



BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

TUESDAY, APRIL 9, 2024 AT 6:00 P.M.
T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING AGENDA
WORK SESSION

COUNTY COMMISSIONERS

Luke Singletary, Chairman	District 2
Chris Guarnieri, Vice-Chairman	District 4
Dennis Roland, Commissioner	District 1
Billy Mathis, Commissioner	District 3
George Walls, Commissioner	District 5

COUNTY STAFF

Christi Dockery, County Manager
Kaitlyn Good, County Clerk
Jimmy Skipper, County Attorney

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- | | <u>PAGE</u> |
|---|-------------|
| 1. <u>CALL TO ORDER</u> | |
| 2. <u>INVOCATION</u>
Apostle Malden Batten, The Church of Leesburg, to lead the invocation. | |
| 3. <u>PLEDGE OF ALLEGIANCE</u> | |
| 4. <u>APPROVAL OF MINUTES</u>
(A) Consideration to approve the minutes for the Board of Commissioners meeting for March 26, 2024. | A - D |
| 5. <u>CONSENT AGENDA</u>
NONE | |
| 6. <u>NEW BUSINESS</u>
(A) Recognition of Assistant Fire Chief/ EMA Director Cole Williams on receiving his Georgia Emergency Medical Service Director Certification. | |
| 7. <u>PUBLIC HEARING</u>
NONE | |
| 8. <u>DEPARTMENTAL MATTERS</u>
<u>E-911</u>
(A) Consideration to approve allowing staff to consult with a Structural Engineer to assist with a design to renovate the E-911 Center. | 1 |
| (B) Consideration to approve a quote from INdigital for the purchase of a new phone system. | 2 - 3 |
| <u>Environmental Health</u>
(C) Consideration to adopt an increase in Environmental Health fees. | 4 - 6 |
| <u>Planning, Zoning, and Engineering</u>
(D) Review of the minutes for the March 7, 2024 Planning Commission meeting. | 7 - 9 |

Public Works

- (E) Consideration to approve a quote for emergency cross drain pipe repairs on Stocks Dairy Road. 10

9. CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES

NONE

10. COUNTY MANAGER'S MATTERS

- (A) Updates on County projects. 11 - 16
- (B) Consideration to approve a design and engineering proposal from Lose Design for the 100 acre Lee County Community Park project. 17 - 26
- (C) Consideration to approve a quote for the repair of the Chokee Creek bridge on New York Road. 27
- (D) Discussion of 2024 Local Road Assistance Administration funds (LRA) and potential projects. 28 - 29
- (E) Consideration to approve the emergency repair of the Oakland Library roof. 30
- (F) Consideration to adopt a resolution declaring the election results for the SPLOST referendum, held March 12, 2024. 31 - 37
- (G) Consideration to award the bid for the design and engineering of the Coston Road paving project. 38 - 42
- (H) Discussion of Lumpkin Road East.

11. COMMISSIONER'S MATTERS

NONE

12. UNFINISHED BUSINESS

NONE

13. COUNTY ATTORNEY'S MATTERS

NONE

14. EXECUTIVE SESSION

NONE

15. PUBLIC FORUM

Citizens will be allowed to address the Board of Commissioners regarding any issues or complaints. Individuals should sign up prior to the start of the meeting.

16. ANNOUNCEMENTS

- (A) The next regularly scheduled County Commission Meeting is **Tuesday, April 23, 2024 at 6:00pm.**

17. ADJOURNMENT

AGENDA MAY CHANGE WITHOUT NOTICE

Lee County is a thriving vibrant community celebrated for its value of tradition encompassing a safe family oriented community, schools of excellence, and life long opportunities for prosperity and happiness without sacrificing the rural agricultural tapestry.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Tharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.



BOARD OF COUNTY COMMISSIONERS

T. PAGE THARP GOVERNMENTAL BUILDING
102 STARKSVILLE AVENUE NORTH, LEESBURG, GEORGIA 31763

TUESDAY, MARCH 26, 2024 AT 6:00 P.M.

T. PAGE THARP BUILDING
OPAL CANNON AUDITORIUM
WWW.LEE.GA.US

MEETING MINUTES
VOTING SESSION

COUNTY COMMISSIONERS

Luke Singletary, Chairman	District 2
Chris Guarnieri, Vice-Chairman	District 4
Dennis Roland, Commissioner	District 1
Billy Mathis, Commissioner	District 3
George Walls, Commissioner	District 5

COUNTY STAFF

Christi Dockery, County Manager
Kaitlyn Good, County Clerk
Jimmy Skipper, County Attorney

The Lee County Board of Commissioners met in a voting session on Tuesday, March 26, 2024. The meeting was held in the Opal Cannon Auditorium of the Lee County T. Page Tharp Governmental Building in Leesburg, Georgia. Those present were Chairman Luke Singletary, Vice-Chairman Chris Guarnieri, Commissioner Dennis Roland, Commissioner Billy Mathis, and Commissioner George Walls. Staff in attendance was County Manager Christi Dockery and County Clerk Kaitlyn Good. County Attorney Jimmy Skipper was absent. The meeting was also streamed on Facebook Live. Chairman Singletary called the meeting to order at 6:00pm.

INVOCATION

Pastor Shane Mullins, Move Christian Church, led the invocation.

PLEDGE OF ALLEGIANCE

The Board and the audience said the Pledge of Allegiance in unison.

CALL TO ORDER

APPROVAL OF MINUTES

(A) **Consideration to approve the Board of Commissioners meeting minutes for March 12, 2024.**

Commissioner Guarnieri made the **MOTION** to approve the Board of Commissioners meeting minutes for March 12, 2024. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Mathis and Commissioner Walls voting yea.

CONSENT AGENDA

NONE

NEW BUSINESS

(A) **Recognition of County employees' years of service.**

The following employees were recognized for their many years of service to Lee County:

5 years: Antonio Smith – Building Inspection, Inspector
5 years: Austin Rouse – Fire & EMS, Firefighter/EMTA
10 years: Martha Roberts – Building Inspection, Permit Technician
10 years: Christopher Sellers – Public Works, Supervisor
20 years: Anthony King – Public Works, General Supervisor
35 years: Articia “Trish” Hawkins Batten – Sheriff’s Office, Office Manager

(B) **Mrs. Trish Batten to address the Board regarding building a healthy community with Medicaid Expansion.**

Mrs. Trish Batten addressed the Board regarding building a healthy community with Medicaid Expansion by stating that she was requesting support in closing the healthcare coverage gap in Georgia so as to ensure all citizens have access to affordable and comprehensive healthcare coverage no matter their socioeconomic status, employment status, or demographic factors.

A coverage gap refers to those who do not qualify for Medicaid, but cannot afford other health insurance options. Some of the benefits to expanding Medicaid and closing this gap are: Access to healthcare facilities, an increase in affordability for all, increase economic stability and productivity, better management of chronic conditions through regular medical visits, and a reduction in out of pocket expenses. Another goal would be an improvement to the wellbeing and prosperity of individuals and families in Lee County. Mrs. Batten stated that she is requesting the Board support bolstering a resolution, which can be provided to the Board upon request.

PUBLIC HEARING

NONE

DEPARTMENTAL MATTERS

Building Inspection/ Business Licensing

(A) **Consideration to approve an alcohol license for One Stop Mart (old Doublegate EZ Mart) located at 1250 US Hwy 82 West due to new ownership.**

Commissioner Mathis asked what the status was on staff being able to approve licenses such as this, to which Chief Building Official Joey Davenport stated that every time Commissioner Mathis brings it up, County Attorney Skipper cites a state law indicating the Board must approve them. Upon Commissioner Mathis questioning this, Mr. Davenport stated that he would once again consult with County Attorney Skipper.

Commissioner Roland made the **MOTION** to approve an alcohol license for One Stop Mart (old Doublegate EZ Mart) located at 1250 US Hwy 82 West due to new ownership. Commissioner Mathis seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Guarnieri and Commissioner Walls voting yea.

CONSTITUTIONAL OFFICERS & GOVERNMENTAL BOARDS/AUTHORITIES

NONE

COUNTY MANAGER'S MATTERS

(A) **Updates on County projects.**

County Manager Christi Dockery discussed ongoing projects in the County: (1) The road resurfacing project is ongoing and nearly 50% complete; (2) TSPLOST II will start collections on April 1, 2024 and continue to 2029; (3) LRA grant funds (no required match) will come to the Board on April 9, 2024 for consideration of projects, with the application due June 1, 2024; and (4) LMIG 2025 funds will be announced in July 2024.

(B) **Consideration to adopt a Resolution to Amend the ACCG Defined Benefit Plan, the ACCG 401(a) Defined Contribution Plan, and the ACCG 457(b) Deferred Compensation Plan for Lee County Employees, effective as of July 1, 2024.**

Ron Rowe, Regional Client Manager with ACCG Retirement Services, presented the proposed resolution and amendments to the Board. Mr. Rowe prefaced the discussion by stating the documents being discussed, if adopted, would have no effect on current employees and would only affect new full-time employees hired after July 1, 2024.

Discussions began regarding the retirement plan and the potential options back in July 2022. What resulted from those discussions and what is presented tonight is multifaceted. The first step is to potentially close the defined benefit (DB) plan, if the resolution is adopted, effective July 1. This change would eventually affect budgetary numbers as people leave, retire, or pass away and in the future the liabilities will be reduced over time.

The second part of the resolution is to reopen the 401(a) defined contribution (DC) plan for new employees to be able to receive a contribution from the County. If the employee then chooses to contribute to the 457(b) deferred contribution plan, they would receive more of a contribution from the County. The base contribution from the County is 3% (consistent match across the region and country), with a max of 6%, of the individual's annual salary; however, this amount is variable and the Board can vote to change it at any time. Mr. Rowe added that this makes the plan easily budget-able as the contribution number is fixed.

The DB plan over 30 years provides a 45% income replacement ratio. With the projection of 6% from the employee and 6% from the County, that 12% over the same length of time is projected to provide a very similar benefit in the DC plan. The DB Plan is not a portable plan, whereas the DC Plan is. In the current plan, the amount of service necessary to be vested is 5 years; however, this too is variable. If someone does not work the 5 years, the money the County invested into that individual's fund will then go into a forfeiture account. This forfeiture account can be used for matching for future employees. The existing forfeiture account funds can be used going forward to help cover base and match. Any monies contributed by the employee will always be the employee's money.

Mr. Rowe noted that this plan is only for full time employees and reiterated that any changes made by the Board tonight will have zero effect on current employees and only affect those employees hired on or after July 1, 2024. The employee can decide how much they would like to contribute, with a max of \$23,000.00 annually, and even can opt out of contributing at all. Even if the employee does not contribute, the County will still contribute the 3%.

Commissioner Roland asked about the potential plan being tax exempt, to which Mr. Rowe stated that the 457(b) has a Roth contribution option (after tax contribution will grow tax free) and the 401(a) is pre-tax option because it is coming from the County. Employees can do either or both if they wish. For the pre-tax option, there is no age restriction on receiving a distribution as far as a penalty. Other types of plans have a 59.5 rule where if you take any out before that age, you may be subject to a 10% penalty. The pre-tax option does not have that penalty attached to it for age, which is one of the benefits. The Roth option does.

Commissioner Mathis stated that the main concern voiced by employees, primarily public safety employees, was the age of retirement. Mr. Rowe replied that both Sheriff's Office and Fire & EMS have optional retirement plans with their respective associations, which have their own formulas with a retirement age of 55 for full benefits. The average retirement base for general employees is 65.5; however, the federal government has the age of 57 for public safety employees. Also, on the DC plan, employees can leave whenever; however, the average retirement age is 65.5 years old. On the current DB plan, no matter when an employee leaves, the retirement benefit will not begin until they are 65 or could be pulled out sooner, with a penalty. If the Board changes the retirement age to 55, there is a cost to that, but it can be done.

Another benefit to the DC plan are legacy benefits; when you pass away, all the funds you contributed into the plan will go to your beneficiaries. In the DB plan, if you pass away while still an employee, there is a pre-retirement lump sum benefit that will go to your beneficiary, with no monthly benefits ever. In retirement, the DC plan can pass to your beneficiaries. In retirement with the DB plan, if you begin your benefits within 60 days of retirement, there is a \$15,000.00 maximum death benefit attached.

Chairman Singletary summarized the benefits of a DC plan. Mr. Rowe added that adopting this resolution would be the first step of potentially several in order to mold the program into the best for all employees. The next step would be to address if there is anything the Board wishes to do for current employees.

Commissioner Guarnieri made the **MOTION** to adopt a Resolution to Amend the ACCG Defined Benefit Plan, the ACCG 401(a) Defined Contribution Plan, and the ACCG 457(b) Deferred Compensation Plan for Lee County Employees, effective as of July 1, 2024. Commissioner Roland seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Mathis and Commissioner Walls voting yea.

COMMISSIONER'S MATTERS

NONE

UNFINISHED BUSINESS

NONE

COUNTY ATTORNEY'S MATTERS

NONE

EXECUTIVE SESSION

NONE

PUBLIC FORUM

Citizens will be allowed to address the Board of Commissioners regarding any issues or complaints. Individuals should sign up prior to the start of the meeting.

No citizens took part in the Public Forum.

Chairman Singletary asked if anyone else would like to speak.

With no further comments or questions from the audience, the Public Forum was closed.

ANNOUNCEMENTS

- (A) The offices of the Lee County Board of Commissioners will be **closed Friday, March 29, 2024** in recognition of **Good Friday**. Offices will reopen for normal business hours on Monday, April 1, 2024.
- (B) This year's **Annual Great American Cleanup**, Amnesty Day at the Landfill, and Prescription Drug Take Back event will be held **Saturday, April 6, 2024** beginning at 9:00am and ending at 4:00pm.
- (C) The next regularly scheduled County Commission Meeting is **Tuesday, April 9, 2024 at 6:00pm**.

ADJOURNMENT

Commissioner Roland made the **MOTION** to adjourn the meeting. Commissioner Guarnieri seconded the **MOTION**. The **MOTION** was unanimous with Commissioner Mathis and Commissioner Walls voting yea. The meeting adjourned at 6:46PM.

Facebook video link: <https://www.facebook.com/leecountyga/videos/772398807893227>

CHAIRMAN

ATTEST: _____
COUNTY CLERK

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**MEMORANDUM
LEE COUNTY BOARD
OF COMMISSIONERS**

TO: Honorable Board of County Commissioners
SUBJECT: Expansion & Renovation of E-911 Dispatchers Facilities
METING DATE: Tuesday, April 9, 2024

MOTION/RECOMMENDATION

Motion to approve staff consulting with Structural Engineer to assist with a design to renovate and expand the E-911 Dispatchers office facilities. Once a design has been approved authorize staff to submit an RFP for the new design. This cost will be funded by remaining SPLOSTVII funds in the E911 line item.

BACKGROUND

Lee County has limited building structures and most are extremely old and are in need of renovation to enhance their energy efficiency and productivity.

Staff recommends approving staff to consult with Structural Engineer to inspect the building and collaborate on a design that will provide a more efficient and productive use of the space. One major goal of this needed renovation is to provide more individual space within this office, thus reducing the possibility of communicable diseases such as strep, COVID, Flu, etc. from spreading among the Dispatchers. The County also needs to prepare for future growth to add a fourth Dispatcher or to allow for a fourth Dispatcher during emergency situations. Currently, Lee County has funding for E-911 line item in SPLOST VII.

ATTACHMENTS

NONE



Lee County E-911 Emergency Response Department
110 Starksville Ave N
Leesburg, Ga 31763



TO: Honorable Board of County Commissioners

FROM: E-911 Director Nikkie Celinski

SUBJECT: Purchase of a New Phone System

MEETING DATE: Tuesday, April 9, 2024

Our current phone system is six (6) years old, which is the average span of a 911 phone system. The current phone system is supported by Motorola; however, not only is the customer service not adequate, but the local Motorola representatives cannot work on our current phone system because they are not trained on it. This makes getting repairs done much more difficult.

We have also began seeing low quality sound on the phone when dispatchers are talking to callers and the phone system is also not wanting to properly transfer calls to other departments we try to connect them with. Our local Motorola representatives along with INdigital technicians can easily service this new phone system.

The phone program is VESTA; a Motorola product being sold to us by INdigital. Attached is a budgetary estimate for the phone system.

Lee Co GA - Vesta System



24-095

issue date:

4/4/2024

Proposal Summary:

This quote contains costs for a Motorola VESTA 911 Call handling system as the main quote. All VESTA backroom host hardware will be installed for Admin, DDS and MDS servers with (4) frontroom workstations with all ancillary IWS equipment (keyboards, mice, etc) at the ECC.

All associated installation time and materials to complete the deliverables listed as line items within the quote.

(5) year of software Motorola support for VESTA 911 System with AV and Patch Management
 (5) year of INdigital Hardware, Software Support & Monitoring for the VESTA 911 System

line	qty	Part #	Description	Item	Extended 5YR
Vesta 911 Host and Remotes					
1	1	Vesta System	Vesta Host Controller equipment (1) Host/PSAP servicing (4) refreshed IWS	\$ 157,348.31	\$ 157,348.31
				section total	\$ 157,348.31
Motorola Software Support					
2	1	Motorola Software	Motorola VESTA Software Support 5YR	\$ 53,983.65	\$ 53,983.65
				section total	\$ 53,983.65
Professional Services					
3	1	IN460522	Installation and configuration per host site (A/B)	\$ 3,750.00	\$ 3,750.00
4	4	IN460523	Installation and configuration per workstation	\$ 2,500.00	\$ 10,000.00
5	2		VESTA Refresher Training User/Admin	\$ 1,650.00	\$ 3,300.00
				section total	\$ 17,050.00
Maintenance, Support and Services					
6	1	IN460521	INdigital 24/7/365 Service/Maint./Support-5YR	\$68,390.77	\$ 68,390.77
				section total	\$ 68,390.77
Main quote total					\$ 296,772.73
Quote is valid for 45 days					

Proposed Fee Increase for Environmental Health Services

The cost of providing Environmental Health Services has risen substantially over the last few years. The last fee adjustment for Lee County Environmental Health fees occurred in 2015.

A District Environmental Health Fee Committee was put together and they have researched and determined that many of our fees are undervalued when considering the time, equipment, and effort involved in providing the services.

The committee has compared the proposed fee schedule to Columbus, Macon, Valdosta, and Waycross Health Districts and have found our fees are much lower. The committee has also consulted and received input from the State Environmental Health Office and District Leadership regarding the proposed increase in fees. All agree and support the proposed fee changes.

The committee believes fees for environmental health services should be consistent with the time, effort, and associated costs for providing a particular service, and they believe the proposed fee schedule is fair and necessary.

The same fee schedule will be presented to the Board of Commissioners in all 14 counties within our Southwest Health District for approval so that fees are consistent no matter which county the property owner calls home.

Georgia Law requires increases in Environmental Health Fees to be approved and adopted by the County Board of Commissioners. Once adopted by the Commission, the fees would become effective July 1, 2024.

Thank you for your attention to this matter and I look forward to your favorable review. If you have any questions/comments, please do not hesitate to reach out to me either by email (William.Collins@dph.ga.gov) or phone (229-759-3016).

Land Use/Sewage Program	Old Fee	Proposed Fee
Subdivision or Mobile Home Park Evaluation	1-4 lot eval 50 per lot + 25 per additional lots	75 per lot
Individual Lot Evaluation For Plat Approval	50	75
Evaluate Existing System	50	75
Septic Tank Permit Residential	100	150
Septic Tank Permit Commercial < 2000	150	200
Septic Tank Permit Commercial > 2000	150	400
Septic Tank Pumper or Portable Sanitation Permit and Inspection	100 (50/ each Add'l truck)	150 + 75 for each additional truck
Water Supply Program	Old Fee	Proposed Fee
Well Construction Permit/Inspection (Includes one courtesy resample if positive)	75	100
Individual Bacterial Water Sample (Includes one courtesy resample if positive)	50	50
Re-Check at Well/Well Site (Within 30 days of initial sample)	25	25
Non-Public Water Supply Annual Sampling	Cost of W33 plus 50	Cost of W33 plus 50
Non-bacterial Water Sample Collection		25
Food Service Program	Old Fee	Proposed Fee
Temporary Food Service Inspection Fee	50	50
Temporary Food Service Late Application Fee	Additional 25	Additional 25
Food Service Application Fee	25	25
Food Service Plan Review Fee	200	300
Food Service Annual Fee	150	275
Food Service Annual Fee with State Approved HACCP Review	150	375
Mobile Food Service Annual Fee with Free Standing Base	100 Commissary Fee, includes (1) unit Each Add'l Unit 100	275 (Base and one unit) + 150 for Each Additional Unit
Mobile Food Service Annual Fee with Free Standing Base and State Approved HACCP Review	100 Commissary Fee, includes (1) unit Each Add'l Unit 100	375 (Base and one unit) + 150 for Each Additional Unit
Mobile Food Service Annual Fee with Existing Food Service Permit	100 per unit	150 per unit
Mobile Food Service Authorization Fee		25
Food Service Required Additional Annual Inspection Fee		75

Tourist Court Accommodation Program	Old Fee	Proposed Fee
Tourist Accommodation Application Fee	25	25
Tourist Accomodation Plan Review Fee	200	300
Tourist Accommodation Annual Fee	100 (1-25); 150 (26-50); 200 (>50)	150 (1-25 rooms); 200 (26-50 rooms); 250 (>50 rooms)
Swimming Pools and Spa Programs	Old Fee	Proposed Fee
Swimming Pool/Spa Application Fee	25	25
Swimming Pool/Spa Plan Review and Construction Permit Fee	250	300
Swimming Pool/Spa Annual Fee	150	200
Body Art	Old Fee	Proposed Fee
Body Art Studio Application Fee	25	25
Body Art Studio Plan Review Fee	300	300
Body Art Studio Annual Fee	200	200
Rabies		
Rabies Specimen Submission - No Exposure	50	150
Rabies Certificate	0.50	0.50
Miscellaneous Fees	Old Fee	Proposed Fee
Public Records Per Printed Page Fee	10 + .10 per page	.10 per page
Waiver/Variance Application Fee	250	250
Failed Inspection Fee	50	75
Late Annual Fee		50
Facility Change of Ownership Fee		100
Exam Proctor Fee (Per Exam)	50	50
Miscellaneous Hourly Rate	50	50



Lee County - Leesburg - Smithville Planning Commission

CHAIRMAN JASON SHEFFIELD, VICE-CHAIRMAN JIM QUINN
JOHNNY GOLDEN, KYLE LUCKIE, MIKE MCVEY, SHIRLEY STILES, CHARLIE BARNER

MEETING MINUTES

March 7, 2024 at 6:00 P.M.

Opal Cannon Auditorium

T. Page Tharp Governmental Building

102 Starksville Avenue North

Leesburg, GA 31763

Members Present: Chairman Jason Sheffield, Vice-Chairman Jim Quinn, Commissioners Johnny Golden, Kyle Luckie, Shirley Stiles, and Charlie Barner

Members Absent: Commissioner Mike McVey

Staff Present: Interim Director Joey Davenport, Assistant Director Amanda Nava, and Office Manager/ Planning Assistant Kara Hanson

I. CALL TO ORDER

Chairman Jason Sheffield called the meeting to order at 6:00 p.m.

Commissioner Charlie Barner arrived to the meeting at 6:02 p.m.

II. ACKNOWLEDGEMENT OF GEORGIA LAW REGARDING CAMPAIGN CONTRIBUTIONS

Vice-Chairman Jim Quinn read the Georgia Law regarding campaign contributions.

III. NEW BUSINESS

(A) Welcoming of new staff member Kara Hanson

Interim Director Joey Davenport introduced the new Planning staff member Kara Hanson to the board.

IV. APPROVAL OF MINUTES

(A) Approval of the minutes from the February 1, 2024 Planning Commission meeting.

Vice-Chairman Jim Quinn made the **MOTION** to **APPROVE** the minutes as presented, seconded by Commissioner Kyle Luckie. The **MOTION** was unanimous with remaining Commissioners voting yea.

V. PUBLIC HEARINGS

Conditional Use Application

(A) Jeffry Peters (Z24-002) has submitted an application to the Lee County Planning Commission requesting a Conditional Use to subdivide a three-acre portion from the minimum 25-acre parcel, in the AG-1 (Active Agriculture District). This property is in the Fourteenth Land District of Lee County. The total acreage of the lot is 25 acres. Mr. Peters intends to combine the subdivided 22 acres to his adjacent property at 305 New York Road, leaving the existing



dwelling on a three-acre parcel with a minimum of 225 feet of road frontage. This parcel is located in flood zone X. The parcel number is 045 035, at 252 Old Leslie Road, Leesburg, GA 31763.

Public Hearing Discussion

Staff Presentation

Interim Planning Director Joey Davenport presented the staff report as follows, the parcel is located in the AG-1, Active Agriculture District. The Applicant desires to subdivide the existing 25-acre parcel into two parcels, resulting in one 3-acre parcel. Conditional use approval is required per Sec.70-313 of the Lee County Zoning Ordinance, which allows single-family dwellings or manufactured homes exceeding one per farm operation to be located on a legally subdivided lot on at least three acres with 225 feet of road frontage.

He explained that Martha Jan Phillips currently owns the 25-acre subject property in the AG-1 district. In the AG district, 25 acres is the minimum lot size requirement. There are a couple of provisions that would allow a subdivision of this property. The first being a by right use in which you can subdivide out 10 acres. The second being a conditional use where you can subdivide a minimum of three acres. Both of those provisions have a requirement that 25 acres must remain in the parent tract to meet the minimum AG-1 lot size. In normal circumstances, this request would not have met the standards of a conditional use because the subject property is already at the 25-acre minimum and the application would have been denied at the staff level.

However, the intention of this property owner and the adjacent property owner is to subdivide out three acres per those conditional use provisions under the AG-1 ordinance. The adjacent property owner Mr. Peters, who has approximately 350 acres, intends to recombine that 22 acres with the 350 acres, so there ultimately would not be a creation of a non-confirming lot.

Staff is presenting this to the Planning Commission with a recommendation for conditional approval with the strict requirement that the remaining 22-acres are mandated to be recombined with the adjacent 350-acre tract so as not to create an illegal non-confirming lot in the AG-1 district.

Public hearing was opened by Chairman Jason Sheffield at 6:05 P.M.

Applicant Presentation

Mr. Jeffry Peters was present. He immediately stated his intention to the Planning Commission his desire to withdraw this application. The current owner of the lot, Martha Jan Phillips, spoke with her accountant before the meeting and based on that conversation no longer desires to proceed with this application at this time.

Public Opposition

Mr. Sam Johnson questioned the planning commission on their authority to approve minor subdivisions of less than five-acres. Chair Jason Sheffield explained to him that they are a recommending body, and the Board of Commissioners are the ones who have the authority to amend or approve any changes. Mr. Sheffield also stated that the Planning Commissioners are issued a staff report for each case that is based off individual circumstances and the ordinances in the zoning district.

From there, they form their recommendations to the Board of Commissioners.



With no further comments or questions from the audience, the Public Hearing was closed at 6:19 p.m.

Commission Discussion

Chairman Jason Sheffield asked Interim Director Joey Davenport due to the withdrawal what the correct procedure would be. Mr. Davenport stated that in his opinion once the applicant expresses his or her wish to withdraw the application that should be the end of the discussion. Once withdrawn there should be nothing further to discuss however, it would be up to the Planning Commission on how they as a body choose to proceed, however, Mr. Davenport suggested that the Planning Commission should not issue a denial after the application has been withdrawn. Vice-Chairman Jim Quinn suggested that the case be tabled until next months meeting and asked that the applicant submit a formal letter withdrawing the request.

Recommendation

Vice-Chairman Jim Quinn made a **MOTION** to **TABLE** the conditional use application with the request for Mr. Jeffry Peters to provide a formal letter withdrawing the application, seconded by Commissioner Charlie Barner. The **MOTION** was unanimous with remaining Commissioners voting yea.

VI. UNFINISHED BUSINESS

None

VII. ANNOUNCEMENTS

None

VIII. ADJOURNMENT

Commissioner Kyle Luckie made a motion to **ADJOURN**, seconded by Commissioner Shirley Stiles. The **MOTION** was unanimous remaining Commissioners voting yea. The meeting adjourned at 6:21 p.m.

Meetings of the Planning Commission and the Board of Commissioners are open to the public.

Georgia law requires that all parties who have made campaign contributions to any member of the Board of Commissioners in excess of two hundred fifty dollars (\$250) within two (2) years immediately preceding the filing of this request, and who desire to appear at the public hearing in opposition to the application, shall, at least five (5) days prior to the public hearing, file a campaign contribution report with the Lee County Planning Commission.

Persons with special needs relating to handicapped accessibility or foreign language interpretation should contact the ADA Coordinator at (229) 759-6000 or through the Georgia Relay Service (800) 255-0056 (TDD) or (800) 355-0135 (voice). This person can be contacted at the T. Page Sharp Building in Leesburg, Georgia between the hours of 9:00 a.m. and 4:00 p.m., Monday through Friday, except holidays, and will assist citizens with special needs given proper notice of seven (7) working days. The meeting rooms and buildings are handicap accessible.



LEE COUNTY

Life works well here

Lee County Public Works

Director

Michael T. Sistrunk

759 Hwy 32 East
Leesburg, GA 31763
(229) 759-6028
Fax (229) 759-3332

General Supervisor

Anthony King
Supervisor
Chris Sellers

March 27, 2024

Christi Dockery

Re: Stocks Dairy Cross Drain Pipe Repair

While inspecting cave-ins around the three 48" cross drain pipes at the 400 block of Stocks Dairy Road, we discovered joints on the pipes had separated and caused a void where water is leaking between the joints.

I have contacted Poppco Construction in Albany Georgia to provide an estimate to install liner sealing to all three pipes. Not only will it be less expensive to repair pipes in this manner, it will also eliminate digging up a pipe costs on a newly resurfaced road, costs of pipe and road closure.

Please see the attached quote. This process will take approximately one week to repair, will extend the life of cross drain 15 – 20 years and will not interrupt the flow of traffic.

Staff request Commissioners approve this bid. There is money available in the storm water account.



MEMORANDUM

LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners
SUBJECT: County Updates

Agricultural/ Recreation Complex

- Located on 100 acres on Leesburg Bypass — 231 State Route 3
- Proposed plans provided July 29, 2020
- Resolution adopted and lease agreement signed on September 22, 2020 with Georgia Department of Natural Resources for a Boat Ramp
 - Renewed January 11, 2022
 - Estimated Start Date: Fall 2023
 - DNR hired EMC Engineering to survey property for canoe/kayak ramp
 - DNR staff notified us that the DNR Commissioner has signed the Boat Ramp agreement for the Lee County construction project
 - Engineering design began in January 2023
 - An Environmental study will be conducted in the next few weeks
- Improvements to the Property
 - Renovation of Covered Building: New roof, fresh paint, picnic tables, electrical system, well
 - Bobby Donley, Lanier Engineering, provided proposed site plan
 - Proposal submitted to the BOC for review
 - Trails: ¾ mile walking trail that runs along a 46 foot high ridgeline above the Kinchafoonee Creek and has a seasonal view of the waterway
 - Eight (8) picnic tables as well as a number of trash cans have been placed along this trail on the creek side
 - Directional signs for the area ordered (i.e. Parking, No Parking, trail markers, boundary signs, etc.)
- Future Improvements
 - Define the location of the road
 - Grade and place compacted crushed stone GAB/recycled asphalt on the area on top of the ridgeline for a parking area
 - Placing a gate at the trailhead so that the area can be closed to public for safety during high water events
- Planning/Designing Committee created by the Board at the May 11, 2021 meeting
 - **Committee Members:** Art Ford, Tim Sumners, Tom Sumners, Bobby Donley, Lisa Davis, David Dixon, Judy Powell, Rick Muggridge, Commissioner Luke Singletary, County Manager Christi Dockery, Parks & Recreation Director Jeremy Morey
 - **Meetings:** June 14, 2021, November 15, 2021, January 11, 2022
 - Staff is working with a local engineering firm to develop a plan
- Professional Services Agreement with Lose Designs approved and signed on August 8, 2023
- Onsite meeting held Friday, September 15, 2023
- Concept plan meeting held Friday, February 2, 2024
- Final plans presented to BOC on March 12, 2024
 - To be completed in phases

- Includes: Multipurpose building, tennis courts, pickleball courts, RV campsite, walking and cross country trail, pavilions, amphitheater, practice fields, and a flexible lawn area
- Next Step: Development of bid documents for construction

Bicentennial Anniversary – June 9, 2025

- Preliminary discussions ongoing with staff and Chamber of Commerce staff on projects and ideas for a community celebration for Lee County's first 200 years

2020 Census Numbers

- Lee County: 33,179
- Smithville: 593
- Leesburg: 3,480

Commercial Land Development Permits

- Boaters World – Ridezilla – Hwy 19
- Dawson Road Commercial Subdivision Lots 3-8 – US Hwy 82
- DeSoto Silicon Ranch Phase II & III
- Drake Properties – Downtown Leesburg Restaurant Passion & Bliss
- Eliano's Coffee – US Hwy 19
- Flint Ventures Commercial Subdivision – US Hwy 19
- Forrester Crossing Commercial Subdivision Phase II – US Hwy 19
- Forrester Crossing Phase I – New Office Building
- Giovingo Properties Sanitary Sewer Expansion – US Hwy 82
- Gold Star EMS – Fussell Road
- Hibachi Express Drive-thru Expansion – US Hwy 19
- Lamon Office Building – Ledo Road
- Marlow Lane Sewer Utilities Extension – US Hwy 82
- Mavis Tire – US Hwy 19
- New Jerusalem Grove Baptist Church – Smithville
- Oakland Express convenience store – US Hwy 82
- Oxford Business Park
- Seven Brew – US Hwy 82 (to include proposed package store)
- Three (3) Proposed Package Stores – US Hwy 19, Philema Road, and US Hwy 82
- Gas Station – US Hwy 82
- Whistle Wash – US Hwy 82
- Woodgrain Millwork Expansion – US Hwy 82

DeSoto Solar Project

- Staff anticipates pushing power to the grid on both the DeSoto II and the DeSoto III projects by the end of this year
- Both projects to be fully completed by the end of Spring 2024
- Received first \$235,000.00 annual payment
- DeSoto I is fully completed and operating well
 - Sheep expected to be on the DeSoto I project by the end of summer or early fall 2024

GEMA

- GEMA representatives will be working with local government, businesses, and citizens to create a Disaster Recovery and Redevelopment Plan for the county
- There will be at least three stakeholder meetings
- Consists of a zero-cost match

GIS

- Implemented Pictometry

Road Layer

- Including road width, length, and speed limits

Utilities Mapping Project

- Purpose: To map all utilities in Lee County
 - Includes water mains, water valves, water towers, fire hydrants, sewer lines, sewer manholes, sewer pump stations, fiber, gas, telephone, etc. as well as feature type, pipe size, pipe material, valve size
 - Also mapping greenspace, stormwater holding ponds, Hazard Mitigation lots, etc.
- Goal: To have an internet map in ArcGIS Online where utility workers can view utility maps on a tablet in the field

Great American Clean-up

- April 6, 2024
- Event will also include Amnesty Day at the Landfill, Flag turn in, and prescription pill take back

LMIG Funds

- **FY2024**
 - Funds Received from GDOT: \$690,908.06
 - Total, with 30% match from Lee County: **\$898,180.48**
 - Application approved September 18, 2023
 - Grant Funds received September 19, 2023
 - BOC awarded bid on December 12, 2023 to Oxford Construction Company
 - Roads: Chokee Road, Country Drive, Knollwood Drive, Springlake Drive, and Wiregrass Way
 - Project ongoing

Sidewalks

- Georgia Department of Transportation, GDOT, has approved the City of Leesburg's request for funding assistance for sidewalks on State Route 3, State Route 32, and Firetower Road
- GDOT is committing up to \$304,000.00, or 70% of the project cost, whichever is less
- December 22, 2022: Board voted to pay the County's share of the cost for sidewalks on Firetower Road (\$13,500.00)
- Ongoing project

Smithville Road Bridge

- Georgia Department of Transportation, GDOT, plans to replace the bridge over the Muckaloochee Creek on Smithville Road
- Construction and Maintenance Easements received from adjoining property owners and recorded
- Estimated Start Date: August 15, 2024
 - Detour will be implemented during this construction as bridge will be closed to thru traffic
 - Estimated completion date: January 7, 2025

Speed Limit Ordinance

- Approved by BOC at April 26, 2022 meeting
- Staff has submitted documents to GDOT
- Requested DOT examine Old Leesburg Road/State Route 133
- Awaiting GDOT review and approval

SPLOST VII

- Collection Period: October 1, 2019 - September 30, 2025
- Ballot amount: \$20,825,603.00
 - Current collection: \$21,429,270.00 as of March 2024 (1.03%)

SPLOST VIII

- Citizens voted on referendum March 12, 2024
 - Vote passed
- Collection Period: October 1, 2025 - September 30, 2031

- September 12, 2023: BOC approved placing on the March 2024 ballot
- BOC reviewing staff proposed projects
- Meeting with Lee County, Leesburg, and Smithville officials held Tuesday, October 10, 2023 with all entities in agreement
- IGA and projects list approved by the BOC on October 24, 2023
- Completed IGA submitted to the Elections and Registration Office November 10, 2023

Storm Drainage Repair/ Holding Ponds

- Lumpkin Road
 - BOC approved a contract with Lanier Engineering to survey in March 2020
 - Survey completed June 2020
 - BOC currently reviewing plans and options
- Liberty Holding Pond (Doublegate)
 - BOC approved a contract with engineer Mike Talley to design
 - BOC approved a contract with Lanier Engineering to survey in February 2019
 - Under review

TSPLOST

- Collection Period: April 1, 2019 - March 31, 2024
 - Ballot amount: \$16,995,017.00
 - Current collection: \$18,894,449.38 as of March 2024 (111%)

TSPLOST II

- Joint meeting held Tuesday, June 21, 2022 at 5:00pm
- Voters approved continuation of TSPLOST II in November 2022
- Collection Period: April 1, 2024 – March 31, 2029

Telecommunications Tower

- To be located at the Smithville Fire Station
- Partnering with Motorola
- Surveying has begun
- Conditional Use and Variance to before the Planning Commission on May 2, 2024 with a Public Hearing before the BOC May 14, 2024 and final vote on May 28, 2024
- Estimated Completion: May 2024

Westover Extension

- GDOT project - DARTS support
- Will connect Westover Road and Ledo Road at Capstone Connector
- Oxford Construction Company awarded bid from GDOT
 - Project ongoing
- Staff is working with GDOT and DARTS on signal and safety issues for Ledo Road intersection
- Estimated Completion Date: December 2024
- Discussions with GDOT regarding a traffic study and signal installation ongoing
- GDOT committed to conducting a traffic study of this intersection once the project is completed

Windstream – Kinetic Fiber Installation

- Kinetic staff is currently staking installation areas throughout the County
- Engineering design is expected to be completed by January 2024
- Crews will begin fiber installation in early 2024 with anticipated completion of over 4,234 underserved properties by the end of 2026
- Project is required to be completed by 2026 with minimum speeds of 100 Mbps download and 100 Mbps upload
- Funding for this project includes:
 - Grant award from Georgia's State & Local Fiscal Recovery Funds - \$12,541,241.00
 - Kinetic funding of \$7,337,804.00 with Lee County's match of \$1,200,000.00

- ARPA funding
- Total Investment: \$21,079,046.00
- Groundbreaking held Wednesday, February 7, 2024 at Oakland Court

RFPs and RFQs

Open

Coston Road Paving Project

- Approved by BOC at September 26, 2023 meeting
- Pre-Bid Meeting: November 16, 2023
- Re-published February 2024
- Pre-Bid Meeting: March 14, 2024
- Bid Opening: April 4, 2024
- To be brought before the BOC on April 9, 2024

Recently Awarded

Disaster Recovery Management, Disaster Debris Monitoring, and Disaster Recovery Services

- Bid Opening: January 16, 2024
- Approved by BOC at June 13, 2023 meeting
- To be brought before the BOC on February 13, 2024
- BOC awarded bid on February 13, 2024 to Tetra Tech
- Contract completed April 5, 2024

Disaster Debris Removal and Disposal Services

- Bid Opening: January 16, 2024
- Approved by BOC at June 13, 2023 meeting
- To be brought before the BOC on February 13, 2024
- BOC awarded bid on February 13, 2024 to DRC Emergency Services
- In the contract process

Road Resurfacing Projects (including LMIG 2024)

- Pre-Bid Meeting: November 28, 2023
- Bid Opening: December 11, 2023
- Approved by BOC at September 12, 2023 meeting
- BOC awarded bid on December 12, 2023 to **Oxford Construction Company** at a total cost of **\$5,032,661.75**
- **Roads**: Argyll Place, Aylesbury Place, Berkeley Road, Cambridge Road, Carillon Court, Carowinds Drive, Coosaw Court, Country Drive, Creek Isle Drive, Creekshire Court, Creekview Drive, Danbury Lane, Foxworth Drive, Halifax Place, Johns Drive, Knollwood Drive, Margate Drive, Marion Court, Midway Street, Muckalee Lane, Pineview Drive, Red Bay Court, Springlake Drive, Towne Lane, Victorian Court, Village Lane, Warrington Road, Willard Court.
 - **Shoulder work**: Callaway Lakes and Myers Acres
 - **Completed**: Chokee Road, Doris Drive, Huntingdon Drive, Lavender Lane, Longleaf Drive, Johns Drive, Morning Mist Drive, New York Road, Pinewood Road, Pebble Ridge Drive, Winnstead Drive, Wiregrass Way
 - **Roads currently being worked on**: Argyll Place, Aylesbury Place, Berkeley Road, Cambridge Road, Danbury Lane, Halifax Place, Margate Drive, Warrington Road

Bermuda Lane Pipe Repair

- Pre-Bid Meeting: November 9, 2023
- Bid Opening: November 28, 2023
- Approved by BOC at October 24, 2023 meeting

- \$12,540.00 change order approved by BOC on February 27, 2024
- BOC awarded bid on December 12, 2023 to **Oxford Construction Company** at a total cost of **\$74,095.00**
- Estimated Completion: April 2024

Future

Sewer Extension on Hwy 19

- Approved by BOC at June 22, 2021 meeting
- Staff writing RFQ documents
- Projected Bid Opening TBD
- The plans and easement plats are completed and ready for submittal from Lanier Engineering
- Estimated Completion: December 2024

Fencing

- Approved by BOC at April 25, 2023 meeting
- Staff writing RFP documents
- To be placed at several County facilities
- Projected Bid Opening: TBD

LED Lighting in the Fire Stations

- Previous Pre-Bid Meeting: September 20, 2022
- Previous Bid Opening: October 19, 2022
- Results brought to the Board on October 25, 2022
 - Bids rejected
- Project to be reopened at a future date

LED Lighting in all County Buildings

- Approved by BOC at March 23, 2021 meeting
- Projected Bid Opening: TBD

ADA Compliant Website

- Staff writing RFP documents
- Projected Bid Opening: TBD

County Building Painting Services

- Approved by BOC at March 23, 2021 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD

Flooring Services for County Buildings

- Approved by BOC at April 27, 2021 meeting
- Staff writing RFP documents
- Projected Bid Opening: TBD



MEMORANDUM LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners

SUBJECT: Approval of Lose Design

METING DATE: Tuesday, April 9, 2024

MOTION/RECOMMENDATION

Motion to approve the Lose Design engineering proposal for the 100 acre park to be funded by ARPA funds.

BACKGROUND

Staff recommends approving Lose Design engineering proposal \$612,000.00 for the 100 acre park, which can be funded by ARPA. Projects funded from ARPA must be **obligated by April 30, 2024** and must be completed projects by 2026. As of March 31, 2024, we have \$1,792,000.00 in unencumbered ARPA funds.

Treasury has not exempted funds expended for general government services under the Revenue Replacement category, which the County chose to take. Spending funds in the Revenue Replacement category allows the County to spend funds on expenditures such as park and improvement projects, renovating public building and facilities and many other uses.

CSLFRF funds may also go toward the following:

- Replacing public sector revenue lost as a result of the pandemic
- Responding to the pandemic's health and economic consequences
- Bolstering the earnings of essential workers
- Improving infrastructure that delivers water, sewer and broadband internet access

Currently Lee County Recreation has funding of \$2,000,000.00 in SPLOST VII and \$500,000.00 in Impact Fees. The BOC can also issue the bonds for SPLOST VIII for an additional \$3,000,000.00. Additionally, the BOC could obligate \$1,792,000.00 for a total of **\$7,392,356.83** for Recreation projects.

ATTACHMENTS

Proposal
Funding Summary



March 7, 2024

Ms. Christi Dockery
County Manager
Lee County, Georgia
102 Starksville Avenue North
Leesburg, GA 31763

Re: Proposal- Lee County Community Park Phase 1 Construction Documents

Christi,

We appreciate the opportunity to continue our relationship with Lee County, GA to provide professional design services for the Phase 1 Construction Documents for the new Lee County Community Park. As we have previously discussed with the county team, this is an exciting project and we would be delighted to help bring your vision to life. On the following pages, I have developed a scope of services and associated fees that I believe are best suited to your goals. We are always happy to modify our approach to meet our client's needs, so if you would like any changes, please let me know.

If the scope and fees in "Attachment A" are acceptable, we can use them as an attachment to a standard AIA contract. I hope to be in touch soon.

Sincerely,

LOSE DESIGN

A handwritten signature in black ink, appearing to read "A. St. Pierre", with a long horizontal flourish extending to the right.

Aaron St. Pierre, PLA, ASLA, CID
Vice President



CONSTRUCTION DOCUMENT PROPOSAL

Project Name: Lee County Community Park
Phase 1 Construction Documents
Lose Project #: 23122-1 Date: 03-08-2024

DESCRIPTION

Provision of professional design services for development of construction documents, permitting services, bidding assistance services and construction related services as described below.

SCOPE OF SERVICES

The Lee County, GA wishes to implement master plan improvements for the Lee County Community Park, located at 231 State Route 3, Leesburg, GA 31763 (Lee County Parcel ID# 036B 003). Phase 1 development of the property is anticipated to encompass approximately 30 acres and will include the following:

- Park entrance with signage;
- Internal driveways and parking lots with street lighting;
- Multi-purpose field complex that encompasses 3 artificial turf fields with sports lighting, covered spectator seating areas, plazas/sidewalks, and a restroom/concession building;
- Open lawn area with amphitheater building;
- Phase 1 walking trail loop; and
- Site infrastructure, grading and drainage.

Lose Design has developed the following Project Approach to accomplish the goals of this project:

PROJECT APPROACH

TASK 1- PROJECT INITIATION

To initiate the project, Lose Design will meet with the Client Team to revisit the project scope, review the schedule, and establish key delivery dates. This meeting will provide the opportunity to identify known issues and concerns, to gain an overview of the County's resources and to discuss specific areas that may require special attention during the planning process. We will also coordinate with the Client Team to collect applicable background data (i.e., surveys, reports, and other related documents) required to develop the plans.

Prior to this meeting, Lose Design will submit a programming questionnaire to the Client Team to review desired materials, finishes, systems, equipment, controls, etc. We would request that the County



provide written responses to the programming questionnaire in advance of the initial meeting to streamline discussions.

TASK 2- SURVEYING SERVICES

We will engage our surveying team partner to document the existing conditions of the phase 1 development area and prepare a site survey. It is anticipated that the survey area will cover approximately 30 acres and the balance of the property information will be composed of available GIS data.

Upon receipt of the draft survey, our team will visit the site to review the survey information and familiarize themselves with the project area. If the survey and site visit reveals areas that may require additional survey information, we will coordinate with the Client team to add those areas to our scope.

TASK 3- SCHEMATIC DESIGN SERVICES

This preliminary design phase will evaluate the scope of work to be accomplished in relation to the budget. Plans for the building, structures, site work, utilities, and other systems will be developed to a schematic level. During this process, we will facilitate an initial coordination meeting (virtual) with permit staff to listen to their early suggestions on the plans. We will adjust aspects of the property master plan as necessary to meet the initial feedback received from regulatory agencies and develop schematic plans, along with a preliminary opinion of probable cost for the project. As the plans are completed, we will hold a review meeting with your team.

TASK 4- DESIGN DEVELOPMENT SERVICES

Following the input from the schematic design meeting, team architects will continue on building/structure designs and begin to employ the services of our mechanical, plumbing, electrical, and structural engineering partners as needed. Team civil engineers and landscape architects will continue site work, including utility, grading and stormwater designs and coordination with permitting and regulatory officials. Team landscape architects will continue developing site plan features.

As this draws to a close, a 75% complete design development documents review meeting will be held, and the design team will present the plans and revised supporting opinions of probable cost. The new cost numbers will be compared to the overall project budget to determine if any modification



to the project program is needed. If opinions of probable cost exceed budget funding, your team will be asked to identify elements for later phasing consideration.

TASK 5- CONSTRUCTION DOCUMENT SERVICES

Following the receipt of the design development review comments, recommended changes will be made, and preparation of the 95% construction documents/permit submittal documents will begin. We will continue coordination with requisite permitting agencies. The plans and updated opinions of probable cost will be presented to your team for a 95% review meeting. Following that meeting, Lose Design team members will incorporate any final revisions and prepare the plans for incorporation into an initial permit application package.

TASK 6- PERMITTING SERVICES

Upon completion of the final revisions, Lose Design team members will assemble and coordinate permit application packages to be submitted to the requisite permit agencies for review. Comments received from permit officials will be forwarded to your team along with the recommended remedial action proposed by the design team. Plans will then be modified to reflect codes comments and will be resubmitted to the codes officials for approval. Upon receipt of approved plans from codes officials, the project will be ready for bidding. We will update our opinions of probable cost to reflect the changes that occurred.

TASK 7- BID ASSISTANCE SERVICES

Bid drawings, along with a bid specification manual, will be prepared for the project. In preparing the bid documents, Lose will work in conjunction with County staff to prepare the form of agreement between owner and contractor to be included in the bid package. We will investigate potential alternate bid items and coordinate those with your team for inclusion in the bid. We will update our opinions of probable cost to reflect the changes that occurred during permitting for comparison when bids are opened. During the bid process, we will assist the County in distributing bid documents and attend and facilitate a pre-bid meeting for the prospective contractors. We will respond to contractor questions and issue clarifications and addenda as necessary. We will assist your team in analyzing contractor bids and in the contract award.

TASK 8- CONSTRUCTION ADMINISTRATION SERVICES

During construction we will meet approximately twice each month with your team and the contractor to discuss construction progress, observe



site conditions and clarify matters for the contractor. Some of these meetings will be attended by various staff, depending on the progress of construction and items needing review. It is anticipated that these meetings will alternate between virtual and on site within each month. We will prepare minutes of the meeting's discussions and findings. At key periods of construction, various team members responsible for specific portions of the project design will attend meetings as necessary to their trade. Each month, we will review and approve the contractor's applications for payment. As they are submitted, we will review shop drawings, material submittals, requests for information, change order requests (both from owner and contractor), etc. As the project draws to a close we will perform construction closeout review and coordinate with the contractor to collect contractor's occupancy certificates, warranties, as-built information, O&M manuals, lien releases, etc. After the first year of occupancy, we will perform an 11-month warranty inspection with the County and the contractor.

We assume a construction administration services period of up to twelve (12) months for Substantial Completion and an additional one (1) month to Final Completion, following the County's issuance of a Notice to Proceed to the Contractor.

ADDITIONAL SERVICES

Only items of work specifically called out under the Scope of Services section of this agreement are to be performed for the specified fees as a part of the contract. The Design Professional will consider any items not so specified as "Additional Services" and will perform those services upon request on an hourly fee basis. Such Additional Services may include, but are not limited to, the following:

- Professional rendering services and 3D modeling/imagery;
- Additional site visits or meetings;
- Changes in drawings, specifications, or other documents required by the Client after acceptance of progress documents and final construction documents by the Client;
- Other items requested by the Client not included elsewhere in this agreement;
- Additional Construction Administration Services beyond the specified period of construction.
- Professional Services other than those listed in the above Scope of Services;
- FEMA floodplain modeling; LOMR/CLOMR services;
- Traffic Engineering Services;
- Detailed Cost Estimating Services;
- Detailed Construction Inspections other than those listed in the Scope of Services;



- Material Testing Services;
- As-constructed Record Drawings;
- Conformed Set Drawings and Project Manual

EXCLUSIONS

The following services are hereby excluded from the Scope of Services:

- Fees associated with the development including, but not limited to, permit review, impact fees, inspection fees, etc.;
- Hazardous materials testing or permitting related to their abatement.

PROJECT SCHEDULE

Based on the proposed scope of services, we anticipate the following design phase schedule:

- Project Initiation, Schematic Design, Design Development and Construction Document Services: 5-6 months
- Surveying Services: 2 months (concurrent with above)
- Permitting Services: 2-3 months (budgeted, TBD)
- Bid Assistance and Construction Administration Services: 12-14 months



PROJECT FEES

BASE FEE

We propose to provide the scope of services described herein for a total of \$612,000.00, to be charged monthly as a percentage of completion, as follows:

TASK 1: PROJECT INITIATION	\$23,250.00
TASK 2: SURVEYING SERVICES	\$11,250.00
TASK 3: SCHEMATIC DESIGN SERVICES	\$80,500.00
TASK 4: DESIGN DEVELOPMENT SERVICES	\$105,000.00
TASK 5: CONSTRUCTION DOCUMENT SERVICES	\$136,000.00
TASK 6: PERMITTING SERVICES	\$42,500.00
TASK 7: BID ASSISTANCE SERVICES	\$46,250.00
TASK 8: CONSTRUCTION ADMIN. SERVICES	\$167,250.00
Total:	\$612,000.00

Standard out-of-pocket expenses will be charged as reimbursables.

ADDITIONAL SERVICES

Any requested additional services and reimbursable expenses associated with those additional services will be charged per the following rate schedule (See Exhibit A).



EXHIBIT "A"

HOURLY RATE SCHEDULE FOR ADDITIONAL SERVICES

Professional services Hourly Rate for Additional Services

Executive Management	\$300.00
Vice President	\$260.00
Sr. Engineer, Sr. Project Manager	\$230.00
Sr. Architect	\$210.00
Sr. Landscape Architect, Sr. Land Planner	\$200.00
Project Manager	\$200.00
Engineer, Architect	\$190.00
Landscape Architect, Interior Designer, Planner	\$175.00
Engineer in Training	\$150.00
Intern Architect	\$145.00
Land Planner	\$140.00
Senior Proposal Coordinator	\$135.00
BIM Specialist	\$130.00
Technician, Marketing Content Creator	\$100.00
Project Accounting Coordinator, Administrative Assistant	\$100.00

Reimbursable Expenses

Consultants' Services	cost + 10%
Prints	cost + 10%
Postage and Shipping	cost + 10%
Mileage and Travel Expenses	cost + 10%
Copies	cost + 10%

January 1, 2024

NOTE: All the above-stated fees and expenses are to be billed monthly, and the invoices are due and payable upon receipt. Other reimbursable expenses not shown hereon will be invoiced at our cost plus 10%. These rates are current until January 1, 2025, at which time they may be adjusted by the Design Professional.

**Funds Available for Recreation Projects
(as of February 29, 2024)**

**Impact Fee Funds Available	517,279.41
SPLOST Funds available	2,082,131.00
**SPLOST VIII Bond Funds (should the Board choose to go out for bonds)	<u>3,000,000.00</u>
Total Funds Available for Recreation	<u>5,599,410.41</u>
ARPA Funds Available (if Board chooses to use)	1,792,946.42
Total Funding Available with ARPA funds	<u><u>7,392,356.83</u></u>

**Impact Fees for Recreation can only be spent on the projects listed on the attached report



**MEMORANDUM
LEE COUNTY BOARD
OF COMMISSIONERS**

TO: Honorable Board of County Commissioners
SUBJECT: New York Road Bridge Repair
MEETING DATE: Tuesday, April 9, 2024

MOTION/RECOMMENDATION

Motion to approve a quote for the repair of the Chokee Creek Bridge on New York Road from Southern Concrete Construction Company.

BACKGROUND

This project was put out for bid twice, with Pre-Bid Meetings scheduled for December 14, 2023 and January 8, 2024. No contractors attended either pre-bid meeting despite the project having been advertised on the County's website, Facebook, and being emailed to several potential vendors.

A quote has since been received from Southern Concrete Construction Company. Staff recommends accepting this quote.

Southern Concrete was awarded a previous contract from Lee County to replace a bridge culvert on New York road in the recent past. There are limited companies that provide this type of service and this project may not be significant enough for another company to travel.

ATTACHMENTS

NONE



MEMORANDUM LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners

SUBJECT: 2024 LRA (Local Road Assistance) Funds

MEETING DATE: Tuesday, April 9, 2024

MOTION/RECOMMENDATION

Discussion of the LRA 2024 application and potential road projects.

BACKGROUND

Last month, the Governor announced an additional \$250 million in Local Road Assistance Administration funds (LRA) was to be included in the amended FY 2024 budget. Thereby, the County gets to apply for another grant for road projects, but this time, there is no required 30% match as there is for the typical LMIG program.

The eligible activities/projects and application process are the same for these LRA funds as they are for traditional LMIG. The application process is currently open, but will close **June 15, 2024**. Our formula amount for this grant is **\$855,690.09**, and again, **no match is required**.

Staff recommends the Commissioners select one or two roads from the attached proposed road list provided by Brent Davis, Reliable Engineering, and Mike Sistrunk, Public Works Director to submit on the grant application. This road list has been compiled based on factors such as grade of the road as well as the cost of maintenance.

Staff recommends applying to GDOT for these LRA funds and once accepted, holding the funds until the County also receives the funds for the LMIG FY 2025 cycle; the application process for traditional LMIG usually begins in July. At a future meeting, the Commissioners can select additional roads for the LMIG FY 2025 funds and authorize staff to put out an RFP for projects including funding from the LRA, LMIG FY 2025, and TSPLOST funds.

ATTACHMENTS

Proposed Projects

Priority	Road Name	Grade	From	To	Miles	Width	Details	Estimated Cost	
1	Mossy Dell Rd	71	S R. 32	New York Rd	2.91	20	Level and Resurface	\$ 825,000.00	Slight to Moderate Alligator Cracking on 60% of Road, Severe Edge Unraveling, Really Bad Section in Creek Crossing
2	Graves Spring Rd	73	Forrester Rd	S R. 32	5.20	20	Level and Resurface	\$ 1,326,000.00	Alligator Cracking on Wheel Paths on 25% of Road That Will Lead To Base Failure Soon, Some Base Failure Already Present
3	Hickory Grove Rd	74	Winnifred Rd	Pebble Ridge	1.14	24	Level and Resurface	\$ 290,700.00	Alligator cracking on wheel paths that will soon lead to base failure, Thin Wearing Course
4	Pryor Road	65	County Line	County Line	1.30	20	Level and Resurface	\$ 331,500.00	Severe Base Failure on 20% of Road, Alligator and Block Cracking Also Present
	Cutts Road	70	Chokee Rd	Pryor Rd	0.76	20	Level and Resurface	\$ 193,800.00	Some Potholes and Alligator Cracking on 30% of Road, Unraveling Edges and Some Base Failure
5	Winnifred	72	Cookville Rd	Do Co Line	2.63	20	Level, Resurface, Widen	\$ 933,650.00	Moderate Alligator Cracking on Most of the Road in Wheel Path With Slight Rutting, Severe Edge Unraveling Causeing Potholes and Making Road Narrower
6	Fussell Rd	76	U.S. 82	Palmyra Rd	2.22	20	Level, Resurface, Widen	\$ 790,000.00	Small amount of base failure and alligator cracking along edges, potholes and edge unraveling
7	New York Rd	72	S.R. 195	Mossy Dell Rd.	1.50	22	Level, Resurface, Widen	\$ 550,000.00	Slight to Moderate Alligator Cracking on 20% of Road, Severe Edge Unraveling Making Road Narrow, Several Base Failures East of Mossy Dell
8	Northampton				1.89		Level and Resurface	\$ 435,000.00	Several Deep Depressions Caused by Base Failure or Lime Sinks, Moderate to Severe Block Cracking and Weathering Pavement
	Leland Ferrell Drive	72	Lovers Lane	Northampton Rd	1.50	24	Level and Resurface	\$ 345,000.00	
	White Horse Drive	73	Cul-de-Sac	Leland Ferrell Dr	0.13	24	Level and Resurface	\$ 30,000.00	
	Brandt Ct	75	Leland Ferrell Dr	Cul-de-Sac	0.07	24	Level and Resurface	\$ 16,000.00	
	English Drive	75	Leland Ferrell Dr	Cul-de-Sac	0.19	24	Level and Resurface	\$ 44,000.00	
9	Marlow Lane	69	N Doublegate	W Doublegate	0.48	27	Level and Resurface	\$ 110,000.00	Bad Alligator Craking and Rutting in the Travles Lanes
10	Larkspur Drive	73	Winnstead Dr	Martindale Dr	0.51	24	Level and Resurface	\$ 117,000.00	Block Cracking and Moderate Alligator Cracking
11	Red Tip Lane	75	Wiregrass Wy	Martindale Dr	0.39	24	Level and Resurface	\$ 90,000.00	Block cracking, some areas with alligator gracking and base failure
Ledo Road and Forrester Road should also be considered to be resurfaced in the near future									
	Ledo Rd	78	U.S. 82	U.S. 19	3.51	24-62	Level and Resurface	?????	Would Need to Split with City of Albany, Some Potholoes Beginning to Form, Stress Cracking and Settling Also Present
	Forrester Pkwy	78	U.S. 19	Philema Rd	5.35	24	Level and Resurface	\$ 1,350,000.00	Some Cracking and Settling of Road Makes Ride Rough



MEMORANDUM LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners

SUBJECT: Oakland Library Roof Repair

METING DATE: Tuesday, April 9, 2024

MOTION/RECOMMENDATION

Staff is seeking consideration and a motion to approve an emergency repair of several areas of the Oakland Library & Bindery roof systems at a projected approximate cost of \$23,000.00.

BACKGROUND

Late last week we received information from Library staff that they were experiencing issues with perceived roof leaks and subsequent water damage to ceiling tiles, insulation, and gypsum board.

Mike Sistrunk, Public Works/Facilities Director consulted with multiple roofing companies who inspected the Oakland Library and Bindery roof systems. These contractors made determinations that there were several damaged areas within the roof systems that were in need of immediate repair to eliminate any potential for further damage to the interior of the building, insulation, sheet rock, ceiling tiles etc.

Mr. Sistrunk also consulted with Lee County Building Official Joey Davenport who on two different occasions met with Mr. Sistrunk and his staff and inspected the attic areas of both the Library and Bindery in an effort to ascertain where these leaks are originating. These inspections appear to confirm that the leaks are indeed originating from issues with the roof, entering the attic space, penetrating the hard ceiling of the building, and then passing through to the acoustical tile ceiling and damaging those tiles. These roof systems, while only twelve years old, have been through several significant storms including Hurricane Michael in 2018.

According to Mr. Sistrunk, the only contractor that responded with estimates expects that these repairs could last several years if no further damages are incurred. The other option would be to consider replacing the entire roofing system at a cost based on the estimate received from the only contractor to respond thus far exceeds the proposed cost of the repairs by more than \$130,000.00.

Library Director Claire Leavy stated that she might be able to apply for a Maintenance, Repair and Renovation (MRR) grant from the state that covers 50% of cost for replacing the entire roof of the library. This grant opportunity would likely be in the next fiscal year.

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LEE COUNTY
DECLARING THE RESULTS OF AN ELECTION DETERMINING THE
CONTINUATION OF A ONE PERCENT SALES AND USE TAX AND THE
ISSUANCE OF GENERAL OBLIGATION DEBT BY LEE COUNTY AND
FOR OTHER RELATED PURPOSES

WHEREAS, pursuant to a resolutions adopted by the Board of Commissioners of Lee County (the "Board of Commissioners") on November 14, 2023 and January 23, 2024, requesting the call of an election, and action taken by the Lee County Board of Elections and Registration (the "Board of Elections") on November 14, 2023, calling the election, an election (the "Election") was held on March 12, 2024 in Lee County, Georgia; and

WHEREAS, the Election submitted to the qualified voters for their determination the question of the continuation of a one percent sales and use tax (the "Sales and Use Tax") and the issuance of general obligation debt by the County in an aggregate principal amount not to exceed \$7,000,000 (the "Debt"); and

WHEREAS, the Election Supervisor, in the presence of and together with the Election Managers, brought up the returns, consolidated the returns and declared the results of the Election as set forth in Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners, and IT IS HEREBY RESOLVED by authority of the same, that the Election resulted in favor of the continuation of the Sales and Use Tax and the issuance of the Debt by an affirmative vote of a majority of the qualified voters voting in the Election and that the continuation of the Sales and Use Tax and the issuance of the Debt have been authorized as required by law.

BE IT FURTHER RESOLVED that a duly executed copy of this resolution be furnished to the Board of Elections.

BE IT FURTHER RESOLVED that proper officers of the County take any and all actions that are required to validate the Debt.

Adopted and approved this 9th day of April, 2024.

BOARD OF COMMISSIONERS OF LEE
COUNTY

(SEAL)

By: _____
Chairman

Attest:

Clerk

EXHIBIT A

CLERK'S CERTIFICATE

STATE OF GEORGIA

COUNTY OF LEE

The undersigned Clerk of the Board of Commissioners of Lee County (the "Board of Commissioners") DOES HEREBY CERTIFY that the foregoing pages of typewritten matter constitute a true and correct copy of a resolution duly adopted by the Board on the 9th day of April, 2024 at a meeting duly called and assembled and at which a quorum was present and acting throughout, and that the original of said resolution has been duly recorded in the Minute Book of the Board of Commissioners, which is in my custody and control.

Witness my hand and the official seal of the Board of Commissioners, this 9th day of April, 2024.

Clerk

(SEAL)

CONSOLIDATED MUNICIPAL/COUNTY CERTIFICATION OF RETURNS FOR:

- SPECIAL ELECTION
- GENERAL ELECTION
- RUNOFF ELECTION

March 12, 2024

Date

Lee

Municipality/County

Instructions: Prepare and print (4) copies of the Election Summary (county consolidated vote totals report that is generated by GEMS). Attach copies of this consolidated certification report as follows:

1. White sheet is attached to Election Summary and returned to Secretary of State.
2. Yellow sheet is attached to Election Summary and maintained by Superintendent.
3. Pink sheet is attached to Election Summary and sent to Clerk of Superior Court.
4. Goldenrod Copy is attached to Election Summary and immediately posted at the City Hall (city) or Courthouse (county)

ELECTION SUMMARY MUST BE ATTACHED TO THIS FORM

REFERENDUM QUESTIONS: Affix a copy of the complete wording of the question(s) as such appeared on the ballot.

SHORT TITLE OF QUESTION(S) AS SHOWN ON ATTACHED ELECTION SUMMARY:

QUESTION:

Shall a special one percent sales and use tax be imposed in the special district of Lee County for a period of time not to exceed six (6) years and for the raising of an estimated amount of \$30,673,656.00 for the purposes of: (1) public safety capital projects, courthouse renovations and additions, water and sewer projects, roads, streets, and bridges, library projects, emergency 911 improvements projects, public facilities projects, recreation projects, capital equipment for use in voting in official elections or referendums, stormwater infrastructure, and public works renovations and equipment for Lee County, Georgia; (2) public safety capital projects and equipment, public facilities, renovations and construction, water and sewer system projects, roads, streets, and bridges projects, and stormwater projects for the City of Leesburg, Georgia; and (3) historical renovations projects, public safety projects and equipment, public works projects and equipment, water and sewer projects and equipment, roads, streets, and bridges projects, recreation projects and equipment, technology improvements for the City of Smithville, Georgia? If imposition of the tax is approved by the voters, such vote shall also constitute approval of the issuance of general obligation debt of the Board of Commissioners of Lee County, Georgia in the principal amount of \$7,000,000.00 for the above purposes.

QUESTION:

This Referendum was held in accordance with (Citation of Act calling for the Election):

Local Act No. _____ Year _____

Ga. Laws page No. _____

We, the undersigned Superintendent/Supervisor of Elections and his/her Assistants, do jointly and severally certify that the attached Election Summary is a true and correct count of the votes cast in this City/County. In TESTIMONY WHEREOF, We have hereunto set our hands and seals this 18 day of March, 2024 SIGNED IN QUADRUPPLICATE.

Assistant

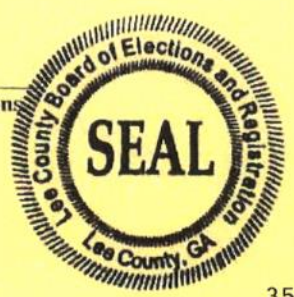
Assistant

Assistant

Assistant

Assistant

Walter Holt
Superintendent/Supervisor Of Elections



Election Summary Report

Closed Primary

Lee

March 12, 2024

Official and Complete

Elector Group	Counting Group	Ballots	Voters	Registered Voters	Turnout
Total	Election Day	2,162	2,162		9.63%
	Advanced Voting	1,223	1,223		5.45%
	Absentee by Mail	84	84		0.37%
	Provisional	0	0		0.00%
	Total	3,469	3,469	22,452	15.45%

Precincts Reported: 10 of 10 (100.00%)

Registered Voters: 3,469 of 22,452 (15.45%)

Ballots Cast: 3,469

President of the US - Rep (Vote for 1) REP

Precincts Reported: 10 of 10 (100.00%)

		Election Day	Advanced Voting	Absentee by Mail	Provisional	Total	
Times Cast		1,782	1,027	46	0	2,855 / 22,452	12.72%
Candidate	Party	Election Day	Advanced Voting	Absentee by Mail	Provisional	Total	
Ryan L. Binkley		0	0	0	0	0	0.00%
Doug Burgum		0	0	0	0	0	0.00%
Chris Christie		4	3	0	0	7	0.25%
Ron DeSantis		15	18	1	0	34	1.19%
Nikki Haley		62	89	5	0	156	5.47%
Asa Hutchinson		0	1	0	0	1	0.04%
Perry Johnson		0	0	0	0	0	0.00%
Vivek Ramaswamy		0	1	0	0	1	0.04%
Tim Scott		2	2	1	0	5	0.18%
David Stuckenberg		2	1	0	0	3	0.11%
Donald J. Trump		1,696	912	38	0	2,646	92.74%
Total Votes		1,781	1,027	45	0	2,853	
		Election Day	Advanced Voting	Absentee by Mail	Provisional	Total	
Unresolved Write-In		0	0	0	0	0	

President of the US - Dem (Vote for 1) DEM

Precincts Reported: 10 of 10 (100.00%)

	Election Day	Advanced Vot	Absentee by	Provisional	Total	
Times Cast	355	190	38	0	583 / 22,452	2.60%
Candidate	Party	Election Day	Advanced Voting	Absentee by Mail	Provisional	Total
Joseph R. Biden, Jr. (I)		337	174	36	0	547 94.97%
Dean Phillips		9	6	0	0	15 2.60%
Marianne Williamson		6	7	1	0	14 2.43%
Total Votes		352	187	37	0	576
	Election Day	Advanced Voting	Absentee by Mail	Provisional	Total	
Unresolved Write-In	0	0	0	0	0	

Lee County SPLOST (Vote for 1) NP

Precincts Reported: 10 of 10 (100.00%)

	Election Day	Advanced Vot	Absentee by	Provisional	Total	
Times Cast	2,162	1,223	84	0	3,469 / 22,452	15.45%
Candidate	Party	Election Day	Advanced Voting	Absentee by Mail	Provisional	Total
Yes		1,241	809	55	0	2,105 61.28%
No		900	404	26	0	1,330 38.72%
Total Votes		2,141	1,213	81	0	3,435
	Election Day	Advanced Voting	Absentee by Mail	Provisional	Total	
Unresolved Write-In	0	0	0	0	0	



MEMORANDUM LEE COUNTY BOARD OF COMMISSIONERS

TO: Honorable Board of County Commissioners
SUBJECT: Coston Road Design & Engineering
MEETING DATE: Tuesday, April 9, 2024

MOTION/RECOMMENDATION

Motion to award the bid for the Coston Road Design & Engineering.

BACKGROUND

Bid information for the Road Design & Engineering project was **published on Monday, February 26, 2024**. A Pre-Bid Meeting was held, as scheduled, on Thursday, March 14, 2024 at 2:00pm (held as advertised in the published bid documents). Four (4) vendors attended this Pre-Bid Meeting. **All bidders must have attended the pre-bid meeting to submit a bid.**

Sealed written bids were accepted from qualified vendors for the design and engineering of Coston Road. All bids were due and subsequently opened at 2:05pm on Thursday, April 4, 2024 in Opal Cannon Auditorium of the T. Page Tharp Governmental Building.

Sealed written bids were received from four (4) vendors:

Advanced Engineering	\$49,800.00
Reliable Engineering	\$73,560.00
EMC Engineering	\$75,000.00
AE Engineering	\$178,940.00

ATTACHMENTS

Proposals

**BID FORM
ROAD DESIGN AND ENGINEERING
COSTON ROAD
RFP# 032824**

Name of Bidder/ Vendor: Advanced Engineering Services, LLC

Contact Person: Matthew Inman

Mailing Address: 1741 Philema Road Albany, GA 31701

Telephone: 229-251-2516

Email: minman@aesllc.us

It is agreed by the undersigned bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties.
No addendums will be allowed unless initiated by the County.

**The design, surveying, engineering costs, right of way plats,
and bid documentation for Coston Road.**

Total Bid Amount = \$49,800.00

Work on this project is estimated to commence 5 days after notification is received by the County that the project may proceed.

Work on this project is estimated to be completed 120 days after project commences.

Authorized Signature:  **Title:** Associate Vice President

Name Printed: Matthew Inman, PE **Date:** 4/3/2024

**BID FORM
ROAD DESIGN AND ENGINEERING
COSTON ROAD
RFP# 032824**

Name of Bidder/ Vendor: Reliable Engineering, LLC
Contact Person: Brent Davis
Mailing Address: 571 Northampton Road
Leesburg, GA 31763
Telephone: 229-224-3299
Email: brent@reliableeng.net

It is agreed by the undersigned bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties.
No addendums will be allowed unless initiated by the County.

**The design, surveying, engineering costs, right of way plats,
and bid documentation for Coston Road.**

Total Bid Amount = \$73,560

Work on this project is estimated to commence 21 days after notification is received by the County that the project may proceed.

Work on this project is estimated to be completed 150 days after project commences.

Authorized Signature:  Title: Owner

Name Printed: Brent Davis Date: 4-3-24



**BID FORM
ROAD DESIGN AND ENGINEERING
COSTON ROAD
RFP# 032824**

Name of Bidder/ Vendor: EMC Engineering Services, Inc.

Contact Person: Cary Reed, PLS, Albany Branch Manager

Mailing Address: 1344 US Highway 19 S., Suite A
Leesburg, GA 31763

Telephone: 229-435-6133

Email: cary_reed@emc-eng.com

It is agreed by the undersigned bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties.
No addendums will be allowed unless initiated by the County.

**The design, surveying, engineering costs, right of way plats,
and bid documentation for Coston Road.**

Total Bid Amount = \$75,000

Work on this project is estimated to commence 5 days after notification is received by the County that the project may proceed.

Work on this project is estimated to be completed 60 days after project commences.

Authorized Signature:  **Title:** Chief Operations Officer

Name Printed: Christopher E. Brazell, PE, PLS **Date:** 3/26/24

**BID FORM
ROAD DESIGN AND ENGINEERING
COSTON ROAD
RFP# 032824**

Name of Bidder/ Vendor: AE Engineering, LLC

Contact Person: Roderick Myrick, P.E.

Mailing Address: 219 N Newnan St. - 4th Floor

Jacksonville, FL 32202

Telephone: 561-632-5185

Email: rod@aeengineeringinc.com

It is agreed by the undersigned bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties.
No addendums will be allowed unless initiated by the County.

**The design, surveying, engineering costs, right of way plats,
and bid documentation for Coston Road.**

Total Bid Amount = \$178,940

Work on this project is estimated to commence 5 days after notification is received by the County that the project may proceed.

Work on this project is estimated to be completed 240 days after project commences.

Authorized Signature:  **Title:** VP of Strategy & CEI SE

Name Printed: Roderick Myrick, P.E. **Date:** 3/27/2024