

HOUSTON COUNTY COMMISSIONERS MEETING
Warner Robins, Georgia
March 16, 2021
5:00 P.M.

Call to Order

Turn Off Cell Phones

Invocation & Pledge of Allegiance – Commissioner Walker

Approval of Minutes from March 2, 2021

New Business:

1. Personnel Request (Deputy Clerk / Magistrate Court) – Commissioner Walker
2. Additional Services Agreement (Owen Lewis Consulting / CMS-JMS Project) – Commissioner Walker
3. Guaranteed Maximum Price (State Court Expansion project) – Commissioner Byrd
4. Change Order (Elko Road Waterline Extension / Water Dept.) – Commissioner Byrd
5. Bid Approval (2021 Joint LMIG) – Commissioner Perdue
6. Roadside Maintenance Contract Approval – Commissioner Perdue
7. Abandonment of Easement (Wellston Associates / 303 Taylor Street) – Commissioner Perdue
8. Revision to County Policy (Houston Lake Draw-Down) – Commissioner Perdue
9. Second Reading & Public Hearing of Amendment to Code of Ordinances (Hospital Authority) – County Attorney Hall / Commissioner Robinson
10. Approval of Bid (Tractor / Roads Dept.) – Commissioner Robinson
11. Approval of Bills – Commissioner Robinson

Public Comments

Commissioner Comments

Motion for Adjournment

Judge Turner is requesting permission to hire Claudia Landeros to fill the vacant Deputy Clerk position at the Magistrate Court at a Grade 12-C. Staff agrees that Ms. Landeros possesses the requisite qualifications and experience to qualify for the C-step.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

hiring Claudia Landeros for the vacant Deputy Clerk position in the Magistrate Court at a Grade 12-C effective March 17, 2021.



Houston County Personnel Department

Houston County Board of Commissioners

200 Carl Vinson Parkway

Warner Robins, GA 31088

478/542-2005 (Office) 478/542-2118 (Fax)

To: County Commissioners
From: Kenneth Carter, Director of Personnel
Date: March 5, 2021
Re: Deputy Clerk – Magistrate Court New Hire

Judge Turner is requesting to hire Claudia Landeros for the vacant Deputy Clerk position that is open due to a retirement. Based on Ms. Landeros's experience, Judge Turner would like to hire her at grade 12-C or \$35,588.80 effective March 17, 2021. I have reviewed this request and the experience and Ms. Landeros does meet the qualifications. Please consider this request.

THE MAGISTRATE COURT
OF HOUSTON COUNTY
89 Cohen Walker Drive
Warner Robins, Georgia 31088

Chambers of
Robert E. Turner
Chief Magistrate

Phone: 478-987-4695
Fax: 478-987-5249
e-mail: bturner@houstoncountyga.org

March 4, 2021

Mr. Ken Carter
Personnel Director
Houston County Personnel Department
200 Carl Vinson Parkway
Warner Robins, Georgia 31088

RE: Hiring Decision: Claudia Estela Landeros
Deputy Clerk Position

Dear Ken:

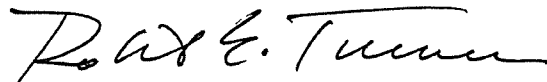
I have decided to hire Claudia Estero Landeros to fill the soon to be vacant Deputy Clerk's position on the Magistrate Court staff resulting from the retirement of Connie Manor last fall. I would like for Ms. Landeros to begin work with our office on Monday, March 22, 2021.

Ms. Landeros has ten (10) years of experience working as a Deputy Clerk in the Civil Division at the Peach County Magistrate Court, where her duties have included most of the same duties that she will be performing here at Houston County Magistrate Court, and a 2-year year Associate Degree from A.B.A.C. in Tifton. Based on her experience and education, I would like to hire her at Step C of Grade 12 (\$17.11/hr) rather than at the entry level at Step A.

I understand that this Step "C" pay rate request will not become effective until approval by the County Commissioners, so I would respectfully request that it be placed on the agenda for next board meeting on March 16, 2021.

Please let me know if you need anything further from my office. Thank you for your assistance.

Sincerely yours


Robert E. Turner

RET/bt

CLAUDIA ESTELA LANDEROS



EMPLOYMENT

Magistrate Court of Peach County

700 Spruce St., Fort Valley, Ga. 31030

Deputy Clerk

January 2011-Present

- Assist and respond to inquiries from attorneys, landlords, tenants and the general public.
- Receive and prepare garnishment, statement of claim and dispossessory applications.
- Collect and process garnishment answers and payments.
- Process payment for fees, fines, warrants or other court/legal fees, including civil and criminal.
- Schedule Civil Hearings, attend court with the Judge, and prepare judgments.

Lane Southern Orchard Company

50 Lane Road, Fort Valley, Ga. 31030

Head Cashier

April 2009-January 2011

- Organize working schedule.
- Balance all cash registers at the end of the day.
- Maintain cash supply for all cashiers.
- Assist customers in solving problems.
- Place orders and keep inventory.

Lane Southern Orchard Company

50 Lane Road, Fort Valley, Ga. 31030

Cashier

April 2006-April 2009

- Take food orders from customer and over the phone.
- Maintain positive relations with customers and co-workers.
- Make sure customers are satisfied with service.

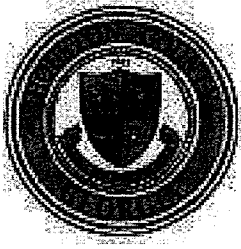
EDUCATION

Abraham Baldwin Agricultural College
2802 Moore Hwy, Tifton, Ga. 31793

- Major: Nursing August 2003-May 2005

SPECIAL SKILLS

Bilingual in English and Spanish, multitasking, good communication skills,



Houston County Personnel Department

Houston County Board of Commissioners

200 Carl Vinson Parkway

Warner Robins, GA 31088

478/542-2005 (Office) 478/542-2118 (Fax)

NEW HIRE ABOVE MINIMUM STEP ACKNOWLEDGEMENT

It is fully understood that I am requesting to hire Claudia Landeros above the minimum "A" step and I may have employees in the same position with more longevity that are making less than this new employee.

R. E. Turner
Elected Official/Department Head Signature

03/05/2021
Date

At the October 20, 2020 meeting the Board approved an additional professional services agreement with Owen Lewis Consulting for continuing project management services on the court case and jail management system (CMS/JMS). Through this action, the agreement was extended through February of 2021. Although the project is close to a scheduled go-live, due to a variety of circumstances we were not able to complete the project by the end of February.

Staff recommends engaging with Owen Lewis for these additional four months through the end of June.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker to sign a professional services agreement with Owen Lewis Consulting of Saline, MI for additional services required for project management and implementation on the Court Case Management and Jail Management systems through June 30, 2021 at a total cost of \$63,320.



March 1, 2021

ADDITIONAL SERVICES AGREEMENT

Tommy Stalnaker, Chairman
Houston County, GA Board of Commissioners
200 Carl Vinson Parkway
Warner Robins, GA 31088

Dear Chairman Stalnaker,

Owen Lewis Consulting is pleased to provide you additional services per the request of the County.

The attached forms (Attachments A, and B) are to be reviewed and approved by you and/or your authorized representative. They describe the additional services and fees required for Project Management Implementation services for the Houston County Court Case Management and Jail Management systems implementation.

The General Terms and Conditions from our original License Agreement (Professional Services Agreement dated September 5th, 2017) are incorporated and continue to apply. Any taxes or fees imposed from the course of this Agreement are the responsibility of the Customer.

We thank you for your continued business with Owen Lewis Consulting and look forward to continuing working on this project with you.

ACKNOWLEDGED AND AGREED TO BY:

OWEN LEWIS CONSULTING
(Contractor)

HOUSTON COUNTY
(Customer)

By: _____
Bob Lewis

By: _____
Tommy Stalnaker **Chairman**

By: _____
Authorized Signature **Title**

Date: _____

Date: _____

Each individual signing above represents that (s)he has the requisite authority to execute this Agreement on behalf of the organization for which (s)he represents and that all the necessary formalities have been met.

ATTACHMENT "A"

A copy of the CONTRACTOR'S proposal and scope of work

Scope of Work for Houston County- Owen Lewis Consulting will provide the following:

1.0 Project Initiation

At the onset of the project, we will meet with the County to establish lines of communication and develop a common understanding of project expectations. The project scope will be the foundation on which the project schedule, and resource plans are built. We will focus on establishing agreement on the outcome of the project and discuss the changes that will occur upon completion of the project. The meeting will enable us to:

A critical aspect of this task is the project kick-off meeting. The kick-off meeting will be held to communicate the Implementation Plan and our approach to all key stakeholders and project team members. Clearly communicating team responsibilities and authority at the project outset will minimize the risks of delays. The meeting will also enable us to introduce OLC and software vendor project team members and our basic approach for the County.

2.0 Business Process Review & Optimization

Our job is to assist the County to look ahead to an optimal software implementation & integration that will meet the goals and objectives of the organization. This task includes the following:

- Identification and documentation of key business processes that will be affected by the new CMS and JMS systems.
- Guidance in revising and improving selected processes by aligning them with industry best practices and the optimal configuration and use of the selected software.
- Assistance in documenting and communicating process changes to personnel.

3.0 Change Management Assistance

The Project Manager will work with the project team to assist County personnel in preparing for and adopting the new system, along with new processes and procedures that will be introduced with the deployment of that system.

4.0 Project Work Plan Development

We will work with the County and the software vendors to jointly define the roles and responsibilities of all individuals within the different organizations as they relate to this project. The County, OLC and the vendors will jointly facilitate the decision-making process and recommendations for all aspects of the project.

In order to keep the project on schedule, it is important that an Implementation Plan be established. OLC Project Manager will manage and ensure all project tasks and milestones identified in the Implementation Plan are met. Any unexpected deviations from the Plan will be presented to and approved by the County's Project Team.

The Plan will detail our approach to the project and define a strategy that will provide team members with clarification on all phases of the project. In order to develop an effective plan, we will work with the County's Project Team to:

- Establish goals and objectives - We will refine the goals and objectives of the County and determine the critical success factors by which achievement of the objectives will
- Determine the project scope - We will define all aspects that the project will cover.

- Select and organize the project team – The County has identified several functional areas as part of the scope of the project. We will work closely with the County to establish functional teams and identify team leaders. Furthermore, we will also confirm other project roles, such as Project Sponsors, Project Steering Committee, Subject Matter Experts and other stakeholders. We will work closely with the County to review the skill sets of the selected project teams and make recommendations to the County on any additional resource requirements.
- Develop a schedule - We will assist in developing a schedule for the project in order to ensure timeliness, quality, and efficiency. The schedule will include an estimate of the total length of the project, a detailed work breakdown structure, milestones, deliverables and resources necessary to complete each task.
- Issue Resolution - During the course of the project, there will be times when issues arise which require further discussion and resolution. Without a formal issue resolution procedure, these issues can linger and jeopardize project success.

5.0 Quality Assurance Oversight

A systematic approach to quality control management is fundamental to achieve optimal results. OLC will help the County in applying and implementing quality management principles, including the review of change management processes, the determination of their efficiency and effectiveness and the delivery of practical recommendations.

As a part of our quality control process, we will evaluate the project's status and make recommendations to ensure that the County's vision is realized and the project is completed on time and within budget. We will advise Project Sponsors, Steering Committee members and Project Managers on strategic issues and provide guidance to other team leaders and managers.

6.0 Communication Plan Development

Clear, consistent and ongoing communication is critical to the success of the project. Effective communicating will contribute to the success of the project by increasing awareness and understanding of the project and building acceptance, support, involvement, and commitment. Our objectives for the communication plan will include:

- Working with the County and the vendor to develop a communication plan and matrix to define who communicates with whom, when and in what form.
- Communication with the County's Executive Steering Committee and Project Sponsors to provide an overview of the project and outline progress being completed.
- Communication with the Implementation Team Leaders/Members and the Project Management Team to provide information regarding the impact of the project within their area.
- Communication between established committees and teams to facilitate an understanding of work being completed in each area and impact on all aspects of the project.

Audiences should be aware of the reasons why the system is being implemented. We will clearly communicate the expectations of the project and the change that should be expected as a part of implementing the new system.

The level and complexity of the Communication Plan will be tailored to reflect the project distinctive and the County's culture and size.

7.0 System Configuration Strategy & Oversight

OLC will work closely with the subject matter experts from the County and the software vendors' consultants to validate that the best design and configuration decisions are being made for the County.

Many of the decisions will be made during the core design sessions when the functional options of the new system are fully explored. Based on the availability of the different features and the requirements already established, the best options will be incorporated. Wherever possible, the County should always utilize standard features of the software versus customization since it is more difficult for software companies to support any modifications to their standard programs.

We will ensure that the pre-defined system requirements are communicated to the software vendor to avoid any misunderstandings.

8.0 Vendor Contract Management

OLC will review the contractor's submittals related to budget, schedule, and overall status. Our Project Manager will review scope requests, re-plan work, adjust schedule and baselines, participate in change control meetings, document and facilitate approval of changes, communicate to all stakeholders, and take corrective actions when appropriate.

In addition, we will ensure that the vendor performance during implementation is satisfactory and in accordance with agreed upon terms and conditions.

9.0 Risk Management Planning & Oversight

Managing risk is a fundamental task in a large implementation project. It is essential that the County identifies and assesses the risks that may affect the success of the project, and then develop a plan to eliminate or mitigate those risks. OLC can help the County in applying and implementing risk management principles to achieve that goal.

There are a number of factors that affect an implementation's level of risk. They include the number and age of legacy systems that are being replaced, team members skill levels and available time, the level of acceptance or resistance to the new system by personnel, other projects that the County may be running at the same time, infrastructure readiness and performance, etc.

OLC will assist the County in developing a feasible risk management plan to anticipate and address known risks to the project as well as those that may surface during the implementation process.

At the County's request, OLC can assist the County in performing a SWOT (strengths, weaknesses, opportunities, threats) analysis as part of developing the risk management plan.

10.0 System Interface Planning & Management

OLC will assist the vendor and the County IT department to identify existing manual and electronic interfaces to the legacy system. We will review the previously identified interfaces in order to develop a data interface plan that documents the optimal interfaces for the new CMS and JMS systems (including the examination of opportunities to convert manual interfaces to electronic interfaces and reports).

OLC will work closely with the County to complete the following tasks:

- Identify all other applications that need to be interfaced to the new systems
- Once the applications are identified, coordinate the development of interface specifications and delivery of specifications to the software vendor
- Define data interface schedule and determine whether the interfaces will be executed manually or via a scheduler.
- Ensure on time completion of the interfaces.
- Facilitate interface testing.
- Coordinate cutover and deployment of interfaces.

11.0 Data Conversion Planning & Management

OLC will work with the vendors and the appropriate County personnel to:

- Confirm the amount of data to convert (i.e.: number of years and types of data) as well as roles and responsibilities

- Ensure data cleansing occurs early in the project
- Review conversion file layouts from software vendor
- Define data conversion schedule
- Oversee data mapping efforts
- Oversee completion of data uploads
- Help plan and execute data conversion testing
- Help plan and execute the final data conversion into the production system.

12.0 Training Planning & Oversight

OLC's Project Manager will work with the County and the software vendors to develop a formal training schedule, develop new procedures and training manuals, and provide training. Generally, the initial training classes are oriented towards the subject matter experts or power users within the organization. Once this focus group becomes proficient with the system, the training should be rolled out to the rest of the organization. A sample training plan should include:

- Setup and configuration consulting – this type of training typically involve the core decision makers of the County. The software vendor will instruct the setup switches required to enable the software to perform specific activities and processes identified during the design phase of the project.
- Functional training – These classes are typically designed for the power users.
- Technical Training – This type of training is designed for the technical staff at the County so they will be able to administer and support the new technical environment. At a minimum, the technical staff should be able to perform system backups and restores; manage users and their system security level; manage printers, scanners, and other peripherals; install patches and upgrades; and other general systems administration duties.
- End-user training – The primary focus of this type of training is to ensure that basic data entry, general inquiry, reporting, navigation, and other basic functions are mastered by end-users. The County may initially request the software vendor or OLC to conduct the training sessions, but gradually as the County personnel gain confidence in the system, they may assume the instructors' role.

Some of the issues to consider include; the development of training materials; the number of users to be trained; training facilities and logistics, such as connectivity, number of available computers for training, location and size of training classes; creation of a training environment in the system; and resources dedicated to training.

13.0 System Test Planning & Management

Testing is one of the most critical elements to a successful project. It is too often an area this is not given enough time, attention or resources. OLC will work closely with the County and the vendor to develop and execute a test plan to ensure a smooth and successful deployment of the new system. The types of testing that OLC advocates includes:

- Process/Unit testing – The purpose of process/unit testing is to ensure that the setup decisions made during the application design phase generate expected results. We will work with the County and the software vendor to establish test cases, procedures and data for each software module that reflect the business processes of each department, but also requirements identified during the vendor evaluation phase to ensure the County is not left with major functional gaps. The scripts will include frequently processed transactions as well as unusual and complex ones.

- System or string testing – String testing exercises multiple modules to complete an entire process from end-to-end. It includes new process steps, processing functionality, the use of data, interfaces and reports.
- Parallel testing – Generally parallel testing is performed for mission critical processes. OLC advocates a minimum of two complete parallel tests prior to deployment of the production system.
- Stress testing / load testing – It is important to test the system’s performance and the County’s network infrastructure’s capabilities in a way that simulates what it will be like using the system in the real world during peak demand periods and peak demand times of day.
- User acceptance testing – UAT is the final testing that takes place just prior to deploying the system live. It is the County’s last opportunity to ensure that the system’s configuration and performance meet the County’s requirements. It is typically performed prior to release of final payment to the vendor.
- Pre-cutover testing – Once the system has been moved from the testing environment into the production environment and final data loads have been performed, prior to opening the system to users, it is important to perform a short series of test to ensure that the transfer was complete and successful.

14.0 Go Live Planning & Support

OLC will work with the vendor and the County’s team to plan all aspects of the cutover from the legacy system to the new system. We will be onsite during the go-live process to oversee a smooth and successful deployment.

ATTACHMENT B
TOTAL COST SUMMARY AND PAYMENT SCHEDULE

I. Total Cost Summary: Project Management Services for CMS and JMS system implementation

<u>DESCRIPTION OF COST</u>	<u>COST</u>
A. Services as further detailed in Exhibit A (March 2021 through June 2021)	\$ 63,320

ONE TIME PROJECT COST: \$63,320

B. TRAVEL EXPENSES – (These expenses are billed as incurred)- Expenses shall be billed at cost, and must be supported by actual receipts. Mileage and per diem rates, if applicable, shall not exceed the federal rates for the Houston County metropolitan area

ATTACHMENT B / COST SUMMARY AND PAYMENT SCHEDULE

II. Payments for Project Management Services for CMS and JMS system implementation

<u>DESCRIPTION OF PAYMENT</u>	<u>PAYMENT</u>
A. Up to 4 months of Services as described in Exhibit A	\$63,320
a. Amount due March 1, 2021	\$15,830
b. Amount due April 1, 2021	\$15,830
c. Amount due May 1, 2021	\$15,830
d. Amount due June 1, 2021	\$15,830
(Or project completion, whichever is soonest. Project is considered complete once Houston County deems post go-live is complete)	
TOTAL PAYMENTS:	<u>\$63,320</u>

B. TRAVEL EXPENSES-

(These expenses are billed as incurred)- Expenses shall be billed at cost, and must be supported by actual receipts. Mileage and per diem rates, if applicable, shall not exceed the federal rates for the Houston County metropolitan area

ALL PAYMENTS ARE DUE WITHIN Thirty (30) DAYS FROM RECEIPT OF INVOICE.

Billings are applied ratably to each deliverable included under the total one-time cost. If any deliverable is subject to sales tax, the tax will be calculated and added as applicable to each billing.

3

At their August 4, 2020 meeting the Board approved the selection of ICB Construction Group as the construction manager (at risk) for the new State Court Expansion project. ICB has now submitted their Guaranteed Maximum Price (GMP) for the project totaling \$18,300,000. Staff, along with the project's architect JMA Architecture, recommends acceptance of this GMP.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker signing the amendment to the contract with ICB Construction Group of Macon on the new State Court Expansion project accepting the Guaranteed Maximum Price (GMP) of \$18,300,000.



Thursday, March 11, 2021

Mr. Barry Holland
Director of Administration
Houston County Government
200 Carl Vinson Parkway
Warner Robins, GA 31088

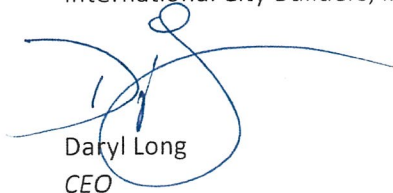
Dear Mr. Holland,

After receiving subcontractor proposals for the New State Court Expansion (BID#20-22), along with associated Value Engineering and other related savings, we recommend that the Houston County Board of Commissioners accept and approve a Guaranteed Maximum Price (GMP) Proposal of:

Eighteen Million, Three Hundred Dollars and no cents (\$18,300,000.00)

In conjunction with the GMP, we recommend that the Houston County Board of Commissioners accept and approve a Substantial Completion Date for the project of October 14, 2022.

Best Regards,
International City Builders, Inc.

A handwritten signature in blue ink, appearing to read "Daryl Long", is written over a circular blue stamp or seal. The signature is fluid and cursive, with a large loop at the end.

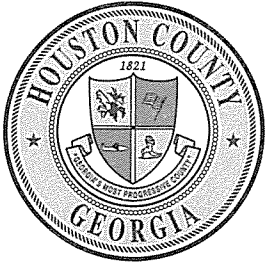
Daryl Long
CEO

This final change order on the Elko Road Waterline Extension project represents the actual quantities installed and will reduce the contract amount from \$567,885.39 to \$544,236.62.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

Chairman Stalnaker signing Change Order #2 (Final) with Low Tide Piping, LLC of Wrightsville, GA decreasing the contract amount of \$567,885.39 by \$23,648.77 for a new contract total of \$544,236.62. There is no increase in contract time.




**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

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

Memo

To: Houston County Board of Commissioners

From: Robbie Dunbar, Director of Operations 

Date: March 3, 2021

Re: Elko Road Water Line Extension Change Order No. 2 (Final)

Please find attached proposal for Change Order No. 2 for decrease in contract price of **\$23,648.77** for the *Elko Road Water Line Extension Project*. This change order represents actual quantities installed on the project and will reduce the contract amount from **\$567,885.39** to **\$544,236.62**. Please consider this request for approval of this final adjusting change order.

Thank you for your consideration of this request.

Attachments - Change Order No. 2



Carter & Sloope
CONSULTING ENGINEERS

February 22, 2021

Mr. Robbie Dunbar
Houston County Public Works
2018 Kings Chapel Road
Perry, GA 31069

ok
2-26-21
Brian Jones

SUBJECT: Houston County, Georgia
Elko Road Water Line Extension
C&S Project No.: H9500.107 (Bk)

Dear Robbie:

Please find enclosed four (4) copies of the final adjusting change order on the project. This change order represents actual quantities installed on the project and reduces the total contract amount from \$567,885.39 to \$544,236.62. This is a reduction of \$23,648.77. If you will, please sign all four copies, keep one for your files, and return the remaining three to our office at your earliest convenience.

Retainage of \$15,000.00 is currently being held until complete grassing stabilization has been achieved and accepted.

Please call me if you have any questions or need any additional information.

Sincerely,

CARTER & SLOOPE, INC.

Mark A. Hain, E.I.T.

Encl: Change Order No. 2 – Final (4 copies)

Cc: Mr. Brian Jones, Houston County Public Works (w/ 1 encl)
Mr. Riley Scarborough, Houston County Public Works (w/ 1 encl)
Mr. Jeff Chandler, Houston County Public Works (w/ 1 encl)
File (w/ encl)

CONTRACT CHANGE ORDER

CONTRACT FOR: Elko Road Water Line Extension	C & S PROJECT NO: H9500.107 (bk)
OWNER: Houston County Board of Commissioners	ORDER NO: 2 (Final)
CONTRACTOR: Low Tide Piping, LLC	DATE: February 11, 2021
	STATE: Georgia
	COUNTY: Houston

You are hereby requested to comply with the following changes from the contract plans and specifications:

Description of Changes	DECREASE in Contract Price	INCREASE in Contract Price
See Attached		
TOTALS	\$41,033.10	\$17,384.33
NET CHANGE IN CONTRACT PRICE	\$23,648.77	

Justification:

Changes reflect actual quantities installed on the project.

The amount of the contract will decrease by the amount of Twenty-Three Thousand, Six Hundred Forty-Eight and 77/100 Dollars \$23,648.77.

The contract total including this and previous change orders will decrease to Five Hundred Forty-Four Thousand, Two Hundred Thirty-Six and 62/100 Dollars \$544,236.62.

The contract period provided for completion will increase by 0 Days.

This document will become a supplement to the contract and all provisions will apply hereto.

Requested:

Robert B. Eul
Low Tide Piping, LLC

2-18-21
(Date)

Recommended:

Mark A. Hain
Carter & Sloope, Inc.

2/22/21
(Date)

Accepted:

Houston County Board of Commissioners

(Date)

Change Order #2 (Final)
Elko Road Water Line Extension
C & S Proj. No.: H9500.107

<u>Description of Changes</u>	<u>(Decrease)</u>	<u>Increase</u>
Base Cost Rock Removal	(\$2,250.00)	
Premium Cost Rock Removal	(\$6,250.00)	
13 EA of Filter Sock Check Dams (Cd-Fs) @ \$59.66/EA	(\$775.58)	
677 LF of Permanent Grassing Complete @ \$0.34/LF		\$230.18
100 LF of 12" PVC (C900 - DR18) @ \$22.93/LF	(\$2,293.00)	
223 LF of 6" PVC (C900 - DR18) @ \$19.00/LF		\$4,237.00
1 EA of 6" Anchor Coupling @ \$342.13/EA		\$342.13
4 EA of 6" Gate Valve w/ Box @ \$1,532.72/EA		\$6,130.88
1 EA of 3-Way Fire Hydrant @ \$2,424.20/EA		\$2,424.20
176 LB DI Fittings @ 9.41/LB		\$1,656.16
9 LF Hydrant Ext 1' @ 964.88/LF	(\$8,683.92)	
1 EA of Concrete Valve Post Markers @ \$83.70/EA		\$83.70
2 EA of Concrete Valve Pad Collars @ \$71.30/EA		\$142.60
14 LF of Freebore 12" Water Main @ \$70.00/LF	(\$980.00)	
165 LF of Gravel D/W Replacement @ \$15.00/LF	(\$2,475.00)	
4 EA Install 1" PRV w/ Box on EX Service @ \$394.37/EA		\$1,577.48
25 LF of Remove & Replace 15" HDPE Pipe @ \$26.00/LF	(\$650.00)	
58 LF of Remove & Replace 15" CMP Pipe @ \$32.00/LF	(\$1,856.00)	
8 LF of Freebore 6" Water Main @ \$70.00/LF		\$560.00
0.59 LS Supplemental Work Additions	(\$14,819.60)	
Total Decrease	(\$41,033.10)	
Total Increase		\$17,384.33
Net Change in Contract Price	(\$23,648.77)	

5

Bids were solicited for the 2021 Joint LMIG road projects for the County, Warner Robins, Centerville, Perry, and Byron consolidating the Local Maintenance and Improvements Grant projects for each entity in order to secure the best pricing.

Those bids have been received and the low bidder for all joint projects is Reeves Construction Company at \$2,553,996.10 of which our portion is \$1,042,129.40. Of the \$1,042,129.40, Houston County is responsible for our match of 30%. The County matching funds will be paid from SPLOST funds.

This project includes resurfacing of a combined 10.288 miles on 12 Houston County roads. Staff recommends award to low bidder Reeves Construction Company.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

a bid award for the Joint 2021 LMIG road resurfacing and repair projects to Reeves Construction Company of Macon in the total amount of \$2,553,996.10 of which Houston County's portion is \$1,042,129.40. The cities of Warner Robins, Centerville, Perry, and Byron will be responsible for the balance of \$1,511,866.70.



HOUSTON COUNTY PUBLIC WORKS

2018 Kings Chapel Road
Perry, GA 31069

PHONE: (478) - 987 - 4280
FAX: (478) - 988 - 8007

MEMORANDUM

Date: March 05 2021
To: Houston County Board of Commissioners
From: Ronnie Heald, County Engineer *RJH*
RE: Bid Recommendation for 2021 Joint Local Maintenance Improvement Grant (LMIG) Road Improvement Project

Please consider this request to accept the bid for the above referenced project. Bids were received on Thursday, March 4, 2021. Listed below is a summary of the results:

<u>Bidder</u>	<u>Bid Amount</u>
Reeves Const. Co.	\$2,553,996.10
C. W. Matthews Contracting Company, Inc	\$2,814,699.59
Griffin Grading and Concrete, LLC	\$3,883,200.00

The Houston County Engineering Department recommends awarding the 2021 Joint LMIG contract to **Reeves Construction Company, Inc** as the low bidder. The bid amount represents a joint bid for LMIG projects from City of Byron, City of Centerville, City of Perry, City of Warner Robins, and Houston County. Unincorporated Houston County's financial responsibility towards this year's LMIG Grant will be \$1,042,129.40. (See attached list)

The bids for the 2021 Joint LMIG contract have come in under the estimated required match for the GDOT grant program and will require additional projects to meet the 30% match. The deadline for the completion of this contract has been set as October 29, 2021; Houston County Roads and Bridges Department will be selecting viable roadway candidates to add to the attached list to ensure that Houston County fulfills its mandate under this program.

Thank you for your time and consideration of this request.

2021 Houston County LMIG Projects

<u>2021 LMIG List</u>				
<u>Road Name</u>	<u>From</u>	<u>To</u>	<u>Length, Miles</u>	<u>Width</u>
1st Street (Elko)	Pine Street	Plum Street	0.177	20
Eastwick Drive	GA Hwy 127	Moody Road	0.396	23
Duke Lane	Grove Lane	Cul-de-sac	0.892	23
County Line Road	Loggins Road	Dooly County Line	0.749	20
Briarmoor Drive	Pheasant Ridge	Pheasant Ridge	0.765	23
Shady Grove Lane	Sandefur Road	Cul-de-sac	0.308	24
Sweetwater Drive	Feagin Mill Road	Warner Robins City Limits	0.557	23
Fairways Drive	Statham's Way	Staham's Way	1.216	23
Grovania Road	US 341	RR Crossing	3.399	23
Quail Run Drive	Tharpe Road	Cul-de-sac	0.531	24
Esterine Drive	Houston Lake Road	Crystal Court	0.550	24
AE Harris Road	GA Hwy 247	End of Pavement	0.748	23

TOTAL = 10.288

6

Proposals were solicited for contracting the roads and rights-of-way maintenance with four contractors responding. Staff recommends award to Dixie Lawn & Landscaping as the most experienced, responsive and responsible bidder.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

acceptance of the Landscape (Roadside) Maintenance proposal from Dixie Lawn & Landscaping, Inc. of Cochran to include the revised scope of services dated March 8, 2021. Scope of work includes a guaranteed seven visits at \$23,359 per occurrence on 41.43 miles of County roads and rights-of-way beginning March 17, 2021 through June 30, 2021; and sixteen visits at \$17,934.25 per occurrence on 31.19 miles of County roads and rights-of-way from July 1, 2021 through June 30, 2022. Additional options available are slopes at \$11,520 per occurrence and additional mowing at \$575 per mile. Roads Department (4200) professional services will be charged for these expenses.



HOUSTON COUNTY BOARD OF COMMISSIONERS

MARK E. BAKER
PURCHASING AGENT

2020 KINGS CHAPEL ROAD * PERRY, GA 31069-2828
TELEPHONE (478) 218-4800 * FACSIMILE (478) 218-4805

MEMORANDUM

To: Houston County Board of Commissioners

From: Mark E. Baker

Cc: Barry Holland

Date: March 9, 2021

Subject: Bid# 21-16 Landscape Maintenance of Houston County Roads & Right of Ways

The Houston County Purchasing Department recommends that Houston County Board of Commissioners accept Dixie Lawn & Landscaping Inc.'s proposal due to their pricing and experience. This contract will guarantee 7 visits at \$23,359.00 per occurrence on 41.43 miles of Houston County Roads and Right of Ways from March 17, 2021 thru June 30, 2021 and 16 visits at \$17,934.25 per occurrence on 31.19 miles of Houston County Roads and Right of Ways from July 1, 2021 thru June 30, 2022. Additional options available are slopes at \$11,520.00 per occurrence and additional mowing at \$575.00 per mile. The contract expense will be charged to 100-4200-52.1200.

Please see attachments.

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

PROPOSAL

Date: 2-23-21

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

Project: Commercial Landscape Maintenance Bid

Service Property's:	Houston Lake (Russell to Perry Bypass)	9.63 miles
	Moody Rd. (Hwy 127 to Russell)	6.57 miles
	Old Perry (Hwy 127 to Hwy 96)	3.7 miles
	Lake Joy (Hwy 96 to Langston)	3.73 miles
	Sandefur (300 ft. off Houston Lake & Lake Joy to Hwy 41)	1.85 miles
	Danny Carpenter (Sandefur to Hwy 96)	1.11 miles
	Langston Rd. (Lake Joy to school)	.43 miles
	Old Hawkinsville Rd. (Cullen to Old 96)	.88 miles
	Thompson Mill (Old Hwy 96 to Southwick Dr.)	.75 miles
	Hwy 41 N (Watson to White Rd.)	1.31 miles
	Hwy 96 (Hwy 41 to Thompson Mill)	9.3 miles
	247 @ 96 (Sidewalk areas)	.33 miles
	Cohen Walker (Lake Joy to Houston Lake)	1.84 miles
	Total	41.43 miles

Service Frequency: 19 Visits (bi-weekly March-Oct.)
12 men 3 (4 men) crews


Service Includes:	Description:	Occurrence:
	Cut grass, warm season turf	19
	Edge Curbs & Walks	9
	Blow Curbs & Walks	19
	Spray Round-up Hard Surfaces	19
	Large trash & debris removal	19

Total Bid: \$21,540.00 per visit \$34,105.00 per month \$409,260.00/annually

Slopes: Dixie will weed eat/cut all slopes along above stated properties.
We will weed eat slopes to 4-6 inches in height depending on the grass
variety. (Recommended 3 times per year)

Total Bid with slopes: \$23,359.00 per visit \$36,985.08 per month \$443,821.00/annually

Dixie Lawn & Landscaping will provide all equipment & manpower necessary to keep the properties maintained at a consistent, satisfactory level through March to October. To complete the properties on a bi-weekly basis, we will cut half of the properties the 1st week and the other half the 2nd week.



Josh Wilson
Cell: 478-599-0596
Email: jw1dixieland@yahoo.com

Customer Representative

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

PROPOSAL

Additional Items:

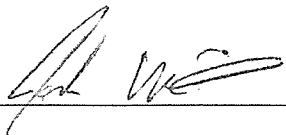
Slopes: Dixie will weed eat/cut all slopes along above stated properties.
We will weed eat slopes to 4-6 inches in height depending on the grass
variety. (Recommended 3 times per year)

\$11,520.00 per cut

Per Mile Pricing: Dixie will mow additional areas or areas more
frequently an owner's request

\$575.00 per mile

Dixie Lawn & Landscaping has provided pricing with 3 cutting of the slopes in the yearly price or the option
to keep separate & mow at owners request.



Josh Wilson
Cell: 478-599-0596
Email: jw1dixieland@yahoo.com

Customer Representative

All components of RFP remain intact until 6/30/21. Beginning 7/1/21 the scope of services will be reduced to the following routes:

<u>Route</u>	<u>Length (Miles)</u>
1. Houston Lake Road	9.63
2. Moody Road	6.57
3. Lake Joy Road	3.73
4. Old Hawkinsville Road	0.88
5. Thompson Mill Road	0.75
6. Hwy 96	9.3
7. SR 247	<u>0.33</u>
Total	31.19

16 visits x 17,934.25 \$/visit = \$ 286,948.00 for 7/1/21 - 6/30/22

Additional Areas or Additional visits: \$ 575.00 \$/mile/visit

Slope Maintenance/cut = \$ 11,520.00 /event

DATE 3-8-21

JOSH WILSON



DIXIE LAWN & LANDSCAPING INC.
3810 ROBBY HWY
COCHRAN, GA 31014
478-934-3838

Houston County Roads and Bridges

Wellston Associates Land Surveyors, LLC, on behalf of Roger C. Greer and Carol A. Greer, submitted an Abandonment of County Easement/Right-of-Way Request Form requesting the abandonment of an existing 10' Drainage Easement that runs the length of the rear or westerly property line within the boundaries of Parcel 00073F 046000 located at 303 Taylor Street, Warner Robins, GA 31093.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the Resolution Abandoning a Houston County Drainage Easement approving Wellston Associates Land Surveyor, LLC's application on behalf of Roger C. Greer and Carol A. Greer for abandonment of an existing 10' Drainage Easement that runs the length of the rear or westerly property line within the boundaries of Parcel 00073F 046000 located at 303 Taylor Street, Warner Robins, GA 31093 and by approving the Resolution, also authorizing Chairman Stalnaker to sign the quit-claim deed conveying the easement rights.

RESOLUTION ABANDONING

A HOUSTON COUNTY

DRAINAGE EASEMENT

WHEREAS, Carl Levi with Wellston Associates Land Surveyors, LLC, on behalf of property owners Roger C. Greer and Carol A. Greer, submitted an Abandonment of County Easement/Right-of-Way Request Form requesting the abandonment of an existing 10' Drainage Easement that runs the length of the rear or westerly property line within the boundaries of Parcel 00073F 046000 located at 303 Taylor Street, Warner Robins, GA 31093. The 10' Drainage Easement requested to be abandoned by Wellston Associates Land Surveyors, LLC is designated as "10' DRAINAGE EASEMENT" on Lot 5 of Block "C" of Pikes West Side Subdivision on a plat of survey dated June 10, 1966, prepared by Theodore W. Waddle, G.R.L.S. No. 924, said plat is recorded at Plat Book 10, Page 252, Clerk's Office, Houston Superior Court and is attached hereto as Exhibit "A";

WHEREAS, the following Houston County Departments directly involved in the necessity of drainage easements, reviewed and approved Wellston Associates Land Surveyors, LLC's request for easement abandonment of a drainage easement: Inspections/P&Z, Engineering, Water and Attorney as shown by the Request Form attached hereto as Exhibit "B"; and

WHEREAS, the Houston County Board of Commissioners have the authority to abandon said 10' Drainage Easement.

NOW, THEREFORE, BE IT RESOLVED by the Houston County Board of Commissioners that the 10' Drainage Easement that runs the length of the rear or westerly property line within the boundaries of Parcel 00073F 046000 located at 303 Taylor Street, Warner Robins, GA 31093 and designated as "10' DRAINAGE EASEMENT" on Lot 5 of Block "C" of Pikes West Side Subdivision on a plat of survey dated June 10, 1966, prepared by Theodore W. Waddle, G.R.L.S. No. 924, said plat is recorded at Plat Book 10, Page 252, Clerk's Office, Houston Superior Court and is attached hereto as Exhibit "A", is hereby abandoned by the Houston County Board of Commissioners by and through a Quit Claim Deed to be signed and recorded with the Clerk's Office, Houston Superior Court pursuant to the signing of this resolution.

This 16th day of March 2021.

HOUSTON COUNTY BOARD OF
COMMISSIONERS

Chairman Tommy Stalnaker

Commissioner H. Jay Walker III

Commissioner Mark Byrd

Commissioner Gail Robinson

Commissioner Dan Perdue

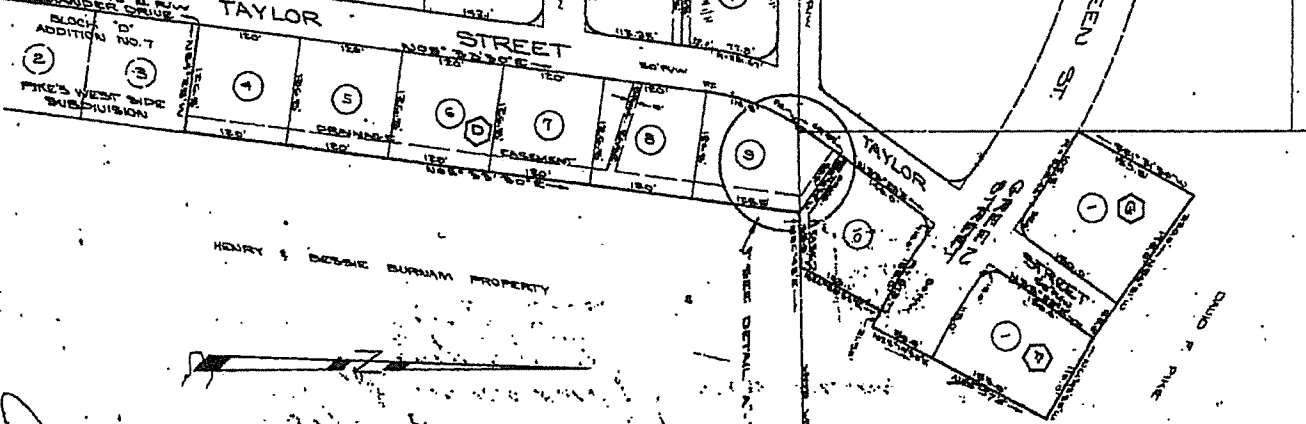
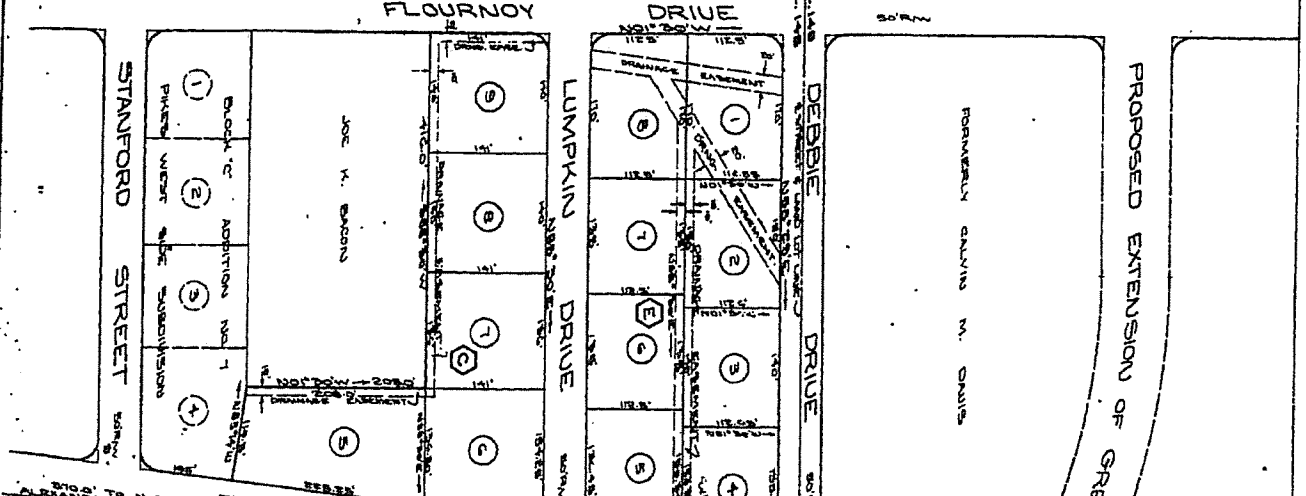
Attest: _____
Barry Holland
Director of Administration

Recorded June 20th, 1946

ADDITION NO. 1	ADDITION NO. 2	ADDITION NO. 3
(1)	(2)	(3)
PIKE'S WEST SIDE SUBDIVISION		

DAVID DRIVE SEVEN

ADDITION NO. 1	ADDITION NO. 2	ADDITION NO. 3	ADDITION NO. 4	ADDITION NO. 5	ADDITION NO. 6	ADDITION NO. 7	ADDITION NO. 8	ADDITION NO. 9	ADDITION NO. 10	ADDITION NO. 11	ADDITION NO. 12
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
PIKE'S WEST SIDE SUBDIVISION											



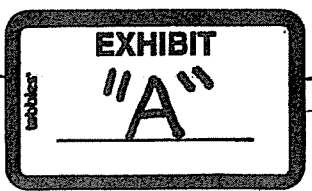
In my opinion, the plat is a correct representation of the land shown, and the same has been prepared in conformity with the public records and laws of the State of Georgia.

Theodore W. Wadde
 Theodore W. Wadde, State Land Surveyor

1946-52
 SUBDIVISION
 ADDITION NO. 10
 PIKE'S WEST SIDE SUBDIVISION
 IN L. 1144148
 DECEMBER 14, 1945
 JUNE 18, 1946

NOTICE: THESE PLATS ARE FOR ALL PURPOSES CONSIDERED TO BE THE OFFICIAL RECORD OF THE PUBLIC RECORDS OF THE STATE OF GEORGIA. THE PUBLIC RECORDS OF THE STATE OF GEORGIA ARE THE OFFICIAL RECORDS OF THE STATE OF GEORGIA. THE PUBLIC RECORDS OF THE STATE OF GEORGIA ARE THE OFFICIAL RECORDS OF THE STATE OF GEORGIA.

PLAT NO. 10
 252



Houston County Board of Commissioners Abandonment of County Easement/Right-of-Way Request Form

Attach a \$75.00 check payable to Houston County Commissioners and six (6) copies of a plat that identifies the easement/right-of-way you wish the County to abandon. Return this form to the Commissioner's Office for processing. The \$75.00 fee consist of the following: \$25.00 is the cost for processing and reviewing the request and \$50.00 will be used for the County to draft and record the appropriate quit-claim deed. The County will record all plats with the Clerk's office. If your request is denied, the plats will be returned along with \$50.00 of the original \$75.00 fee. Please provide the following information:

1. Name: CARL LEVI / WELLSTON ASSOC. LAND SURVEYORS
 Address: 506 OSIGIAN BLVD. SUITE 2
 Phone Number: 478 971-3382

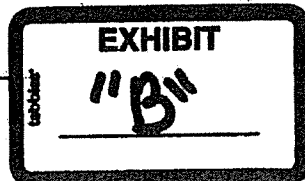
2. Location and Description of Property:
303 TAYLOR STREET

3. Reason for Request:
REQUEST TO ABANDON 10' DRAINAGE
EASEMENT THAT IS CURRENTLY NOT
BEING USED FOR DRAINAGE

For Office Use Only

Department	Approve	Deny	Signature/Comments
Inspections/P&Z	✓	_____	<u>[Signature]</u>
Environmental Health	_____	_____	_____
Engineering	✓	_____	<u>Ronnie Neal</u>
Roads & Bridges	_____	_____	_____
Water	✓	_____	<u>Brian Jones</u>
Fire/E911	_____	_____	_____
Attorney	✓	_____	<u>[Signature]</u>

Please review by



cheduled for 3/16/21 agenda.

(Above space for recording officer use)
Charge Houston County Board of Commissioners
Return to Houston County Legal Department

QUIT CLAIM DEED

STATE OF GEORGIA

COUNTY OF HOUSTON

THIS INDENTURE, made this _____ day of _____, in the year of our Lord Two Thousand Twenty-one between **HOUSTON COUNTY** of the County of Houston, State of Georgia, as party of the first part, hereinafter referred to as "Grantor" and **ROGER C. GREER AND CAROL A. GREER**, as party of the second part, hereinafter referred to as "Grantee";

WITNESSETH

That the Grantor, for and in consideration of ONE AND NO/100 DOLLARS, and other good and valuable consideration, the receipt and adequacy whereof is acknowledged, has bargained, sold and by these presents does remise, convey and forever QUIT-CLAIM to the Grantee, its successors and assigns, the following described easement:

All that tract or parcel of land, situate lying and being in Land Lot 148 of the 5th Land District of Houston County, Georgia, being known and designated as "10' DRAINAGE EASEMENT", as more fully shown on plat of survey prepared by Theodore W. Waddle, dated June 10, 1966 and a copy of which is recorded in Plat Book 10, Page 252, in the Clerk's Office, Houston Superior Court. Said plat and the recorded copy thereof are incorporated herein by reference for all purposes.

TO HAVE AND TO HOLD the said described premises to the said Grantee, so that neither the said Grantor nor its successors or assigns, nor any other person or persons claiming under it shall at any time by any means or ways have, claim or demand any right or title to the aforesaid described premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, The said Grantor has hereunto set its hand and seal the day and year above written.

Signed, sealed and delivered
in the presence:

Board of Commissioners
of Houston County:

Witness

By: _____
Tommy Stalnaker
Title: Chairman

Notary Public

Attest: _____
Barry Holland
Title: Director of Administration

On December 15, 1998, the Houston County Board of Commissioners adopted the Houston Lake Draw Down Policy. Houston County Public works proposes to withdraw the policy adopted December 15, 1998 and replace it with a new policy. The new policy would change the frequency of the draw down from three (3) years to five (5) years and extend the draw down period from two to three weeks (2-3) to three to four (3-4) weeks.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the withdrawal of the Houston Lake Draw Down Policy adopted by the Board on December 15, 1998 and the adoption of the new policy proposed by the Public Works Department that would change the frequency of the draw down from three (3) to five (5) years and extend the draw down period from two to three weeks (2-3) to three to four (3-4) weeks. This policy is to be attached hereto and become a permanent part of these meeting minutes.



**HOUSTON COUNTY
PUBLIC WORKS DEPARTMENT**

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

Memo

To: Houston County Board of Commissioners
From: Robbie Dunbar, Director of Operations *OK R*
Date: March 11, 2021
Re: Houston County Board of Commissioners "Policy" Houston Lake
Draw Down

Staff would like for the Board of Commissioners to consider the attached revised "*Houston County Board of Commissioners Policy Houston Lake Draw Down*".

The existing policy approved by the Board of Commissioners on December 15, 1998 has a scheduled draw down frequency of every three (3) years. This policy also defined the length of draw down period to be two to three (2-3) weeks in duration. The revised policy, if adopted, would change the draw down frequency to every five (5) years and increase the length of draw down period to three to four (3-4) weeks in duration.

Thank you for your consideration of this request.

Draft

Houston County Board of Commissioners
“Policy”
Houston Lake
Draw Down

Scheduled Draw Down

1. Lake level will be scheduled to be drawn down four to five (4-5) feet every five years.
2. A Public Notice will be provided two to three (2-3) weeks in advance of anticipated draw down.
3. Lake will be drawn down for three to four (3-4) weeks during the following months: January & February.

Non-Scheduled Draw Down

1. Lake may be drawn down due to emergencies (ex: dam repairs, dam inspections, law enforcement or emergency needs, public access failures, etc.).
2. A 12-24 hour notification will attempt to be issued through the Homeowners Association. Other notifications (fliers) will be attempted. These notifications will be attempted unless emergency warrants immediate action.

General:

1. Public boat ramp will be closed during draw down.
2. Draw downs, scheduled and non-scheduled, will be coordinated with owner of Houston Lake.
3. Houston County Public Works Department will be the County Department with primary responsibility.

County Attorney Tom Hall will conduct the second reading of amendments to Chapter 2 - Administration; Article III – Board, Commissions, Authorities, and Other Agencies; Division 2 – Hospital Authority of the Code of Ordinances, Houston County, Georgia wherein the following amendments are proposed to be made: Section 2-82(a); the number of members will be amended from nine members to seven members; Section 2-82(c); designation of who serves on the hospital will be amended; and 2-83; will be removed from the Code of Ordinances.

The first reading of this proposed amendment to the Houston County Code of Ordinances was held at the March 2, 2021 Houston County Board of Commissioners meeting.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

an amendment to Chapter 2 – Administration; Article III – Board, Commissions, Authorities, and Other Agencies; Division 2 – Hospital Authority; of the Code of Ordinances, Houston County, Georgia by amending the following sections: Section 2-82(a); the number of members will be amended from nine members to seven members; Section 2-82(c); designation of who serves on the hospital will be amended; and 2-83; will be removed from the Code of Ordinances and shall read as follows:

Sec. 2-82. – Membership; appointment of members; term of office:

- (a) The hospital authority shall consist of a board of seven members representing all areas of the county at the discretion of the board of commissioners.**
- (c) The hospital authority board shall consist of the following members: three Houston County Commissioners; the mayors of each of the three cities in Houston County (City of Warner Robins, City of Perry, and City of Centerville); and one member from the Board of Trustees of either Houston Hospitals, Inc. or Houston Healthcare Systems, Inc. The terms of all elected officials appointed to the hospital authority shall be the same as their respective elected terms of political office.**

**AMENDMENT TO CODE
CODE OF ORDINANCES
HOUSTON COUNTY, GEORGIA**

BE IT ORDAINED by the Board of Commissioners of Houston County as follows:

That Chapter 2 – Administration; Article III – Board, Commissions, Authorities, and Other Agencies; Division 2 – Hospital Authority; Section 2-82– Membership; appointment of members; term of office; subsections (a) and (c); of the Code of Ordinances, Houston County, Georgia, are hereby amended as follows:

Sec. 2-82(a) shall be amended by changing the number of members from nine to seven and shall read as follows:

- (a) The hospital authority shall consist of a board of seven members representing all areas of the county at the discretion of the board of commissioners.

Sec. 2-82(c) shall be amended by removing the current language and replacing it with the following:

- (c) The hospital authority board shall consist of the following members: three Houston County Commissioners; the mayors of each of the three cities in Houston County (City of Warner Robins, City of Perry, and City of Centerville); and one member from the Board of Trustees of either Houston Hospitals, Inc. or Houston Healthcare Systems, Inc. The terms of all elected officials appointed to the hospital authority shall be the same as their respective elected terms of political office.

BE IT FURTHER ORDAINED by the Board of Commissioners of Houston County as follow:

That Section 2-83 of the Code of Ordinances, Houston County, Georgia, is hereby removed from the Code of Ordinances.

SO APPROVED this ____ day of _____, 2021.

**BOARD OF COMMISSIONERS
OF HOUSTON COUNTY**

Chairman

Commissioner

Commissioner

Commissioner

Commissioner

10

Bids were solicited for one new tractor for use in the Roads Department with four vendors responding. Staff recommends award to low bidder Walker-Rhodes Tractor Co. in the amount of \$52,505.

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the award of one new Kubota M5-111HDC-12 tractor for use in the Roads Department to Walker-Rhodes Tractor Co. of Perry in the amount of \$52,505. SPLOST 2012 will fund the purchase of this equipment.



**HOUSTON COUNTY BOARD OF COMMISSIONERS
PURCHASING DEPARTMENT**

2020 KINGS CHAPEL ROAD • PERRY, GEORGIA 31069-2828
(478) 218-4800 • FACSIMILE (478) 218-4805

MARK E. BAKER
PURCHASING AGENT

M E M O R A N D U M

TO: Houston County Board of Commissioners
FROM: Mark E. Baker
CC: Barry Holland
DATE: March 9, 2021
SUBJECT: Purchase of One (1) 2021 89 PTO HP, 100 HP Engine Tractor
(Bid # 21-20)

The Purchasing Department solicited prices for One (1) New Tractor in March 2021. These vehicles will be used by the Houston County Roads & Bridges Department.

The Purchasing Department recommends that the Houston County Board of Commissioners purchase the tractor from Walker Rhodes at a price of \$52,505.00. It is available for immediate delivery and will be charged to 2012 SPLOST account 320-4200-54.2500.

Company	Make	Model	Bid Amount
Walker-Rhodes Tractor Co.	Kubota	M5-111 HDC-12	\$52,505.00
Flint Ag & Turf	John Deere	5100E	\$56,579.02
Tidewater	Case IH	110C Farmall	\$59,756.00
Construction Sales & Service	Kubota	MT7101	Does not meet specs 85.5 PTO

Summary of bills by fund:

• General Fund (100)	\$492,600.24
• Emergency 911 Telephone Fund (215)	\$ 4,597.63
• Fire District Fund (270)	\$ 3,393.29
• 2006 SPLOST Fund (320)	\$ 673.05
• 2012 SPLOST Fund (320)	\$ 8,643.57
• 2018 SPLOST Fund (320)	\$404,307.93
• Water Fund (505)	\$637,491.26
• Solid Waste Fund (540)	<u>\$212,364.17</u>
Total for all Funds	\$1,764,071.14

Motion by _____, second by _____ and carried _____ to

- approve
- disapprove
- table
- authorize

the payment of the bills totaling \$1,764,071.14