Terms and Conditions

Quoted By: Bill Wainscott

Accepted By: _____ Date: _____

Please sign and fax this quote back to CNP at (704) 927-6610.

*Please do NOT pay from this quote. CNP will send an invoice via e-mail for this quote which will include shipping and any applicable sales

Prices in this quote are only guaranteed for 10 days from the date of this quote and will expire on: 2/4/2022

Customer Initials _____

Acting District Attorney William Kendall is requesting permission to hire Lina Leh to fill the vacant Assistant District Attorney position at a Grade 27-E. Staff agrees that Ms. Leh possesses the requisite qualifications and experience to qualify for the E-step.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

hiring Lina Leh for the Assistant District Attorney position in the District Attorney's Office at a Grade 27-E effective February 2, 2022.



Houston County Personnel Department

Houston County Board of Commissioners
200 Carl Vinson Parkway
Warner Robins, GA 31088
478/542-2005 (Office) 478/542-2118 (Fax)

To: County Commissioners
From: Kenneth Carter, Director of Personnel
Date: January 24, 2022
Re: Assistant District Attorney New Hire

Acting District Attorney William Kendall is requesting to hire Lina Leh to the vacant Assistant District Attorney position in the his Office. Ms. Leh has worked as a prosecutor for more than 7 years and based on that experience, Mr. Kendall would like to hire at Grade 27 step E or \$71,406.40. She does meet the qualifications to start at the E step. If approved this request will be effective February 2, 2022, although she may not start employment until the week of February 21, 2022. Please consider this request.

Ken Carter

From: William Kendall <wkendall@houstonda.org>
Sent: Monday, January 24, 2022 8:48 AM
To: Ken Carter; Tamaree Bishop
Subject: Re: ADA County Spot (soon to open)

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Morning,

I intend to hire Lina Leh, and would respectfully request she be hired at a step "E" at a pay rate of \$71406.40. I believe that she would start the week of the 21st. Please let me know if there is anything else you need from me. Thank you.

Respectfully,

William M. Kendall
Acting District Attorney
Houston County District Attorney's Office
Office: 478-218-4826
Cell: 812-309-8345
Fax: 478-218-4815

LINA F. KHAN

Perry, Georgia 31069

F.Khan1016@gmail.com

EXPERIENCE

BIBB COUNTY-SOLICITOR GENERAL

Assistant Solicitor General

2019-Present

- Conduct extensive Non-Jury Trials and Jury Trials. (Currently over 30 jury trials)
- Manage an active caseload over 150-200 cases.
- File criminal charges after reviewing discovery, meeting with witnesses, and reviewing evidence.
- Conduct numerous oral pretrial hearings after researching new case law or defending existing case law for various complex criminal offenses.
- Conduct extensive research and draft briefs in preparation for Motions to Suppress and Motions to Dismiss.
- Significant experience training witnesses for trial preparation by conducting mock direct and cross examinations.
- Veterans Treatment Court Prosecutor advising and reviewing criminal cases for admission into treatment court and helping veterans obtain resources to successfully complete program.
- Manager of law clerk internship program and responsible for training law clerks in trial practice and legal research.

Accomplishments:

Selected to the 2020 Young Lawyers' Division Leadership Academy by the Georgia Bar Association.

CORDELE DISTRICT ATTORNEY'S OFFICE

Assistant District Attorney

2019

- Managed entire caseload of Dooly County (150-200 cases)
- Prepared case files, accusations, and evidence and then presented cases to Grand Jury.
- Conducted Non-Jury Trials and Jury Trials including juvenile sex offenses and felony burglary.
- Experience training witnesses for trial preparation by conducting mock direct and cross examinations.
- Working with law enforcement agencies in four separate counties to prepare cases for trial.
- Conduct extensive bond revocation and violation of probation hearings.
- Wrote appellate brief on 404(b) litigation.

STATE ATTORNEY'S OFFICE – 5TH JUDICIAL CIRCUIT OF FLORIDA

Felony Attorney

2016-2019

Misdemeanor Attorney

2014-2016

Veterans Court Liaison

2014-2019

- Conducted over twenty jury trials.
- Served as co-counsel on Murder in the 2nd Degree and DUI Manslaughter trial.
- Litigated civil forfeitures related to firearm seizures.

- Served as Veterans Court Prosecutor by creating contracts, attending court proceedings, and working with mental health and veteran affairs providers.
- Mentored and advised entry-level attorneys on legal issues and trial practice.
- Presented case law and criminal procedure trainings with local law enforcement agencies.

EDUCATION

FLORIDA COASTAL SCHOOL OF LAW
 JACKSONVILLE, FLORIDA
Pro Bono Honors - Juris Doctor

2010-2013

Legal Internships:

- **State Attorney's Office- 8th Judicial Circuit
 Macclenny, Baker County, Florida**
 Assisted misdemeanor and felony attorneys with legal research, trial preparation, and docket management. Conducted research for DUI Manslaughter cases and prepared for sentencing.
- **State Attorney's Office- 4th Judicial Circuit
 Jacksonville, Duval County, Florida**
 Assisted homicide detectives with cold case investigations, performed legal research and drafted 3.850 Motions for Post-Conviction Relief.
- **Florida Coastal School Of Law- Disability And Public Benefits Clinic**
 Represented clients in approximately fifteen circuit court and administrative hearings. Conducted research on Medicaid/Medicare issues. Drafted pleadings, notice of hearings, petitions, and orders.
- **Florida Coastal School Of Law- Immigrant Rights Clinic**
 Managed a case load of ten cases. Conducted extensive client interviews to complete immigration paperwork, created sworn affidavits, work authorization renewals, and congressional inquiries. Conducted extensive research on special immigrant juvenile statute, naturalization, and asylum-related issues.
- **Wounded Warrior Project (WWP)**
 Performed legal research regarding online state raffles, online waivers, and viability.
- **Jacksonville Area Legal Aid- Refugee Immigrant Project**
 Conducted case investigations through client interviews and local agency contacts. Performed research on international marriage, divorce, and citizenship laws of various countries. Assisted clients with citizenship interview preparation.

UNIVERSITY OF SOUTH CAROLINA
 COLUMBIA, SC
*Bachelor of Arts in International Studies,
 Magna Cum Laude*

2006-2010

FOREIGN LANGUAGE

Native Fluency: English, Urdu/Hindi
 Fluency: Arabic

Summary of bills by fund:

• General Fund (100)	\$1,608,271.04
• Emergency 911 Telephone Fund (215)	\$ 58,608.52
• Fire District Fund (270)	\$ 31,821.07
• 2006 SPLOST Fund (320)	\$ 53,397.90
• 2012 SPLOST Fund (320)	\$ 5,872.16
• 2018 SPLOST Fund (320)	\$1,199,974.34
• Water Fund (505)	\$ 210,723.22
• Solid Waste Fund (540)	<u>\$ 240,201.61</u>
Total for all Funds	\$3,408,869.86

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
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the payment of the bills totaling \$3,408,869.86