

BOARD OF COUNTY COMMISSIONERS

Randy Ognio, Chairman
Charles W. Oddo, Vice Chairman
Edward Gibbons
Eric K. Maxwell
Charles D. Rousseau



FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
Dennis A. Davenport, County Attorney
Tameca P. White, County Clerk
Marlena Edwards, Deputy County Clerk

140 Stonewall Avenue West
Public Meeting Room
Fayetteville, GA 30214

AGENDA

February 13, 2020

6:30 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 6:30 p.m.

Call to Order

Invocation and Pledge of Allegiance by Commissioner Edward Gibbons

Acceptance of Agenda

PROCLAMATION/RECOGNITION:

1. Presentation by Fayette County's auditing firm, Nichols, Cauley & Associates, LLC, of the results of the Fiscal Year 2019 annual audit. (pages 3-20)

PUBLIC HEARING:

PUBLIC COMMENT:

Speakers will be given a five (5) minute maximum time limit to speak before the Board of Commissioners about various topics, issues, and concerns. Speakers must direct comments to the Board. Responses are reserved at the discretion of the Board.

CONSENT AGENDA:

2. Approval to appoint Deputy Fire Chief Jeff Hill to the West Georgia EMS Council to fill the unexpired vacant seat previously held by Tom Bartlett to expire on June 30, 2021. (pages 21-27)
3. Approval to reappointment Assistant Chief Kevin Baggett from Peachtree City Fire/Rescue to the West Georgia EMS Council for a two-year term to expire on June 30, 2022. (pages 28-29)
4. Approval to reappointment Operations Officer Chad Matheny from Peachtree City Fire/Rescue to the West Georgia EMS Council for a two-year term to expire on June 30, 2022. (pages 30-31)
5. Approval of Croy Engineering Task Order #35, in the amount of \$164,170, for the work required to produce Right of Way and Construction Plans for intersection improvements to the offset intersection of State Route 92 and Hampton Road in the Town of Woolsey. (pages 32-39)
6. Ratification of emergency Contract #1775-S, issued to Aquaguard Foundation Solutions, Inc. in the amount of \$24,137.20 for emergency repair flooding of the Jail / Courthouse Tunnel being funded from General Fund Contingency. (pages 40-51)

7. Approval of the January 23, 2020 Board of Commissioners Meeting Minutes. (pages 52-59)

OLD BUSINESS:

NEW BUSINESS:

8. Consideration of the approval of Croy Engineering Task Order #37, in the amount of \$222,865, for the work required to produce Final Design Plans for the East Fayetteville Bypass Bridge over Morning Creek, along with FEMA Letters of Map Revisions. (pages 60-69)
9. Consideration of Commissioner Eric Maxwell's request to recognize "Good Friday" by giving County employees a day off on April 10, 2020. (pages 70-78)

ADMINISTRATOR'S REPORTS:

- A. Contract #1431-P: Transportation Engineer of Record Task Order #36: Fayette County Sheriff Vehicle Tactical Training Track (pages 79-81)

ATTORNEY'S REPORTS:

COMMISSIONERS' REPORTS:

EXECUTIVE SESSION:

ADJOURNMENT:

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Presentation by Fayette County's auditing firm, Nichols, Cauley & Associates, LLC, of the results of the Fiscal Year 2019 annual audit.

Background/History/Details:

Nichols, Cauley & Associates, LLC has completed the independent audit of the County's accounting records for the 2019 fiscal year. The firm will be presenting the results of the audit to the Board of Commissioners.

The firm will present their findings, via PowerPoint, during the meeting.

What action are you seeking from the Board of Commissioners?

No action is requested from the Board. This presentation is for informational purposes.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

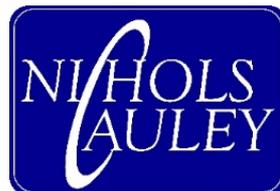
County Clerk's Approval

Administrator's Approval

Staff Notes:



2019 Audit Presentation for Fayette County, Georgia



Presented by:
Nichols, Cauley & Associates, LLC
Gregory M. Chapman, CPA,

Auditor's Discussion and Analysis

- Results of the Audit
- Financial Trends
- Comments, Recommendations and Other Issues
- Questions

Results of the Audit

- Our responsibility
 - Our audit was performed in accordance with Auditing Standards Generally Accepted in the United States of America (GAAS) and Government Auditing Standards (GAS)
 - Our objective is to provide reasonable, not absolute, assurance that the basic financial statements are free from material misstatement.
 - We consider the internal control structure in expressing our opinion on the County's basic financial statements and not for providing assurance on the County's internal control structure
 - The basic financial statements are the responsibility of the County's Management.

Results of the Audit

■ Auditor's Opinion

- Unmodified “clean” opinion on the basic financial statements
- Presented fairly in accordance with accounting principles generally accepted in the United States of America (GAAP)
- Our responsibility does not extend beyond the financial information contained in our report

Required Communications

■ Significant Accounting Policies

- The significant accounting policies used by the County are described in Note 1 to the basic financial statements
- In considering the polices used by the County, we noted they are in accordance with generally accepted accounting principles and similar government organizations
- The County implemented GASB No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*
- The County is not involved with any controversial or emerging issues for which guidance was not available.

Required Communications (continued)

- Management Judgment / Accounting Estimates
 - The County uses various estimates as part of its financial reporting process – including valuation of accounts receivable (recording an allowance for uncollectible accounts) and pension and OPEB actuarial assumptions.
 - Management’s estimates used in the preparation of the financial statements were deemed reasonable in relation to the financial statements taken as a whole. We considered this information and the qualitative aspects of management’s calculations in evaluating the County’s significant accounting estimates.

Required Communications (continued)

- Financial Statement Disclosures
 - The notes to the financial statements are also an integral part of the financial statements and the process used by management to accumulate the information included in the disclosures was the same process in accumulating the statements. The overall neutrality, consistency, and clarity of the disclosures was considered as part of our audit.

Required Communications (continued)

- Relationship with Management
 - We received full cooperation from the County's management, staff and others.
 - There were no disagreements with management on accounting issues or financial reporting matters.
- Audit adjustments
 - Adjustments were proposed to the records of the County and have been recorded in the County's financial statements. Some of these adjustments were provided by management as part of their close out. A copy of these adjustments have been provided to management and is available.
- Passed Audit Adjustments
 - There were no passed audit adjustments

Required Communications (continued)

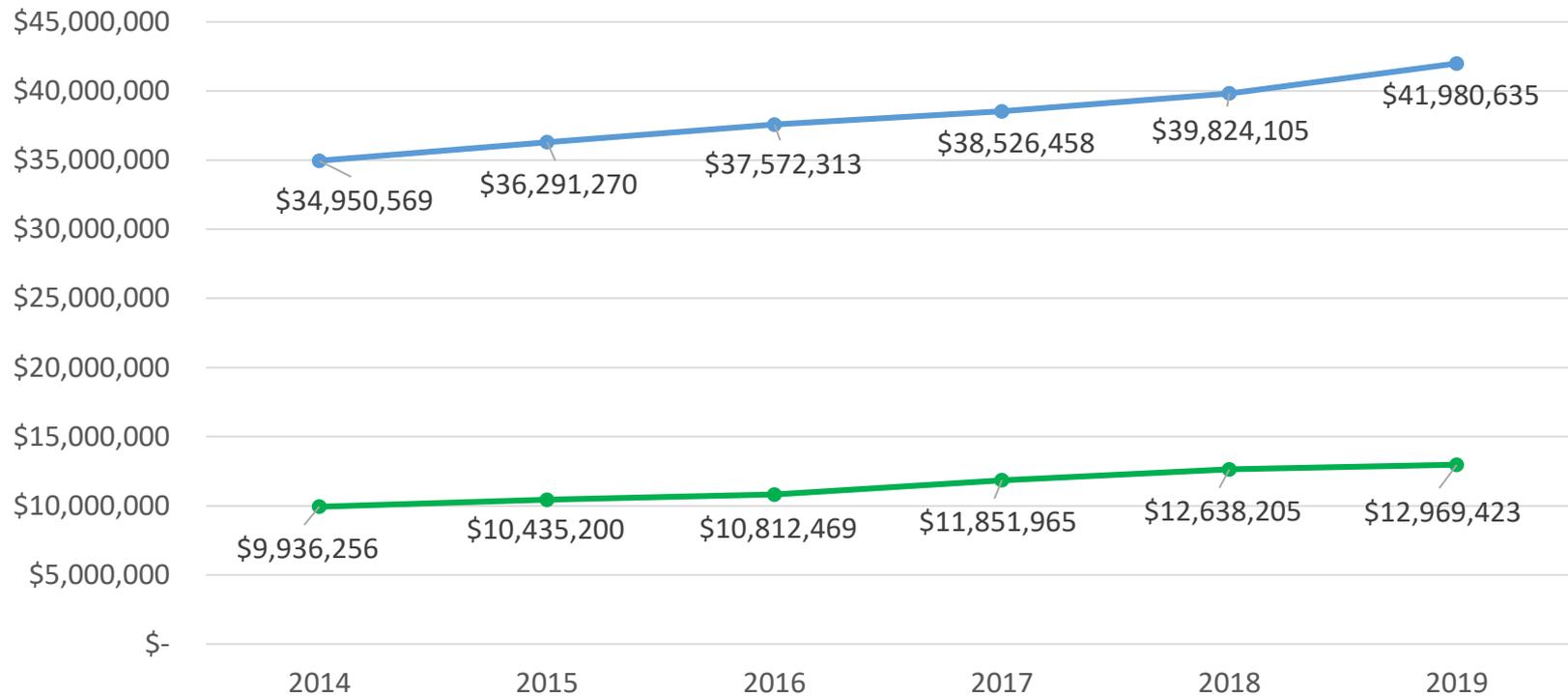
- Representations from Management
 - We requested, and received, written representations from management relating to the accuracy of information included in the financial statements and the completeness and accuracy of various information requested by us.
- Consultation with Other Accountants
 - To the best of our knowledge, management has not consulted with, or obtained opinions from, other independent accountants during the year, nor did we face any issues requiring outside consultation.
- Significant Issues Discussed with Management
 - There were no significant issues discussed with management related to business conditions, plans, or strategies that may have affected the risk of material misstatement of the financial statements.

Required Communications (continued)

- Information in Documents Containing Audited Financial Statements
 - Our responsibility for other information in documents containing the County's basic financial statements and our report thereon does not extend beyond the information identified in our report. If the County intends to publish or otherwise reproduce the financial statements and make reference to our firm, we must be provided with the printers' proof for our review and approval before printing. The County must also provide us with a copy of the final reproduced material for our approval before it is distributed.
- Auditor's independence
 - In accordance with AICPA standards, Nichols Cauley is independent with regard to the County and its financial reporting process.

Financial Trends – General Fund Revenues

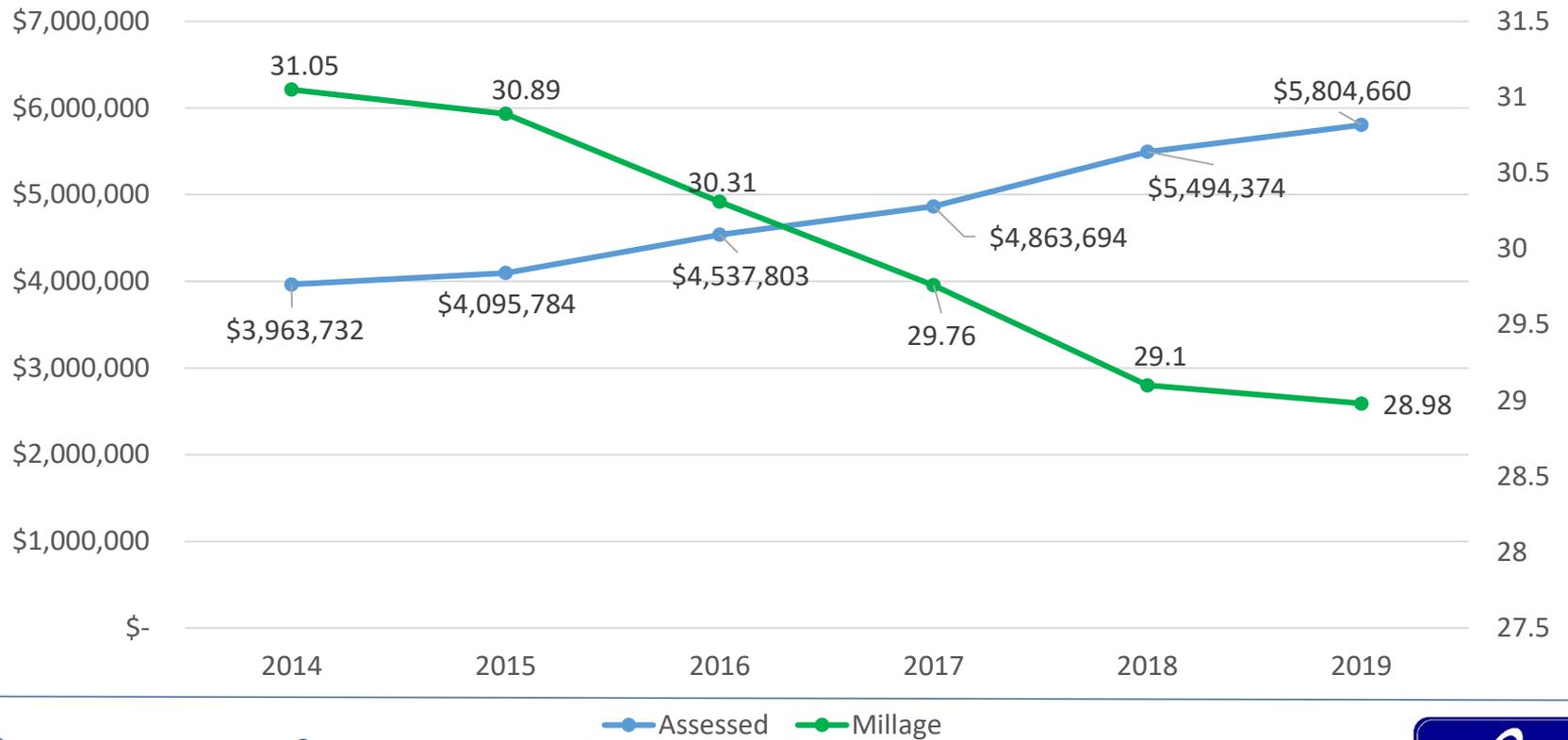
Major Tax Trends



● Property Tax ● LOST

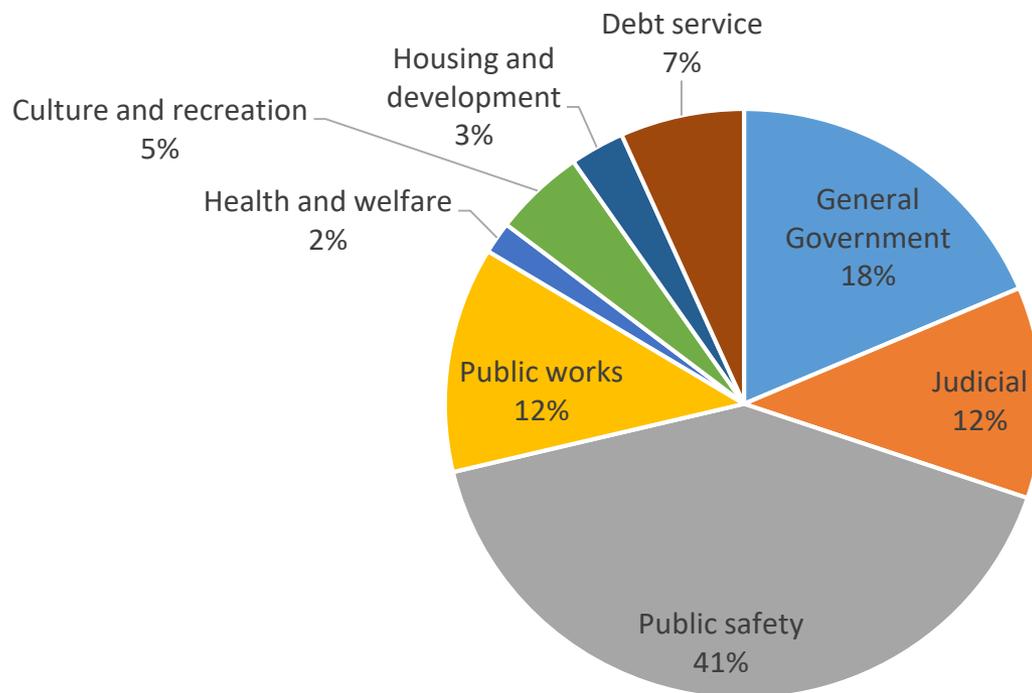
Financial Trends – General Fund Revenues

Evaluation of Property Tax

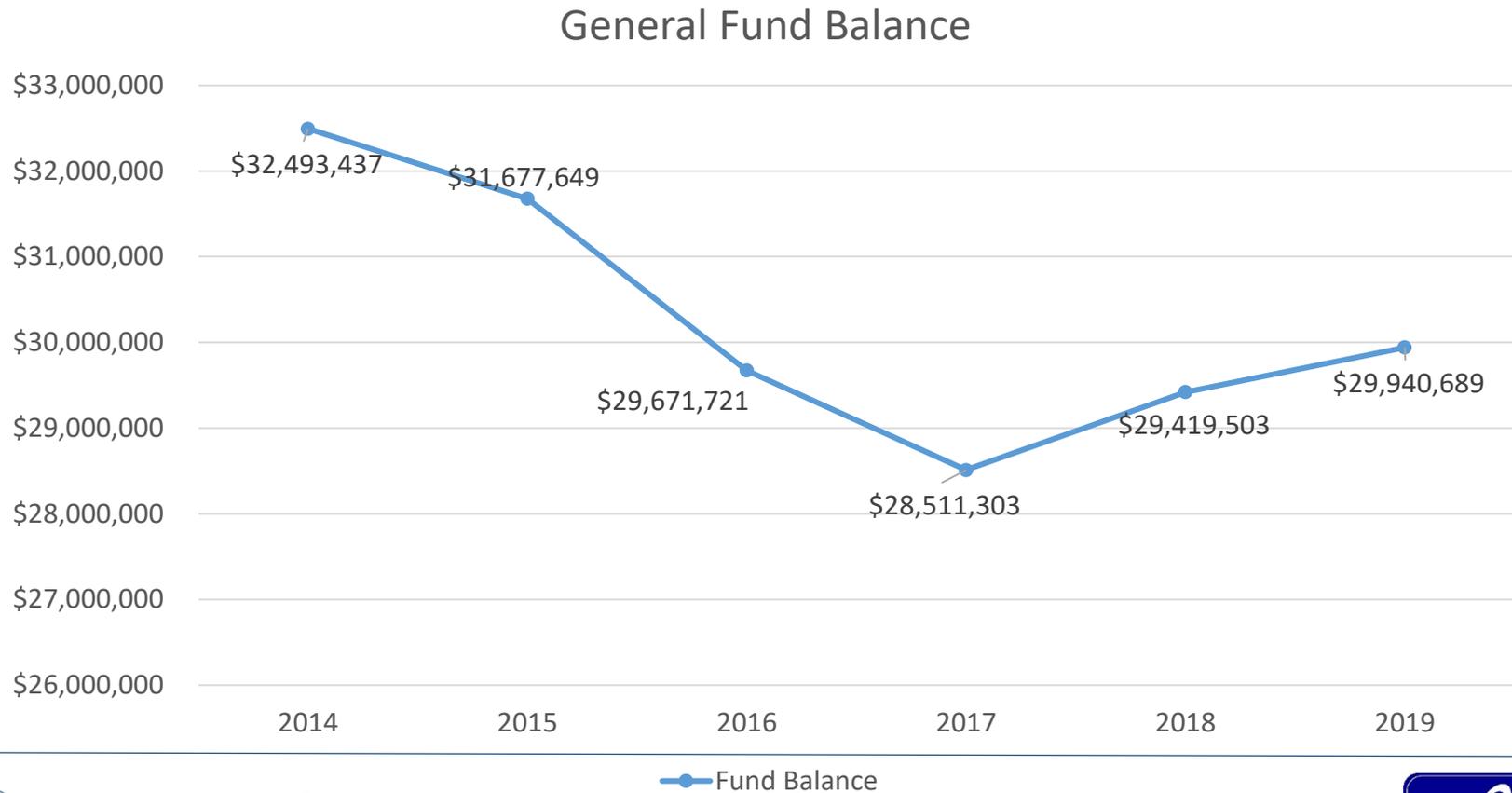


Financial Trends – General Fund Expenditures

General Fund Expenditures - Year Ended June 30, 2019



Financial Trends – General Fund Balance



Comments, Recommendations & Other Matters

- New GASB Pronouncements for Future Years
 - GASB Statement No. 84, *Fiduciary Activities*, will require the County to revisit its fiduciary funds with a focus on (1) whether the County is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom the fiduciary relationship exists. All fiduciary funds will require a statement of changes in fiduciary net position. Applicable for June 30, 2020.

Comments, Recommendations & Other Matters

- New GASB Pronouncements for Future Years
 - GASB Statement No. 87, *Leases*, will require all lease agreements to be recoded as a liability under full accrual accounting. Many of these leases were previously considered operating leases and payments were expensed as incurred with no liability accrued. Applicable for June 30, 2021

Conclusion

Comments and Questions?

*We appreciate the opportunity to serve Fayette
County, Georgia*

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval to appoint Deputy Fire Chief Jeff Hill to the West Georgia EMS Council to fill the unexpired vacant seat previously held by Tom Bartlett to expire on June 30, 2021.

Background/History/Details:

Fayette County is designated within Region 4 (West Georgia) of the Office of Emergency Medical Services (OEMS) regional system. Region 4 is comprised of 12 counties located south of Atlanta. Each county has designed seats on the professional services council, of which Fayette County has 4 seats. This council is tasked with the oversight of the Emergency Medical Services 911 zoning systems and the regional communication plan. Appointees to the council meet quarterly to address issues regarding response systems and to disseminate region wide information.

Appointments to the council serve two-year terms. Currently Division Chief Folden is serving a term to expire June 30, 2021 and two members from Peachtree City Fire/Rescue are serving a term to expire June 2020.

What action are you seeking from the Board of Commissioners?

Approval to appoint Deputy Fire Chief Jeff Hill to the West Georgia EMS Council to fill the unexpired vacant seat previously held by Tom Bartlett to expire on June 30, 2021.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

**West Georgia Region 4
Emergency Medical Services
Council Bylaws
Revised November 14, 2017**

Article I- Name

Section 1 – Name:

The name of the Council governed by these bylaws shall be the West Georgia Region 4 Emergency Medical Services Council (hereinafter referred to as the Council).

Article II – Authority, Purpose and Objections

Section 1 – Authority:

The Council shall function under the authority of the Georgia Department of Public Health and the Official Code of Georgia Annotated Section 31-11-3.

Section 2 – Purpose:

The purpose of the EMS Council is to coordinate, facilitate the improvement of, and maintain a quality Emergency Medical Services System in the 12 counties comprising Georgia EMS Region 4. These counties and voting members # are:

Butts	(2)	Meriwether	(2)
Carroll	(4)	Pike	(2)
Coweta	(4)	Spalding	(4)
Fayette	(4)	Troup	(4)
Heard	(2)	Upson	(3)
Henry	(4)	At-Large	(7)
Lamar	(2)		

Section 3 – Objectives:

The objectives of the Council include, but are not limited to:

- Promoting public education and knowledge of the Emergency Medical Services System
- Fostering training programs at local and regional levels to personnel involved with the delivery of emergency medical services
- Establishing a forum where the concerns of the public and private organizations can be voiced
- Recommending to the Department of Public Health Board or its designee the manner in which the regional ambulance zoning plan is to be conducted

- Actively participating in the designation of trauma centers
- Any and all other activities related to the organization and administration of the emergency medical services system of Georgia EMS Region 4

Article III- Policies

Section 1- Internal Operating Policies:

The policies of the Council shall be internally and independently determined according to those methods set forth in Robert's Rules of Orders unless otherwise specified in these bylaws or any special rules of order adopted by the Council.

Section 2 - Open Meetings Act:

Meetings shall be in accordance with the Georgia Open Meetings Act. Section 3 - Individual Actions of Members.

The Council shall not be bound by, nor assume responsibility for the independent unauthorized action on behalf of the Council, by any member or members. Should such an occurrence be noted, the Chair may recommend to the Council that the membership of said member(s) be terminated.

Section 3 - Conflict of Interest:

It shall be the policy of the Council that all Officers, Members, and Committee Members shall scrupulously avoid any conflict between their own respective individual interest, including their interest as an employee or principle of an ambulance service provider, hospital, or other institution or organization, and their interest of the EMS Council in their respective capacities. If a voting member abstains from a vote due to a conflict of interest, this shall be noted in the minutes of the meeting.

Article IV- Membership

Section 1- Appointment:

The Council shall consist of 44 voting members with 37 members being appointed by county Boards of Commissioners.

The Council Chair shall appoint seven at- large members whose membership shall be subject to confirmation by vote of the Council. The Regional EMS Director will serve as an Ex-Officio (non-voting) member of the Council.

Section 2 - Terms of Appointments:

All members shall serve terms of appointment of 2 years with terms staggered so that 50% (22 members) of the membership are appointed each year. Terms shall begin July 1 and end June 30. Members may be reappointed to the Council with no limit on terms. On July 1, 2017, 50% of the current membership will be appointed for a 2 year term with the remaining members appointed for 1 year. The 1 year positions will then be available for a 2 year term appointment.

Section 3 - Attendance Requirements:

Members, to remain in good standing, must maintain a record of attendance of at least fifty percent of the meetings held since their appointment or must not miss more than two consecutive meetings. Each member shall be expected to be present for at least three-fourths of a meeting in order to be credited with attendance. Should these attendance requirements not be met by any member, the Secretary will contact the member to determine if a conflict exist and, at the direction of the Chair, may seek an explanation from the member which will be reported to the Council for consideration.

Section 4 - Resignation, Removal and Reinstatement:

Any member may resign at any time stating the cause for such action. The resignation shall be in writing and forwarded to the Council Chair.

The Chair may, because of inadequate attendance, inappropriate activity, or other reasonable cause, recommend to the Council the dismissal of a member. The Council may remove the member upon two-thirds vote of the eligible voters present. If this action is taken, the Chair shall notify the removed member in writing within fifteen working days stating the cause for such action.

If a member no longer meets the criteria of the County Commission or Zone provider which was the basis for the appointment, the member shall be deemed to have resigned from the Council.

Any member removed from Council by means other than voluntary resignation or conclusion of the appointed term shall have the opportunity to request a hearing. The request for hearing shall be submitted in writing to the Council Chair within 30 days of receiving notice of the action. The Council Chair shall then schedule the hearing within 90 days from receiving the request for a hearing.

At any time a vacancy occurs on the Council, the Chair will confer with the Vice Chair and Secretary. If the member was recommended by a County Commission, the Council Chair shall request that said County Commission recommend a replacement. The new member will fulfill the unexpired term of the member being replaced.

Article V – Officers, Elections and Duties**Section 1- Officers:**

The officers, who must be members of the Council, shall consist of the Chair and Vice-Chair and Secretary. The officers shall be elected during the second quarter of the calendar for a 2 year term which will commence on July 1.

Section 2 – Nominations:

A Nominating Committee shall be appointed by the Chair during the first quarter of the calendar year. The committee shall present a proposed slate of officers, consisting of a **Chair, Vice Chair, and Secretary**, at call for nominations prior to the elections. Additional nominations may be made from the floor at that time.

Section 3 – Elections:

Officers shall be elected by a majority vote of the Council members present at the meeting.

Section 4 – Duties:

The power and the duties of the officers shall be as follows:

Chair

The Chair shall be the official spokesperson of the Council and shall preside at all meetings of the Council. The Chair shall be an Ex-officio member of committees and task forces, except the Nominating Committee. The Chair may create committees and task forces, appoint the chair of committees and assign their duties. It shall be the duty of the Chair to call the meeting to order at the appointed time, to preside at all meetings, to announce the business before the assembly in its proper order, to state and put all questions properly before Council, to preserve order and decorum, and to decide all questions of order.

Vice-Chair:

The Vice-Chair shall assist the Chair and assume the duties of the Chair in his/her absence or when the Chair speaks on an item of business on the agenda in other than a neutral role. The Vice-Chair is ineligible for service on the Nominating Committee, but otherwise may serve as chair or a member of any other committee or task force as assigned by the Chair.

Secretary:

The Secretary shall be responsible for causing the minutes of each meeting of the Council to be recorded and assuring that they are properly preserved for Council use. The minutes of the previous meeting must always be completed and prepared for presentation to each member at least 10 working days before the next meeting. The Secretary shall ensure a correct, classified list of names, addresses, telephone numbers, e-mail address, and occupation of each member is maintained. Upon request of the Council Chair, the Secretary ensures notification of all members of the time, place, and date of meetings of the Council. The Secretary shall conduct the general correspondence of the Council as requested by the Council or its officers. The Secretary is ineligible for service on the Nominating committee, but otherwise may serve as chair or a member of any other committee or task force as assigned by the Chair.

Section 5 - Removal from Office:

Any officer, who is not performing the duties of the office as prescribed by the Bylaws, may be removed from office upon a two-thirds vote of the Council members present. A special election will then be called by the remaining officers so that the vacated position may be filled. Nominations shall be accepted from the floor and the election shall be held following the close of nominations.

Article VI – Meetings, Quorum, Agenda, and Voting**Section 1- Regular Meetings:**

Regular meetings shall be held on a **Quarterly** basis at a time and location to be specified by the Council Chair. Notice of the meetings must be communicated to the membership by e-mail, telephone, or text at least **10** working days prior to the meeting. The Council Chair may direct that regular Council meetings, called meetings, and/or committee meetings be held via use of a widely used and accessible

technology medium in order to facilitate better participation and reduce travel cost for Council members.

Section 2 - Called Meetings:

Called meetings may be held at the discretion of the Council Chair to consider items deemed important. A minimum of **72 hours** advanced notice by telephone, text, or email is required. The Council Secretary will be responsible for notifying the members.

Section 3-Quorum:

50% of the Council members must be present in person or by proxy to constitute a quorum (22 members).

Section 4 – Agenda:

The Council agenda will be orderly and will usually consist of the following:

- Call to order
- Approval of the minutes of the previous meeting
- Special committee reports (Task Force, State, Staff, Trauma, Zoning ...)
- Old business
- New business
- Other
- Adjournment

Section 5 – Voting:

Members must be present at Council meetings to exercise their votes. If a Council member is unable to attend the member may send an alternate to attend and vote in his/her place provided a written proxy is delivered to the Council secretary prior to the start of the Council meeting.

Article VII - Committees

Section 1 - The Nominating Committee:

The Nominating Committee shall consist of three Council members who do not hold office within the Council. The Council Chair will appoint the members of the Nominating Committee. Its function shall be to prepare a slate of candidates for election of the Council officers. Written minutes, except for the list of proposed candidates shall not be kept.

Section 2 - Standing Committee:

The Council Chair shall appoint the Chair of each committee. The majority of each standing committee (Zoning, Communications, Training, Trauma, and QI) shall be made up of voting members from the Council. Members of standing committees do not have to be voting members of the Council.

Section 3 - Special Committee and Task Force:

Special committee and task forces may be appointed by the Council Chair as needed.

Article VIII - Amendments

Section 1 – Amendments:

Proposed amendments to the Bylaws must be presented in writing, either during a regular or called Council meeting or by mail, or e-mail, text, or fax to the entire membership. Approval of the amendments will require two-thirds vote of the Council members present at the next meeting. A period of not less than thirty (30) days shall exist between the meeting at which the amendments are proposed and the meeting at which the vote is taken. Amendments so made shall be effective after adoption by the EMS Council and immediately upon approval by the Board of Public Health; unless a specific effective date is included in the motion to adopt.

Article IX - Adoption

Section 1 – Adoption:

These Bylaws officially adopted this 16, day of January 2018, by the West Georgia Region 4 EMS Council.

*Bruce Johnson, Chair
WGRMS Council*

1-16-2018

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval to reappointment Assistant Chief Kevin Baggett from Peachtree City Fire/Rescue to the West Georgia EMS Council for a two-year term to expire on June 30, 2022.

Background/History/Details:

Fayette County is designated within Region 4 (West Georgia) of the Office of Emergency Medical Services (OEMS) regional system. Region 4 is comprised of 12 counties located south of Atlanta. Each county has designed seats on the professional services council, of which Fayette County has 4 seats. This council is tasked with the oversight of the Emergency Medical Services 911 zoning systems and the regional communication plan. Appointees to the council meet quarterly to address issues regarding response systems and to disseminate region wide information.

Appointments to the council serve two-year terms.
Currently Fayette County Division Chief Folden is serving a term to expire June 30, 2021.

What action are you seeking from the Board of Commissioners?

Approval of the request to reappointment Assistant Chief Kevin Baggett from Peachtree City Fire/Rescue to the West Georgia EMS Council for a two-year term to expire on June 30, 2022.

If this item requires funding, please describe:

Not applicable.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

West Georgia EMS Council
 105 N. Peachtree Parkway
 Peachtree City, GA 30269

February 4, 2020

Randy Ognio, Chairman
 Fayette County Board of Commissioners
 140 Stonewall Avenue West
 Suite 100
 Fayetteville, Georgia 30214

Dear Mr. Ognio

The success of the Georgia Emergency Medical System (EMS) is based upon several factors such as but not limited to the outstanding men and women who everyday staff ambulances and respond to calls for help. I also believe an additional factor is the support of the local government officials that continue to support and recognize the value of EMS in their communities. One such way county officials support EMS is the appointment of EMS officials and county citizens to serve on the regional EMS council to represent the county. Fayette County lies within the West Georgia Region 4 Emergency Medical Services Council along with 11 other counties.

Per the by-laws Fayette County has 4 positions with each appointee serving for 2 years with 2 persons should be replaced or reappointed per year. Currently Fayette County's representatives and their expiration dates are:

- Division Chief Steve Folden June 30, 2021
- Deputy Fire Chief Tom Bartlett June 30, 2021
- Assistant Chief Kevin Baggett June 30, 2020
- Battalion Chief Chad Matheny June 30, 2020

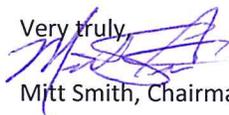
As per the attached by-laws participation at the quarterly meetings is very important. An example is at the January 2019 meeting no quorum was established leaving unfinished business to be approved at the April 2019 meeting providing a quorum is established at the meeting. Below is the attendance for the Fayette County representatives for the current year which started in July 2019:

- Deputy Chief Steve Folden July 2019 Present, October 2019 Present and January 2020 Present
- Deputy Fire Chief Tom Bartlett July 2019 Present, October 2019 Present, and January 2020 Absent
- Assistant Chief Kevin Baggett July 2019 Present, October 2019 Present, and January 2020 Present
- Battalion Chief Chad Matheny July 2019 Present-Proxy, October 2019 Present, and January 2020 Present

This letter is being sent early this year to allow the county's time to carefully consider their appointees and complete the attached paperwork before the April 2020 meeting to be reviewed by the current council members and begin or continue serving at the July 2020 meeting.

Thank you for all that Fayette County does to support EMS with appointing members to serve on this most important regional council.

Very truly,



Mitt Smith, Chairman

Chairman Mitt Smith Fire Chief West Point Fire Department
 Vice-Chairman Jeff Denney Assistant Fire Chief Coweta County Fire Rescue Department
 Secretary Kevin Baggett Assistant Chief- Operations Peachtree City Fire Rescue Department

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval to reappointment Operations Officer Chad Matheny from Peachtree City Fire/Rescue to the West Georgia EMS Council for a two-year term to expire on June 30, 2022.

Background/History/Details:

Fayette County is designated within Region 4 (West Georgia) of the Office of Emergency Medical Services (OEMS) regional system. Region 4 is comprised of 12 counties located south of Atlanta. Each county has designed seats on the professional services council, of which Fayette County has 4 seats. This council is tasked with the oversight of the Emergency Medical Services 911 zoning systems and the regional communication plan. Appointees to the council meet quarterly to address issues regarding response systems and to disseminate region wide information.

Appointments to the council serve two-year terms.
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What action are you seeking from the Board of Commissioners?

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Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

West Georgia EMS Council
 105 N. Peachtree Parkway
 Peachtree City, GA 30269

February 4, 2020

Randy Ognio, Chairman
 Fayette County Board of Commissioners
 140 Stonewall Avenue West
 Suite 100
 Fayetteville, Georgia 30214

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Very truly,



Mitt Smith, Chairman

Chairman Mitt Smith Fire Chief West Point Fire Department
 Vice-Chairman Jeff Denney Assistant Fire Chief Coweta County Fire Rescue Department
 Secretary Kevin Baggett Assistant Chief- Operations Peachtree City Fire Rescue Department

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Approval of Croy Engineering Contract #1431-P, Task Order #35, in the amount of \$164,170, for the work required to produce Right of Way and Construction Plans for intersection improvements to the offset intersection of State Route 92 and Hampton Road in the Town of Woolsey.

Background/History/Details:

Fayette County staff, along with the county's Engineer of Record, have been working with the Town of Woolsey and GDOT to find a solution to traffic problems in the center of Woolsey by looking at traffic counts and various concepts to improve traffic flow on SR 92, under Task Order #18. This Task Order is the third and final order anticipated to complete design and permitting for the project.

Staff and consultant are anticipating a roundabout at south intersection, an R-CUT at the north, pending Intersection Control Evaluation (ICE) Analysis approval (TO #30).

Hampton Road, in southern Fayette County, is a portion of a regional east-west route that, due to developments outside Fayette County, is expected to see an increase in traffic. Currently, Hampton Road and State Route 92 in the Town of Woolsey is an offset intersection, separated by a distance of over 500'. With SR 92 being a 2-Lane roadway, vehicles traveling east-west on Hampton Road are creating traffic delays for through traffic on SR 92 when making necessary left turns.

During the March 8, 2018 Board of Commissioner's Meeting, the Board voted to program unallocated 2004 SPLOST Funds to various Transportation Projects throughout the county. R-21 - SR 92 South of McBride (Hampton Rd Woolsey) was one of the approved projects.

What action are you seeking from the Board of Commissioners?

Approval of Croy Engineering Contract #1431-P, Task Order #35, in the amount of \$164,170, for the work required to produce Right of Way and Construction Plans for intersection improvements to the offset intersection of State Route 92 and Hampton Road in the Town of Woolsey.

If this item requires funding, please describe:

R-21 SR 92 South of McBride was funded for \$3,000,000. Available budget is \$2,936,835.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

Task Order

Contract Number: 1431-P

Task Order Number: #35

Contract Name: Transportation Engineer of Record

Contractor: Croy Engineering

This Task Order is issued by Fayette County, Georgia in accordance with the above-named Contract and as described in the accompanying of the task(s).

Task Order Description:

To include: Task Order #35 – Survey Database, Construction Plans, Lighting and ROW Plans for SR 92 and Hampton Road
Fayette County 2004 Project Number R-21 SR 92 South of McBride

Fayette County's Task Order Manager:

Name: Chris Rideout Phone: 770/971-5407 Email: crideout@croyengineering.com

Task Orders Not-To-Exceed Price:

Task Order #35 **\$164,170.00**

CONTRACTOR:

Signature: 

Print Name: Chris Rideout

Title: Program Manager

Date: 01-09-2020

FAYETTE COUNTY, GEORGIA:

Signature: _____

Print Name: _____

Title: _____

Date: _____

Proposal to Fayette County for Task Order #35

2004 SPLOST PROJECT: R-21 SR 92 South of McBride
(Hampton Rd Woolsey)

Submitted to:

Fayette County
Fayette County Georgia Administrative Complex
140 Stonewall Ave. West, Suite 203
Fayetteville, Georgia 30214

Phil Mallon
Email: pmallon@fayettecountyga.gov
Phone: (770) 320-6009

Submitted by:

Croy Engineering
200 Cobb Parkway North
Building 400, Suite 413
Marietta, Georgia 30062

Email: crideout@croyengineering.com
Phone: (770) 971-5407

January 9, 2020

A. Introduction

A project identified in the 2004 Special Purpose Local Option Sales Tax (SPLOST) program for Fayette County is to perform a detailed analysis of operations at the intersections of SR 92 and Hampton Road in Woolsey, Georgia. Various alternative improvements were developed and the impact to safety and operating conditions were quantified for each. This work was performed under #1431-P Task Order 18.

This analysis outputs were reviewed by the Georgia Department of Transportation (GDOT) District 3 and modifications were recommended. With these modifications GDOT District 3 would be supportive of the preferred alternative advancing to preliminary engineering and construction.

B. Scope of Work

Croy proposes the following scope of work for the SR 92 and Hampton Road Improvements.

Task 1. Survey Database

- Database to be on Georgia State Plane Datum.
- Database to include a topographic swath of 100-Feet wide; 50-Feet on each side of the existing roadway centerline and extending in each roadway direction 500 L.F. depending on the design requirement.
- Roundabout projects include a topographic area of 5+/- acres included.
- Database to include establishing existing ROW and property parcels.
- No SUE Level B will be included (visible utility features will be located). See below for Sue Level B fee.
- No tree survey included.
- No Survey Control Package included (a txt/Ascii file of the control points will be provided upon request).
- Database deliverable will be in AutoCAD format.
- Post Design staking for ROW & Construction Easement will be provided.

Deliverable: Survey Database for Design Purposes

Task 2. Construction Documents Preparation

Based on the approved concept, a detailed design will be completed and construction plans prepared. Items included with this task include:

- Horizontal & vertical design
- Roundabout grading plan
- R-Cut Design
- Sidewalks and Mid-Block Crossing along Hampton (North)
- Typical Sections
- Quantities



**Scope of Work - Task Order #35
Survey & Design Plans
SR 92 and Hampton Road - R-21
January 9, 2020**

-
- Drainage design, including required stormwater detention and existing infrastructure impacts.
 - Signing & Marking
 - Construction Documents
 - Erosion Control Plans
 - Utility Coordination
 - Final Project Construction Cost Estimate
 - GDOT Encroachment Plans and Coordination
 - Right of Way Plans and revisions
 - Lighting Plans
 - Deliverable: Construction documents for Bidding
 - AutoCad formatted drawing upon request

Task 3. Program Management

In support of the survey, design and plan development program management efforts will need to be conducted between Fayette County and Croy.

C. Project Cost

An estimate for the Task Order cost is provided in the following table. The cost is based on the current understanding of the ICE Analysis and best estimates of level of effort required to perform the necessary services and coordinate with GDOT. The tasks and fee may be subject to change upon agreement between Fayette County and Croy.

Task #	ICE Analysis	
	Description	Cost
1	Survey Database	
	Database	\$ 26,900
	Staking	\$ 3,500
	Sub-Total	\$ 30,400
2	Construction Documents	
	Design	\$ 69,570
	ROW Plans	\$ 8,880
	Signal Design (If required)	\$ 14,520
	Lighting (ACE) (Optional)	\$ 17,500
	GDOT Permit/Coordination	\$ 16,700
	Sub-Total	\$ 127,170
3	Program Management	\$ 6,600
	Total	\$ 164,170
	Additional Services	
	SUE – Level B	\$3,500
	Lighting Shop Drawing Review - ACE	\$1,000

D. Project Schedule

The survey and design efforts will begin once the concept and ICE analysis has been completed and approved. It is anticipated that the design effort will take approximately 9 months, including County review times, to complete. GDOT encroachment reviews may extend the schedule slightly.



Purchasing Department
 140 Stonewall Avenue West, Ste 204
 Fayetteville, GA 30214
 Phone: 770-305-5420
 www.fayettedcountyga.gov

To: Steve Rapson

Through: Ted Burgess *TB*

From: Natasha M. Duggan *NM*

Date: February 13, 2020

Subject: Contract #1431-P: Transportation Engineer of Record
 Task Order #35: SR92/Hampton Road Survey Database and Construction Documents Prep

The current Transportation Engineer of Record, Croy Engineering, has issued Task Order 35 to provide survey database and construction documents prep for SR92 and Hampton Road. This project was identified in the 2004 Special Local Option Sales Tax program.

Specifics of the proposed Task Order are as follows:

Contract Name	#1431-P: Transportation Engineer of Record	
Contractor	Croy Engineering, LLC	
Task Order	35 – SR92/Hampton Road Survey Database and Construction Documents Prep	
Task Order Amount	\$164,170.00	
Budget:		
Fund	321	2004 SPLOST
Org Code	32140220	Road SPLOST
Object	541210	Other Improvements
Project	R-21	SR92 South of McBride
Available	\$2,936,835	As of 1/15/2020

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Ratification of emergency Contract #1775-S, issued to Aquaguard Foundation Solutions, Inc. in the amount of \$24,137.20 for emergency repair flooding of the Jail / Courthouse Tunnel being funded from General Fund Contingency.

Background/History/Details:

Flooding is occurring in the Jail/Courthouse Tunnel that is used numerous times throughout the day by Deputies escorting inmates to-and-from court. If left in its current state, a dangerous situation exists if a deputy or inmate falls. Rain water is seeping in through the tunnel walls onto the floor in the tunnel which connects the Jail and Courthouse.

The Sheriff's Office and the Buildings & Grounds Department are concerned with erosion of the ground around the walls and the tunnel walls itself and this remediation is warranted to avoid the risk of injury to a deputy and/or inmate.

What action are you seeking from the Board of Commissioners?

Ratification of emergency Contract #1775-S, issued to Aquaguard Foundation Solutions, Inc. in the amount of \$24,137.20 for emergency repair flooding of the Jail / Courthouse Tunnel being funded from General Fund Contingency.

If this item requires funding, please describe:

It is requested that \$25,000.00 be transferred from General Fund Contingency to 37210565 - 541210 - 201AC.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:



Purchasing Department
 140 Stonewall Avenue West, Ste 204
 Fayetteville, GA 30214
 Phone: 770-305-5420
 www.fayettecountyga.gov

To: Steve Rapson
 From: Ted L. Burgess *TB*
 Date: January 29, 2020
 Subject: **Contract #1775-S: Jail – Courthouse Tunnel Repair
 Emergency Repair**

A tunnel between the County Jail and the Judicial Center is used to escort prisoners to and from court. When it rains, water has begun seeping into the tunnel, typically accumulating four to five gallons on the floor (Attachments 1 & 2 – photos). The resulting slippery floor creates a dangerous situation for inmates and for the deputies who are escorting them. The Sheriff's Office has determined that this has created an emergency situation, requiring prompt remediation.

Aquaguard Foundation Solutions, Inc. has submitted a quote to install a solution for the amount of \$24,137.20 (Attachment 3 - quote).

Specifics of the proposed contract are as follows:

Contract Name	1775-S: Jail – Courthouse Tunnel Repair	
Contractor	Aquaguard Foundation Solutions, Inc.	
Type of Contract	Emergency Repair	
Contract amount	\$24,137.20	
Budget:		
Fund	372	Capital
Org Code	37210565	Buildings & Grounds
Object	541210	Other Improvements
Project	201AC	Justice Center Tunnel Floor
Available	\$25,000.00	Transfer from General Fund Contingency

Emergency Procurement

Approved by: _____

Date: _____

1/29/2020







Prepared by: Gabe Gossett C 470-423-5256 ggossett@aquaguard.net AQUAGUARD FOUNDATION SOLUTIONS, INC www.AquaGuard.net TF (770) 419-9111 F (770) 217-0631

Prepared for: Proposal Jeff Mayo Fayette County Justice System jmayo@fayettecountyga.gov C (404) 580-7055 P (404) 580-7055 Job location: 1 Center Dr Fayetteville, GA 30214-8401

Prepared on: 1-24-20

Project Summary

Table with 2 columns: Description and Amount. Rows include My Basement (\$24,137.20), Total Investment (\$24,137.20), Total Contract Price (\$24,137.20), Deposit Required - 20% (\$4,827.44), Deposit Paid (\$0.00), and Amount Due Upon Installation (\$24,137.20).

Customer Consent

Any alteration from the above specifications and corresponding price adjustment (if necessary) will be made only at the Customer's request or approval. Completing the work in this Proposal at the time scheduled is contingent upon accidents or delays beyond our control. This Proposal is based primarily on the Customer's description of the problem. This Proposal may be withdrawn if not accepted by the Customer within 30 days.

Authorized Signature Gabe Gossett Date 01/23/2020

Acceptance of Contract— I am/we are aware of and agree to the contents of this Proposal, the attached Job Detail sheet(s), and the attached Limited Warranty, (together, the "Contract"). You are authorized to do the work as specified in the Contract. I/we will make the payment set forth in this Contract at the time it is due. I/we will pay your service charge of 1-1/3% per month (16% per annum) if my/our account is 30 days or more past due, plus your attorney's fees and costs to collect and enforce this Contract. When excavation is involved, I/we understands that Contractor shall not be held responsible for any finished landscaping, vegetation and/or washout due to heavy rains after after work has been completed. I/we understand that deposits paid are non-refundable.

Customer Signature Date

I will have the necessary electrical outlets installed. Initial

Customer acknowledges progress payment schedule in Customer Will Section Initial

Job Details

Job Details (Continued)

Specifications

Install two stage DryTrak baseboard water control system with feedlines as noted on drawing. Install an interior discharge line. Install an exterior pump discharge line. The discharge line carries no warranty. The homeowner is responsible to keep the discharge line clear of debris or objects. Install the discharge line through concrete. Install CoroPlast Wall System on walls as shown on drawing. Install CleanSpace 8' Wall System on walls as shown on drawing. Install TripleSafe pump system with twin liner, 1/3 hp cast iron primary AC pump, 1/2 hp cast iron AC back-up pump, and UltraSump battery back-up pumping system with charging/control box with alarm, and 120 amp sealed maintenance free battery. Includes 3 CleanPump stands, airtight lid with airtight floor drain, and WaterWatch alarm system. Install IceGuard to prevent floods from clogged or frozen discharge line. Install LawnScape outlet at end of the pump discharge line. Private Lines Insurance

Contractor Will

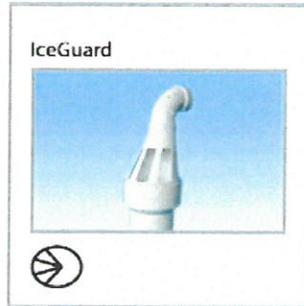
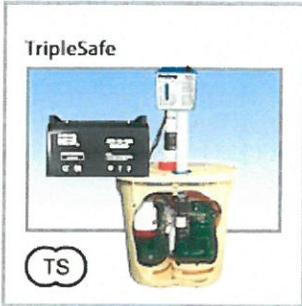
Customer Will

- 1.) Unless otherwise stated in this agreement, customer will remove all finish materials including but not limited to, sheet-rock, framing, cabinetry, and appliances, in addition to all personal belongings to a specification of no less than 5' up from the floor, and 7' away from the walls.
- 2.) Customer to be present to meet the crew foreman before work commences, to go over the project and at the completion of the project, for inspection, to allow the crew to explain the system or results and finalize payment. x ____
- 3.) Progress Payments - Balance for Drywall/Framing Removal and Waterproofing due upon project completion. The Final balance for the Drywall/Framing Restoration shall be due once restoration is complete.

Product List

Two Stage Waterproofing Sys	141 ft	Interior Discharge Line (1 line)	40 ft	Exterior Pump Discharge Line	20 ft
Discharge Through Concrete ..	10 ft	CoroPlast Wall System ...	1128 sqft	CleanSpace 8' Wall System ..	141 ft
TripleSafe	1	IceGuard	2	LawnScape Outlet	1
Private Lines Insurance - Waterproofing	1				

Products



Limited Warranty

LIMITED WARRANTY

This Foundation Limited Warranty ("Warranty") is made in lieu of and excludes all other warranties, expressed or implied, and all other obligations on the part of the contractor ("Contractor") to the customer ("Customer"). There are no other verbal or written warranties, no warranties which extend beyond the description on the face hereof, and NO WARRANTIES OF EXPRESS OR IMPLIED MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

GENERAL TERMS

Full payment is due upon completion of work specified in this Contract including any Addendum to Contract authorized by Customer. The applicable warranties are in effect upon completion of the work specified in this Contract and payment has been received in full; and alternatively, is null and void if full payment is not received. If, at a later date, Customer fails to pay Contractor within 30 days for additional services provided at Customer's request (for example, annual service appointment), Warranty will be suspended until payment has been received in full. Contractor does not warrant products not mentioned below, but some of such products may be covered by a manufacturer's warranty. All material used is warranted to be as specified in this Contract. All work will be completed in a workmanlike manner according to the standard practices of the industry. Contractor's workers are fully covered by Workers' Compensation insurance warranty. All warranties are null and void if the work specified in this Contract has been changed or modified by any other entity other than Contractor. Contractor's workers are fully covered by Workers' Compensation insurance. Contractor may offer option to remove drywall, paneling, flooring and/or any wall covering for a stated fee. Contractor shall not be held responsible for usefulness or appearance of items removed due to factors beyond Contractor's control such as, but not limited to, dry rot, corrosion, termite infestation, and substandard construction. Drywall and carpentry replacement work performed by Contractor shall be considered complete when it is "paint ready".

TRANSFER OF WARRANTY

For the applicable time periods indicated below, all warranties are transferable to future owners upon sale of the structure on which the work specified in this Contract has been completed provided that written notice is given to Contractor within 60 days of the closing date of acquisition of said property. A fee of \$195 shall be charged which, if applicable, will include a complete system inspection and a new owner orientation.

PRODUCT WARRANTIES

DRAINAGE SYSTEMS

For area(s) where contractor has installed WaterGuard, DryTrak, EZ Flow, and/or drantile system (a "Drainage System"), Contractor warrants that, if water from the walls or floor/wall joint passes through the installed System and onto the basement floor or crawlspace floor, Contractor will provide the labor and materials to fix the leak(s) at no additional charge to Customer for life of the structure. A "FingerSpace Repair" has a 5 year warranty. Because pump or power failure is possible, this Warranty is not a guarantee of a dry basement or crawlspace as Contractor cannot guarantee that in all circumstances. Annual maintenance by Contractor is recommended to ensure optimum performance of the Drainage System. x _____

Customer acknowledges that if the entire basement or crawl space was not treated by the Drainage System, the Warranty does not cover the untreated areas and additional work at an additional charge could be necessary to extend Drainage System or treat other areas or problems not addressed on this proposal. x _____

A full perimeter drainage system was recommended. x _____

Contractor cannot guarantee against wall leakage unless a vapor barrier is installed to exterior grade in any serviced area. If customer declines vapor barrier, warranty applies to floor/wall seam only. x _____

SUMP PUMPS

Primary AC operated sump pumps and DC back-up sump pumps are warranted by Contractor for 5 years from the date of installation. Battery-run back-ups can fail if they are not maintained or are called on to run beyond the current life of the battery. These systems are very much recommended, but cannot be relied upon to work in every situation. A TripleSafe pumping system is always recommended, but in very rare circumstances even this system may not keep up with the amount of water. In these cases, additional pumps may be required at an additional charge. Annual maintenance by Contractor is recommended to ensure optimum performance of all mechanical devices. x _____

A Triple Safe (w/battery back-up) pumping system was recommended. x _____

EXTERIOR DRAINAGE/DISCHARGE

Exterior drainage, pump discharge, waterproofing or downspout work carries no warranty. It is the Customer's responsibility to ensure that the downspout, pump or gravity discharge are kept clean and free from debris. x _____

ITEMS FOR WHICH CUSTOMER IS RESPONSIBLE

PAYMENT - Customer shall be responsible for payment in full upon completion of the work. Full payment shall include any additional work authorized by Customer through an Addendum to Contract, piercing Depth Clause and/or PolyLEVEL™ overage charge whichever shall be applicable. Payment shall be collected by the installation crew leader at time of completion.

PERSONAL ITEMS - Customer shall be responsible for removing all personal items from the work area(s) prior to the work start date. In the event work area(s) are not sufficiently prepared on scheduled work date, a trip charge of \$250.00 will be assessed. Contractor may offer, but shall not be required, to assist in the preparation of the work area(s) at the rate of \$40.00 per man-hour. Contractor assumes no liability for damage to items moved, finished walls and/or flooring in the preparation process.

UTILITIES - Electric, water, and other utilities shall be furnished by Owner at no expense to Contractor.

Limited Warranty (Continued)

HAZARDOUS MATERIALS - unless otherwise specifically provided for, the contractor shall not be responsible for removal and/or disposal of any hazardous materials as defined by any federal, state or local law, regulation or ordinance, including without limitation, lead-based paint, asbestos, and material containing asbestos. If such hazardous materials are encountered in the course of the contractor's work, then the owner shall pay any and all additional costs to remove and/or dispose of such hazardous materials in accordance with such federal, state, and local laws, regulations, and ordinances.

PUBLIC UTILITIES - Contractor shall have all public utilities located per State of Georgia law by calling Georgia State 811 Utility Marking Service. Customer shall be responsible for sharing any knowledge of and marking any buried private utility lines, including but not limited to, WATER and SEWER lines, satellite, fiber optics and cable lines, propane or gas lines, sprinkler system lines, security system wires, low voltage lighting wires, services to outbuildings and swimming pools, etc. Repair of any lines broken or damaged during excavation shall be the responsibility of and paid for by utility company whose lines were damaged due to being miss marked. See paragraph for Private Lines Insurance regarding the repair of private lines.

FINISHES & LANDSCAPING - Customer shall be responsible for removal and replacement of any floor coverings, finish carpentry, painting, paneling, landscaping, as required for installation of work specified unless otherwise noted in this agreement. In the event that required removals have not been completed by the scheduled work date, a trip charge of \$250.00 will be assessed. Contractor may offer, but shall not be required, to assist in the removal of required items at the rate of \$40.00 per man-hour. Contractor assumes no liability for damage to items moved, wall finishes and/or flooring in the preparation process. Customer shall remain responsible for replacement in all cases unless otherwise noted in this agreement.

DUST - Customer acknowledges that breaking of concrete indoors will create some dust. Contractor shall practice dust suppression techniques to industry standards. Customer shall be responsible for the following preparation prior to and/or during installation:

- a. Shutting down furnace/air conditioning unit during the time the concrete is being broken.
- b. Closing and cover ductwork vents and filter intake of furnace/air conditioning unit
- c. Removing clean clothes and sensitive electronic equipment from the work area(s).
- d. Covering anything you do not want to dust off after completion of installation. Plastic drop cloths are suggested.

DEPTH CLAUSE - Depth Clause for helical and/or push piers shall be as specified on page 1 of this agreement. Should this agreement include said Depth Clause, Customer shall be responsible for being present during the entire helical and/or push pier driving process. Contractor cannot halt or delay job progress while waiting for the presence of the Customer to witness installation of piers to depths that exceed that included in this agreement. Each pier depth will be logged on the Pier Log Chart. Additional charges shall be based on the additional footage installed per pier multiplied by the cost per foot as specified on page 1. Customer shall be responsible for additional charges required to complete installation and are due upon completion of job.

PRESENCE DURING ATTEMPT TO LIFT - Customer shall be responsible for being present during any attempt to lift any part of the structure and/or concrete pavement.

GUTTERS & DRAINAGE - Customer shall be responsible for maintaining gutters and downspouts in good working order and for extending downspouts to direct rain water from roof a sufficient distance away from the repaired wall(s) and/or concrete flatwork. Customer shall be responsible to maintain positive drainage away from repaired wall(s) and/or concrete flatwork.

WATER SEEPAGE ASSOCIATED WITH STRUCTURAL REPAIRS - Customer shall be responsible for water seepage into any area of the basement and/or crawl space. Water seepage is not covered by this Warranty and may require a waterproofing system from Contractor at an additional cost.

EXPANSION JOINTS - Customer shall be responsible for sealing and maintaining expansion joints in concrete flatwork as to prevent water infiltration under concrete flatwork.

COSMETIC MASONRY REPAIRS - Customer shall be responsible for the repair, repointing (tuck pointing) and/or sealing of mortar joints and/or concrete slab fractures, existing or which may result from installation of piers and/or PolyLEVEL™ material, unless otherwise noted in this agreement.

CUSTOMER WILL & ADDITIONAL NOTES - Customer shall be responsible for any and all items annotated on the Job Detail sheet(s) of this agreement under "Customer Will" and/or "Additional Notes."

ANNUAL MAINTENANCE & SERVICE CALLS

To optimize performance of waterproofing and encapsulation systems, Contractor recommends optional annual maintenance at an additional charge. Annual maintenance is not required for warranties(s) to remain in place. During the applicable warranty period, service calls made to address issues that are not covered by System installed or leaks caused by damage or abuse to the System will be billed at Contractor's regular rate.

EXCLUSIONS FROM THE WARRANTY

This Warranty does not cover and Contractor specifically disclaims liability for: 1) system damage caused by Customer's negligence, misuse, abuse, or alteration; 2) condensation, vapor transmission, concrete discoloration, efflorescence (white powder on concrete), window well flooding, shrinkage cracks in new concrete, peeling paint, water once pumped from structure; 3) dust incidental to installation; 4) damage to personal property including, but not limited to, floor coverings, furniture, all personal property, stored items, finished walls, and other objects inside the foundation of the structure on which work was completed; 5) breakage of any hidden or unmarked fuel/utility/service/private lines; and 6) any damages caused by mold including, but not limited to, property damage, personal injury, loss of income, emotional distress, death, loss of use, loss of value, and adverse health effects, or any other effects; 7) failure or delay in performance or damage caused by acts of God (flood, fire, storm, methane gas, etc.), acts of civil or military authority, or any other cause outside of its control; 8) damage done during a lifting operation; 9) basement water seepage if no waterproofing system installed; 10) heave or any damages caused by it; 11) damage caused by lateral movements and forces of hillside creep, land sliding or slumping of fill soils of deep embankments; and 12) anything else expressly disclaimed in the original Warranty for the system.

PRIVATE LINES INSURANCE

The Customer is covered against any private utility lines being damaged during installation. Contractor will coordinate utilities locating services and take responsibility for repairing any damage occurring to a private utility line during installation.

Limited Warranty (Continued)

An Air System was recommended. x _____

.

I have read and understand the Terms and Conditions set forth above.

.

Customer Signature _____ Date _____

Notice of Right to Cancel

You are entering into a contract. If that contract is a result of, or in connection with a salesman's direct contact with, or call to you at your residence without your soliciting the contract or call, then you have a legal right to void the contract or sale by notifying us within three business days from whichever of the following events occurs last:

1. The date of the transaction, which is: _____ or
2. The date you received this notice of cancellation.

How to Cancel

If you decide to cancel this transaction, you may do so by notifying us in writing at:

AQUAGUARD FOUNDATION SOLUTIONS, INC

TF (770) 419-9111

F (770) 217-0631

www.AquaGuard.net

875 Pickens Industrial Drive

Marietta, GA 30062

You may use any written statement that is signed and dated by you and states your intentions to cancel, or you may use this notice by dating and signing below. Please make and keep a copy of the notice because it contains important information about your rights.

I wish to cancel.

Owner's Signature **Date**

Owner's Signature **Date**

The undersigned acknowledges receipt of the Notice of Right to Cancel.

Owner's Signature **Date**

Owner's Signature **Date**

BOARD OF COUNTY COMMISSIONERS

Randy Ognio, Chairman
 Charles W. Oddo, Vice Chairman
 Edward Gibbons
 Eric K. Maxwell
 Charles D. Rousseau

FAYETTE COUNTY, GEORGIA

Steve Rapson, County Administrator
 Dennis A. Davenport, County Attorney
 Tameca P. White, County Clerk
 Marlena Edwards, Deputy County Clerk



140 Stonewall Avenue West
 Public Meeting Room
 Fayetteville, GA 30214

MINUTES

January 23, 2020

6:30 p.m.

Welcome to the meeting of your Fayette County Board of Commissioners. Your participation in County government is appreciated. All regularly scheduled Board meetings are open to the public and are held on the 2nd and 4th Thursday of each month at 6:30 p.m.

Call to Order

Chairman Randy Ognio called the January 23, 2020 Board of Commissioners meeting to order at 6:31 p.m.

Invocation and Pledge of Allegiance by Commissioner Charles Rousseau

Commissioner Charles Rousseau offered the Invocation and led the audience in the Pledge of Allegiance.

Acceptance of Agenda

Vice Chairman Charles Oddo moved to accept the agenda with the following changes: to remove item #1 and to move items #12 and #13 up on the agenda before Public Hearing. Commissioner Gibbons seconded. The motion passed 5-0.

PROCLAMATION/RECOGNITION:**1. Recognition of winners of the 2019 Model Water Tower Competition and Water System Staff.**

This item was removed at the beginning of the meeting.

PUBLIC HEARING:

Community Development Director Pete Frisina read the *Introduction to Public Hearings for the Rezoning of Property* into the record.

2. Consideration of Petition No. RP-074-19, Richard E Carne, Owner, request approval to revise the Final Plat for Bay Chappell Farms to add one lot to the subdivision by subdividing Lot 36 into two separate lots.

County Attorney Dennis Davenport recused himself from the discussion explaining that two of his senior partners at his firm live in this subdivision. He stated that he felt it was a conflict of interest for him to advise the Board or make any suggestions regarding this matter.

Attorney Laurel Henderson was present in Mr. Davenport's place. Mr. Davenport left the meeting.

Mr. Richard Carne, requester of Petition No. RP-074-19, stated that his request was to subdivide his lot into two separate lots to have a home built on the lot.

No one spoke in favor of this petition.

No one spoke in opposition of this petition.

Commissioner Rousseau commended Mr. Carne for his efforts in reaching out to his neighbors regarding his request for his property.

Commissioner Maxwell stated as clarification that although the request is to subdivide the lot, both lots would still meet the specified minimum acreage and home square footage for R-72, which is two (2) acres and 2100 sq. ft.

Commissioner Rousseau stated, for clarification, that if the minimum requirement for R-72 was not met then final plat would not be approved.

Commissioner Rousseau moved to approve Petition No. RP-074-19, Richard E Carne, Owner, request approval to revise the Final Plat for Bay Chappell Farms to add one lot to the subdivision by subdividing Lot 36 into two separate lots with the approved condition to do away with the variance currently in place, as long as, the petitioner has approval to subdivide the lot. Vice Chairman Oddo seconded. The motion passed 5-0.

Mr. Davenport returned to the meeting.

3. Consideration of Petition No. RP-075-19, Cicely Foster, Owner, request approval to revise the Minor Subdivision Plat for Brooks Farm, consisting of one (1) 16.778 acre lot, by adding 30.718 acres to enlarge the existing lot and create an additional 17 acre lot.

Mr. Mark Gallagher stated that this request was administrative and was needed to redraw the property lines for the land owned by the applicant, who was his sister-in-law and his family.

Mr. Frisina stated that both Planning Commissioner and staff recommended approval.

No one spoke in favor of this petition.

No one spoke in opposition of this petition.

Commissioner Edward Gibbons moved to approve Petition No. RP-075-19, Cicely Foster, Owner, request approval to revise the Minor Subdivision Plat for Brooks Farm, consisting of one (1) 16.778 acre lot, by adding 30.718 acres to enlarge the existing lot and create an additional 17 acre lot. Vice Chairman Oddo seconded. The motion passed 5-0.

4. Consideration of Petition No. 1289-19, Jan A. Hutto and Timothy E. Trammell, Owners and Darrell Baker, Agent, request to rezone 2.409 acres from A-R to O-I; located in Land Lot 58 of the 7th District, and fronts on SR 54 West and Ebenezer Road.

Mr. Darrell Baker stated that his request to rezone 2.409 acres from A-R to O-I; located in Land Lot 58 of the 7th District, and fronts on SR 54 West and Ebenezer Road. Mr. Baker stated that the proposal for this property was to develop a two-story 15,000 sq. ft. professional office building. Mr. Baker stated that this request was consistent with the Fayette County Comprehensive Plan and Land Use along SR 54 of frontage properties.

Mr. Frisina stated that both the Planning Commission and staff recommend approval.

No one spoke in favor of this petition.

No one spoke in opposition of this petition.

Vice Chairman Oddo moved to approve Petition No. 1289-19, Jan A. Hutto and Timothy E. Trammell, Owners and Darrell Baker, Agent, request to rezone 2.409 acres from A-R to O-I; located in Land Lot 58 of the 7th District, and fronts on SR 54 West and Ebenezer Road. Commissioner Gibbons seconded. The motion passed 5-0.

5. Consideration of Petition No. 1290-19, Scott and Wendy Marlow, request to rezone 2.83 acres from R-70 Cond. to R-70 Cond.; located in Land Lot 216 of the 4th District, and fronts on Antioch Road and Rosemont Trace.

Mr. Frisina stated that this request would exempt the applicant from the one condition of the 80 ft. set back and this request would only apply to Lot 1.

Mrs. Wendy Marlow stated that the request would allow her family to alter the interior of the detached garage and create an in-law suite for her mother.

No one spoke in favor of this petition.
No one spoke in opposition of this petition.

Commissioner Gibbons moved to approve Petition No. 1290-19, Scott and Wendy Marlow, request to rezone 2.83 acres from R-70 Cond. to R-70 Cond.; located in Land Lot 216 of the 4th District, and fronts on Antioch Road and Rosemont Trace. Vice Chairman Oddo seconded. The motion passed 5-0.

PUBLIC COMMENT:

Dean Breest made comments regarding an accident on the property and his request to have the county to consider putting in cameras at the intersection. He stated that the insurance company has denied the claims and the church is unable to cover the cost of the damages.

CONSENT AGENDA:

Vice Chairman Oddo moved to approve the Consent Agenda as written. Commissioner Gibbons seconded. The motion passed 5-0.

- 6. Approval to award ITB #1743-B to West Georgia Lighting, Inc. in the amount of \$142,500 for lighting at McCurry Park Soccer Field #21.**
- 7. Approval of the Water Committee's recommendation to close Lake McIntosh Park on May 15, 16 and 17, 2020 for the Greater Atlanta Air Show.**
- 8. Approval of the January 9, 2020 Board of Commissioners Meeting Minutes.**

OLD BUSINESS:

NEW BUSINESS:

- 9. Consideration of a staff's recommendation to re-appoint Page McDonald to the Fayette County Library Board for a four-year term beginning January 1, 2020 and expiring December 31, 2023.**

Vice Chairman Oddo moved to re-appoint Page McDonald to the Fayette County Library Board for a four-year term beginning January 1, 2020 and expiring December 31, 2023. Commissioner Gibbons seconded. The motion passed 5-0.

- 10. Consideration of staff's recommendation to award RFP No. 1670-P; Engineer of Record for Water System Interconnectivity Initiative to Integrated Science and Engineering in the amount of \$383,154.00.**

Water System Director Vanessa Tigert stated that the Water System staff solicited responses for RFP No. 1670-P; Engineer of Record for Water System Interconnectivity Initiative, to construct a hydraulic model of the system's distribution network and perform a safe yield analysis of the county's reservoirs in order to determine the County's long-term water supply demand and a sustainable service delivery rate for wholesale water sales. Results from this calibrated hydraulic water model will allow master planning, asset management, operational improvement and energy-use improvement.

Ms. Tigert stated that the Interconnectivity Initiative was necessary to be prepared for an emergency situation where the Water System would need to share water with an adjacent water provider as required under the Georgia Water System Interconnection, Redundancy and Reliability Act.

Commissioner Rousseau stated that the previous Water Director, Mr. Lee Pope had warned the Board of the need for interconnectivity and encouraged partnership with neighboring counties. Mr. Rousseau commended the Water System for their recent mention in the newspaper.

Commissioner Rousseau moved to approve to award RFP No. 1670-P; Engineer of Record for Water System Interconnectivity Initiative to Integrated Science and Engineering in the amount of \$383,154.00. Vice Chairman Oddo seconded. The motion passed 5-0.

11. Consideration to increase existing Contract No. 1522-B Water Tank Repair with Southeastern Tank and Tower, Inc., by \$275,350 for additional repairs and maintenance.

Water System Director Vanessa Tigert stated that this contract was for painting and general maintenance of existing elevated water storage tanks. During tank repair, additional corrosion and coating failure was encountered after pressure washing of the interior tank side walls at both the Highway 92 and Ellis Road tanks.

Staff was requesting to increase the Southeastern Tank and Tower, Inc. contract by the amount of \$275,350.00.

Chairman Ognio asked for a brief description as to what repairs were needed.

County Administrator Steve Rapson stated that about \$156,000 of those repairs were known at the end of the previous fiscal year. Mr. Rapson stated that he and Mr. Pope, the previous Water Director, advised the Board that both the tanks at Crabapple and the tank in Peachtree City had not been evaluated and had more interior damage than anticipated. Mr. Rapson also noted that one of the tank was missing a ladder, which had to be installed. Mr. Rapson stated that additionally when evaluating the tanks on Hwy. 92 and Ellis Road, they too needed repair. Mr. Rapson stated that unfortunately there was no way to determine damage until the tanks were inspected.

Commissioner Rousseau stated that he had concerns regarding the timeliness of the tanks evaluations. He stated that his expectations moving forward would be to ensure that these tanks are properly inspected on a routinely basis.

Commissioner Gibbons moved to approve Contract No. 1522-B Water Tank Repair with Southeastern Tank and Tower, Inc., by \$275,350 for additional repairs and maintenance. Vice Chairman Oddo seconded. The motion passed 5-0.

12. Consideration of the County Attorney's recommendation to deny a disposition of tax refund, as requested by Dale and Angela Becker, for tax years 2017-2019.

This item was moved for discussion, to the beginning of the agenda before Public Comments.

County Attorney Dennis Davenport briefed the Board regarding a tax refund requested by Dale and Angela Becker, for tax years 2017-2019. Mr. Davenport stated that the request was based on a homestead exemption that was available to the Becker's and that they met all qualifications for. However, the state statute required applicants to apply by the application deadline of April 1,

which the Becker family missed. Mr. Davenport stated that as a result of the missed application deadline, the recommendation was to deny the request.

Mr. Becker spoke regarding his reasons for asking the Board to make an exception and grant this refund request. Mr. Becker acknowledged his error stating that he did miss the application deadline for the homestead exemption. Mr. Becker continued stating and he and his wife were the primary caregivers for their adult son who was special needs and not self-sufficient.

The Board expressed that state law was the reason for their decision and that they were willing to address the possibility of presented legislation that would allow the Board to consider a request with the circumstances similar to this one.

Commissioner Gibbons moved to deny a disposition of tax refund, as requested by Dale and Angela Becker, for tax years 2017-2019. Commissioner Rousseau seconded. The motion passed 5-0.

13. Consideration of the County Attorney's recommendation to deny a disposition of tax refund, as requested by Elizabeth Hill, for tax years 1984-2019.

This item was moved for discussion, to the beginning of the agenda before Public Comments.

County Attorney Dennis Davenport briefed the Board regarding a tax refund requested by Elizabeth Hill for tax years 1984-2019. Mr. Davenport stated that the request was based on a homestead exemption that was available to Ms. Hill and that she met all qualifications for. However, the state statute requires applicants to apply by the application deadline of April 1, which Ms. Hill missed. Mr. Davenport stated that as a result of the missed application deadline, the recommendation was to deny the request.

No one spoke regarding this item.

Commissioner Rousseau moved to deny a disposition of tax refund, as requested by Elizabeth Hill, for tax years 1984-2019. Commissioner Gibbons seconded. The motion passed 5-0.

ADMINISTRATOR'S REPORTS:

County Administrator Steve Rapson presented the **Hot Project Updates:**

Dogwood Trail (1/22/2020)

Dogwood Trail is currently CLOSED to ALL THROUGH TRAFFIC between Farr Road and Tyrone Road for the demolition of the two existing and failing 120-inch corrugated metal pipes and the construction of a 48-ft by 14-ft concrete bottomless arch culvert, which will be the largest culvert in the unincorporated County. Utility relocation continues to be the key task in moving forward with this project. Safety concerns with the gas company's original design for the 6-inch steel gas main relocation were discovered in September 2019, causing a delay in the construction progress. The new design for a temporary modular bridge system for the 6-inch gas main is complete, however the gas company is unable to provide a start date for their eight week relocation schedule until all of the equipment and supplies required for the modular bridge are secured and delivered to the site.

The completion date for the entire project is June 2020.

Starr's Mill Tunnel (1/23/20)

This project is for the construction of a multi-use path tunnel under Redwine Road, immediately south of the Robinson Road intersection. The project includes new path construction along the west side of Redwine Road and Robinson Road to connect with existing paths.

A Notice to Proceed for design was issued December 2, 2019. After a short halt at the request of Peachtree City, the Consultant has resumed work on a conceptual layout. The survey database is expected to be completed in February. A critical item for this project is coordination of gas line relocation with the Federal-Aid Redwine Road path project.

Intersection of SR 92, Veterans Parkway and Westbridge Road (1/23/20)

This project is to install a traffic signal and turn lanes at the intersection, which currently operates as a two-way stop.

A Notice-to-Proceed was issued to the Contractor on 12/19/20. A County kick-off meeting was held on January 10, 2020 and a Georgia Department of Transportation (GDOT) signal coordination meeting was held on January 21, 2020. The contractor is delineating the work zone with barrel and sign placing, establishing survey control for construction staking, installing erosion control measures, and field-checking location of underground utilities. Earthwork will start in early February.

The critical path for the project remains strain pole delivery and placement. The poles are scheduled for delivery by February 17, 2020.

The Contract completion date is April 17, 2020. The northwest corner of Veterans Parkway and SR 92. Pot-hole locations for utilities marked with yellow flagging.

East Fayetteville Bypass (01/22/20)

This is a large, new road construction project that will connect County Line Road with Corinth Road in the east side of the County.

The critical path for delivery runs through the 700-ft bridge design for the crossing of Morning Creek. The project team met with GDOT and the U.S. Army Corps of Engineers on December 19, 2019, regarding permissions needed from both agencies to access the GDOT wetland mitigation bank and perform the necessary geotechnical work for preparation of the Bridge Foundation Investigation. The issue is being considered by the Corps legal counsel. Croy Engineering has submitted a Task Order for Final Bridge Design that is planned to be on the February 13 BOC Agenda. This will allow final bridge design to proceed up to the point soil information is needed for foundation design. FEMA Letters of Map Revision will also begin under this Task Order. Intersection and roadway design and development of Right-of-Way plans continues in the meantime.

View of Morning Creek, the GDOT Wetland Mitigation Bank and two of three large utility conflicts in the area of the proposed bridge.

Morning Dove Drive Culvert Replacement (1/22/2020)

This is a culvert replacement project under a road that provides exclusive access to several homes in the Quail Hollow Subdivision. Therefore, at least one lane of traffic remains open at all times.

The construction phase of the project kicked off on October 21, 2019. The contractor, Piedmont Paving, has completed all clearing activities, waterline relocation, and installation of the double 8-ft by 8-ft culvert and Redi-Rock retaining wall. The culvert aprons have been poured and the contractor is completing installation of the final upstream wingwall and grading activities. According to the contractor's most recent schedule update, this project should be complete in February 2020.

Temporary stabilization of downstream culvert area.

Fire Station #2 (Highway 92 North)

Fire Station #2 is progressing well.

Weather remains a factor in delaying further progress.

The Steel truss system is scheduled for delivery the first week in February.

Fire Station #4 (McElroy Rd)

Fire Station #4 is progressing well.

Weather remains a factor in delaying further progress.

The steel truss system

ATTORNEY'S REPORTS:

Notice of Executive Session: County Attorney Dennis Davenport stated that there was one item for the review of the Executive Session minutes for December 12, 2019.

COMMISSIONERS' REPORTS:**Commissioner Eric Maxwell**

Commissioners Maxwell stated that he attended the Georgia Department of Transportation- Location and Design Public Information session regarding P.I. No. 0013726 prior to the BOC Meeting, where he had a very encouraging conversation with Representative Josh Bonner.

He stated that he appreciated the "Hot Projects" update provided by Mr. Rapson; this update helped keep the Board aware of the work the County was performing.

He expressed his displeasure regarding the time management and completion of the Dogwood Trail project, and publicly invited the president of Atlanta Gas and Light to a Fayette County Board Meeting to discuss concerns regarding the Dogwood Trail project.

Commissioner Charles Rousseau

Commissioner Rousseau stated that his comments regarding the Water System were words of encouragement and forward thinking, he acknowledged that the Water System Office, as a whole, had made tremendous strides and encouraged continued advancement.

Commissioner Rousseau stated that he had a few questions for clarification in reference to Mr. Breest and the accident that occurred on the church property. He stated that the Westbridge Road/Hwy. 92 project was progressing and that the base for the lights had been poured.

He stated that he would be hosting a few demonstration sessions to help citizens familiarize themselves with the new voting machines.

Chairman Randy Ognio

Chairman Ognio encouraged citizens to visit the Secretary of State new website <https://securevotega.com>, which would have information regarding the new election equipment.

EXECUTIVE SESSION:

The Board recessed into Executive Session at 8:13 p.m. and returned to Official Session at 8:14 p.m.

Return to Official Session and Approval to Sign the Executive Session Affidavit: Chairman Ognio moved to return to Official Session and for the Chairman to sign the Executive Session Affidavit. Vice Chairman Oddo seconded the motion. The motion passed 5-0.

Approval of the December 12, 2019 Executive Session Minutes: Chairman Ognio moved to approve the December 12, 2019 Executive Session Minutes. Vice Chairman Oddo seconded. The motion passed 4-0-1. Commissioner Rousseau abstained.

ADJOURNMENT:

Chairman Ognio moved to adjourn the January 23, 2020 Board of Commissioners meeting. Vice Chairman Oddo seconded. The motion passed 5-0.

The January 23, 2020 Board of Commissioners meeting adjourned at 8:20 p.m.

Marlena Edwards, Deputy County Clerk

Randy C. Ognio, Chairman

The foregoing minutes were duly approved at an official meeting of the Board of Commissioners of Fayette County, Georgia, held on the 13th day of February 2020. Referenced attachments are available upon request at the County Clerk's Office.

Marlena Edwards, Deputy County Clerk

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of the approval of Croy Engineering Contract #1431-P, Task Order #37, in the amount of \$222,865, for the work required to produce Final Design Plans for the East Fayetteville Bypass Bridge over Morning Creek, along with FEMA Letters of Map Revisions.

Background/History/Details:

The East Fayetteville Bypass is a proposed 2.99 mile, 2-lane roadway connecting Corinth Road to County Line Road, approved by the Fayette Board of Commissioners using 2004 SPLOST funds. The alignment crosses Morning Creek adjacent to the old Links Golf Club and Rocky Fork residential subdivision. The crossing is proposed to be a 700-foot, two-lane bridge section, that may be expanded to 4 lanes in the future, if necessary. Preliminary designs of the bridge and flood studies of Morning Creek are complete.

Approving this Task Order will allow final design to proceed and required FEMA Flood Map Revisions to be produced while staff works with GDOT and the Army Corps of Engineers to gain access through the GDOT Wetland Mitigation Site in order to perform a Bridge Foundation Investigation (BFI) and ultimately construct the proposed bridge. This Task Order also includes peer review of engineered bridge drawings and post design construction services.

What action are you seeking from the Board of Commissioners?

Approval of Croy Engineering Contract #1431-P, Task Order #37, in the amount of \$222,865, for the work required to produce Final Design Plans for the East Fayetteville Bypass Bridge over Morning Creek, along with FEMA Letters of Map Revisions.

If this item requires funding, please describe:

R-8C East Fayetteville Bypass Bridge Over Morning Creek was initially funded at \$3,675,000. Available Budget is \$3,601,760.98

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

Task Order

Contract Number: 1431-P

Task Order Number: 37

Contract Name: Transportation Engineer of Record

Contractor: Croy Engineering

This Task Order is issued by Fayette County, Georgia in accordance with the above-named Contract and as described in the accompanying of the task(s).

Task Order Description:

To include: Task Order #37 – E. Fayetteville Bypass Project - Bridge Final Design

Fayette County 2004 SPLOST Project Number R-8C
Morning Creek Bridge

Fayette County’s Task Order Manager:

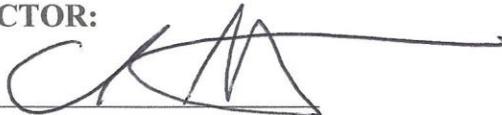
Name: Chris Rideout Phone: 770/971-5407 Email: crideout@croyengineering.com

Task Orders Not-To-Exceed Price:

Task Order #37 **\$222,865**

CONTRACTOR:

Signature:



Print Name: Chris Rideout

Title: Program Manager

Date: 1-21-2020

FAYETTE COUNTY, GEORGIA:

Signature: _____

Print Name: _____

Title: _____

Date: _____

Proposal to Fayette County for Task Order #37

2004 SPLOST PROJECT: R-8C
(Morning Creek Bridge)
E. Fayetteville Bypass Project – Bridge Final Design

Submitted to:

Fayette County
Fayette County Georgia Administrative Complex
140 Stonewall Ave. West, Suite 203
Fayetteville, Georgia 30214

Phil Mallon
Email: pmallon@fayettecountyga.gov
Phone: (770) 320-6009

Submitted by:

Croy Engineering
200 Cobb Parkway North
Building 400, Suite 413
Marietta, Georgia 30062

Email: crideout@croyengineering.com
Phone: (770) 971-5407

January 21, 2020

A. Introduction

The purpose of this Task Order is to prepare final bridge design drawings for the proposed bridge spanning Morning Creek in east Fayette County. The bridge design is being completed in conjunction with the E. Fayetteville Bypass roadway project being designed by Mallett Consulting. The bridge will be designed as a 2-lane urban bridge section with the capability of future expansion to the ultimate 4-lane urban bridge section, for a future design. See approved typical section, attached. The project crosses a Georgia Department of Transportation wetland mitigation bank. Access to this site will need the approval of COE. We anticipate BFI being delayed, as such, the CLOMR/LOMR and portions of the Final Bridge Design will move forward as much as possible. Notice will be given to Fayette County prior to reaching the point where design can no longer proceed without BFI information. Services will also include a detailed peer review by Heath and Lineback (H&L) as well as the preparation of FEMA CLOMR/LOMR applications for submittal by either Croy Engineering or Fayette County.

Funding for this project is through the 2004 SPLOST program. Fayette County Project Number R-8C (Morning Creek Bridge).

B. Scope of Work

Croy proposes to prepare final bridge design drawings, with peer review, and FEMA CLOMR/LOMR application, to be included with the E. Fayetteville Bypass road project. Tasks will include:

Task 1. FEMA CLOMR/LOMR

Croy/Gresham Smith Partners (GSP) prepare FEMA CLOMR and LOMR applications and submit package to FEMA, if needed. Fayette County may opt to submit applications to FEMA. Preparation of the CLOMR submittal package will include the MT-2 Application Form, a flood study report in FEMA review format, Annotated FIRM panel, Topographic Workmap, community coordination and concurrence, documentation to support compliance with the Endangered Species Act, and public notification.

Deliverables: FEMA CLOMR/LOMR Applications for submittal

Task 2. Final Plans

Croy/GSP will prepare final bridge design and final bridge plans for a 2-lane urban section that has the capacity to be expanded to 4-lanes in the future, if needed. This work includes:

1. Prepare Final Bridge Design Calculations
2. Prepare Final Bridge Plans
3. Prepare Bridge Quantities.
4. Prepare Special Provision as Required.

Deliverables: Final approved bridge plans and special provisions

Task 3. Peer Review

H & L will provide a detailed peer review of the final design plans prepared by GSP. This work includes:

1. Review of proposed bridge plans, calculations and quantities.
2. Provide written comments.
3. Review revisions and provide concurrence that plans are acceptable to bid.

Deliverables: Peer review comments and concurrence letter

Task 4. Post Design Construction Services

Croy/GSP will provide bridge shop drawing reviews and RFI related to bridge construction. This work includes:

1. Review Bridge Shop Drawings Submittals
2. Respond to Request for Information Submittals
3. Attend pre-construction meeting

Task 5. Project Coordination Croy will provide coordination of the design efforts between GSP, H&L and Mallett Consulting. This work includes:

1. Coordinate design and review efforts between GSP, H&L and Mallett Consulting
2. Attend design review meetings
3. Assist county during the bidding process

C. Project Cost and Schedule

The not to exceed cost associated with each task is as follows:

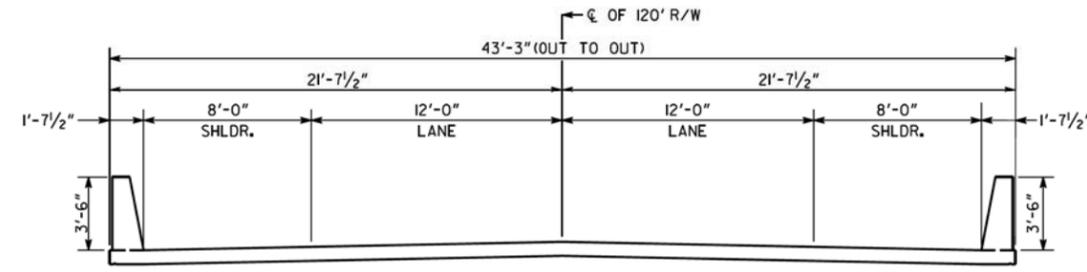
E. Fayetteville By Pass - Morning Creek Bridge R-8C Final Design Phase		
Task #	Description	Cost
1	FEMA CLOMR/LOMR	\$55,260
2	Final Bridge Plans (E. Fayetteville Bypass)	\$133,080
3	Peer Review	\$12,500
4	Post Design Construction Services	\$10,145
5	Project Coordination	\$11,880
Total		\$222,865

Note: Task #1 includes the following FEMA Review Fees: \$6,750 for CLOMR; \$8,250 for LOMR
<https://www.fema.gov/flood-map-related-fees>

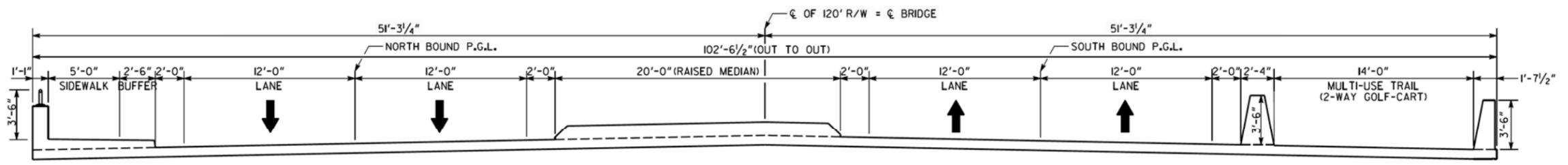
It is anticipated that the schedule for these efforts will take approximately 9 months, not including review times, from NTP.

D. Assumptions/Exclusions

- Proposal does not include geotechnical services including soil survey and/or BFI/WFI's.
- Proposal does not include provisions for Croy Engineering to conduct "as-built" surveys of the completed bridge.



TYPICAL BRIDGE SECTION FOR PROPOSED RURAL 2-LANE SECTION - OPTION 2



TYPICAL BRIDGE SECTION FOR FUTURE 4-LANE URBAN SECTION

KWB132 AM

5/1/2009

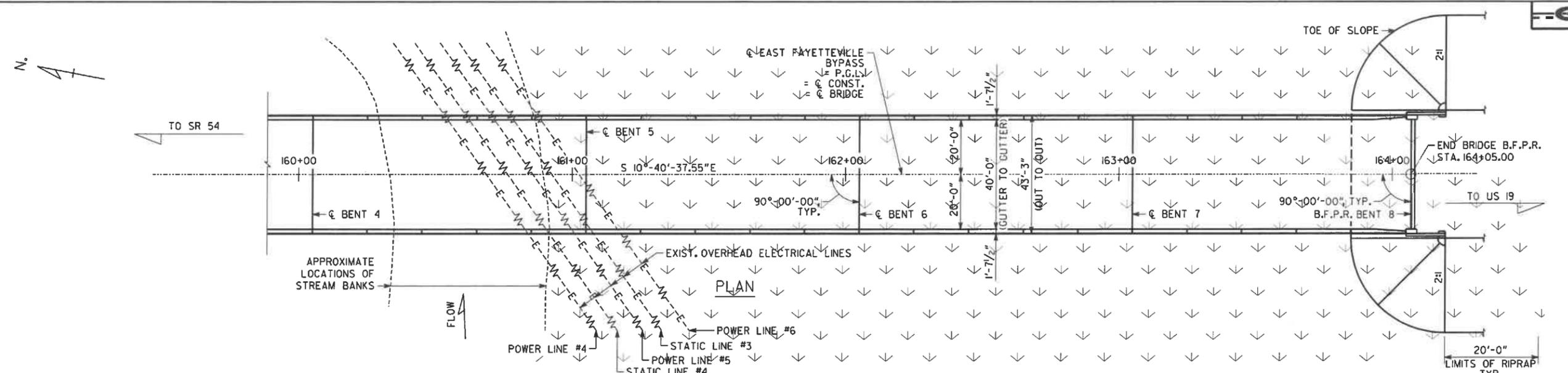
10/0/09

BRIDGE NO. 1

DATE		REVISIONS		GEORGIA DEPARTMENT OF TRANSPORTATION ENGINEERING DIVISION-OFFICE OF BRIDGES AND STRUCTURES	
				TYPICAL BRIDGE SECTION - OPTION 2 EAST FAYETTEVILLE BYPASS OVER MORNING CREEK FAYETTE COUNTY	
				SCALE: 1/4" = 1' (UNLESS NOTED OTHERWISE)	
DRAWING NO.		DESIGNED	CHECKED X	REVIEWED X	
BRIDGE SHEET		DRAWN	DESIGN GROUP X	APPROVED X	

1 INCH WHEN PRINTED FULL SIZE

X.DGN



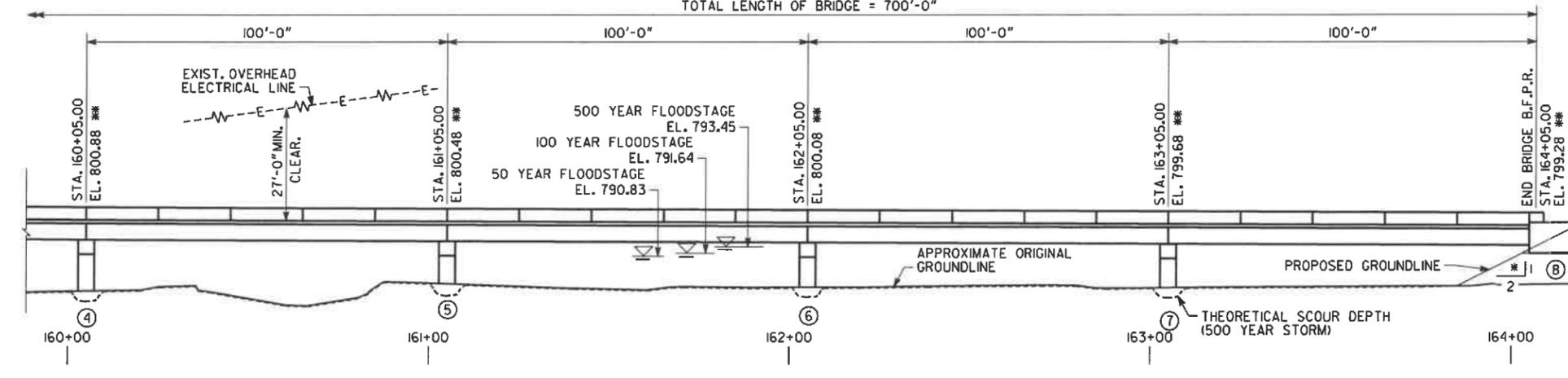
TOTAL LENGTH OF BRIDGE = 700'-0"

BERM ELEVATIONS

END BENT	ELEVATION
8 L	791.10
8 R	791.10

FOR END ROLL STAKING PURPOSES ONLY.

810
805
800
795
790
785
780
775
770
765
760

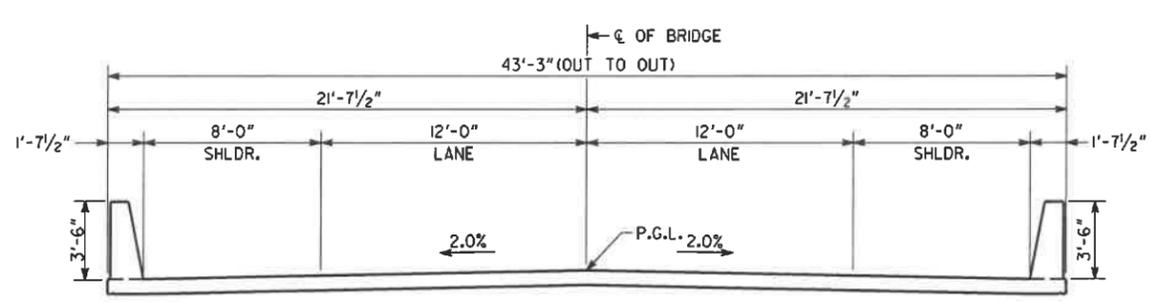


ELEVATION

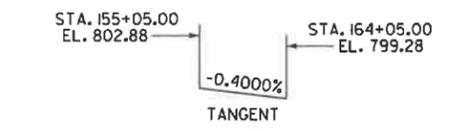
THEORETICAL SCOUR DEPTHS (FT)

LOCATION	100 YEAR STORM			500 YEAR STORM		
	GENERAL	LOCAL	TOTAL	GENERAL	LOCAL	TOTAL
BENT 4	0.0	2.52	2.52	0.54	2.80	3.34
BENT 5	0.0	2.51	2.51	0.23	2.79	3.02
BENT 6	0.0	2.51	2.51	0.23	2.79	3.02
BENT 7	0.0	2.50	2.50	0.23	2.78	3.01

NOTE: THE 500 YEAR SCOUR IN THE CHANNEL IS 3.52 FT.



TYPICAL SECTION
N.T.S.



PROPOSED VERTICAL PROFILE DATA

NOTES:

- ALL BENTS ARE PARALLEL.
 - END BENT PILES NOT SHOWN.
 - PROPOSED BRIDGE DECK IS TO BE BUILT ON A 2.0% NORMAL CROWN.
 - MINIMUM BOTTOM OF BEAM ELEVATION FOR PROPOSED BRIDGE SHALL BE NO LOWER THAN ELEVATION 792.83.
- * SLOPE NORMAL TO END BENT.
** STATIONS AND ELEVATIONS ARE AT INTERSECTION OF PROFILE GRADE LINE AND B.F.P.R. OR CENTERLINE BENT.



DRAWING NO.	35-0002
BRIDGE SHEET	2 OF 2

DATE	REVISIONS

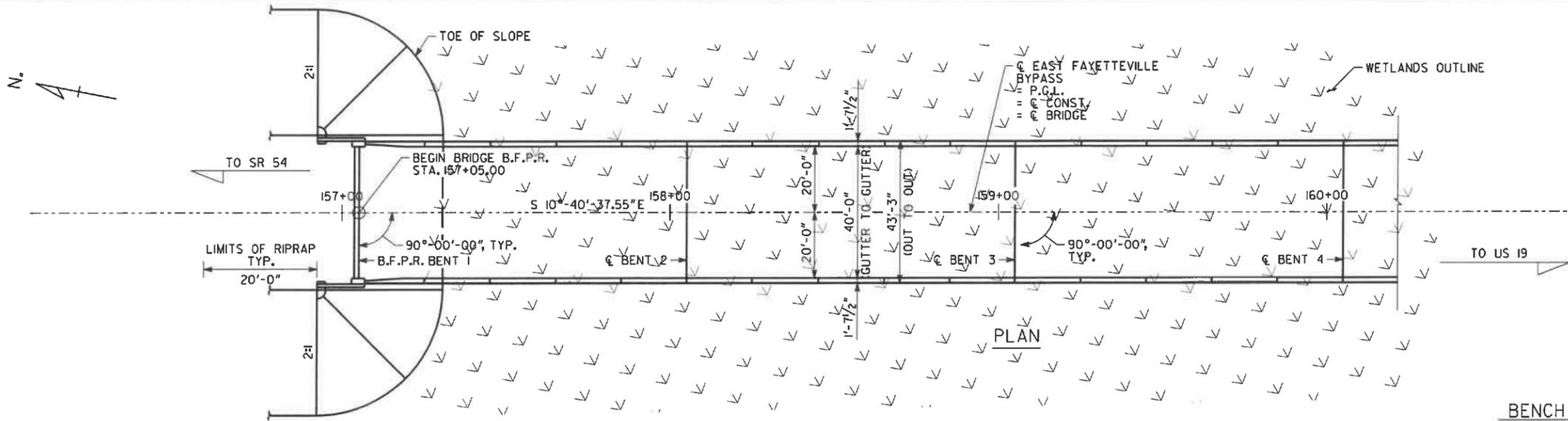
BRIDGE NO. 1

Gresham Smith
GEORGIA
FAYETTE COUNTY
DEPARTMENT OF ENGINEERING

PRELIMINARY BRIDGE LAYOUT
EAST FAYETTEVILLE BYPASS
OVER MORNING CREEK
FAYETTE COUNTY

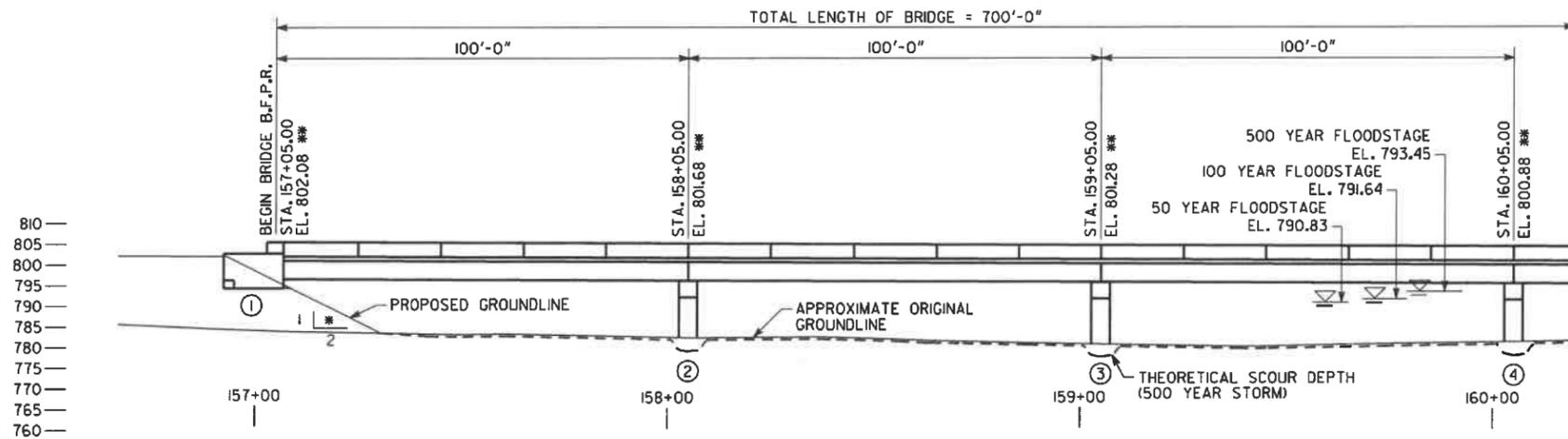
SCALE: 1" = 20'-0", UNLESS NOTED OTHERWISE NOVEMBER 2019

DESIGNED TJD	CHECKED	REVIEWED
DRAWN RDH	DESIGN GROUP	APPROVED



BENCH MARK - DELTA 4

5/8" REBAR WITH CAP
 STA. 7+22.42
 OFFSET = 17.05 FT. RT.
 EL. 179.95
 NORTHING: 380069.01
 EASTING: 2555758.10



BERM ELEVATIONS

END BENT	ELEVATION
1L	793.90
1R	793.90

FOR END ROLL STAKING PURPOSES ONLY.

PROPOSED BRIDGE CONSISTS OF

- 7 - 100'-0" PSC 54" BULB TEE PSC BEAM SPANS ----- SPECIAL DESIGN
- 2 - PILE END BENTS ----- SPECIAL DESIGN
- 6 - CONCRETE INTERMEDIATE BENTS ----- SPECIAL DESIGN
- 24" TYPE I RIP RAP

TRAFFIC DATA

TRAFFIC ----- ADT = 8,936 (2038)

DESIGN SPEED ----- 45 MPH

DRAINAGE DATA

DRAINAGE AREA ----- 40.7 SQ MILES

FLOOD FREQUENCY	TOTAL DISCHARGE	MEAN VELOCITY	AREA OF OPENING UNDER FLOODSTAGE	BACKWATER
50 YEAR	7,470 CFS	1.25 FPS	5,981 SQ FT	0.04 FT
100 YEAR	8,970 CFS	1.37 FPS	6,530 SQ FT	0.05 FT
500 YEAR	12,800 CFS	1.65 FPS	7,768 SQ FT	0.07 FT

LOCATION	100 YEAR STORM			500 YEAR STORM		
	GENERAL	LOCAL	TOTAL	GENERAL	LOCAL	TOTAL
BENT 2	0.0	2.52	2.52	0.54	2.80	3.34
BENT 3	0.0	2.52	2.52	0.54	2.80	3.34
BENT 4	0.0	2.52	2.52	0.54	2.80	3.34

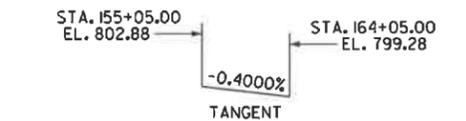
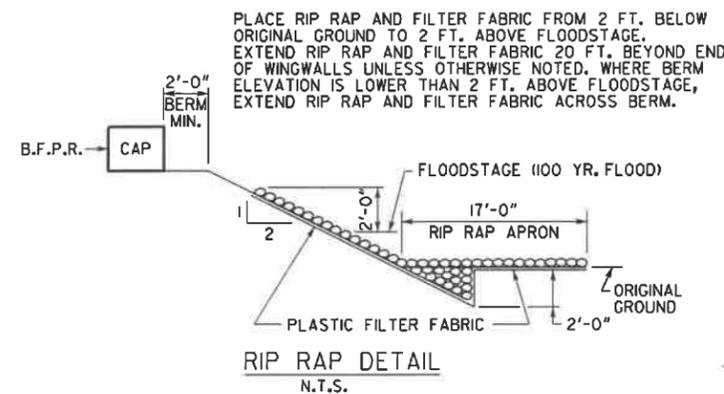
NOTE: THE 500 YEAR SCOUR IN THE CHANNEL IS 3.52 FT.

DESIGN DATA

SPECIFICATIONS ----- AASHTO 17TH EDITION, 2002 (DESIGNED FOR SEISMIC PERFORMANCE CATEGORY A)

TYPICAL HS20-44 AND/OR MILITARY LOADING ----- IMPACT ALLOWED

FUTURE PAVING ALLOWANCE ----- 30 LBS PER SQ FT



PROPOSED VERTICAL PROFILE DATA



NOTES:

1. ALL BENTS ARE PARALLEL.
 2. END BENT PILES NOT SHOWN.
 3. PROPOSED BRIDGE DECK IS TO BE BUILT ON A 2.0% NORMAL CROWN.
 4. MINIMUM BOTTOM OF BEAM ELEVATION FOR PROPOSED BRIDGE SHALL BE NO LOWER THAN ELEVATION 792.83.
- * SLOPE NORMAL TO END BENT.
- ** STATIONS AND ELEVATIONS ARE AT INTERSECTION OF PROFILE GRADE LINE AND B.F.P.R. OR CENTERLINE BENT.

BRIDGE NO. 1

Gresham Smith

GEORGIA
FAYETTE COUNTY
 DEPARTMENT OF ENGINEERING

PRELIMINARY BRIDGE LAYOUT
 EAST FAYETTEVILLE BYPASS
 OVER MORNING CREEK
 FAYETTE COUNTY

SCALE: 1" = 20'-0", UNLESS NOTED OTHERWISE NOVEMBER 2019

DRAWING NO. 35-0001	DESIGNED: TJD	CHECKED:	REVIEWED:
BRIDGE SHEET 1 OF 2	DRAWN: RDH	DESIGN GROUP:	APPROVED:



Purchasing Department
 140 Stonewall Avenue West, Ste 204
 Fayetteville, GA 30214
 Phone: 770-305-5420
 www.fayettecountyga.gov

To: Steve Rapson

Through: Ted Burgess 

From: Natasha M. Duggan 

Date: February 13, 2020

Subject: Contract #1431-P: Transportation Engineer of Record
 Task Order #37: E. Fayetteville Bypass – Bridge Final Design

The current Transportation Engineer of Record, Croy Engineering, has issued Task Order 37 to prepare final bridge design drawings for the proposed bridge spanning Morning Creek in east Fayette County. Services will also include a detailed Peer Review by Heath & Lineback as well as the preparation of FEMA Flood Map Revisions. This project was identified in the 2004 Special Local Option Sales Tax program.

Specifics of the proposed Task Order are as follows:

Contract Name	#1431-P: Transportation Engineer of Record	
Contractor	Croy Engineering, LLC	
Task Order	37 – E. Fayetteville Bypass – Bridge Final Design	
Task Order Amount	\$222,865.00	
Budget:		
Fund	321	2004 SPLOST
Org Code	32140220	Road SPLOST
Object	541210	Other Improvements
Project	R-8C	E. Fayetteville Bypass
Available	\$3,601,760.98	As of 1/22/2020

COUNTY AGENDA REQUEST

Department:

Presenter(s):

Meeting Date:

Type of Request:

Wording for the Agenda:

Consideration of Commissioner Eric Maxwell's request to recognize "Good Friday" by giving County employees a day off on April 10, 2020.

Background/History/Details:

The County currently provides 10 paid holidays annually to County employees in accordance with Holidays Policy 420.11 which is attached for reference. A summary of paid holidays provided by adjacent municipalities and counties which ranges from 9 to 13 is attached for reference. The cost to the County of a paid holiday is approximately \$25,000 due to accrued time off for essential employees who are required to work on the holiday. If approved, the Holiday Policy will need to be amended accordingly along with the vacation accrual formula for 43 and 53 hour per week employee as holiday pay is factored into their annual leave calculations.

Commissioner Maxwell made a request during the January 9, 2020 board meeting to have this item placed on the agenda.

What action are you seeking from the Board of Commissioners?

Approval to recognize "Good Friday" by giving County employees a day off on April 10, 2020.

If this item requires funding, please describe:

There is adequate funding for this item in fund balance. The estimated financial impact is \$25,000.

Has this request been considered within the past two years?

If so, when?

Is Audio-Visual Equipment Required for this Request?*

Backup Provided with Request?

*** All audio-visual material must be submitted to the County Clerk's Office no later than 48 hours prior to the meeting. It is also your department's responsibility to ensure all third-party audio-visual material is submitted at least 48 hours in advance.**

Approved by Finance

Reviewed by Legal

Approved by Purchasing

County Clerk's Approval

Administrator's Approval

Staff Notes:

**FAYETTE COUNTY
POLICIES AND PROCEDURES**

HR – LEAVE MANAGEMENT

**Holidays
420.11**

PURPOSE

The purpose of this policy is to provide guidelines for the request and use of established holidays.

POLICY

There shall be a consistent process for the observance of holidays approved by the Board of Commissioners.

PROCEDURE

Holidays

Fayette County shall observe the following holidays and other such holidays as may be prescribed by the Board of Commissioners.

New Year's Day	First day of January
Martin Luther King Day	Fifteenth day of January
Memorial Day	Last Monday in May
Independence Day	Fourth day of July
Labor Day	First Monday in September
Veteran's Day	Eleventh day of November
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving Day	Fourth Friday in November
Christmas Eve	Twenty-fourth day of December
Christmas Day	Twenty-fifth day of December

Observance

If any such holiday falls on Saturday then the Friday preceding the holiday shall be observed. If the holiday falls on Sunday, then the following Monday shall be observed. The Board of Commissioners may adjust the schedule to accommodate special circumstances.

Holiday Worked

If a regular full-time employee is required to work on a holiday, he/she shall receive regular pay plus holiday pay or compensatory time off. Pay for working the holiday in lieu of compensatory time off shall be approved by the County Administrator. All regular full-time employees of the County shall be entitled to holiday benefits equal to the employee's regularly scheduled hours of work. Regular part-time employees shall be entitled to holiday benefits if the holiday falls on a normally scheduled work day and the facilities are closed. Regular part-time employees shall receive holiday pay equal to the number of hours he/she would have worked on the holiday.

**FAYETTE COUNTY
POLICIES AND PROCEDURES**

HR – LEAVE MANAGEMENT**Holidays****420.11**Unpaid Holiday

An employee who has an unpaid absence for part or all of the regularly scheduled work day prior to a holiday shall only receive compensation proportionate to the pay received for the prior work day.

Maximum Accumulation

Employees who are required to work on a holiday cannot accrue holiday leave beyond the following year. For example, employees who accrue leave from January through and including December, 2007 cannot carry over that accrued leave beyond December, 2008.

Emp #	Last Name	First Name	Location Description				
40 YEARS	Total: 2						
284	MCEACHERN	EDDIE	ROAD DEPARTMENT				
165	SPEEGLE	LISA	WATER ADMINISTRATION				
35 YEARS	Total: 1						
21	BARTLETT	DONALD	FIRE SERVICE				
30 YEARS	Total: 9						
137	EVANS	DONNA	ANIMAL CONTROL				
118	DEMINE	ROBERT	FIRE SERVICE				
156	FRISINA	PETER	PLANNING AND ZONING				
387	POPE	THOMAS	SHERIFF CRIMINAL INVESTIGATION				
84	COLLINSWORTH	WARREN	SHERIFF FIELD OPERATIONS				
515	WALKER	MICHELLE	SO SUPPORT SVCS DIVISION				
45	BRENNA	THOMAS	SO SUPPORT SVCS DIVISION				
519	WARD	EDWIN	SO SUPPORT SVCS DIVISION				
323	KRAKEEL	ALAN	WATER PLANT CROSSTOWN				
25 YEARS	Total: 6						
155	FREY	WERNER	FIRE SERVICE				
548	WILSON	RUDOLPH	FIRE SERVICE				
197	HARPER	ETHON	SHERIFF CRIMINAL INVESTIGATION				
530	WHITESIDE	DONALD	SHERIFF CRIMINAL INVESTIGATION				
142	FARR	GARY	SHERIFF FIELD OPERATIONS				
271	JACKSON	EMERY	WATER UTILITY SERVICES				
20 YEARS	Total: 11						
637	RIVERS	MARY ELLEN	BUILDING & GROUNDS MAINTENANCE				
153	FOX	RHONDA	CLERK OF STATE COURT				
398	PURDY	JAMES	FIRE SERVICE				
99	CRENSHAW	JASON	FIRE SERVICE				
457	SMITH	LORIAN	HUMAN RESOURCES				
461	SOUDER	FRANK	ROAD DEPARTMENT				
143	FENIMORE	EDWIN	SHERIFF CRIMINAL INVESTIGATION				
399	PURKEY	KRISTOPHER	SHERIFF FIELD OPERATIONS				
527	WHITE	JAMES	SHERIFF JAIL OPERATIONS				
22	BARTLETT	JOHN	SHERIFF JAIL OPERATIONS				

217	LAMB	CHRISTOPHER	SO SUPPORT SVCS DIVISION				
15 YEARS	Total: 22						
1744	RHOADS	STEVE	BUILDING & GROUNDS MAINTENANCE				
1755	MCALLISTER	ROBIN	BUILDING & GROUNDS MAINTENANCE				
2013	STEWART	SUZANNE	CLERK OF SUPERIOR COURT				
1889	ORZECZ	BRENDA	CLERK OF SUPERIOR COURT				
1614	SMITH	AMBER	EMERGENCY 911				
1790	HAGANS	FREDERICK	EMERGENCY MEDICAL SERVICES				
1808	MOORE	ROBERT	EMERGENCY MEDICAL SERVICES				
2028	JONES	KEVIN	EMERGENCY MEDICAL SERVICES				
1795	HAGEN	KENNETH	FIRE SERVICE				
1948	FITAL	CYNTHIA	FIRE SERVICE				
1766	STARGELL	CHARLOTTE	LIBRARY				
1945	KUHR	JESSICA	LIBRARY				
1728	SMITH	ROBERT	ROAD DEPARTMENT				
1617	DYAR	GERALD	SHERIFF CRIMINAL INVESTIGATION				
1621	BROWN	MATTHEW	SHERIFF FIELD OPERATIONS				
1894	SAATKAMP	JEFFREY	SHERIFF JAIL OPERATIONS				
1944	MYERS	SONIA	SHERIFF JAIL OPERATIONS				
1754	HALLFORD	DARRELL	WATER SOUTH FAYETTE WATER PLT				
1736	HICKS	ANTHONY	WATER SYS DISTRIBUTION				
1910	LOVETT	ROY	WATER SYS DISTRIBUTION				
1650	DOUGHTY	NICKALOS	WATER UTILITY SERVICES				
10 YEARS	Total: 8						
3046	HITCHCOCK	BRIAN	CODE ENFORCEMENT				
2979	JACKSON	ANN	PROBATE COURT				
2994	PATTON	CLINTON	SHERIFF CRIMINAL INVESTIGATION				
2997	STAPP	ALAN	SHERIFF CRIMINAL INVESTIGATION				
3012	BENTLEY	WILLIE	SHERIFF JAIL OPERATIONS				
3038	BRADBERRY	DANIEL	SHERIFF JAIL OPERATIONS				
3042	DONAHUE	ROBERT	SO SUPPORT SVCS DIVISION				
3058	LITTLE	WANDA	STATE COURT SOLICITOR				
5 YEARS	Total : 32						
3563	BALLARD	ANTHONY	BUILDING & GROUNDS MAINTENANCE				

3638	MARTIN	DAVID	BUILDING & GROUNDS MAINTENANCE				
3686	REYNOLDS	RANDY	BUILDING & GROUNDS MAINTENANCE				
3506	TANNER	CYNTHIA	CLERK OF SUPERIOR COURT				
2672	SCHMIT	LYNSEY	DISTRICT ATTORNEY				
3603	HICKS	ROY	DISTRICT ATTORNEY				
3606	MURRELL	CAUSAUNDRA	DISTRICT ATTORNEY				
3631	BYRD	CRYSTAL	DISTRICT ATTORNEY				
3669	FRYE	LEIA	EMERGENCY 911				
3696	ANDREWS	TRAVIS	EMERGENCY 911				
1909	SELLERS	JON	FIRE SERVICE				
3537	BURKE	COREY	FIRE SERVICE				
3539	PIPER	VERNON	FIRE SERVICE				
3617	DANIELS	WILLIAM	FIRE SERVICE				
3548	MCCOOL	ROBERT	INFORMATION TECHNOLOGY				
3613	SMITH	KAROL	PARKS & RECREATION				
3442	CEDENO	HERIBERTO	ROAD DEPARTMENT				
3478	MARTINEZ	KOFI	ROAD DEPARTMENT				
3558	LOKEN	DONALD	ROAD DEPARTMENT				
3535	AKIN	JOSHUA	SHERIFF FIELD OPERATIONS				
3549	WILLIAMS	MARLYN	SHERIFF FIELD OPERATIONS				
3666	CAISON	STEVEN	SHERIFF FIELD OPERATIONS				
3667	QUEEN	PAUL	SHERIFF FIELD OPERATIONS				
3532	RICHARDS	ERIK	SHERIFF JAIL OPERATIONS				
3534	WASHINGTON	MICHAEL	SHERIFF JAIL OPERATIONS				
3544	UMILA	RHONDA	SHERIFF JAIL OPERATIONS				
3551	ABRAMS	ALINA	SHERIFF JAIL OPERATIONS				
3553	TAYLOR-LAUZON	TERRY	SHERIFF JAIL OPERATIONS				
3632	GIPSON	JAMES	SHERIFF JAIL OPERATIONS				
3562	KING	DONNA	SO SUPPORT SVCS DIVISION				
3633	GAY	JEANIE	SO SUPPORT SVCS DIVISION				
3601	SPANN	JOSEPH	WATER SOUTH FAYETTE WATER PLT				
In All	Total: 91						

**FAYETTE COUNTY
POLICIES AND PROCEDURES**

**HR – LEAVE MANAGEMENT
Annual Leave
420.03**

PURPOSE

Annual leave is a type of paid leave accrued by an employee based on length of service and utilized under certain conditions. Annual leave is considered a benefit for eligible employees. Employees are eligible to take accrued annual leave from the date of employment. No employee may take annual leave in excess of the number of hours he/she has accrued. Employees separating from County employment, who have been employed a minimum of three (3) months, shall be paid for unused annual leave, up to the allowed maximum, upon retirement, resignation, termination or death.

Provide guidelines for the request and assignment of annual leave.

POLICY

There shall be a consistent process for the accrual and use of annual leave of regular full-time and part-time County employees.

PROCEDURE

Eligibility for Annual Leave

All regular full-time and regular part-time employees of Fayette County shall be eligible to accrue annual leave. Annual leave shall be charged to the nearest quarter hour.

Accrual Rate of Annual Leave

Annual leave for regular full-time employees shall be calculated on a per hour basis in accordance with the following schedule:

Years of Service	40 Hr. Workweek		43 Hr. Workweek		53 Hr. Workweek	
	Per Hr.	Days/year	Per Hr.	Days/year	Per Hr.	Shifts/year
Up to 1	.0231	6	.0615	16	.0696	8
1 up to 4	.0462	12	.0846	22	.0957	11
5 up to 9	.0577	15	.0961	25	.1088	12.5
10 up to 20	.0692	18	.1076	28	.1219	14
20+ years	.0808	21	.1192	31	.1349	15.5

Annual leave accruals for employees on a 43-hour workweek or a 24-hour duty schedule include holiday accrual.

Regular part-time employees who work thirty (30) hours or more but less than forty (40) hours during a work period shall accrue annual leave at the rate of one-half (1/2) the schedule of regular full-time employees.

**FAYETTE COUNTY
POLICIES AND PROCEDURES****HR – LEAVE MANAGEMENT
Annual Leave
420.03****Request for Annual Leave**

The earliest possible notice of intent to take annual leave shall be given by employees who are eligible to take annual leave. A request for annual leave shall be submitted to the employee's immediate supervisor a minimum of two weeks in advance. Department heads may grant annual leave with a shorter notice if the work load of the department permits. A Department may designate an annual sign up period.

Department heads shall be responsible for the scheduling of annual leave of employees without decreasing the operating efficiency of the department. The annual leave schedule shall be arranged in each department so that insofar as practicable; the department can function without hiring temporary help.

Annual Leave Carryover

Employees cannot accrue annual leave beyond the following year. For example, employees who accrue annual leave from January through and including December 2007 cannot carry over that accrued leave beyond December 2008.

Administrator's Report: A



Purchasing Department
 140 Stonewall Avenue West, Ste 204
 Fayetteville, GA 30214
 Phone: 770-305-5420
 www.fayettecountyga.gov

To: Steve Rapson

From: Ted L. Burgess 

Date: January 10, 2020

**Subject: Contract #1431-P: Transportation Engineer of Record
 Task Order #36: Fayette County Sheriff Vehicle Tactical Training Track**

Croy Engineering, LLC is the current Transportation Engineer of Record for the Division of Public Works. Task Order #36 will authorize design, construction documents, site cost estimate, permitting services, bid phase services, and construction phase consultation services for the new vehicle tactical training track on the former Links property.

Specifics of the Task Order are as follows:

Contract Name	1431-P: Transportation Engineer of Record	
Task Order	#36: Fayette Co. Sheriff Vehicle Tactical Training Track	
Contractor	Croy Engineering, LLC	
Amount	\$59,030.00	

Budget:

Fund	375	Capital Improvement Project
Organization Code	37530310	Sheriff's Administration
Object Code	541210	Other Improvements
Project	5565H	Links – Sheriff's Training Center
Available Balance	\$372,712.95	

Approved by: _____



Date: _____

1/10/2020

FAYETTE COUNTY, GEORGIA CONTRACTOR PERFORMANCE EVALUATION

Page 1

1. Use this form to record contractor performance for any contract of \$50,000 or above.
2. The person who serves as project manager or account manager is the designated party to complete the evaluation.
3. This form is to be completed and forwarded to the Purchasing Department not later than 30 days after completion or expiration of a contract. Past performance is considered on future contracts.

VENDOR INFORMATION	COMPLETE ALL APPLICABLE INFORMATION
Company Name: Croy Engineering, LLC	Contract Number: #1431-P
Mailing Address: 200 Cobb Parkway N., Bldg. 400; Ste. 413	Contract Description or Title: Transportation Engineer of Record
City, St, Zip Code: Marietta, GA 30062	Contract Term (Dates) From: 3/23/2018 To: 6/30/2019
Phone Number: 770-971-5407	Task Order Number:
Cell Number: 770-971-5407	Other Reference:
E-Mail Address: gteague@croyengineering.com	

DEFINITIONS

OUTSTANDING - Vendor considerably exceeded minimum contractual requirements or performance expectations of the products/services; The vendor demonstrated the highest level of quality workmanship/professionalism in execution of contract.

EXCELLENT (Exc) - Vendor exceeded minimum contractual requirements or performance expectations of the products/services.

SATISFACTORY (Sat) - Vendor met minimum contractual requirements or performance expectations of the products/services.

UNSATISFACTORY (UnSat) - Vendor did not meet the minimum contractual requirements or performance expectations of the products and/or services; Performed below minimum requirements

EVALUATIONS (Place "X" in appropriate box for each criterion.)

Criteria (includes change orders / amendments)	Out-standing	Exc	Sat	Un-Sat	Not Apply
1. Work or other deliverables performed on schedule		X			
2. Condition of delivered products		X			
3. Quality of work		X			
4. Adherence to specifications or scope of work	X				
5. Timely, appropriate, & satisfactory problem or complaint resolution					
6. Timeliness and accuracy of invoicing	X				
7. Working relationship / interfacing with county staff and citizens	X				
8. Service Call (On-Call) response time					X
9. Adherence to contract budget and schedule		X			
10. Other (specify):					X
11. Overall evaluation of contractor performance		X			

EVALUATED BY

Signature: <i>P. Mallon</i>	Date of Evaluation: <i>5-2-19</i>
Print Name: <i>Phil Mallon</i>	Department/Division: <i>Public Works</i>
Title: <i>Director</i>	Telephone No: <i>770-320-6009</i>

