



Houston County Board of Commissioners Meeting

Warner Robins, Georgia

August 18, 2020

6:00 P.M.

HOUSTON COUNTY COMMISSIONERS MEETING
Warner Robins, Georgia
August 18, 2020
6:00 P.M.

Call to Order

Turn Off Cell Phones

Invocation - Commissioner McMichael

Pledge of Allegiance

Approval of Minutes from: 11:00 a.m. on July 30, 2020
9:00 a.m. on August 4, 2020
10:30 a.m. on August 4, 2020
6:00 p.m. on August 11, 2020

**Public Hearing #1 – Tax Digest
Regular Board Meeting
Public Hearing #2 – Tax Digest
Public Hearing #3 – Tax Digest**

New Business:

1. City of Perry Annexation Request (1999 Sam Nunn Blvd.) – Commissioner Walker
2. Submittal of LMIG Priority List to Georgia DOT – Commissioner Walker
3. Major Thoroughfare Plan Amendment – Commissioner Thomson
4. Contract Amendment (JMA Architecture / State Court Expansion Project) – Commissioner Thomson
5. Professional Services Agreement (NBP Engineers / Courthouse Chillers Replacement Project) – Commissioner Thomson
6. Bid Approval (Landfill / New Cell Road Paving Project) – Commissioner McMichael
7. Bid Approval (Landfill / New Cell Fencing Project) – Commissioner McMichael
8. Contract for Services (Accountability Court / Surveillance Officer) – Commissioner Robinson
9. Approval of Bills – Commissioner Robinson

Public Comments

Commissioner Comments

Motion for Adjournment

At the July 7, 2020 meeting the Board concurred with a City of Perry Annexation submitted by Matt Widner, on behalf of Widner & Associates, Inc. and Bob White Self Storage, requesting annexation into the City of Perry for a property totaling 0.24 acres (portion of Tax Parcel 0P0380 036000) located at 1999 Sam Nunn Blvd. The property is currently zoned County R-1 and the proposed zoning upon annexation is Perry C-1 for an addition to the existing self-storage facility located at 103 Woodlawn Drive. The property is contiguous to the existing city limits of Perry. The property does not have County water or sanitation services.

The applicant withdrew his application after the County's concurrence but before it was heard by the City of Perry. The applicant has now resubmitted this request and it will require the Board to take action for concurrence or non-concurrence again.

Motion by _____, second by _____ and carried _____ to

- concur**
- non-concur**
- reaffirm**

the County's concurrence with a City of Perry annexation request for the property described as:

a 0.24-acre portion of Tax Parcel 0P0380 036000 located at 1999 Sam Nunn Blvd. as shown on a zoning plat drawn by Story, Clarke & Associates as Parcel 'Z'.



Where Georgia comes together.

Department of Community Development

Received

JUL 29 2020

Houston County Commissioners

Warner Robins, GA

July 28, 2020

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

CERTIFIED MAIL

Dear Commissioners,

Please be advised the City of Perry, Georgia, has received an application requesting annexation into our jurisdiction for the property listed below:

Property is located at 1999 Sam Nunn Blvd; (0P0380 03600) 0.24 acre portion

Legal description as attached labeled Exhibit A

Current zoning for this property within Houston County is R-AG. The request is for annexation into the City of Perry C-1, Highway Commercial District. The property is currently undeveloped and is proposed for the addition to existing self-storage facility at 103 Woodlawn Drive.

Pursuant to O.C.G.A. § 36-66-4 a public hearing on zoning of the property to be annexed as noted above will be held at 6:00PM, September 1, 2020 at the Perry Arts Center, 1121 Macon Rd, Perry. If the county has any objection under O.C.G.A. § 36-36-113, in accordance with the objection and resolution process, you must notify the City of Perry Community Development Department within thirty (30) calendar days of this notice.

NOTE: This notice had been previously sent, however, case had been postponed per the request of the applicant.

Best Regards,

Bryan Wood, Director
Community Development

Enclosures



Where Georgia comes together.

Application # 79-2020
Revised

Application for Annexation

Contact Community Development (478) 988-2720

Applicant/Owner Information

*Indicates Required Field

	Applicant	Property Owner
*Name	Widner & Associates, Inc	Charitable Remainder Unitrust
*Title	Owner/Developer Rep.	JOSPEH SWANSON, AS TRUSTEE
*Address	793 Poplar St. Macon, GA 31201	1188 PARK AVE MURFREESBORO, TN 37129
*Phone	478-746-2010	
*Email	Matt@Widner-Assoc.com	

Property Information

*Street Address or Location	1999 Sam Nunn Blvd.
*Tax Map #(s)	0P0380 036000
*Legal Description	A. Provide a copy of the deed as recorded in the County Courthouse, or a metes and bounds description of the land if a deed is not available; B. Provide a survey plat of the property and/or a proposed site plan; C. For Annexation, a survey must be tied to the Georgia Planes Coordinate System.

Request

*Current County Zoning District	R1	*Proposed City Zoning District	C1
*Please describe the existing and proposed use of the property Existing - Undeveloped acreage Proposed - Addition to existing self-storage facility 103 Woodlawn Dr			

Instructions

- The application and fee (made payable to the City of Perry) must be received by the Community Development Office no later than 4:30 pm on the date reflected on the attached schedule.
- Fees:
 - Residential - \$135.00 plus \$15.00/acre (maximum \$1,600.00)
 - Planned Development - \$155.00 plus \$15.00/acre (maximum \$2,800.00)
 - Commercial/Industrial - \$235.00 plus \$22.00/acre (maximum \$3,000.00)
- The applicant/owner must respond to the 'standards' on page 2 of this application (you must answer 'why' you believe the requested zoning classification meets these standards). See Sections 2-2 and 2-3.1 of the Land Management Ordinance for more information. You may include additional pages when addressing the standards.
- The staff will review the application to verify that all required information has been submitted. The staff will contact the applicant with a list of any deficiencies which must be corrected prior to placing the application on the planning commission agenda.
- Annexation applications require an informational hearing before the planning commission and a public hearing before City Council. The property must be posted at least 15 days prior to the scheduled hearing dates.
- The applicant must be present at the hearings to present the application and answer questions that may arise.
- Campaign Notice required by O.C.G.A. Section 36-67A-3: Within the past two years, have you, the applicant, made either campaign contributions and/or gifts totaling \$250.00 or more to a local government official? Yes ___ No ___
If yes, please complete and submit the attached Disclosure Form.

8. The applicant and property owner affirm that all information submitted with this application, including any/all supplemental information, is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.

9. Signatures:

*Applicant <i>Matt Widner / Widner & Associates, Inc.</i>	*Date 06-15-2020
*Property Owner/Authorized Agent <i>M. Widner, President, Widner & Associates, Inc.</i>	*Date 6-15-20

Standards for Granting a Zoning Classification

1. Are there covenants and restrictions pertaining to the property which would preclude the uses permitted in the proposed zoning district?
2. Describe how uses permitted in the proposed zoning district are compatible with the uses and development of surrounding properties
3. Describe why the proposed zoning district will not adversely impact the use of surrounding properties.
4. Describe how the proposed zoning district is consistent with the Comprehensive Plan.
5. Describe how the proposed zoning district will not cause an excessive burden upon existing public facilities and services.
6. Describe any other existing or changing conditions affecting the use and development of the subject property which support approval of the requested zoning district.

7/2019

For Office Use (receipt code 204.1)

Date received	Fee paid	Date deemed complete	Public Notice Sign	Legal Ad	County Notification
Notice to Applicant	Routed to PC	Date of PC	Date of Public	Date of Council	Notice of action

June 15, 2020

City of Perry
1211 Washington Street
P.O. Box 2030
Perry, GA 31069

Subject: Bob White Storage Addition
103 Woodlawn Drive

Dear Council and Commission,

We are requesting the annexation of the area shown on the attached plat. The items below are part of the application. We have included these items on a separate page for clarity.

Standards for Granting Annexation

1. Are there covenants and restrictions pertaining to the property which would preclude the uses permitted in the proposed zoning district?

No known covenant or restrictions exist

2. Describe how uses permitted in the proposed zoning district are compatible with the uses and development of surrounding properties.

The proposed rezoning allows the existing business to grow. Surrounding properties would not necessarily be affected dramatically due to the large scale of undeveloped tracts in the immediate area surrounding the proposed rezoning.

3. Describe why the proposed zoning district will not adversely impact the use of surrounding properties.

The surrounding property is owned by the same individual.

4. Describe how the proposed zoning district is consistent with the Comprehensive Plan.

The rezoning proposed is a continuation of the previously approved plan.

5. Describe how the proposed zoning district will not cause an excessive burden upon existing public facilities and services.

Similar business practices will remain intact. The operations have had no adverse impact.

6. Describe any other existing or changing conditions affecting the use and development of the subject property which support approval of the requested zoning district. The rezoning would support the community need for the storage service.

Respectfully,

Matthew T. Widner, RLA

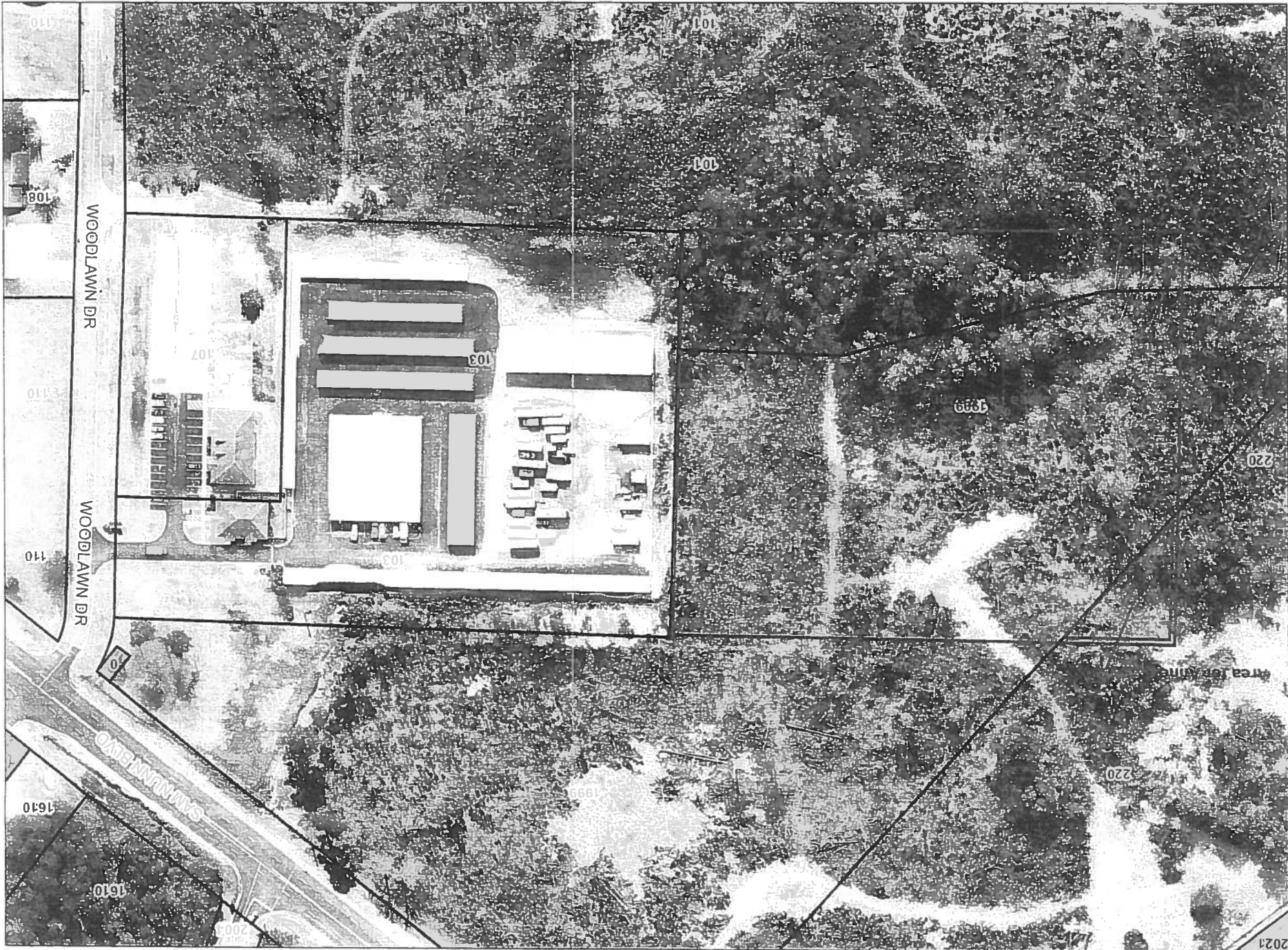


793 Poplar Street
P.O. Box 102
Macon, GA 31202
(478) 746-2010
Fax (478) 746-0149
widner@widner-assoc.com
www.widner-assoc.com

LEGAL DESCRIPTION FOR PARCEL "Y"

All that tract or parcel of land situate, lying and being in Land Lot 19 of the Tenth Land District of Houston County, Georgia and more particularly described as follows:

Beginning at the of intersection of the Southwest right of way of US Highway 341 with the East land lot line of Lot No. 19 and running thence along said highway right of way North 53 degrees 49 minutes West for a distance of 579.9 feet to a point for a corner; thence South 01 degrees 27 minutes 22 seconds West for a distance of 67.17 feet; thence North 88 degrees 32 minutes 29 seconds West for a distance of 700.00 feet to a point for a corner and the point of beginning for the 3.21 acre tract. FROM THIS POINT OF BEGINNING, North 90 degrees 00 minutes 00 seconds West for a distance of 237.58 feet to a point; thence along the arc of the curve with a radius of 9240.00' for a distance of 373.01 feet, the arc subtended by a chord bearing South 45 degrees 33 minutes 47 seconds West a distance of 372.99 feet to a point; thence South 00 degree 00 minutes 00 seconds East for a distance of 86.67 feet to a point; thence North 90 degrees 00 minutes 00 seconds East for a distance of 294.10 feet to a point; thence South 88 degrees 32 minutes 39 seconds East for a distance of 200.90, thence North 01 degrees 27 minutes 21 seconds East for a distance of 353.03 feet to aforesaid POINT OF BEGINNING.





Where Georgia comes together.
Department of Community Development

Received

JUN. 19 2020

Houston County Commissioners
Warner Robins, GA

June 17, 2020

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

CERTIFIED MAIL

Dear Commissioners,

Please be advised the City of Perry, Georgia, has received an application requesting annexation into our jurisdiction for the property listed below:

Property is located at 1999 Sam Nunn Blvd; (0P0380 03600) 0.24 acre portion

Legal description as attached labeled Exhibit A

Current zoning for this property within Houston County is R-AG. The request is for annexation into the City of Perry C-1, Highway Commercial District. The property is currently undeveloped and is proposed for the addition to existing self-storage facility at 103 Woodlawn Drive.

Pursuant to O.C.G.A. § 36-66-4 a public hearing on zoning of the property to be annexed as noted above will be held at 6:00PM, August 4, 2020 at Perry City Hall. If the county has any objection under O.C.G.A. § 36-36-113, in accordance with the objection and resolution process, you must notify the City of Perry Community Development Department within thirty (30) calendar days of this notice.

Best Regards,

Bryan Wood, Director
Community Development

Enclosures

Houston County Board of Commissioners

Meeting Minutes of 7/7/2020

Approved [initials] Concur [initials]

Denied _____ Non-concur _____

Tabled _____ Initials [initials]



Where Georgia comes together.

ANNX-79-2021

Application # _____

Application for Annexation

Contact Community Development (478) 988-2720

Applicant/Owner Information

*Indicates Required Field

	Applicant	Property Owner
*Name	Widner & Associates, Inc.	Charitable Remainder Unitrust
*Title	Owner/Developer Rep.	JOSPEH SWANSON, AS TRUSTEE
*Address	793 Poplar St., Macon, GA 31201	1188 PARK AVE MURFREESBORO, TN 37129
*Phone	478-746-2010	
*Email	Matt@Widner-Assoc.com	

Property Information

*Street Address or Location	1999 Sam Nunn Blvd.
*Tax Map #(s)	0P0380 036000 (0.24 ac portion)
*Legal Description	A. Provide a copy of the deed as recorded in the County Courthouse, or a metes and bounds description of the land if a deed is not available; B. Provide a survey plat of the property and/or a proposed site plan; C. For Annexation, a survey must be tied to the Georgia Planes Coordinate System.

Request

*Current County Zoning District	R1 (RAG per Tax records)	*Proposed City Zoning District	C-1
*Please describe the existing and proposed use of the property Existing - Undeveloped acreage Proposed - Addition to existing self-storage facility 103 Woodlawn Dr.			

Instructions

- The application and fee (made payable to the City of Perry) must be received by the Community Development Office no later than 4:30 pm on the date reflected on the attached schedule.
- Fees:
 - Residential - \$135.00 plus \$15.00/acre (maximum \$1,600.00)
 - Planned Development - \$155.00 plus \$15.00/acre (maximum \$2,800.00)
 - Commercial/Industrial - \$235.00 plus \$22.00/acre (maximum \$3,000.00)
- The applicant/owner must respond to the 'standards' on page 2 of this application (you must answer 'why' you believe the requested zoning classification meets these standards). See Sections 2-2 and 2-3.1 of the Land Management Ordinance for more information. You may include additional pages when addressing the standards.
- The staff will review the application to verify that all required information has been submitted. The staff will contact the applicant with a list of any deficiencies which must be corrected prior to placing the application on the planning commission agenda.
- Annexation applications require an informational hearing before the planning commission and a public hearing before City Council. The property must be posted at least 15 days prior to the scheduled hearing dates.
- The applicant must be present at the hearings to present the application and answer questions that may arise.
- Campaign Notice required by O.C.G.A. Section 36-67A-3: Within the past two years, have you, the applicant, made either campaign contributions and/or gifts totaling \$250.00 or more to a local government official? Yes ___ No ___
If yes, please complete and submit the attached Disclosure Form.

8. The applicant and property owner affirm that all information submitted with this application, including any/all supplemental information, is true and correct to the best of their knowledge and they have provided full disclosure of the relevant facts.

9. Signatures:

*Applicant Widner & Associates Inc. / Bob White Self Storage	<i>Matt Widner</i>	*Date 06/11/2020
*Property Owner/Authorized Agent	<i>Charitable Remainder Unitrust (Gayle Swanson), Trustee</i>	*Date 6-11-2020

Standards for Granting a Zoning Classification

1. Are there covenants and restrictions pertaining to the property which would preclude the uses permitted in the proposed zoning district?
2. Describe how uses permitted in the proposed zoning district are compatible with the uses and development of surrounding properties.
3. Describe why the proposed zoning district will not adversely impact the use of surrounding properties.
4. Describe how the proposed zoning district is consistent with the Comprehensive Plan.
5. Describe how the proposed zoning district will not cause an excessive burden upon existing public facilities and services.
6. Describe any other existing or changing conditions affecting the use and development of the subject property which support approval of the requested zoning district.

7/2019

For Office Use (receipt code 204.1)

Date received <i>4/15/20</i>	Fee paid <i>\$235.00 6/16</i>	Date deemed complete <i>6/16</i>	Public Notice Sign <i>by 6/26/20</i>	Legal Ad <i>placed 7/8 run 7/15</i>	County Notification <i>6/17/20</i>
Notice to Applicant	Routed to PC	Date of PC <i>7/13/20</i>	Date of Public Hearing <i>8/4/20</i>	Date of Council action <i>8/18/20</i>	Notice of action

City of Perry
1211 Washington Street
P.O. Box 2030
Perry, GA 31069

Subject: Bob White Storage Addition
103 Woodlawn Drive

Dear Council and Commission,

We are requesting the annexation of the area shown on the attached plat. The items below are part of the application. We have included these items on a separate page for clarity.

Standards for Granting Annexation

1. Are there covenants and restrictions pertaining to the property which would preclude the uses permitted in the proposed zoning district?

No known covenants or restrictions exist.

2. Describe how uses permitted in the proposed zoning district are compatible with the uses and development of surrounding properties.

The proposed zoning allows the existing businesses to produce and store goods and services and to process and re-affected dramatically the economic large-scale industrial and related uses in the immediate area surrounding the proposed rezoning.

3. Describe why the proposed zoning district will not adversely impact the use of surrounding properties.

The zoning district is consistent with the Comprehensive Plan.

4. Describe how the proposed zoning district is consistent with the Comprehensive Plan.

The rezoning is consistent with the Comprehensive Plan.

5. Describe how the proposed zoning district will not cause an excessive burden upon existing public facilities and services.

The rezoning will not cause an excessive burden upon existing public facilities and services.

6. Describe any other existing or changing conditions affecting the use and development of the subject property which support approval of the requested zoning district.

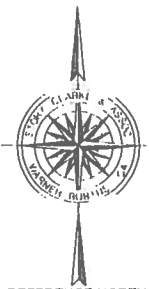
The rezoning is consistent with the Comprehensive Plan.

Respectfully,

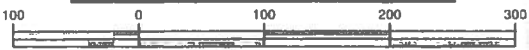
Matthew T. Widner, 214



793 Pinnac Street
P.O. Box 112
Mableton, GA 31215
478.746.2010
Fax: 478.746.1149
m.widner@widner-associates.com
www.widner-associates.com



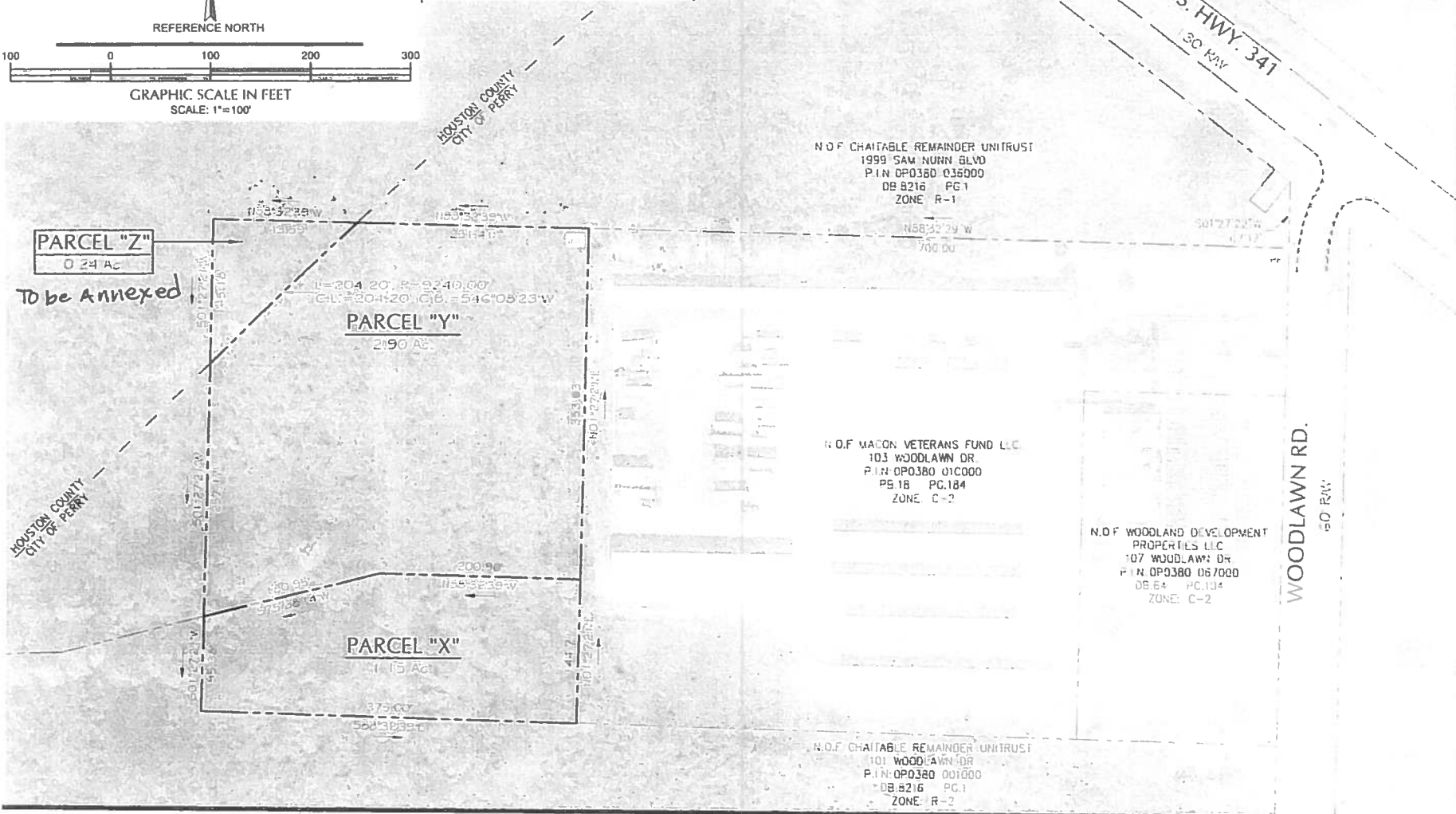
REFERENCE NORTH



GRAPHIC SCALE IN FEET
SCALE: 1"=100'

SURVEY DATA	
SURVEY AREA	4.25 ACRES
CLOSED PERIM	
FIELD DATA	26.00
TAI DATA	180
ADJUSTED BY	CP (PERMITS) 10/11
EQUIPMENT USED	CASPERO GPS 100 & CAROL CR TOTAL STATION
REFERENCES	AS NOTED

LEGEND	
---●---	IP - PROPERTY CORNER SET (REBAR)
---●---	IP - PROPERTY CORNER FOUND
---●---	CM - CONCRETE MONUMENT FOUND
---■---	CM - CONCRETE MONUMENT SET
---	SURVEY CONTROL POINT
---	POB - POINT OF BEGINNING



STORY CLARKE & Associates
SURVEYORS + PLANNERS
LANDSCAPE ARCHITECTURE
253 CARL VINSON PARKWAY
WARNER HOBINS, GA. 31088
OFFICE 478.922.1774
STOCLA.COM

Rezoning Plat For:
BOB WHITE SELF STORAGE
LAND LOT 19 HOUSTON COUNTY
10th DISTRICT PERRY, GEORGIA

PN:	L04-HO10
DN:	20-777
DRAWN BY:	BHJ
FIELD DATA BY:	JMR
FIELD DATE:	20 06 08
REVIEW BY:	MLC
DATE:	20.06.09
SCALE:	1"=100'

Public Works has compiled the attached list for submission to the Georgia Department of Transportation for consideration on the LMIG (Local Maintenance and Improvement Grant) funding. If approved by the Board, Public Works will proceed with the application.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the proposed LMIG priority list to be submitted to Georgia D.O.T. The estimated grant funding would total \$801,638 and the 30% mandatory match from the County is \$240,491.40. The road names and mileage are as follows:

<u>Road Name</u>	<u>From</u>	<u>To</u>	<u>Length (Miles)</u>
1 st Street (Elko)	Pine Street	Plum Street	0.18
Eastwick Drive	GA Hwy 127	Moody Road	0.40
Duke Lane	Grove Lane	Cul-de-sac	0.89
County Line Road	Loggins Road	Dooly County Line	0.75
Briarmoor Drive	Pheasant Ridge	Pheasant Ridge	0.77
Shady Grove Lane	Sandefur Road	Cul-de-sac	0.31
Sweetwater Drive	Feagin Mill Road	Warner Robins City Limits	0.56
Fairways Drive	Statham's Way	Statham's Way	1.22
Grovania Road	US 341	RR Crossing	3.40
Quail Run Drive	Tharpe Road	Cul-de-sac	0.53
Esterine Drive	Houston Lake Rd	Crystal Court	0.55
A.E. Harris Road	GA Hwy 247	End of Pavement	0.75



**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

2018 King's Chapel Road
Perry, Georgia 31069
(478) 987-4280 • Fax (478) 988-8007

MEMORANDUM

To: Houston County Board of Commissioners

From: Ronnie Heald, County Engineer *RJH*

Date: August 13, 2020

CC: Travis McLendon, Road & Bridges Superintendent
Ken Robinson, Traffic Engineer

RE: 2021 LMIG

Please find attached the proposed roads for the 2021 LMIG List. Upon approval by the Board of Commissioners, the list will be sent to the Georgia Department of Transportation for review. The estimated costs to perform the work will meet or exceed the minimum requirement of 30% matching funds by Houston County. Grant allocation and match requirements are shown below:

GDOT 2021 LMIG Allocation for Unincorporated Houston County	\$801,638.00
Minimum Mandatory Match (30%)	\$240,491.40

If approved by the Board of Commissioners, we will make application to GDOT for grant funding. If application is approved by GDOT, Houston County Public Works will administer projects.

Also find attached, the list of "2021 LMIG Candidate Routes" with the rating number for your use.

Thank you for your consideration of this request.

RJH/JS

2021 LMIG List

<u>Road Name</u>	<u>From</u>	<u>To</u>	<u>Length, Miles</u>	<u>Width</u>
1st Street (Elko)	Pine Street	Plum Street	0.18	20
Eastwick Drive	GA Hwy 127	Moody Road	0.40	23
Duke Lane	Grove Lane	Cul-de-sac	0.89	23
County Line Road	Loggins Road	Dooly County Line	0.75	20
Briarmoor Drive	Pheasant Ridge	Pheasant Ridge	0.77	23
Shady Grove Lane	Sandefur Road	Cul-de-sac	0.31	24
Sweetwater Drive	Feagin Mill Road	Warner Robins City Limits	0.56	23
Fairways Drive	Statham's Way	Statham's Way	1.22	23
Grovania Road	US 341	RR Crossing	3.40	23
Quail Run Drive	Tharpe Road	Cul-de-sac	0.53	24
Esterine Drive	Houston Lake Road	Crystal Court	0.55	24
AE Harris Road	GA Hwy 247	End of Pavement	0.75	23

TOTAL =

10.29

3

After discussion with the Planning & Zoning Administrator, Public Works has requested an amendment to the 'Major Thoroughfare Plan' which would add both Henson Road and Wimberly Road as collector routes. Staff recommends approval of this request.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

an amendment to the 'Major Thoroughfare Plan' adding Henson Road and Wimberly Road as collector routes.



**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

2018 Kings Chapel Road
Perry, Georgia 31069
(478) 987-4280 • Fax (478) 988-8007

MEMORANDUM

To: Houston County Board of Commissioners

From: Ronnie Heald, County Engineer *RJH*

Date: August 12, 2020

CC: Robbie Dunbar, Director of Operations

RE: Major Thoroughfare Amendment

Houston County Public Works is requesting to amend the "Major Thoroughfare Plan" by adding Henson Road and Wimberly Road as collector routes.

The addition of these routes to the current list of collector routes has been discussed with Houston County Office of Planning and Zoning and they are in concurrence.

Your approval of this request is appreciated.

As part of the new State Court Expansion project discussions were held concerning the integration of the security systems for the new construction to the existing courthouse systems. Staff now recommends replacement of the existing card readers in the courthouse during this project. Staff recommends approval of a contract amendment with JMA Architecture to provide design and construction administration for replacing the existing card readers in the courthouse and connecting all to a master control system.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker to sign an amendment to JMA Architecture's professional services agreement for additional services on the State Court Expansion project in the amount of 10,700.

CONTRACT AMENDMENT REQUEST TWO

TO: Houston County Board of Commissioners
ATTENTION: Chairman Tommy Stalnaker
FROM: JMA Architecture, Inc.
RE: Houston County Courthouse State Court Addition
OWNER'S PROJECT NO: NA
ARCH. PROJECT NO: 31604/Contracts and Agreements/Additional Services

In accordance with the Owner/Design Professional Agreement, written authorization is requested for the following Contract Amendment:

Provide design and construction administration for replacing existing card readers in the existing building and connecting to master control system.

Description of Agreement Revision:

1. See attached

Additional Fee for Revision:

1. Proposed as a lump sum of \$10,700

Additional time required:

NA

Agreement Addendum to be invoiced to: GBI-054 Contract Amendment Two



August 5, 2020

Submitted by JMA Architecture, Inc.

Date

Authorized by Houston County Board of Commissioners

Date

CC: Barry Holland/HC

NBP Add Service Existing Card Readers.txt

From: Trotter, Timothy W., PE <ttrotter@nbpengineers.com>
Sent: Tuesday, June 30, 2020 10:45 AM
To: Jim Mehserle
Cc: Michael Turner
Subject: Houston County Courthouse - Add service proposal for design to replace existing courthouse card access system

The Scope of Work (SOW) breaks down as follows:

PHASE I DESIGN DEVELOPMENT PHASE

1. Visit existing the Houston County State Courthouse to survey for existing card reader, access control panel and head end locations.
2. Develop a complete set of drawings that document all existing card reader, access control panel and head end locations as well as show a migration strategy to the new Access Control System.
3. Meet and review drawings with NBP Engineers and the Houston County State Courthouse Design Team. Make revisions as required.

PHASE II CONSTRUCTION DOCUMENTS PHASE

1. Prepare final construction drawings and specifications.
2. Review Construction Documents with NBP Engineers and the Team. Make revisions as necessary.
3. The final construction documents shall include design drawings and technical specifications that shall be utilized for bidding and construction.

PHASE III BIDDING/NEGOTIATIONS

1. Participate in pre-bid conference activities for all qualified contractors.
2. Attend one Pre-Bid Meeting.
3. Provide clarifications and interpretation of the construction documents and prepare addenda/amendments to the documents as approved by the client.

PHASE IV CONSTRUCTION ADMINISTRATION

NBP Add Service Existing Card Readers.txt

1. Review all submittals from Security Contractors to verify compliance with the Low Voltage Contract Documents.
2. Site Visits: As part of the agreement, the following site visits will be made:
 - a. Two visits for Construction Coordination.
 - b. One visit for Pre-Final inspection.
 - c. One visit for Final Punch list generation
3. Site Visits tasks to include pre-construction meetings and comprehensive construction observations. All site visits shall be documented with a project report or construction observation report.
4. Review all close-out documents submitted by low voltage contractors to verify compliance with the Contract Documents.

FEE BREAKDOWN

1. Design Development - \$3,500
2. Construction Documents - \$4,500
3. Bidding & Negotiations - \$700
4. Construction Administration - \$1,500
5. Expenses - \$500
6. TOTAL = \$10,700

Thanks,
Tim

Timothy W. Trotter, PE, RCDD
Principal

NBP Engineers, Inc.
316 Corporate Pkwy.
Macon, GA 31210
478-745-1691 (office)
478-719-2435 (cell)

5

Both existing chillers at the Courthouse are not repairable and we are currently running on two temporary portable chillers. Staff recommends acceptance of the proposal for professional services from NBP Engineers for delivery of the mechanical and electrical construction documents and construction administration services for the replacement of these chillers. The proposed cost for these services is \$19,000.

Motion by _____, second by _____ and carried _____ to

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

entering into a professional services agreement with NBP Engineers of Macon for delivery of mechanical and electrical construction documents and construction administration services for the 2018 SPLOST courthouse chillers replacement project in the amount of \$19,000.

Memo

To: Houston County Board of Commissioners

From: Robbie Dunbar 

Date: 8/3/2020

Re: Request for Acceptance of Proposal for Professional Services from NBP Engineers for Delivery of Mechanical and Electrical Construction Documents and Construction Administration Services for the Replacement of Chillers at Houston County Courthouse

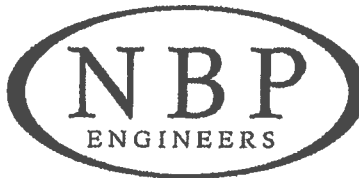
Please find attached proposal for the above-referenced project.
Please favorably consider this request.

Staff recommends awarding Professional Service Agreement to NBP Engineers for \$19,000.00. This work will be funded by 2018 SPLOST.

Houston County Public Works

To: Robbie Dunbar
From: Michael Phillips
cc:
Date: 7/31/20
Re: Proposal for design of chiller change out at Houston County Courthouse

Please find attached proposal from NBP Engineers for the changeout of the Chillers at the Courthouse. Given that both existing chillers are not repairable, and we are running on temporary chillers. It is my recommendation that we move forward with this proposal.



Over 50 Years of Consulting Engineering Excellence

NEIL S. WYCHE
TIMOTHY W. TROTTER
SUSAN H. DAY
KEVIN M. SMITH
WILSON H. DENT
DALE R. HEIRING

W. STEPHEN HOLLOWAY
SENIOR ASSOCIATE

GEORGE M. NOTTINGHAM, JR.
ARTHUR D. BROOK
CHARLES E. PENNINGTON
W.A. NOTTINGHAM
EMERITUS

JOHN D. LAPRATT
ASSOCIATE

NBP Engineers, Inc.

Proposal for Professional Services

Date: July 30, 2020

Client: Houston County Public Works
Kings Chapel Rd
Perry, GA 31069

Attn: Mr. Robbie Dunbar

Project Name/Location: Houston County Courthouse Chiller Replacement

Scope of Project:

NBP Engineers, Inc. will provide Mechanical and Electrical Construction Documents and Construction Administration Services for the following scope:

- Replace the two existing air cooled chillers with new air cooled chillers of equal capacity (175 nominal tons)
- Installation of new electrical feeders and disconnect from existing pad mounted transformer to new chillers.

Total estimate cost of construction: **\$380,500**

Scope/Intent and Extent of Services:

NBP shall provide Professional Engineering Services for Houston County Public Works in accordance with the terms and conditions set forth in a Professional Services Contract, as appropriately modified to conform to the terms of this proposal.

Houston County Public Works
Attn.: Mr. Robbie Dunbar
July 30, 2020

Re: Houston County Courthouse Chiller Replacement

Fee Arrangement:

NBP proposes to provide complete HVAC and Electrical Design, and Contract Administration Services for a lump sum fee of **\$19,000**. We propose this fee be divided into milestones as follows:

100% Construction Documents	\$15,200
Contract Administration *	\$ 3,800
* To be invoiced in proportion to Contractor's percent completion	
TOTAL	\$19,000

The Construction Administration portion of the project shall include review of shop drawings, submittal data, response to questions from the Owner and Contractor, and four (4) site visits to visually confirm the Contractor's adherence to the Construction Documents, and interpretation of the mechanical and electrical portions of the Construction Documents as required.

Our hourly rates for any Additional Services are as follows:

Principals	\$200.00
Professional Engineer	\$175.00
Engineers	\$125.00
Designers	\$110.00
CADD Operator	\$ 90.00
Clerical	\$ 75.00

All approved travel for Additional Services will be reimbursable at \$.585 per mile for driving personal vehicles and the total cost for public transportation. Food and lodging will be billed at cost. If required, reproductions and other materials for submission to the owner will be billed at cost plus 10%.

NBP will prepare our drawings on CADD, Microstation, utilizing disks, e-mail, or other electronic formats provided to the company by the architects.

Deliverables: NBP will provide reproducible drawings and specifications.

Record Drawings: Record drawings will be provided as part of basic services to include electronic format.

MEPFP Site Design: This proposal includes site electrical and lighting design, but does not include site civil work (water, storm, and sanitary). NBP will design water, storm, and sanitary utilities approximately 5-feet outside building for extension by others.

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318 CORPORATE PARKWAY • MACON, GA 31210
PO Box 26880 • MACON, GA 31221

(478) 745-1691 • (478) 750-9873 FAX
WWW.NBPENGINEERS.COM

139 COUNTRY GARDEN ROAD
HEADLAND, AL 36345

Houston County Public Works
Attn.: Mr. Robbie Dunbar
July 30, 2020

Re: Houston County Courthouse Chiller Replacement

Cost Management: NBP will review vendor pricing or work associated with this project.

Data/Comm: Not required or included.

A/V: Not required or included.

Hazardous Materials: This proposal does not include any special design services that might be necessary relating to hazardous material abatement on the site or special phasing relating to such abatement. NBP is not aware of the presence of or lack of presence of hazardous materials in the area of the work site.

Building Envelope Criteria: Not required or included.

Arc-Flash Studies: Not required or included.

Sustainable Design: This project will incorporate the minimum requirements of the Georgia Efficiency and Sustainability Act and may include other sustainable design features where feasible. An energy model analysis and related life cycle costing are not included in this proposal.

Formal Reviews: Peer Review and Value Engineering services are not included in this proposal. The special documentation, additional meetings and formalization of documents necessary for both can be provided as additional services.

Commissioning: Not required or included.

Special Conditions:

1. If accepted, a Contract shall be signed based on Standard Form of Agreement between the Architect and Consultant for Professional Services such as the AIA form referenced or other mutually agreed upon contract form.
2. Mediation of all questions in dispute under this Agreement shall be at the choice of either party. Prior to any arbitration or litigation, mediation shall be used to facilitate discussion and assist the parties in reaching a mutually satisfying solution. Further, the Architect shall endeavor to seek agreement to mediation in lieu of arbitration in contracts between Architect and Owner, and between Owner and the Contractor.
3. This proposal is valid until October 1, 2020.

Houston County Public Works
Attn.: Mr. Robbie Dunbar
July 30, 2020

Re: Houston County Courthouse Chiller Replacement

Thank you for considering NBP Engineers to assist you with this project.

Prepared and Offered by:

Stephen Holloway, P.E.

Printed Name & Title

 07/30/2020

Signature

Date

NBP Engineers, Inc.

Accepted by:

Printed Name & Title

Signature

Date

6

Bids were solicited for the Landfill Phase 6, Stage 1, Cells 1-3 Access Road Paving project with four contractors responding. Staff recommends award to low bidder Houston Asphalt for the total cost of \$183,617.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the award of the MSW Landfill Phase 6, Stage 1, Cells 1-3 Access Road Paving project to Houston Asphalt of Macon in the amount of \$183,617 funded by Solid Waste Capital Funds .



HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT

2018 Kings Chapel Road
Perry, Georgia 31069
(478) 987-4280 • Fax (478) 988-8007

MEMORANDUM

To: Houston County Board of Commissioners

From: Blake Studstill, Civil Engineer ^{BS}

OK

Date: Friday, July 31, 2020

CC: Terry Dietsch, Solid Waste Superintendent

RE: Proposal Recommendation for Houston County MSW Landfill Phase 6, Stage 1, Cells 1-3 Access Road Paving Project

Please consider this request to approve the proposal for the Houston County MSW Landfill Phase 6, Stage 1, Cells 1-3 Access Road Paving Project. The County requested proposals from a minimum of three contractors. The project consists of paving 4,400 square yards of 5-inch-thick asphalt with an alternate to install an 8-inch-thick GAB subgrade. The proposal summary is shown below:

Contractor	5" of Asphalt w/Tack	Alternate: 8" of GAB	Final Cost w/ Alternate
Reeves Construction	\$116,406.00	\$93,792.00	\$210,198.00
Womack Paving, Inc	\$123,937.50	\$76,000.00	\$199,937.50
Houston Asphalt	\$125,417.00	\$58,200.00	\$183,617.00
Strack, Inc	-----	\$94,904.80	-----

As a result of the proposals, Houston County Public Works recommends awarding **Houston Asphalt** to pave and install GAB at a total value of **\$183,617.00**

Thank you for your time and consideration of this request.

Bids were solicited for the installation of fencing around the perimeter of the Landfill, Phase 6, Stage 1, Cells 1-3 project with three vendors responding. Staff recommends award to low bidder National Fence Company at a cost of \$16,995.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the award of the perimeter fence installation for the Landfill, Phase 6, Stage 1, Cells 1-3 project to National Fence Company, LLC of Kathleen in the amount of \$16,995 funded by Solid Waste Capital Funds.

Memo

To: Houston County Board of Commissioners

From: Robbie Dunbar 

Date: 8/3/2020

Re: Request for Contract Award for Installation of Fence Around
Perimeter of Phase 6, Cells 1-3 at Houston County Landfill

Please find recap of bids solicited for the above-referenced work:

National Fence Company, LLC	\$16,995.00
Georgia Belle Fence Company, LLC	\$23,233.26
Ruis II Fence Company	\$26,080.00
Houston Fence Co.	No Bid

Staff recommends awarding contract to National Fence Company, LLC for \$16,995.00. This work will be funded by Solid Waste Capital Funds.

HOUSTON COUNTY PUBLIC WORKS DEPARTMENT

2018 Kings Chapel Road
Perry, Georgia 31069-2828
(478) 987-4280 • Fax (478) 988-8007



Memo

To : Robbie Dunbar, Director of Operations

From : Terry Dietsch, Solid Waste Superintendent

Handwritten signature of Terry Dietsch in cursive.

Date : July 31, 2020

Re : Fence Phase 6 Cells 1-3

Quotes were obtained to install a 6 ft chain link fence around perimeter of Phase 6 cells 1 – 3. Summary of quotes are listed below.

National Fence Company, LLC	\$16,995.00
Georgia Belle Fence Company, LLC	\$23,233.26
Ruis II Fence Company	\$26,080.00
Houston Fence	No Bid

I recommend moving forward with National Fence Company, LLC for installation.

The Superior Court wishes to continue the contract with Scott Barfield to serve as surveillance officer for the Superior Court Accountability Court. Sheriff Talton has approved Mr. Barfield for off-duty employment.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker to sign a contract for services with Scott Barfield to perform the duties of Accountability Court Surveillance Officer for the period ending June 30, 2021.

CONTRACT FOR SERVICES

STATE OF GEORGIA

HOUSTON COUNTY

THIS AGREEMENT is made and entered into this 24th day of July 2020, by and between Houston County, Georgia, a political subdivision of the State of Georgia ("County") and Scott Barfield ("Contractor").

W I T N E S S E T H:

WHEREAS, Houston County wishes to engage the services of Scott Barfield (Contractor), for the purposes and during the time set out below; and,

WHEREAS, Houston County has the power and authority to utilize independent contractors in order to provide professional services.

NOW, THEREFORE, in consideration of the mutual covenants and obligations herein contained, the parties hereby agree as follows:

1. Designation of Contractor. Said Contractor represents that he is qualified to perform the duties of Accountability Court Surveillance Officer for the Houston County Accountability Court by being a P.O.S.T certified law enforcement officer and maintaining required training designated by the Accountability Court.

2. Services Provided by Contractor. Contractor shall provide services agreed to by Houston County and the Contractor in cooperation with program staff. The services to be provided by the Contractor shall include, but are not limited to, the following:

agrees to:

- a) Provide surveillance of assigned participants in the judicially supervised accountability program;
- b) Conducts evening and weekend site visits at participants home to

ensure accountability and verify living conditions; may be required to conduct employment and community service visits if participant cannot be located at their place of residence;

- c) Conducts random breathalyzers and drug screens during site visits;
- d) Attend treatment meetings and/or court hearings if requested;
- e) Send Coordinator updates via email after each night of curfew checks.
- f) May perform other duties as required by the Accountability Coordinator.

3. Classification of Contractor. The relationship between Houston County and Contractor shall be that of an independent contractor. Nothing in this Agreement is intended nor shall it be construed to create an agency relationship, an employer-employee relationship, or a joint venture relationship between Contractor and Houston County, nor between Contractor and the State of Georgia merit System or the Superior Courts of the Houston Judicial Circuit. Contractor shall not be considered an affiliate of the State of Georgia, Houston County, or the Superior Courts of the Houston Judicial Circuit. As such, Houston County shall not be liable or responsible for any acts and/or omissions of Contractor with respect to the services to be provided by Contractor hereunder. Further, Contractor agrees to release, indemnify and hold harmless Houston County and each of its staff members, employees, officers, directors, agents and representatives ("Indemnitees") from and against all claims, suits, actions, liability, losses, damages, costs, charges, expenses, judgments, and settlements caused or alleged to be caused in whole or in part by any act or omission by Houston County or by any act or omission by any Indemnitee arising out of contractor's provision of services as set forth in this Agreement.

4. Compensation. Houston County shall pay to a sum not to exceed **\$30.00** per hour in exchange for their professional services. Contractor agrees to provide appropriately itemized statements documenting such services on a bi-weekly basis, and payment shall be made by Houston County promptly thereafter according to its schedule for the payment of the bills.

5. Duration of Contract. This contract may be terminated by either party for any reason by giving thirty (30) days written notice of termination to the other party. Unless terminated by either party in the manner provided above, the duration of this contract will be for the period of July 1, 2020 to June 30, 2021.

6. Entire Agreement. This Agreement constitutes the entire agreement of the parties and is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions and agreements that have been made in connection with the subject matter hereof. No modifications or amendments to the Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto. All prior negotiations, agreements, and understandings with respect to the subject matter of this Agreement are superseded hereby.

7. Grounds for Termination. Paragraph 5 herein notwithstanding, commission of any of the below listed offenses by Contractor may result in immediate termination of this Contract:

- a) Arrest for a felony offense.
- b) Arrest and conviction for a misdemeanor offense which involves substance abuse.
- c) Acts involving moral turpitude.
- d) Fraternalization outside the professional context with any participant of the

Program.

e) Conduct detrimental to the goals of the Program in the sole discretion of the Superior Court.

IN WITNESS WHEREOF, these parties have caused this agreement to be executed the day and year first above written.

CONTRACTOR

BY: Scott Barfield

HOUSTON COUNTY, GEORGIA

BY: _____
Chairman, Houston County Board of Commissioners

Sheriff Cullen Talton has approved the services of Scott Barfield for off duty employment.

Cullen Talton
CULLEN TALTON
Sheriff, Houston County, Ga.

9

Summary of bills by fund:

• General Fund (100)	\$ 248,288.87
• Emergency 911 Telephone Fund (215)	\$ 16,568.83
• Fire District Fund (270)	\$ 2,444.98
• 2006 SPLOST Fund (320)	\$ 113,464.80
• 2012 SPLOST Fund (320)	\$ 433,977.92
• 2018 SPLOST Fund (320)	\$ 545,219.55
• Water Fund (505)	\$ 246,802.61
• Solid Waste Fund (540)	<u>\$ 212,817.64</u>

Total for all Funds \$1,819,585.20

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the payment of the bills totaling \$1,819,585.20