



**Houston County Board of Commissioners Meeting**

**Warner Robins Georgia**

**May 17, 2022**

**5:00 p.m.**

**HOUSTON COUNTY COMMISSIONERS MEETING**  
**Warner Robins, Georgia**  
**May 17, 2022**  
**5:00 P.M.**

**Call to Order**

**Turn Off Cell Phones**

**Invocation & Pledge of Allegiance** – Chairman Stalnaker

**4-H Presentation – Evelyn Day**

**Approval of Minutes from May 3, 2022**

**New Business:**

1. Court Reporter Contracts (Superior Court) – Commissioner Byrd
2. Leachate Hauling Contract Extension (Landfill / Mid Georgia Trucking) – Commissioner Byrd
3. Bid Award (Demolition of Wilkes Garage / Carpenter Construction) – Commissioner Byrd
4. Deannexation Request (Frederick Thompson Living Trust) – Commissioner Byrd
5. Solid Waste Collection Rate Change – Commissioner Byrd
6. Memorandum of Agreement & Contract for Services (Accountability Court) – Commissioner Byrd
7. Vehicles Purchase (HCSO / Ginn Motor Company) – Commissioner Robinson
8. Vehicle Maintenance Agreements (Five Star Ford & Phil Brannen Ford) – Commissioner Robinson
9. Inmate Work Detail Agreement (GA Department of Corrections) – Commissioner Robinson
10. SPLOST Designation (Flournoy Road) – Commissioner Robinson
11. Grant Match Commitment Letter (GEMA / Remote Wells Generators) – Commissioner Robinson
12. Senior Magistrate Agreement – Commissioner Robinson
13. Personnel Request (Assistant Public Defender) – Commissioner Walker
14. Personnel Request (Magistrate Court Judge) – Commissioner Walker
15. Criminal Case E-File Agreement (Greencourt Legal Technologies) – Commissioner Walker
16. Change Order (Renovation of Restrooms / ICB Construction Group) – Commissioner Walker
17. Change Order (State Court Expansion / ICB Construction Group) – Commissioner Walker
18. Furniture Purchase (State Court Expansion / Phillips Furniture) – Commissioner Walker
19. Approval of Bills – Commissioner Walker

**Public Comments**

**Commissioner Comments**

**Motion for Adjournment**

Court reporter employment contracts for all three Superior Court judges expire on June 30<sup>th</sup>. The court reporters function as independent contractors and serve at the pleasure of the court. Each of the Superior Court judges and their respective court reporters have executed the contracts. Terms of these contract renewals will be July 1, 2022 thru June 30, 2023.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**Chairman Stalnaker to sign the Superior Court employment contracts for court reporters Wendy Nelson, Connie Montgomery, and Joy Malone for terms beginning July 1, 2022 and ending June 30, 2023.**

## EMPLOYMENT CONTRACT

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between **BOARD OF COMMISSIONERS OF HOUSTON COUNTY**, hereinafter referred to as “County”, and Wendy Nelson, hereinafter referred to as “Nelson”;

### WITNESSETH

IN CONSIDERATION of the mutual benefits to be derived between the parties hereto, they do hereby agree as follows:

#### 1.

#### EMPLOYMENT

The County hereby contracts with Nelson to furnish official court reporting services on a full-time basis for Judge Edward D. Lukemire as an independent contractor. Parties agree that Nelson is entitled to charge for civil per diem, takedown, and per page rates for transcripts on all civil cases as provided by the Georgia Legislature. Nelson will not be prohibited from obtaining additional outside court reporting services, but such employment will in no way interfere with her responsibilities to the Court.

#### 1A.

#### SERVICES REGARDING CAPITAL LITIGATION

With reference to capital litigation, the County agrees to fund additional court reporting personnel as needed in order to meet statutory requirements and deadlines.

2.

**TERMS**

The terms of this Agreement shall be for a twelve month period commencing on July 1, 2022 and continuing until June 30, 2023. This contract shall be subject to an annual review by Judge Lukemire. Notwithstanding this annual review, the County shall terminate this Contract at any time at the recommendation of Judge Lukemire. Nelson serves at the pleasure of the Court and may be terminated with or without cause in the Judge's sole discretion.

3.

**COMPENSATION**

Nelson shall be compensated by the County at a yearly salary of \$67,000.00, payable in monthly installments of \$5,583.33, with the twelfth month rate being \$5,583.37. Monthly payments are to be paid on the first of each month for services rendered the preceding month. This first payment due herein shall be August 1, 2022, or at such time as the County normally pays payroll on the first of the month. The County shall not be responsible for the payment of any employment benefits, including, but not limited to retirement or insurance coverage. Any withholding required by law will be the responsibility of Nelson.

4.

**INDEMNITY**

Nelson agrees to hold the County harmless from any liability whatsoever and indemnify the County from any and all claims arising from services provided by Nelson under this Contract.

5.

**OFFICE AND SUPPLIES**

The County agrees to provide suitable furnished office space within the Courthouse and will provide all paper, cassette tapes, CDs, digital recording devices and other office supplies and equipment necessary for reporting done on all criminal matters. Nelson will be responsible for furnishing all supplies necessary for reporting any and all general civil and domestic matters. Nelson will likewise be responsible for furnishing all additional court reporting equipment deemed necessary by her at her expense. The County agrees to furnish and maintain all recording equipment installed for use in Judge Lukemire's courtroom.

6.

**LEAVE AND VACATION**

Leave and vacation time will be scheduled at the discretion of Judge Lukemire so as not to conflict with scheduling of the Court. Nelson acknowledges that she is an independent contractor and therefore is not entitled to any County leave or vacation time as normally scheduled for other County employees and is not a part of the County Merit System.

7.

**BINDING EFFECT**

This agreement shall be binding upon the parties hereto, their heirs, legal representatives, successors and assigns.

8.

**ENTIRE AGREEMENT**

This document represents the entire agreement between the parties and may not be changed except by written agreement executed by the parties hereto.

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

**BOARD OF COMMISSIONERS OF  
HOUSTON COUNTY**

By: \_\_\_\_\_

Title: Chairman

Attest: \_\_\_\_\_

Title: Director of Administration

**SUPERIOR COURT HOUSTON  
JUDICIAL CIRCUIT**

By:  \_\_\_\_\_

Title: Superior Court Judge

  
\_\_\_\_\_  
Wendy Nelson, Court Reporter

## EMPLOYMENT CONTRACT

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between **BOARD OF COMMISSIONERS OF HOUSTON COUNTY**, hereinafter referred to as “County”, and Connie Montgomery, hereinafter referred to as “Montgomery”;

### WITNESSETH

IN CONSIDERATION of the mutual benefits to be derived between the parties hereto, they do hereby agree as follows:

#### 1.

##### EMPLOYMENT

The County hereby contracts with Montgomery to furnish official court reporting services on a full-time basis for Judge Katherine Lumsden as an independent contractor. Parties agree that Montgomery is entitled to charge for civil per diem, takedown, and per page rates for transcripts on all civil cases as provided by the Georgia Legislature. Montgomery will not be prohibited from obtaining additional outside court reporting services, but such employment will in no way interfere with her responsibilities to the Court.

#### 1A.

##### SERVICES REGARDING CAPITAL LITIGATION

With reference to capital litigation, the County agrees to fund additional court reporting personnel as needed in order to meet statutory requirements and deadlines.



2.

### **TERMS**

The terms of this Agreement shall be for a twelve month period commencing on July 1, 2022 and continuing until June 30, 2023. This contract shall be subject to an annual review by Judge Lumsden. Notwithstanding this annual review, the County shall terminate this Contract at any time at the recommendation of Judge Lumsden. Montgomery serves at the pleasure of the Court and may be terminated with or without cause in the Judge's sole discretion.

3.

### **COMPENSATION**

Montgomery shall be compensated by the County at a yearly salary of \$67,000.00, payable in monthly installments of \$5,583.33, with the twelfth month rate being \$5,583.37. Monthly payments are to be paid on the first of each month for services rendered the preceding month. This first payment due herein shall be August 1, 2022, or at such time as the County normally pays payroll on the first of the month. The County shall not be responsible for the payment of any employment benefits, including, but not limited to retirement or insurance coverage. Any withholding required by law will be the responsibility of Montgomery.

4.

### **INDEMNITY**

Montgomery agrees to hold the County harmless from any liability whatsoever and indemnify the County from any and all claims arising from services provided by Montgomery under this Contract.

5.

**OFFICE AND SUPPLIES**

The County agrees to provide suitable furnished office space within the Courthouse and will provide all paper, cassette tapes, CDs, digital recording devices and other office supplies and equipment necessary for reporting done on all criminal matters. Montgomery will be responsible for furnishing all supplies necessary for reporting any and all general civil and domestic matters. Montgomery will likewise be responsible for furnishing all additional court reporting equipment deemed necessary by her at her expense. The County agrees to furnish and maintain all recording equipment installed for use in Judge Lumsden's courtroom.

6.

**LEAVE AND VACATION**

Leave and vacation time will be scheduled at the discretion of Judge Lumsden so as not to conflict with scheduling of the Court. Montgomery acknowledges that she is an independent contractor and therefore is not entitled to any County leave or vacation time as normally scheduled for other County employees and is not a part of the County Merit System.

7.

**BINDING EFFECT**

This agreement shall be binding upon the parties hereto, their heirs, legal representatives, successors and assigns.

8.

**ENTIRE AGREEMENT**

This document represents the entire agreement between the parties and may not be changed except by written agreement executed by the parties hereto.

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

**BOARD OF COMMISSIONERS OF  
HOUSTON COUNTY**

By: \_\_\_\_\_

Title: Chairman

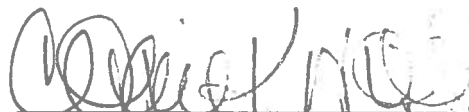
Attest: \_\_\_\_\_

Title: Director of Administration

**SUPERIOR COURT HOUSTON  
JUDICIAL CIRCUIT**

By:  \_\_\_\_\_

Title: Superior Court Judge

 \_\_\_\_\_  
Connie Montgomery, Court Reporter

## **EMPLOYMENT CONTRACT**

THIS AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2022, by and between **BOARD OF COMMISSIONERS OF HOUSTON COUNTY**, hereinafter referred to as “County”, and Joy Malone, hereinafter referred to as “Malone”;

### **W I T N E S S E T H**

IN CONSIDERATION of the mutual benefits to be derived between the parties hereto, they do hereby agree as follows:

#### **1.**

#### **EMPLOYMENT**

The County hereby contracts with Malone to furnish official court reporting services on a full-time basis for Judge G.E. Adams as an independent contractor. Parties agree that Malone is entitled to charge for civil per diem, takedown, and per page rates for transcripts on all civil cases as provided by the Georgia Legislature. Malone will not be prohibited from obtaining additional outside court reporting services, but such employment will in no way interfere with her responsibilities to the Court.

#### **1A.**

#### **SERVICES REGARDING CAPITAL LITIGATION**

With reference to capital litigation, the County agrees to fund additional court reporting personnel as needed in order to meet statutory requirements and deadlines.

2.

### **TERMS**

The terms of this Agreement shall be for a twelve month period commencing on July 1, 2022 and continuing until June 30, 2023. This contract shall be subject to an annual review by Judge Adams. Notwithstanding this annual review, the County shall terminate this Contract at any time at the recommendation of Judge Adams. Malone serves at the pleasure of the Court and may be terminated with or without cause in the Judge's sole discretion.

3.

### **COMPENSATION**

Malone shall be compensated by the County at a yearly salary of \$67,000.00, payable in monthly installments of \$5,583.33, with the twelfth month rate being \$5,583.37. Monthly payments are to be paid on the first of each month for services rendered the preceding month. This first payment due herein shall be August 1, 2022, or at such time as the County normally pays payroll on the first of the month. The County shall not be responsible for the payment of any employment benefits, including, but not limited to retirement or insurance coverage. Any withholding required by law will be the responsibility of Malone.

4.

### **INDEMNITY**

Malone agrees to hold the County harmless from any liability whatsoever and indemnify the County from any and all claims arising from services provided by Malone under this Contract.

5.

**OFFICE AND SUPPLIES**

The County agrees to provide suitable furnished office space within the Courthouse and will provide all paper, cassette tapes, CDs, digital recording devices and other office supplies and equipment necessary for reporting done on all criminal matters. Malone will be responsible for furnishing all supplies necessary for reporting any and all general civil and domestic matters. Malone will likewise be responsible for furnishing all additional court reporting equipment deemed necessary by her at her expense. The County agrees to furnish and maintain all recording equipment installed for use in Judge Adams's courtroom.

6.

**LEAVE AND VACATION**

Leave and vacation time will be scheduled at the discretion of Judge Adams so as not to conflict with scheduling of the Court. Malone acknowledges that she is an independent contractor and therefore is not entitled to any County leave or vacation time as normally scheduled for other County employees and is not a part of the County Merit System.

7.

**BINDING EFFECT**

This agreement shall be binding upon the parties hereto, their heirs, legal representatives, successors and assigns.

8.

**ENTIRE AGREEMENT**

This document represents the entire agreement between the parties and may not be changed except by written agreement executed by the parties hereto.

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

**BOARD OF COMMISSIONERS OF  
HOUSTON COUNTY**

By: \_\_\_\_\_

Title: Chairman

Attest: \_\_\_\_\_

Title: Director of Administration

**SUPERIOR COURT HOUSTON  
JUDICIAL CIRCUIT**

By:  \_\_\_\_\_

Title: Superior Court Judge

  
\_\_\_\_\_  
Joy Malone Court Reporter

Staff recommends renewal of the Leachate Hauling Contract with Mid Georgia Trucking. There is no change in the terms of the contract.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**the award of the Landfill leachate hauling contract to Mid Georgia Trucking of Jeffersonville, GA at a rate of \$200 per load and a minimum of three loads per day / five days per week. This is a one-year contract effective May 18, 2022 and will be charged to the Solid Waste Disposal budget.**





## HOUSTON COUNTY BOARD OF COMMISSIONERS

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

MARK E. BAKER  
PURCHASING AGENT

### MEMORANDUM

**To:** Houston County Board of Commissioners  
**From:** Mark E. Baker *MEB*  
**Cc:** Barry Holland  
**Date:** May 10, 2022  
**Subject:** Bid# 21-21 Leachate Hauling Contract Extension

The Houston County Purchasing Department recommends that Houston County Board of Commissioners renew a 1-year contract with Mid Georgia Trucking to haul leachate from the Houston County Landfill to a local EPD approved water treatment facility. This contract will guarantee a minimum of 3 loads per day/5 days a week at \$200.00 per load. The contract expense will be charged to 540-4530-52.2110.

## HAULING CONTRACT

**THIS AGREEMENT** (The "Agreement") is entered into between Houston County (herein called "County") and Decariton Mims d/b/a Mid Georgia Trucking (Hereinafter called "Contractor")

### Recitals

- A. County owns a landfill and desires to contract with Contractor to haul and deliver leachate generated from the landfill to a water treatment facility.
- B. Contractor is the owner of one or more motor vehicles suitable for the transportation and desires to contract with County for the hauling and delivery of such materials.
- C. Contractor represents that it is capable and experienced in the hauling and delivery of such materials.
- D. Contractor agrees to comply with all rules, ordinances, statutes, regulations, orders of decrees that may be issued under any state or federal statutes that are applicable to the execution or performances of this Agreement by Contractor, including (but not limited to) Georgia motor carrier safety rules and regulations, of whatever type and nature, which may apply to such hauling and delivery as well as the Federal Motor Carrier Safety Regulations, where applicable.

In consideration of the premises and other good and valuable consideration, County and Contractor mutually agree as follows:

### Section I

#### Tender of Materials: Acceptance of Tender

- a. From time to time, at least three times a day five days per week, Monday through Saturday, County will tender to the Contractor loads of leachate for hauling and delivery by Contractor. After the material is loaded onto Contractor's vehicles, Contractor accepts full responsibility for the hauling and delivery, and in the event said load is not delivered as specified, then County may charge to the account of Contractor any damages incurred by County by reason of any failure to deliver the materials as specified.

- b. It is mutually agreed by and between the parties that the hauling and delivery of such load or loads as shall be accepted from County by Contractor shall be performed under and in accordance with, the terms and provisions of this Agreement.

## Section II

### Performance of Agreement

- a. Contractor agrees to haul leachate from the Houston County Landfill to a designated water treatment facility and County agrees to pay Contractor for delivering or hauling such load or loads in accordance with the provision for payment set forth in the Agreement.

## Section III

### Furnishing of Motor Vehicles

- a. Contractor agrees to furnish motor vehicles in good and safe operating condition, suitable for the hauling and delivery of materials tendered, and to furnish drivers who are qualified to operate Contractor's motor vehicles, together with all gasoline, oil, lubricants, tires and other accessories to such motor vehicles and to perform all repairs and maintenance. It is expressly understood and agreed that County shall not be responsible or liable to Contractor for any of the expense or cost of operations, maintenance, or repairs of such motor vehicles.
- b. It is expressly understood and agreed that County shall have no control over the selection of drivers of Contractor's motor vehicles. The full cost and responsibility for recruiting, hiring, firing, terminating and compensating employees and drivers of Contractor's motor vehicles shall be borne by Contractor.

## Section IV

### Compensation for Hauling

- a. County will make payment to Contractor of two hundred dollars (\$200.00) per load tendered and delivered. Payment will be made twice a month according to the bill paying cycle of County.

Section V  
**Relationship of Parties**

- a. It is the express intent of each of the parties that the relationship created between them by this Agreement be contractual only, and that Contractor be an independent contractor retained by County to provide the services called for herein.
- b. An employee or agent of Contractor shall never be deemed to be the employee or agent of the County. Contractor shall have the sole right to hire and fire all drivers and shall exercise all control, direction and supervision over them with respect to the physical details of the work to be performed and the manner in which the work is performed.
- c. County shall not have the right to exercise any control, direction or supervision over the hauling and delivery of the materials except as the insistence on the ultimate completed timely delivery of the materials hauled and delivered by Contractor.
- d. Contractor further agrees not to allow drivers to transfer passengers or persons who are not employed by Contractor in connection with the operation of the motor vehicles onto property where County is carrying on its operation.

Section VI  
**Indemnity and Provision of Insurance**

- a. To the fullest extent permitted by law Contractor will unconditionally indemnify County against all liability, costs, expenses, claims and damages, including cost of defense, such as attorney fees and fees of expert witnesses, which County may at any time suffer or incur, or become liable for by reason of any accidents, damages or injuries sustained either to the persons or property of and/or its agents and employees, or to any third-party, to the fullest extent permitted by law. The indemnity obligations arising hereunder shall inure the benefit of County regardless of whether the injury or damages sustained arose out of County's sole or concurrent negligence or that of County's agents and employees.
- b. Contractor further agrees to secure and maintain, during all times it is engaged in work under this Agreement, the following insurance:
  - 1. Commercial General Liability Insurance, providing coverage for both damage to property and injury to persons, expressly insuring Contractor's indemnity obligations as referenced in paragraph "a" above, in an amount not less than One Million Dollars (\$1,000,000) each occurrence and Two Million Dollars (\$2,000,000) in the aggregate,

and including coverage for losses falling within the "products-completed operations hazard."

2. Commercial Auto Insurance, providing coverage for both damage to property and injury to persons, expressly insuring Contractor's indemnity obligations referenced in paragraph "a" above in an amount not less than One Million Dollars (\$1,000,000) combined single limit.
3. Excess Insurance, providing coverage for both damage to property and injury to persons, over and above the coverage's provided in paragraphs "b(1)" and "b(2)", above in an amount not less than One Million Dollars (\$1,000,000) each occurrence or accident and in the aggregate.
4. Workers' Compensation and Employers Liability with limits required by the State of Georgia each employee for injury.

Contractor agrees to name County as an additional insured under each policy except Workers' Compensation, on a primary and non-contributory basis, without restriction as to fault or liability. Contractor agrees to furnish County with Certificates of Insurance identifying each carrier, evidencing Contractor's compliance with the obligations as set forth herein and which states that the coverage's afforded under the policies will not be canceled or terminated unless at least thirty (30) days' written notice is given the County. Contractor further agrees that the insurance provided to County as set forth herein shall not operate to preclude, circumvent or nullify any obligation assumed by it in paragraph "a" above to indemnify County for loss or damage sustained to any person or property.

## Section VII

### Taxes and License Fees

- a. Contractor agrees to make all deductions from payment to employees or agents of Contractor for all Social Security, Unemployment or other taxes and deductions. Contractor shall make and render, in Contractor's name, all applicable reports and payments of such sums so deducted as shall be required by any and all applicable federal and state laws.
- b. Contractor further agrees to report and pay any and all license and transportation fees or other privilege or performance fees under the terms of this Agreement.
- c. Contractor represents and warrants to County that the motor vehicles used to haul loads under this Agreement are registered with the appropriate state and/or local authorities for the maximum weight permitted by law for said vehicles. Contractor will defend and hold harmless and indemnify County from and against any damages suffered by or fines,

levies or claims asserted against County as a result of the failure of the Contractor to register said vehicles for the maximum weight permitted by law.

Section VII

Term and Termination

- a. This Agreement shall be effective as of the date set forth below and shall continue for one year, either party may terminate this Agreement upon 30 days' written notice to the other.

Section IX

No Assignment

- a. Contractor shall not assign its rights or delegate its obligations under this Agreement.

So agreed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

County:

By: \_\_\_\_\_  
Tommy Stalnaker, Chairman

Contractor:

\_\_\_\_\_  
Decariton Mims d/b/a

\_\_\_\_\_  
Mid Georgia Trucking

The Purchasing Department solicited bids for the demolition of the Wilkes Garage at the corner of Old Hwy. 96 and Hwy. 247. This property was purchased earlier this year to allow for a major intersection improvement project. Four bidders submitted and the lowest responsible bidder is Carpenter Construction at \$19,800. Staff recommends award to Carpenter Construction.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**award of the demolition of the old Wilkes Garage located at 501 Hwy. 247, Bonaire, GA to Carpenter Construction at a total cost of \$19,800. SPLOST 2012 will fund this project.**



**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:** May 11, 2022  
**SUBJECT:** Wilkes Garage Demo

The Purchasing Department solicited prices for the demolition of Wilkes Garage. This land will be used by the Houston County Roads & Bridges Department after cleared.

The Purchasing Department received four bids. Carpenter Construction was the clear choice due to their price. This project will be charged to the 2012 SPLOST account 320-4200-54.1400 (CW18-05B).

<b>Carpenter Construction</b>	<b>\$19,800.00</b>
<b>The Waste Basket</b>	<b>\$24,220.00</b>
<b>Southern Equipment</b>	<b>\$30,340.00</b>
<b>Complete Demolition Services</b>	<b>\$50,000.00</b>



Frederick Thompson, Trustee of the Frederick Thompson Living Trust, is the owner of the property at 113 East Bob White Road in the unincorporated area of Houston County. Mr. Thompson is requesting a small parcel of land adjacent to his property that is a buffer between his property and Woodlands Subdivision be deannexed from the City of Warner Robins.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**A Resolution for Deannexation of Land for the deannexation of the small parcel of land owned by Frederick Thompson, Trustee of the Frederick Thompson Living Trust and authorize the signing of the appropriate resolution to be sent to the City of Warner Robins. The land is more particularly described as follows:**

**All that tract or parcel of land situate, lying and being in Land Lot 248 of the Tenth Land District of Houston County, Georgia, known and designated as Tract "800-A", containing 0.18 acres, according to a plat of survey entitled "Re-Subdivision of Woodlands of Houston Lot 800 of Phase 6, Section 1A in the City of Warner Robins," prepared by McLeod Surveying, certified by Marty A. McLeod, Georgia Registered Land Surveyor No. 2991, dated July 30, 2021, a copy of which is of record in Map Book 82, Page 319, Clerk's Office, Houston Superior Court. A copy of which is attached to the Resolution for Deannexation of Land as Exhibit "A", and the copy thereof is incorporated herein for all purposes.**

**A RESOLUTION  
FOR DEANNEXATION OF LAND**

**WHEREAS**, landowner Frederick Thompson, Trustee of the Frederick Thompson Living Trust, desires to deannex from the City of Warner Robins a small parcel of land adjacent to his property located at 113 East Bob White Road within the unincorporated area of Houston County; and

**WHEREAS**, O.C.G.A. § 36-36-22 requires county approval as a precondition to the voluntary deannexation of land by a municipal governing authority;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of Houston County that the deannexation of the land described below from the corporate boundaries of the City of Warner Robins, Georgia is hereby \_\_\_\_\_.

**All that tract or parcel of land situate, lying and being in Land Lot 248 of the Tenth Land District of Houston County, Georgia, known and designated as Tract “800-A”, containing 0.18 acres, according to a plat of survey entitled “Re-Subdivision of Woodlands of Houston Lot 800 of Phase 6, Section 1A in the City of Warner Robins,” prepared by McLeod Surveying, certified by Marty A. McLeod, Georgia Registered Land Surveyor No. 2991, dated July 30, 2021, a copy of which is of record in Map Book 82, Page 319, Clerk’s Office, Houston Superior Court. Said plat of survey is attached hereto as Exhibit “A”, and the copy thereof is incorporated herein for all purposes.**

This 17<sup>th</sup> day of May 2022.

**HOUSTON COUNTY  
BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Chairman Tommy Stalnaker

\_\_\_\_\_  
Commissioner Mark Byrd

\_\_\_\_\_  
Post 4 Vacant

\_\_\_\_\_  
Commissioner Gail Robinson

\_\_\_\_\_  
Commissioner H. Jay Walker III

Attest: \_\_\_\_\_  
Barry Holland  
Director of Administration

**LEGEND**

- 1/2" REBAR SET
- 1/2" REBAR FOUND UNLESS OTHERWISE NOTED
- △ OPEN TOP PIPE FOUND
- △ CALCULATED CORNER
- △ CONCRETE MONUMENT FOUND
- R/W RIGHT OF WAY
- B/L BUILDING LINE
- PL PROPERTY LINE
- DE DRAINAGE EASEMENT
- UE UTILITIES EASEMENT
- SSE SANITARY SEWER EASEMENT
- L.L.L. LAND LOT LINE
- FH FIRE HYDRANT
- X- FENCE LINE
- N/F NOW OR FORMERLY

**SURVEYOR'S CERTIFICATION**

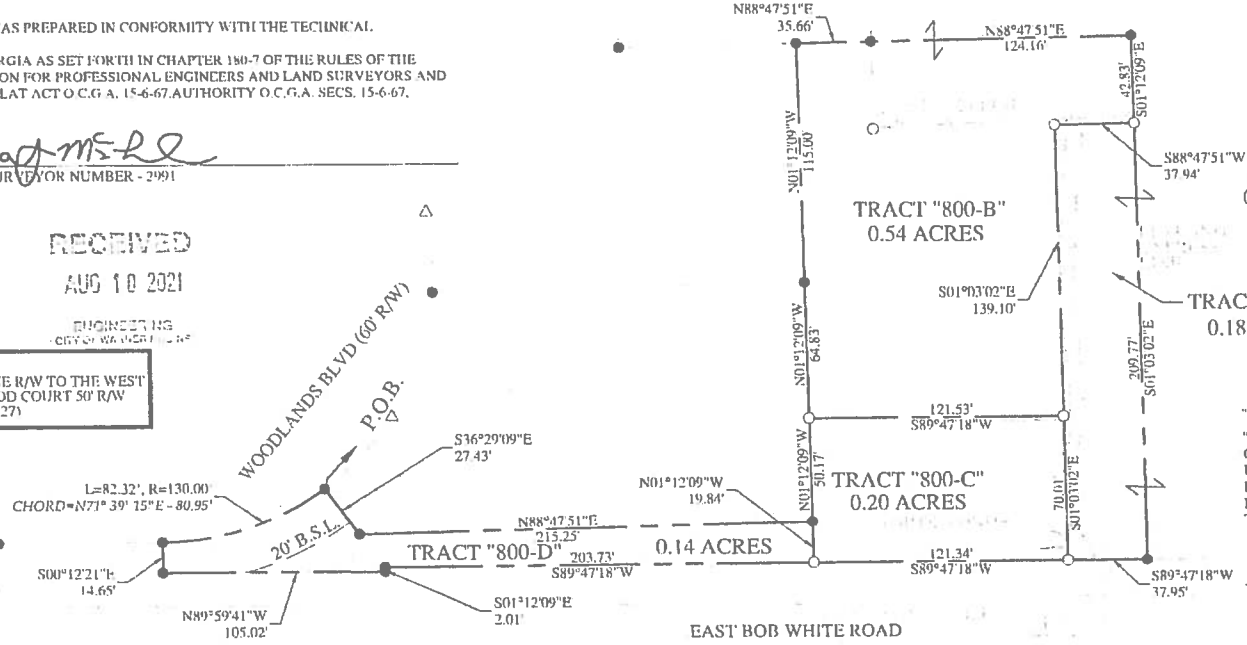
IT IS CERTIFIED THAT THIS PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY BY ME OR UNDER MY SUPERVISION, THAT ALL MONUMENTS SHOWN THEREON ACTUALLY EXIST AND THEIR LOCATION, SIZE, TYPE AND MATERIAL ARE CORRECTLY SHOWN, AND THAT ALL SURVEYING AND PLATTING REQUIREMENTS OF THE LAND SUBDIVISION REGULATIONS OF THE CITY / COUNTY, HAVE BEEN FULLY COMPLIED WITH. FURTHERMORE, THIS SURVEY WAS PREPARED IN CONFORMITY WITH THE TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN CHAPTER 180-7 OF THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN THE GEORGIA PLAT ACT O.C.G.A. 15-6-67, AUTHORITY O.C.G.A. SECS. 15-6-67, 43-15-4, 43-15-6, 43-15-19, 43-15-22.

BY (MARTY A. McLEOD): *Marty McLeod*  
REGISTERED GEORGIA LAND SURVEYOR NUMBER - 2991

RECEIVED  
AUG 10 2021

ENGINEERING  
CITY OF WARNER ROBINS

P.O.B.  
362.73' ALONG THE R/W TO THE WEST  
R/W OF BASSWOOD COURT 50' R/W  
(PER P.B. #2, PG. 127)



**TOTAL AREA: 1.06 ACRES**

"OWNER'S CERTIFICATION"  
STATE OF GEORGIA, COUNTY OF HOUSTON

THE UNDERSIGNED CERTIFIES THAT HE IS THE OWNER OF THE LAND SHOWN ON THIS PLAT AND ACKNOWLEDGES THIS PLAT AND ALLOTMENT TO BE HIS FREE ACT AND DEED AND DEDICATES TO PUBLIC USE FOREVER ALL AREAS SHOWN OR INDICATED ON THIS PLAT AS STREETS, ALLEYS, EASEMENTS OR PARKS.

*Marty McLeod* 7/30/2021  
AGENT SIGNATURE DATE

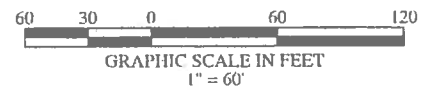
APPROVED FOR RECORDING  
WARNER ROBINS PLANNING COMMISSION

5/12/2021 *[Signature]*  
DATE SECRETARY

Type: GEORGIA STANDARD PLATS  
Recorded: 8/13/2021 2:42:00 PM  
Fee Amt: \$10.00 Page 1 of 1  
Houston, Ga. Clerk Superior Court  
Carolyn V. Sullivan Superior Court Clerk

Participant ID: 8648120189  
**BK 82 PG 319**

FOR THE CLERK OF SUPERIOR COURTS USE ONLY



TRACT NOTE:  
TRACTS "800-A" - "800-D" AS SHOWN HEREON ARE NON-BUILDABLE DUE TO NOT MEETING CITY OF WARNER ROBINS REQUIREMENTS.

TRACT "800-A" IS TO BE COMBINED WITH THE PROPERTY TO THE EAST OWNED BY FREDERICK THOMPSON LIVING TRUST.

TRACT "800-C" IS TO BE TRANSFERRED TO HOUSTON COUNTY.

TRACT "800-B" IS TO BE COMBINED WITH THE PROPERTY TO THE NORTH KNOWN AS LOT 590.

N/F  
FREDERICK THOMPSON LIVING TRUST  
(TAX PARCEL No. 1040 0310)  
HOUSTON COUNTY

"CERTIFICATION OF APPROVAL BY THE CITY ENGINEER"  
"I CERTIFY THAT THE OWNER, OR HIS AGENT, HAS COMPLETED THE CONSTRUCTION AND INSTALLATION OF THE STREETS, DRAINAGE, UTILITIES, AND OTHER IMPROVEMENTS IN ACCORDANCE WITH THE REGULATIONS OF THE CITY OF WARNER ROBINS, GEORGIA; OR HAS POSTED A PERFORMANCE BOND OR CASHIER'S CHECK IN LIEU THEREOF."

*[Signature]* 8/13/2021  
CITY ENGINEER DATE



NO.	DATE	REVISION

COUNTY: HOUSTON  
DISTRICT: 10TH  
LAND LOT: 248  
DATE: 7/30/2021  
SCALE: 1"=60'  
JOB NO. 16-0652B

RE-SUBDIVISION OF:  
**THE WOODLANDS OF HOUSTON**  
LOT 800 OF  
PHASE 6 SECTION 1A  
IN THE CITY OF WARNER ROBINS



916 Hall Street  
Perry, Georgia 31069  
office (478) 224-7070  
fax (478) 221-7072  
WWW.MCLEODSURVEYING.COM

## Barry Holland

---

**From:** Valerie Thomas <vthomas.nd@gmail.com>  
**Sent:** Wednesday, April 27, 2022 8:54 AM  
**To:** Tom Hall; Barry Holland; Timothy Andrews  
**Cc:** Keith Newton  
**Subject:** Deannexation of 113 East Bob White Road  
**Attachments:** LOI- Thompson Deannexation Request (1).pdf

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

Good morning! And hello!

Please see the attached letter of intent from Mr. Fred Thompson - as a request to deannex a portion of his property (0.18 acres) from the City of Warner Robins and be accepted into Houston County.

Mr. Fred Thompson is a neighbor to The Woodlands subdivision and he has asked for Keith's assistance in having the property de-annexed. (Keith gifted him the property as a way to help provide a boundary between him and the subdivision.)

Please let me know if any additional steps or information is needed.

Thank you,

--

Valerie Thomas  
**Project Manager**  
**Newton Development**  
Office: (478) 224-2795  
Cell: (478) 733-0776

Houston County Board of Commissioners  
200 Carl Vinson Parkway  
Warner Robins, GA 31088  
(478) 542-2115

April 8, 2022

**Re: Letter of Intent, De-annexation for Parcel 0W1330-077000**

To Whom It May Concern:

This is my formal letter of intent to de-annex Parcel 0W1330-077000 from the City of Warner Robins.

The tract of land, Parcel 0W1330-077000, is 0.18 acres and is currently located in the City of Warner Robins. I am requesting that Houston County accept this portion of land.

My home is located adjacent to this tract of land at 113 East Bob White Road (Parcel 001040-031000) and is zoned County-only. I would like both of these properties to have the same County-only zoning and, ultimately, plan to have them platted as one continuous tract of land.

Sincerely,

A handwritten signature in cursive script that reads "Fred Thompson". The signature is written in black ink and includes a horizontal line extending to the right from the end of the name.

Fred Thompson  
Thompson Frederick Living Trust  
113 East Bob White Road  
Kathleen, GA 31047



Overview



Legend

- Parcels
- Roads

<p><b>Parcel ID</b>    0W1330 077000</p> <p><b>Class Code</b>    Residential</p> <p><b>Taxing District</b>    Warner Robins</p> <p><b>Acres</b>    0.18</p>	<p><b>Owner</b></p> <p>THOMPSON FREDERICK LIVING TRUST</p> <p>113 EAST BOB WHITE RD</p> <p>KATHLEEN, GA 31047</p> <p><b>Physical Address</b></p> <p>EAST BOB WHITE</p> <p><b>Assessed Value</b></p> <p><b>Land Value</b></p> <p><b>Improvement Value</b></p> <p><b>Accessory Value</b></p>	<p><b>Last 2 Sales</b></p> <table border="0"> <thead> <tr> <th>Date</th> <th>Price</th> <th>Reason</th> <th>Qual</th> </tr> </thead> <tbody> <tr> <td>9/16/2021</td> <td></td> <td>23</td> <td>U</td> </tr> </tbody> </table>	Date	Price	Reason	Qual	9/16/2021		23	U
Date	Price	Reason	Qual							
9/16/2021		23	U							

(Note: Not to be used on legal documents)

Date created: 4/27/2022  
 Last Data Uploaded: 4/27/2022 9:48:13 AM

Developed by **Schneider**  
 GEOSPATIAL

**DeA-WR-042722-Thompson-0W1330-077000**

Request for annexation received 04/27/22 – Agenda 05/17/22 – 30<sup>th</sup> Day 05/27/2022

**Request Received From:** Frederick Thompson

**Applicant/Owner(s):** Frederick Thompson, Trustee Frederick Thompson Living Trust

**Property Location:** Adjacent to 113 East Bob White Road, Kathleen, GA 31047

**Parcel ID:** 0W1330 077000 (0.18 acres)

**Zone Change:** Currently R3 City of Warner Robins; Owners adjacent property is currently zoned R-AG County. He plans on having these lots platted as one continuous tract of land once deannexed.

**Debra Presswood** – No comments or concerns listed.

**Tom Hall** – Comments: The property is adjacent to unincorporated Houston County. The only purpose for the parcel is as a buffer for the Woodlands subdivision.

Concerns: No concerns

**Chief Stoner** – Comments: None

Concerns: None

**Tim Andrews** – Comments: None listed

Concerns: Parcels need to be combined and the zoning needs to stay consistent with current zoning.

**James Moore** – Comments: None

Concerns: No concerns regarding Deannexation

**Public Works** – **Robbie Dunbar** – No comments or concerns listed.

**Terry Dietsch** – No comments or concerns listed.

**Chad Foreman** – No comments or concerns listed.

**Ronnie Heald** – No comments or concerns listed.

**Van Herrington** – No response.

**Brian Jones** – No island; no impact to water

**Allen Mason** – No comments or concerns listed.

**Travis McLendon** – No comments or concerns listed.

**Ken Robinson** – No comments or concerns listed.

**Jeff Smith** – No comments or concerns listed.

**Sheriff Talton** – No comments or concerns listed.

**Alan Smith** – Comments: None

Concerns: None

# 5

Public Works staff has recommended that the Board consider raising the Solid Waste Collections rate from its current \$13 per month for the first can to \$14 per month for the first can effective with the billing cycle in August 2022. In addition, staff recommends an annual \$1 per month increase for the first can beginning on April 1, 2023 for the duration of the current collections contract. The \$7 monthly rate per additional can will remain the same. The rate increase is needed due to the rising cost of waste collection.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**to raise the solid waste collection rate of \$13 per month for a single can to \$14 per month for a single can effective with the first billing cycle in August 2022; and to raise the monthly collection rate beginning April 1, 2023 by \$1 annually for the duration of the current collections contract.**





# Houston County Public Works

## Office

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

Robbie Dunbar  
Director of Operations

Jordan Kelley  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Brian Jones, PE  
Utility Engineer

Terry Dietsch  
Solid Waste Superintendent

## Memo

To: Houston County Board of Commissioners

From: Terry Dietsch, Solid Waste Superintendent

Date: May 12, 2022

Re: Solid Waste Collections Rates

OK  
Handwritten signature of Terry Dietsch in black ink.

Due to contractual per annum increases in the current Solid Waste Collections Contract, staff would like for the Board of Commissioners to consider increasing the Solid Waste Collections rate charged to County customers from *\$13 per month* for a single can to *\$14 per month* to be effective the first billing cycle after August 01, 2022. Also, for the duration of our current Solid Waste Collections Contract, we recommend the monthly rate for a single can be increased by \$1 per year every year beginning the first billing cycle after April 1, 2023. The monthly rate of \$7 per additional can will remain the same.

Thank you for your consideration of this request.

This request from the Superior Court Accountability Court is to renew contracts with NAMI of Central GA and Empowered Living Counseling & Life Coaching LLC to provide various services covered under the current grant program.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**Chairman Stalnaker signing a contract for services with NAMI of Central Georgia to provide transportation services for participants of the Houston County Accountability Court; and, to sign with Empowered Living Counseling & Life Coaching LLC to provide therapeutic counseling services and healthcare education for participants of the Houston County Accountability Court. Both contract terms will be effective July 1, 2022 and terminate June 30, 2023.**

## CONTRACT FOR SERVICES

STATE OF GEORGIA

HOUSTON COUNTY

THIS AGREEMENT is made and entered into this 10<sup>th</sup> day of May 2022,  
by and between Houston County, Georgia, a political subdivision of the State of  
Georgia ("County") and NAMI of Central Georgia ("Contractor").

### WITNESSETH:

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

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

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

1. Designation of Contractor. Said Contractor represents that he is  
qualified to perform the duties of Accountability Court Transportation Provider for  
the Houston County Accountability Court.

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

agrees to:

a) Provide transportation to drug tests, court dates and other

appointments for assigned participants in the judicially supervised accountability program;

- b) Attend treatment meetings and/or court hearings if requested;
- c) Contact Accountability Court staff if any problems occur during any said transport;
- d) May perform other duties as required by the Accountability Coordinator.
- e) Provide proof of Auto Insurance on driven vehicle as requested by the Accountability Court.

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

caused or alleged to be caused in whole or in part by any act or omission by Houston County or by any act or omission by any Indemnitee arising out of contractor's provision of services as set forth in this Agreement.

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

5. Duration of Contract. This contract may be terminated by either party for any reason by giving thirty (30) days written notice of termination to the other party. Unless terminated by either party in the manner provided above, the duration of this contract will be for the period of July 1, 2022 until June 30, 2023.

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

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

- a) Arrest for a felony offense.
- b) Arrest and conviction for a misdemeanor offense which involves substance abuse.
- c) Acts involving moral turpitude.
- d) Fraternalization outside the professional context with any participant of the Program.
- e) Conduct detrimental to the goals of the Program in the sole discretion of the Superior Court.

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

CONTRACTOR

BY: Paul Wathin

HOUSTON COUNTY, GEORGIA

BY: \_\_\_\_\_  
Chairman, Houston County Board of Commissioners

## MEMORANDUM OF AGREEMENT

STATE OF GEORGIA

HOUSTON COUNTY

THIS AGREEMENT is made and entered into this 10 day of MAY 2022, by and between Houston County, Georgia, a political subdivision of the State of Georgia ("County") and Empowered Living Counseling and Life Coaching LLC ("Contractor").

WITNESSETH:

WHEREAS, Houston County wishes to engage the services of Empowered Living Counseling and Life Coaching LLC (Contractor), for the purposes and during the time set out below; and,

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

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

1. Designation of Contractor. Said Contractor represents that they are qualified to perform the duties of Therapeutic Individual and Group Counseling Services, Healthcare Education, Clinical Evaluations and Recommendations.
2. Services Provided by Contractor. Contractor shall provide services agreed to by Houston County and the Contractor in cooperation with program staff. The services to be provided by the Contractor shall include, but are not limited to, the following:

EMPOWERED LIVING COUNSELING AND LIFE COACHING LLC agrees to:

- a) Within 7 business days of a referral to the Mental Health Court conduct a clinical evaluation by a licensed counselor using multiple screening tools (TCU DS-II, CMHS for Men or Women as appropriate, and a clinical interview that addresses mental health and substance abuse issues) to rule in/out the presence of a severe and persistent mental illness.
- b) Attend treatment team meeting as needed and participate in eligibility and compliance reviews, with the goal of maximizing participation and outcomes.
- c) Provide appropriate counseling services to include but not limited to: Individual Therapy, Seeking Safety, Trauma Recovery Empowerment Model, Motivational Interviewing Cognitive Behavioral Intervention for Substance Use, Moral Reconciliation Therapy, and Moral Reconciliation Therapy (Trauma Focused).
- d) Each participant shall be placed into the Motivational Interviewing group within 5 business days of entering into the program.
- e) Provide gender specific treatment if necessary.
- f) Provide Mental Health Court Coordinator weekly updates on each participant's attendance at appointments, compliance with treatment recommendations progress and current medication and medication compliance. Such updates shall be entered in the web based case management system utilized by the court.
- g) Appear in court and treatment team meetings as needed.
- h) Other duties as required by the Mental Health Court Coordinator or Judge Katherine K. Lumsden.



3. Classification of Contractor. The relationship between Houston County and Contractor shall be that of an independent contractor. Nothing in this Agreement is intended nor shall it be construed to create an agency relationship, an employer-employee relationship, or a joint venture relationship between Contractor and Houston County, nor between Contractor and the State of Georgia merit System or the Superior Courts of Houston Judicial Circuit. As such, Houston County shall not be liable or responsible for any acts and/or omissions of Contractor with respect to the services to be provided by Contractor hereunder. Further, Contractor agrees to release, indemnify and hold harmless Houston County and each of its staff members, employees, officers, directors, agents and representatives (“Indemnitees”) from and against all claims, suits, actions, liability, losses, damages, costs, charges, expenses, judgements, and settlements caused or alleged to be caused in whole or in part by any act or omission by Houston County or by any act or omission by any Indemnitee arising out of contractor’s provision of services as set forth in the Agreement.
4. Compensation. Houston County shall pay to Empowered Living Counseling and Life Coaching LLC a sum not to exceed \$172.50 for every session of 1.5 hours of group therapy, \$125.00 for every staffing attended, \$57.50 for every 30 minutes of assessment completed, \$112.50 for every client session of individual therapy, \$25.00 for every 15 minutes of care coordination, and \$28.75 for every 15 minutes of crisis intervention. Contractor agrees to provide appropriately itemized statements rendering such services on a monthly basis, and payment shall be made by Houston County promptly thereafter according to its schedule for payment of bills.

5. Duration of Contract. This contract may be terminated by either party for any reason by giving thirty (30) days written notice of termination to the other party. Unless terminated by either party in the manner provided above, the duration of this contract will be for the period of July 1, 2022 to June 30, 2023.
6. Entire Agreement. This Agreement constitutes the entire agreement of the parties and is intended as a complete and exclusive statement of the promises, representation, negotiations, discussions and agreements that have been made in connection with the subject matter hereof. No modifications or amendments to the Agreement shall be binding upon the parties hereto. All prior negotiations, agreements, and understandings with respect to the subject matter of this Agreement are superseded hereby.
7. Grounds for Termination. Paragraph 5 herein notwithstanding, commission of any of the below listed offenses by Contractor may result in immediate termination of this Contract:
  - a) Arrest for a felony offense.
  - b) Arrest and conviction for a misdemeanor offense which involves substance abuse.
  - c) Acts involving moral turpitude.
  - d) Fraternalization outside the professional context with any participant of the Program.
  - e) Conduct detrimental to the goals of the Program in the sole discretion of the Superior Court.
  - f) Inability to provide contracted services.

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

CONTRACTOR

BY: Slawick

WITNESS: Kate M. Baum

HOUSTON COUNTY, GEORGIA

BY: \_\_\_\_\_  
Chairman, Houston County Board of Commissioners

The Purchasing Department has located six new Chevrolet Tahoes for use in the Sheriff's Department. These vehicles are in-stock at Ginn Motor Company who is the statewide contract dealer. Due to the shortage of new vehicles, new orders would take an exceptionally long time to come in. Staff recommends purchasing these six vehicles now at the statewide contract price.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**the award of six new 2022 Chevrolet Tahoe PPVs for use in the Sheriff's Department (5 in Patrol & 1 in Traffic) from Ginn Motor Company of Covington, GA at a unit cost of \$40,660 for a total amount of \$243,960. SPLOST 2018 will fund the purchase of these vehicles.**



**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

## MEMORANDUM

**TO:** Houston County Board of Commissioners  
**FROM:** Mark E. Baker *MEB*  
**CC:** Barry Holland  
**DATE:** May 9, 2022  
**SUBJECT:** Purchase of Six (6) 2022 Chevrolet Tahoe PPV

---

The Purchasing Department located six (6) new in-stock SUVs at Ginn Motor Company of Covington, GA. These vehicles will be used by the Sheriff's Department.

The Purchasing Department recommends that the Houston County Board of Commissioners go forward and purchase the in-stock vehicles from Ginn Motor Company due to lead times on newly ordered vehicles. Five (5) vehicles will be for Patrol and one (1) vehicle for Traffic. The price of each is \$40,660.00 with a total of \$243,960.00 charged to the SPLOST account, 320-3300-54.2200.

The Purchasing Department solicited bids from local dealers for vehicle maintenance on public safety vehicles with two vendors responding. Staff recommends acceptance of the pricing schedules from both Five Star Ford of Warner Robins and Phil Brannen Ford of Perry.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**the award of the vehicle maintenance contracts for public safety vehicles to Five Star Ford of Warner Robins and Phil Brannen Ford of Perry effective July 1, 2022 through June 30, 2023 with a 1-year option for extension.**



**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 *[Signature]*  
**CC:** Barry Holland  
**DATE:** May 9, 2022  
**SUBJECT:** Vehicle Maintenance

---

In April 2022, the Purchasing Department solicited quotes from local dealers for Vehicle Maintenance for the Public Safety Vehicles.

Two vendors responded:

- Five Star Ford, Warner Robins, Georgia
- Phill Brannen Ford, Perry, Georgia

Their pricing is attached.

Purchasing recommends that it would be advantageous for Houston County to agree with the vehicle maintenance pricing from each of the vendors.

Attachments

*Five Star Automotive group : Proposed Houston County Pricing begining May 1st 2022*

	Price
<b>1. Air Conditioning Maintenance : Includes A/c diagnostic, tighten bekt, and leal check system</b>	
Ford Crown Vic	\$0.00
Ford Explorer	\$0.00
Ford Expedition	\$0.00
Ford F-150	\$0.00
Chevy Tahoe	\$0.00
Dodge Charger	\$0.00
<b>2. (A) Brake System - Includes Brake Inspection</b>	
Ford Crown Vic	\$0.00
Ford Explorer	\$0.00
Ford Expedition	\$0.00
Ford F-150	\$0.00
Chevy Tahoe	\$0.00
Dodge Charger	\$0.00
<b>(B) Front Brakes : Includes Turning Rotors and Replacing Pads (OEM) Per Axel</b>	
Ford Crown Vic	\$151.26
Ford Explorer	\$151.26
Ford Expedition	\$151.26
Ford F-150 (2X4)	\$151.26
Ford F-150 (4X4)	\$151.26
Chevy Tahoe	\$151.26
Dodge Charger	\$151.26
<b>(C) Front Brakes : Includes Replacing Rotors and Replacing Pads (OEM)</b>	
Ford Crown Vic	\$266.24
Ford Explorer	\$266.24
Ford Expedition	\$266.24
Ford F-150 (2X4)	\$326.24
Ford F-150 (4X4)	\$266.24
Chevy Tahoe	\$496.24
Dodge Charger	\$487.06



<b>(D) Rear Brakes : Includes Turning Rotors and Replacing Pads (OEM)</b>	
---	--

Ford Crown Vic	\$151.26
Ford Explorer	\$151.26
Ford Expedition	\$151.26
Ford F-150 (2x4)	\$151.26
Ford F-150 (4x4)	\$151.26
Chevy Tahoe	\$151.26
Dodge Charger	\$151.26

<b>(E) Rear Brakes : Includes Replacing Rotors and Replacing Pads (OEM)</b>	
---	--

Ford Crown Vic	\$266.24
Ford Explorer	\$266.24
Ford Expedition	\$266.24
Ford F-150 (2x4)	\$266.24
Ford F-150 (4x4)	\$266.24
Chevy Tahoe	\$496.24
Dodge Charger	\$487.06

<b>3. Cooling System Maintenance - Includes Drain and Refill cooling system</b>	
---	--

Ford Crown Vic	\$43.97
Ford Explorer	\$43.97
Ford Expedition	\$43.97
Ford F-150	\$43.97
Chevy Tahoe	\$43.97
Dodge Charger	\$43.97

<b>4. Engine Diagnostic - Included complete engine diagnostic of emissions and fuel system</b>	
--	--

Ford Crown Vic	\$0.00
Ford Explorer	\$0.00
Ford Expedition	\$0.00
Ford F-150	\$0.00
Chevy Tahoe	\$0.00
Dodge Charger	\$0.00

**5. Fuel injection and induction cleaning**

Ford Crown Vic	\$87.38
Ford Explorer	\$87.38
Ford Expedition	\$87.38
Ford F-150	\$87.38
Chevy Tahoe	\$87.38
Dodge Charger	\$87.38

**6. Lube oil and filter change and tire rotation**

Ford Crown Vic	\$39.98
Ford Explorer	\$39.98
Ford Expedition	\$39.98
Ford F-150	\$39.98
Chevy Tahoe	\$39.98
Dodge Charger	\$39.98

**7. Parts: Your lowest parts cost plus percentage of markup**

Ford Crown Vic	15%
Ford Explorer	15%
Ford Expedition	15%
Ford F-150	15%
Chevy Tahoe	15%
Dodge Charger	15%

**8. Labor : Flat rate labor per hour**

Ford Crown Vic	\$99.00
Ford Explorer	\$99.00
Ford Expedition	\$99.00
Ford F-150	\$99.00
Chevy Tahoe	\$99.00
Dodge Charger	\$99.00

<b>9. Power steering flush</b>	
--------------------------------	--

Ford Crown Vic	\$79.77
Ford Explorer	\$79.77
Ford Expedition	\$79.77
Ford F-150	\$79.77
Chevy Tahoe	\$79.77
Dodge Charger	\$79.77

<b>10. Tire Service</b>	
-------------------------	--

<b>A. Alignment: Includes complete 4-Wheel thrust angle alignment</b>	
Ford Crown Vic	\$69.95
Ford Explorer	\$69.95
Ford Expedition	\$69.95
Ford F-150	\$69.95
Chevy Tahoe	\$69.95
Dodge Charger	\$69.95
<b>B. Mount and Balance tires. (Per Tire)</b>	
Ford Crown Vic	\$12.35
Ford Explorer	\$12.35
Ford Expedition	\$12.35
Ford F-150	\$12.35
Chevy Tahoe	\$12.35
Dodge Charger	\$12.35
<b>C. Tire Disposal Fee. (Per Tire)</b>	
Ford Crown Vic	\$1.00
Ford Explorer	\$1.00
Ford Expedition	\$1.00
Ford F-150	\$1.00
Chevy Tahoe	\$1.00
Dodge Charger	\$1.00

<b>D. Rotate Tires Only</b>	
Ford Crown Vic	\$0.00
Ford Explorer	\$0.00
Ford Expedition	\$0.00
Ford F-150	\$0.00
Chevy Tahoe	\$0.00
Dodge Charger	\$0.00
<b>E. Rotate and Balance (Per Tire)</b>	
Ford Crown Vic	\$9.88
Ford Explorer	\$9.88
Ford Expedition	\$9.88
Ford F-150	\$9.88
Chevy Tahoe	\$9.88
Dodge Charger	\$9.88
<b>F. Tire Repair (patched from inside of tire) Per Tire</b>	
Ford Crown Vic	0
Ford Explorer	0
Ford Expedition	0
Ford F-150	0
Chevy Tahoe	0
Dodge Charger	0
<b>G. Valve Stems (Per Tire)</b>	
Ford Crown Vic	\$0.99
Ford Explorer	\$0.99
Ford Expedition	\$0.99
Ford F-150	\$0.99
Chevy Tahoe	\$0.99
Dodge Charger	\$0.99
<b>H. Wheel Balance Only (Per Tire)</b>	
Ford Crown Vic	\$9.88
Ford Explorer	\$9.88
Ford Expedition	\$9.88
Ford F-150	\$9.88
Chevy Tahoe	\$9.88
Dodge Charger	\$9.88
<b>I. Wheel Weights (per tire)</b>	
Ford Crown Vic	\$0.99
Ford Explorer	\$0.99
Ford Expedition	\$0.99
Ford F-150	\$0.99
Chevy Tahoe	\$0.99
Dodge Charger	\$0.99

<b>11. Transmission Maintenance: Includes flushing transmission torque converter and completely refilling to manufacturer's specifications</b>	
--	--

Ford Crown Vic	\$156.11
Ford Explorer	\$156.11
Ford Expedition	\$156.11
Ford F-150	\$156.11
Chevy Tahoe	\$156.11
Dodge Charger	\$156.11

<b>12. Tune-Up (Labor Only)</b>	
---------------------------------	--

Ford Crown Vic	\$74.10
Ford Explorer	\$148.20
Ford Expedition	\$148.20
Ford F-150	\$148.20
Chevy Tahoe	\$148.20
Dodge Charger	\$148.20



Plus Oval Certified

PHIL BRANNI  
★   
OF PERRY  
Driven By Tradition

Phil Brannen Ford  
Perry, GA 31069

		Price:
<b>1. AIR CONDITIONING MAINTENANCE:</b> Includes A/C diagnostic, tighten belt, leak check system. (LABOR ONLY)		
	Ford Crown Vic	69.95
	Ford Explorer	69.95
	Ford Expedition	69.95
	Ford F150	69.95
•	Chevy Tahoe	---
•	Dodge Charger	---
<b>2. BRAKE SERVICE:</b>		
(A) Brake System Inspection: <i>ROTOR</i>		
	Ford Crown Vic	19.95
	Ford Explorer	19.95
	Ford Expedition	19.95
	Ford F150	19.95
•	Chevy Tahoe	---
•	Dodge Charger	---
<b>(B) Front Brakes:</b> Includes Turning Rotors and Replacing Pads (OEM) (PADS INCLUDED)		
	Ford Crown Vic	182.95
	Ford Explorer	253.95
	Ford Expedition	188.40
	Ford F150	245.90
	Chevy Tahoe	---
	Dodge Charger	---
<b>Front Brakes:</b> Includes Replacing Rotors and Replacing Pads (OEM) (PADS INCLUDED) <i>ROTOR AND</i>		
	Ford Crown Vic	282.95
	Ford Explorer	453.95
	Ford Expedition	388.40
	Ford F150	495.90
	Chevy Tahoe	---
	Dodge Charger	---

		Price:
<b>2. BRAKE SERVICE (continued):</b>		
<b>(C) Rear Brakes: Includes Turning Rotors and Replacing Pads (OEM) (PADS ENCLOSED)</b>		
Ford Crown Vic		182.95
Ford Explorer		205.95
Ford Expedition		181.10
Ford F150		226.15
Chevy Tahoe		
Dodge Charger		

<b>Rear Brakes: Includes Replacing Rotors and Replacing Pads (OEM)</b>		<b>(ROTORS AND PADS ENCLOSED)</b>
Ford Crown Vic		292.95
Ford Explorer		361.95
Ford Expedition		317.10
Ford F150		356.15
Chevy Tahoe		
Dodge Charger		

<b>3. COOLING SYSTEM MAINTENANCE: Includes draining &amp; refilling radiator &amp; engine block to manufacturer's specs. (UP TO 2 GALLONS COOLANT)</b>		
Ford Crown Vic		174.95
Ford Explorer		174.95
Ford Expedition		174.95
Ford F150		174.95
Chevy Tahoe		
Dodge Charger		

<b>4. ENGINE DIAGNOSTICS: Complete engine diagnostics of ignition emission and fuel system (Parts Extra).</b>		
Ford Crown Vic		130.00
Ford Explorer		130.00
Ford Expedition		130.00
Ford F150		130.00
Chevy Tahoe		
Dodge Charger		

Price:

5. **FUEL INJECTION AND INDUCTION CLEANING:** Includes mechanically cleaning fuel injectors and cleaning induction system.

Ford Crown Vic	179.95
Ford Explorer	179.95
Ford Expedition	179.95
Ford F150	179.95
Chevy Tahoe	—
Dodge Charger	—

6. **OIL CHANGE:** Includes oil, lube and filter, tire rotation, safety inspection, top-off all fluid levels, and adjust tire pressure.

Ford Crown Vic 6 qts	38.70
Ford Explorer 6 qts	38.70
Ford Expedition 6 qts	38.70
Ford F150 8 qts	46.00
Chevy Tahoe	—
Dodge Charger	—

7. **PARTS:** Your lowest parts cost plus percentage of markup.

Ford Crown Vic	20%
Ford Explorer	20%
Ford Expedition	20%
Ford F150	20%
Chevy Tahoe	—
Dodge Charger	—

8. **LABOR:** Flat rate per hour (90 vehicles times average 2.4 hours each) (NON MENU REPAIR WORK)

Ford Crown Vic	130.00
Ford Explorer	130.00
Ford Expedition	130.00
Ford F150	130.00
Chevy Tahoe	—
Dodge Charger	—



		Price:
<b>9. POWER STEERING FLUSH:</b>		
	Ford Crown Vic	99.95
	Ford Explorer	99.95
	Ford Expedition	99.95
	Ford F150	99.95
	Chevy Tahoe	---
	Dodge Charger	---
<b>10. TIRE SERVICE:</b>		
<b>A. Alignment: Includes complete 4-wheel thrust angle alignment.</b>		
	Ford Crown Vic	99.95
	Ford Explorer	99.95
	Ford Expedition	99.95
	Ford F150	99.95
	Chevy Tahoe	---
	Dodge Charger	---
<b>B. Mount &amp; Balance Tires (per tire cost). (LABOR ONLY)</b>		
	Ford Crown Vic	28.75 each
	Ford Explorer	28.75
	Ford Expedition	28.75
	Ford F150	28.75
	Chevy Tahoe	---
	Dodge Charger	---
<b>C. Tire Disposal Fee (per tire).</b>		
	Ford Crown Vic	4.00
	Ford Explorer	4.00
	Ford Expedition	4.00
	Ford F150	4.00
	Chevy Tahoe	---
	Dodge Charger	---
<b>D. Rotate Tires Only (per tire).</b>		
	Ford Crown Vic	5.00
	Ford Explorer	5.00
	Ford Expedition	5.00
	Ford F150	5.00
	Chevy Tahoe	---
	Dodge Charger	---

**10. TIRE SERVICE (continued):** Price:

**E. Rotate and Balance (per tire).**

Ford Crown Vic	
Ford Explorer	14.00
Ford Expedition	14.00
Ford F150	14.00
Chevy Tahoe	14.00
Dodge Charger	

**F. Tire Repairs (patched from inside of tire).**

Ford Crown Vic	
Ford Explorer	28.75
Ford Expedition	28.75
Ford F150	28.75
Chevy Tahoe	28.75
Dodge Charger	

**G. Valve Stems (each).**

Ford Crown Vic	
Ford Explorer	2.98
Ford Expedition	2.98
Ford F150	2.98
Chevy Tahoe	2.98
Dodge Charger	

**H. Wheel Balance Only (per tire).**

Ford Crown Vic	
Ford Explorer	14.00
Ford Expedition	14.00
Ford F150	14.00
Chevy Tahoe	14.00
Dodge Charger	

**I. Wheel Weights (per tire).**

Ford Crown Vic	
Ford Explorer	1.36
Ford Expedition	1.36
Ford F150	1.36
Chevy Tahoe	1.36
Dodge Charger	



This contract between the Department of Corrections and the County is for five inmate work details from the McEver Probation Detention Center to be administered by Public Works. The contracts have been reviewed by staff and the County Attorney.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**Chairman Stalnaker to sign a contract with the Georgia Department of Corrections to provide the County with five inmate work details from the McEver Probation Detention Center at a cost of \$49,318 per detail. The contract will be effective July 1, 2022 and will expire June 30, 2023. Total cost to the County is \$246,590.**



# Houston County Public Works

## Office

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

Robbie Dunbar  
Director of Operations

Jordan Kelley  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief/EMA Director

Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Brian Jones, PE  
Utility Engineer

Terry Dietsch  
Solid Waste Superintendent

## Memo

To: Houston County Board of Commissioners

From: Robbie Dunbar, Director of Operations 

Date: May 03, 2022

Re: Work Detail Agreement for FY 23

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Staff would like for the Board of Commissioners to consider the attached agreement to continue our partnership with the **Georgia Department of Corrections** for 5 work details. The cost for the 5 details will not exceed **\$246,590**.

Thank you for your consideration of this request.

Attachments: Work Detail Agreement



**WORK DETAIL AGREEMENT  
BY AND BETWEEN  
GEORGIA DEPARTMENT OF CORRECTIONS  
AND  
HOUSTON COUNTY BOARD OF COMMISSIONERS**

THIS AGREEMENT is entered into this 1st day of July, 2022, by and between GEORGIA DEPARTMENT OF CORRECTIONS, an agency of the State of Georgia (hereinafter referred to as "Department"), and Houston County Board of Commissioners, a department, authority, agency or political subdivision of the State of Georgia ("Governmental Entity").

**WITNESSETH:**

WHEREAS, Department desires to obtain appropriate work for offenders incarcerated at its McEvers Probation Detention Center (hereafter "Offenders" and "Facility"); and

WHEREAS, Governmental Entity desires to obtain the services of Offender work crews on public works projects in accordance with O.C.G.A. §42-5-60(e).

NOW, THEREFORE, in consideration of these premises and the mutual promises and agreements hereinafter set forth, the parties hereby agree as follows:

1. Term of Agreement. The term of this Agreement shall be from July 1, 2022 through 11:59 p.m. on June 30, 2023("Term"). The parties may, by mutual agreement in writing, extend the Agreement for additional time periods.
2. Scope of Services. The Governmental Entity agrees to perform fully and faithfully the services described in Exhibit "A," attached hereto and incorporated by reference herein (the "Services"). No additional or different services shall be performed unless provided for by an amendment to this Agreement, executed by the parties in the manner provided for herein.
3. Prohibited Contact and Dealings with Offenders.
  - A. Governmental Entity will take all reasonable steps to ensure that its officials, employees, students, and agents refrain from any personal dealings with the Offenders working under this Agreement. Such prohibited conduct includes, but is not limited to, giving, receiving, selling, buying, trading, bartering, or exchanging anything of value with Offenders.
  - B. Governmental Entity will take all reasonable steps to ensure that Offenders working under this agreement will have no contact with any unauthorized civilians.
  - C. In the event that Governmental Entity is a school or school system, Governmental Entity will take all reasonable steps to ensure that Offenders working under this Agreement will have no contact with any student of Governmental Entity's school system.
  - D. Governmental Entity will take all reasonable steps to ensure that no gun or other weapon, intoxicating liquor, any drug of any type, any cellular telephone or communications device of any type, or contraband item specified by Department, is made available by its officials, employees, students, and agents to any Offender working under this Agreement on any

property under Governmental Entity's control.

4. Workplace Safety. Governmental Entity agrees to provide a safe workplace for Offender work details in accordance with State law. Governmental Entity shall be responsible for the coordination between Offender work details and other workers in the workplace. Department shall be responsible for the custody of Offenders at all times, including security, meals, and medical care. Department and Governmental Entity agree to comply with applicable laws, rules, regulations and orders of Federal, State and Local governments in the performance of the Work.
5. Termination for Convenience. This Agreement may be terminated by either party upon seven (7) days' written notice. The seven (7) days will commence with the receipt of the notice by the non-canceling party.
- 6.
7. Notices. Any notice under this Agreement shall be deemed duly given if delivered by hand (against receipt) or if sent by registered or certified mail -- return receipt requested, to a party hereto at the address set forth below or to such other address as the parties may designate by notice from time to time in accordance with this Agreement.

If to Governmental Entity:

Houston County Board of Commissioners  
Attn: Robbie Dunbar  
2018 Kings Chapel Rd.  
Perry, GA 31069  
[rdunbar@houstoncountyga.org](mailto:rdunbar@houstoncountyga.org)

If to Department:

Jennifer Ammons  
General Counsel  
Georgia Department of Corrections  
State Office South, Gibson Hall, 3<sup>rd</sup> Floor  
P.O. Box 1529  
Forsyth, GA 31029

With a copy to:

McEver's Probation Detention Center  
Attn: Cassandra Askew  
P.O. Box 1430  
2100 Kings Chapel Road Perry, GA 31069  
[Cassandra.askew@gdc.ga.gov](mailto:Cassandra.askew@gdc.ga.gov)

8. Sole Benefit. Department and Governmental Entity enter into this Agreement for their sole benefit. Department and Governmental Entity do not intend to give any rights pursuant to this Agreement to any other parties that are not signatories to this Agreement. These other parties include, but are not limited to, any Offender(s) who participates in the work detail(s) outlined in this Agreement. Department and Governmental Entity do not intend for such Offender(s) or other parties that are not signatories to this Agreement to be third party beneficiaries to this agreement.
9. Amendment. The parties recognize and agree that it may be necessary or convenient for the parties to amend this Agreement so as to provide for the orderly implementation of all of the undertakings described herein, and the parties agree to cooperate fully in connection with such amendments if and as necessary. However, no change, modification or amendment to this Agreement shall be effective unless the same is reduced to writing and signed by the parties hereto.
10. Governing Law. This Agreement is executed in the State of Georgia, and all matters pertaining to



the validity, construction, interpretation and effect of this Agreement shall be governed by the laws of the State of Georgia. Any lawsuit or other action brought against the Department and the State based upon or arising from the Contract shall be brought in the Superior Court of Fulton County Georgia.

11. Drug – Free Workplace. Governmental Entity will provide a drug-free workplace for the Offenders who are working under this Agreement.
12. Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original but all of which shall constitute one agreement. No party shall be bound by this Agreement until all parties have executed it.
13. Entire Agreement. This Agreement constitutes the entire agreement and understanding between the parties hereto and replaces, cancels and supersedes any prior agreements and understandings relating to the subject matter hereof; and all prior representations, agreements, understandings and undertakings between the parties hereto with respect to the subject matter hereof are merged herein.

IN WITNESS WHEREOF, the parties have caused the authorized representatives of each to execute this Agreement on the day and year first above written.

GEORGIA DEPARTMENT OF  
CORRECTIONS:

GOVERNMENTAL ENTITY:

By: \_\_\_\_\_  
Jennifer Ammons  
General Counsel

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

FACILITY WARDEN/SUPERINTENDENT

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_

## EXHIBIT A SCOPE OF SERVICES

### Governmental Entity Provides Vehicle

The Parties hereby agree to the following:

- A. **Delivery of Services:** Department agrees to provide Governmental Entity with five (5) Offender work details. Each work detail provided will have a maximum of ten (10) Offenders (“Work Detail”) as well as one (1) full-time correctional officer (“Correctional Officer”). The Work Detail will perform labor on public works projects described in an attachment hereto or as communicated to Department from time to time in the manner provided herein (the “Work”). Department shall have the right and responsibility to control the time and manner of executing the Work through the Correctional Officer that is assigned to supervise Work Detail. For purposes of this paragraph, the Correctional Officer shall be acting as an agent of Governmental Entity. Governmental Entity shall also have the right and responsibility to direct the Correctional Officer concerning the Work. Governmental Entity acknowledges and agrees that the Work shall not include Offender labor that benefits private persons or corporations. The Department’s delivery of services may, at the sole discretion of the Department, be suspended due to the unavailability of offenders, offender or officer illness, or any other cause. In the event the Department suspends the delivery of services, the Governmental Entity will not be charged for the time of suspension.
  
- B. **Vehicles, Equipment and Supplies.** The Correctional Officer shall be responsible for transporting the Work Detail to and from the location or locations of the Work in the vehicles provided by Governmental Entity. In performing such transportation services, Correctional Officer shall be acting as an agent for Governmental Entity. Government Entity is responsible for ensuring that each vehicle used for transporting Work Details is equipped with a mobile radio which complies with federal law, specifically Federal Communications Commission (“FCC”) Order 04-292. The mobile radio equipment will be high power, with appropriate antennae for maximum output and range of coverage. On December 20, 2004, the Federal Communications Commission (FCC) issued Order No. 04-292, which requires all state and local law enforcement agencies using below 512-megahertz mobile radio equipment to begin using 12.5 kilohertz Narrowband Mobile Communications radios by January 1, 2013. Governmental Entity further agrees to obtain an appropriate automobile liability insurance policy which will provide insurance coverage for the correctional officer’s use and operation of the vehicle discussed in this paragraph. Governmental Entity agrees to provide Department with appropriate proof of automobile liability insurance for said vehicle within thirty (30) days of the commencement of this Agreement. Governmental Entity shall also supply all necessary tools, equipment and supplies for the performance of the Work, including all safety gear and any necessary protective clothing. Small quantities of gasoline shall be dispensed, stored and carried only in containers approved for this purpose by the National Fire Protection Association. Governmental Entity agrees to assume full responsibility for the

condition, maintenance, damage or loss of any tools, equipment or supplies provided hereunder.

- C. Compensation. Governmental Entity agrees to pay Department the sum of Two Hundred Forty-Six Thousand Five Hundred and Ninety Dollars (\$246,590.00) per year for the Term of this Agreement. Governmental Entity acknowledges that the foregoing sum is commensurate with labor supplied, salary, and benefits for Correctional Officer assigned to the Work Detail. This amount does not include overtime provided by Correctional Officer in performing the Work. Governmental Entity expressly agrees to pay Department for any overtime provided by Correctional Officer at an overtime rate of one and one half (1½) times Correctional Officer's hourly rate. Work Detail will be provided four (4) days per week for the Term of this Agreement, with the exception of state and federal holidays and up to fifteen (15) additional days due to annual leave, sick leave, mandatory training days for the correctional officer, periods of inclement weather, and facility emergencies, such as offender disturbances and medical quarantine (collectively "Off Days"). Days in which the Governor closes State Offices or substantially delays State Offices' opening (Governor Days) in the county in which the Work Detail is to perform or is in which Offenders are housed, are excluded from "Off Days", and shall not count against the Department as an "Off Day". For each day in excess of the Off Days, excluding "Governor Days" that the Work Detail is not provided during the Term, compensation due to Department shall be reduced by Two Hundred Thirty-Seven Dollars and Ten Cents (\$237.10) per detail. Where possible, Department will give advance notice to Governmental Entity of Off Days and will provide Governmental Entity with an explanation of the reason for any Off Days on Department's monthly invoice, which invoice is due and payable Thirty (30) days from receipt by Governmental Entity. Any credits due Governmental Entity shall be noted by Department on this invoice. Work Detail will be provided for ten (10) hours per day, including time for transportation and supervision of Work Detail exiting and re-entering Facility.

In the 2001 SPLOST, Flournoy Road was a listed project for dirt road paving. Unfortunately, during the 2001 SPLOST the County was unable to acquire the necessary right of way to perform this project. At the end of FY19 the County closed the 2001 SPLOST program. Public Works has now made progress with the right of way acquisition on Flournoy Road and is requesting to move it from the 2001 SPLOST to the still active 2006 SPLOST projects list. Funds are available under the 2006 SPLOST.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

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

**moving the paving of Flournoy Road from the 2001 SPLOST projects list to the 2006 SPLOST projects list as HC06-30.**



# Houston County Public Works

## Office

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

Robbie Dunbar  
Director of Operations

Jordan Kelley  
Office Manager

Michael Phillips  
Facilities Superintendent

Christopher Stoner  
Fire Chief EMA Director


Ronnie Heald, PLS  
County Engineer

Travis McLendon  
Roads Superintendent

Brian Jones, PE  
Utility Engineer

Terry Dietsch  
Solid Waste Superintendent

# MEMO

To: Sandi Stalnaker, Accounting  
From: Robbie Dunbar, Director of Operations   
CC: Barry Holland, Director of Administration  
Date: May 03, 2022  
Re: Flournoy Road

Flournoy Road was listed as HC #12 on the 2001 SPLOST projects list. At the end of Fiscal Year 2019 the 2001 SPLOST was closed without Flournoy Road being completed. Houston County Engineering has made progress with right-of-way acquisitions and requests to move the Flournoy Road project from the 2001 SPLOST projects list to the 2006 SPLOST projects list. Please revise the Flournoy Road Project Number from HC-12 to HC 06-30.

Thanks.

The County had previously applied for grant funds through the Georgia Emergency Management Agency (GEMA) for four generators that would be installed at the following remote wells: Elberta Plant, Hwy. 96 Remote Well, Lakeview Remote Well, and the Tidwell Remote Well. Currently, none of these four locations have back-up emergency generators. Our 25% match comes to \$102,450. We have received tentative approval from GEMA and now need to commit to the match in writing. Staff requests approval to send a letter of commitment.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**a 25% match, equal to \$102,450, for the Houston County Water Department Emergency Generator project GEMA grant in the amount of \$102,450. These funds would come from Water Capital Funds.**

This agreement spells out the terms by which Judge Turner would serve as Senior Magistrate under Chief Magistrate Sammons.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**Chairman Stalnaker signing the Senior Magistrate agreement with Judge Robert E. Turner effective upon execution by both parties and expiring on the last day of the current Chief Magistrate's term of office.**

# THE MAGISTRATE COURT OF HOUSTON COUNTY

89 Cohen Walker Drive  
Warner Robins, Georgia 31088  
Phone 478/987-4695  
Fax 478/987-5255

Judge Angela W. Sammons  
Chief Magistrate

April 27, 2022

Mr. Kenneth Carter  
Personnel Director  
Houston County Personnel Dept.  
200 Carl Vinson Parkway  
Warner Robins, GA 31088

RE: Request to appoint Robert E. Turner as Senior Magistrate

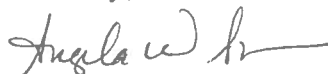
Dear Mr. Carter:

As I know you are aware, the Official Code of Georgia Annotated §15-10-220 allows for the appointment of Senior Magistrates, subject to the approval of the county's governing authority. I have asked Judge Robert E. Turner to serve as a Senior Magistrate, pending his approval by the Commissioners. It is my understanding the Houston County Superior Court Judges also have the need for a Senior Magistrate to handle routine matters while they are holding jury trials.

Based on Judge Turner's prior service in the Houston County Magistrate Court, he meets the legal qualifications to hold the position. A Senior Magistrate would be beneficial to the Court in handling proceedings while the Court is without a second full-time judge. It would also be helpful to have another judge available to hear cases where a legal conflict exists or in the event of an unforeseen emergency. It is my understanding Judge Turner would be compensated as set forth in O.C.G.A. §15-10-23(g) and within the limits of the Court's budget.

Therefore, I am asking that this matter be considered by the Commissioners and yourself at your earliest convenience. I appreciate your help during this time of transition in the Magistrate Court. If there is anything else you need, please let me know.

Sincerely,



Angela W. Sammons



State of Georgia  
County of Houston

**AGREEMENT**

THIS AGREEMENT made and entered into effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by and between the **BOARD OF COMMISISONERS OF HOUSTON COUNTY**, hereinafter referred to as "First Party", and **JUDGE ROBERT E. TURNER**, hereinafter referred to as "Second Party".

**WITNESSETH**

For and in consideration of the mutual benefits to be derived, the parties hereto do hereby agree as follows:

1.

**DUTIES AND RESPONSIBILITES**

Second Party agrees to be a Senior Magistrate to assist the Judges of the Magistrate Court, on an "as needed basis". The purpose is not to create another full-time magistrate position. The Senior Magistrate agrees to work in the capacity of Senior Magistrate as called by the Chief Magistrate.

2.

**COMPENSATION**

Second Party shall be compensated the statutory amount for Senior Magistrate judges per O.C.G.A. 15-10-23(g) per day. Said amount shall be paid at the end of each month beginning at the end of the month this Agreement is executed by all parties.

3.

**NO EMPLOYMENT RELATIONSHIP**

Second Party is not an employee of Houston County. Second Party shall be responsible for all taxes arising from compensation and other amounts paid under this Agreement. Neither federal, nor state, nor local income tax, nor payroll tax of any kind shall be withheld or paid by the First Party on behalf Second Party. Second Party shall not receive any medical insurance benefits or workers compensation coverage. Second Party shall receive an IRS 1099 Form at the end of each year of this contract.

4.

**TERM OF AGREEMENT**

This agreement shall become effective upon the date of the last party signing this Agreement and expire on the last day of current Chief Magistrate term of office.

5.

**BREACH OF AGREEMENT**

The waiver of either of a breach or violation of any provision of the Agreement shall not operate as or be construed to be a waiver of any subsequent breach hereof.

6.

**NOTICES**

Any and all notices or other communications provided for herein shall be given in writing and send to the addresses as set out below:

**First Party:**

Board of Commissioners  
of Houston County  
200 Carl Vinson Parkway  
Warner Robins, GA 3088  
Attn: Chairman Tommy Stalnaker

**Second Party:**

Robert E. Turner  
2013 Northside Road  
Perry, GA 31069

7.

**ENTIRE AGREEMENT**

This Agreement contains the entire agreement between the parties hereto relating to the matters provided herein and no representation or warranty not expressly contained or incorporated by reference herein shall be binding upon either party hereto. This Agreement shall not be modified or amended in any manner except by an instrument in writing signed by the parties or the respective successors or interest. This Agreement shall inure to the benefit and be binding upon the parties, their heirs, representatives, successors and assigns.

8.

**ENFORCEMENT OF AGREEMENT**

The provisions of this agreement are severable and the invalidity of one or more of the provisions herein shall not have any affect upon the validity or enforcement of any other provisions. Paragraph headings, if any, contained in this agreement are for convenience only and shall in no manner be construed as a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have signed this agreement under seal and effective as of the day and year first above written.

Sworn to and subscribed before me  
this \_\_\_\_ day of \_\_\_\_\_, 2022.

**FIRST PARTY: HOUSTON  
COUNTY BOARD OF  
COMMISSIONERS**

\_\_\_\_\_  
Notary Public

By: \_\_\_\_\_  
Chairman

Sworn to and subscribed before me  
this 12<sup>th</sup> day of May, 2022.

**SECOND PARTY:**

Peggy V Smith  
Peggy V Smith  
NOTARY PUBLIC  
Notary Public, Houston County, GEORGIA  
My Commission Expires 08/31/2024

Robert E. Turner  
ROBERT E. TURNER

Public Defender Claudia Meier has requested to hire David Jennings to fill the vacant Assistant Public Defender position. Staff agrees that Mr. Jennings possesses the requisite qualifications and experience to qualify for the E-step.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**hiring David Jennings for the vacant Assistant Public Defender position at a Grade 27-E effective May 18, 2022.**



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## 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)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: May 6, 2022  
Re: Assistant Public Defender Hire

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Claudia Meier is requesting to hire David Jennings for the vacant Assistant Public Defender position. Based on Mr. Jennings experience he does qualify for Grade 27 Step E or \$76,398.40. If approved this request will be effective May 18, 2022. Please consider this request.

# DAVID JENNINGS

*ATTORNEY AT LAW*  
*GA STATE BAR NO.: 302498*

*Business Phone/Email*

*Business Address*

*Home Address*



## OBJECTIVE

To further my legal career in the area of criminal defense or child advocacy. I am an attorney licensed and in good standing in the State of Georgia. I have experience representing children and adults in the context of Juvenile Court, both on private hire and court appointment, as well as having broad legal experience in various fields such as criminal defense.

## LEGAL EXPERIENCE

<b>Juvenile Court Public Defendent (Contract)</b> Juvenile Court of Houston County, GA <i>Appointed counsel and Guardian ad Litem (GAL) in dependency and delinquency (criminal) proceedings</i>	July 2019 - present
<b>Attorney, Private Practice</b> Kemp and Company law offices, Warner Robins, GA <i>Attorney in various fields including criminal defense, Social Security disability, and Workers' Compensation</i>	June 2008 - June 2019
<b>Law Clerk, Private Practice</b> Kemp and Company law offices, Warner Robins, GA <i>Clerk providing research and other litigation support</i>	June 2007 - June 2008

## BAR MEMBERSHIP

<b>State Bar of Georgia, in Good Standing</b> State Bar Number: 302498	June 2, 2008 - present
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## EDUCATION

<b>Saint John's College, Annapolis MD</b> B.A. in Philosophy	May 1993
<b>University of Georgia, Athens GA</b> M.S. in Artificial Intelligence	August 2002
<b>New York University, New York NY</b> J.D.	May 2007

## OTHER WORK EXPERIENCE (SELECTED)

<b>Agricultural &amp; Environmental Svcs Lab.s, University of GA</b> Network and Computer Support Specialist	1999 - Aug 2004
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Judge Sammons has requested to hire Lisa Williams to fill the vacant Magistrate Court Judge position. Staff agrees that Ms. Williams possesses the requisite qualifications and experience to qualify for the E-step.

**Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to**

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

**hiring Lisa Williams for the vacant Magistrate Court Judge position at a Grade 34-E effective May 18, 2022.**



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## 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)

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To: County Commissioners  
From: Kenneth Carter, Director of Personnel  
Date: May 10, 2022  
Re: Magistrate Judge Hire

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Judge Sammons is requesting to hire Lisa Williams for the vacant Magistrate Judge position. Based on Ms. Williams experience she does qualify for Grade 34 Step E or \$100,609.60. If approved this request will be effective May 18, 2022. Please consider this request.



# THE MAGISTRATE COURT OF HOUSTON COUNTY

89 Cohen Walker Drive  
Warner Robins, Georgia 31088  
Phone 478/987-4695  
Fax 478/987-5255

Judge Angela W. Sammons  
Chief Magistrate

May 11, 2022

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


RE: Appointment of Lisa Williams as Magistrate Judge

Dear Mr. Carter:

As you are aware, I have asked Lisa Williams to join the Magistrate Court of Houston County as a fulltime Magistrate Judge. Mrs. Williams has the approval of Judge Edward D. Lukemire and the other Houston Superior Court Judges. She became a member of the State Bar of Georgia in 2001 and has practiced law here since that time. Mrs. Williams has strong roots in the community and her husband is a retired member of the military. She also receives high praise from colleagues for her intelligence, work ethic, and professionalism. I believe she will be an asset to the Magistrate Court and to Houston County.

Based on these factors, I respectfully request that she be allowed to begin her employment with the County at Grade 34, Step E. Please let me know if you need anything else from me regarding Mrs. Williams' qualifications. Thank you for your assistance with this matter.

Sincerely,

  
Angela W. Sammons

# HOUSTON COUNTY APPLICATION FOR EMPLOYMENT

It is the policy of Houston County to select new employees and to promote current employees without regard to race, sex, religion, national origin, marital status or disability.

**INSTRUCTIONS:** You must answer all items on this application fully and accurately. The information that you give will be used in determining your qualifications and rating for employment. If an item does not apply to you, or if there is no information to be given, write the letters "N/A" for Not Applicable. **PRINT IN INK OR TYPE.** A resume may be attached **BUT WILL NOT** be accepted in lieu of this application. In order to be assured consideration for employment, your application must be received no later than the closing date of the vacancy announcement.

Position(s) Desired: (1) Assistant Magistrate Cou (2) (3)	Date: 5/10/2022
<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary	Salary Desired: Open for Discussion

### PERSONAL DATA

Name:	Last	First	Middle	Social Security Number
	Williams	Lisa	Renee	[REDACTED]
Address:	No. & Street		Apt. No.	City, State, Zip
	[REDACTED]		[REDACTED]	[REDACTED]
Telephone Numbers:	Are you between the ages of 17 and 70?			
Home: (478) 955-2838	Business:		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
U. S. Citizen or Permanent VISA				
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    If no, give work permit number:				

Have you ever been convicted of a crime other than a minor traffic violation? (A conviction does not automatically exclude you from employment consideration) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, explain on a separate sheet.	Do you have a relative working for the county? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    If yes, give name(s) and relationship.
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Have you ever been employed by Houston County?  Yes     No    If yes, give dates, location and job classification:  
 Houston County Detention Center, 1994, Detention Officer/ Houston County DA Office, 2000, Intern/ADA for 6 months

Do you possess a valid motor vehicle Driver's License?  Yes     No    Class \_\_\_\_\_ Lic No. \_\_\_\_\_

### EDUCATION

	Name and Location	From Mo/Yr	To Mo/Yr	Highest Grade Completed	Did You Graduate	Type Degree	Major	Date Degree Obtained or To Be Obtained
High School	Northside High School	1987	1990	12th	yes			
College(s)	Ga College & State University	1990	1994		yes	BA	Law	1994
(Other if Applicable)	John Marshall Law School	1998	2000		yes	JD	Law	2000
Graduate School								

### MILITARY

Branch of U.S. Service n/a From Mo/Yr. \_\_\_\_\_ To Mo/Yr. \_\_\_\_\_ Rank \_\_\_\_\_

Major Duties: (Explain on separate sheet) \_\_\_\_\_

Honorable Discharge: \_\_\_\_\_ Yes \_\_\_\_\_ No (If no, explain on separate sheet)

Service Schools or special training (Explain on separate sheet) \_\_\_\_\_

Do you have a Reserve Obligation? \_\_\_\_\_ Yes \_\_\_\_\_ No (If yes, please describe) \_\_\_\_\_

EMPLOYMENT HISTORY: Please provide a complete employment history, listing all positions held, including **military**, part-time, summer, and volunteer. It is most important that you provide exact dates of employment, exact title or position, and detailed description of duties. If you held more than one position with an employer, please treat each position separately. This information will help determine eligibility. If submitting a resume, complete all information except Job Duties.

Were you ever discharged or asked to resign from any position?  Yes  No May we contact your present employer  Yes  No

**(Begin with your present or most recent employer)**

Name of Employer Lisa Williams LLC, Attorney at Law		Address 1108 Washington St Ste A, Perry Ga 31069	
Employment Dates (mo/yr)	Salary <u>200,000</u> hrs/wk	Name and Title of Supervisor	Telephone Number
from <u>01</u> / <u>2008</u>	Starting: \$ <u>200,000</u> per <u>year</u>	Lisa Williams	478-955-2838
to <u>05</u> / <u>2022</u>	Present: \$ <u>200,000</u> per <u>year</u>	Job Duties	
Position Title Attorney		Sole practitioner for Consumer Bankruptcy Practice, Assists Clients through Court Proceedings, Researched Legal Issues - Please see Resume	
Reason for Leaving to take a position with Houston County			

Name of Employer Robert O House PC, Attorney at Law		Address 915 Hill Park Macon Ga 31201	
Employment Dates (mo/yr)	Salary <u>50,000.00</u> hrs/wk	Name and Title of Supervisor	Telephone Number
from <u>01</u> / <u>2006</u>	Starting: \$ <u>50,000</u> per <u>year</u>	Robert O House	478-741-5973
to <u>01</u> / <u>2008</u>	Present: \$ <u>50,000</u> per <u>year</u>	Job Duties	
Position Title Associate Attorney for Consumer Bankruptcy Firm		Attended Court proceedings, Drafted and Negotiated various Motions and Pleadings, Represented Clients and Responded to Pleadings such as Objections to Confirmations, Objections to Clams, Objections to Exemptions, and Motions to Dismiss	
Reason for Leaving to open up own practice			

Name of Employer Molly McCollum PC Attorney at Law		Address Thomasville Georgia	
Employment Dates (mo/yr)	Salary <u>50,000</u> hrs/wk	Name and Title of Supervisor	Telephone Number
from <u>01</u> / <u>2002</u>	Starting: \$ <u>50000</u> per <u>year</u>	Molly McCollum	229-977-1610
to <u>01</u> / <u>2006</u>	Present: \$ <u>50000</u> per <u>year</u>	Job Duties	
Position Title Associate Attorney		Represented Creditors in Bankruptcy Court, Prepared Interrogatories, Request for Admission, and Request for Production of Documents, Defended Creditor's Claims in Bankruptcy Court	
Reason for Leaving to work for Robert House PC			

**REFERENCES**

List three references (NOT minors, relatives or former employers) who have known you well during the past few years.

NAME	ADDRESS	OCCUPATION	PHONE NO.	NO. YEARS KNOWN
Camille Hope	201 2nd Street	Chapter 13 Trustee	[REDACTED]	20 years
Laura Wilson	201 2nd Street	Attorney	[REDACTED]	20 years
Robert O House	915 Hill Park Macon Ga 31201	Attorney	[REDACTED]	20 years

**CERTIFICATION AND AUTHORIZATION FOR RELEASE OF INFORMATION**

I CERTIFY that the information given by me in this application is true and complete to the best of my knowledge knowing that any false information, misrepresentation, or concealment of fact is sufficient grounds for my application to be rejected or, if employed, my employment terminated.

I UNDERSTAND AND AGREE that all information furnished in this application may be verified by the County. I further understand that any offer of employment may be revoked in the event a drug test, given by the County discloses information on me which is considered disqualifying. I hereby authorize all individuals and organizations named or referred to in this application and any law enforcement organization to give the Houston County Government all information relative to my employment, education and character, and hereby release such individuals, organizations, and Houston County from any liability for any claim or damage which may result.

/s/Lisa Williams  
Signature

5/10/2022  
Date

LISA R. WILLIAMS



---

**JOB EXPERIENCE**

**LISA RENEE WILLIAMS Attorney at Law**  
**1108 Washington St Ste A**  
**Perry GA 31069**  
**Sole-Practitioner, Consumer Bankruptcy Practice**  
**2008-Present**

- Conducts client interviews and negotiations;
- Consults clients regarding available options for dealing with debt and credit issues as well as their rights and duties in consumer bankruptcy;
- Assists clients through Court proceedings;
- Manages all finances of office; including collecting money; and determination of market plans;
- Oversees and represents a high volume of clients independently and performs primary responsibility for case management;
- Reviews client's financial documents and prepares legal documents;
- Researches legal issue;
- Examines case law and interprets case law and regulations;
- Defends Motions and negotiates settlements with opposing counsel and Trustees;
- Files various Motions, Adversary Actions, and Objections;
- Drafts and reviews agreements;
- Represents Clients at Section 341 Hearings, Confirmation Hearings, and various other Court hearings;
- Works with creditors, Chapter 13 Trustees, Chapter 7 Trustees, and attorneys for the US Trustee's Office;
- Responds to Trustee's Objections;
- Determination of when and if bankruptcy litigation is appropriate;
- Regular communication with Clients, Trustees, and Creditor to resolve issues;
- Prepares client's to testify under oath at Hearings;
- Interviews, hires, and trains bankruptcy support staff

**ROBERT O HOUSE, Attorney at Law**

**915 Hill Park**

**Macon GA 31201**

**Position Held: Associate Attorney for Consumer Bankruptcy Practice**

**2006-2008**

- Reviewed client's financial documents and prepared legal documents;
- Defended motions and negotiated settlements with opposing counsel and Trustees;
- Filed various Motions, Adversary Actions, and Objections;
- Represented Clients at Section 341 Hearings, Confirmation Hearings, and various other Court hearings;
- Worked with creditors, Chapter 13 Trustees, Chapter 7 Trustees, and attorneys for the US Trustee's Office;
- Regularly Communicated with Clients, Trustees, and Creditors to resolve issues;
- Attended Court proceedings in Bankruptcy Court;
- Developed strategies and arguments in preparation for presentation in bankruptcy Court;
- Responded to Pleadings such as Objections to Confirmations, Objections to Claims, Objections to Exemptions, and Motions to Dismiss;
- Drafted and negotiated various Motions and Pleadings

**MOLLY MCCOLLUM, Attorney at Law**

**Macon GA 31204**

**Position Held: Associate Attorney for Creditor Collection Practice**

**2002-2006**

- Defended creditor's claims in consumer bankruptcy cases;
- Prepared Interrogatories, Requests for Admission, and Request for Production of documents in Collection Cases;
- Prepared Foreclosure Notices and attended Cry Outs on Courthouse steps;
- Drafted, reviewed, and prepared reaffirmation agreements and claims objections;
- Negotiated Motion for Relief from Stays in Bankruptcy Court;
- Prepared Notices of Default and Demand Letters in Collection Cases;
- Represented Banks and other Creditors in Bankruptcy Court;
- Prepared Consent Orders in Collection/Bankruptcy Cases;
- Filed dispossessory actions after foreclosures if needed

**FRANKLIN HAYES Attorney at Law**

**109 Madison Ave S**

**Douglas, GA 31533**

**Position Held: Associate Attorney for Consumer Bankruptcy Practice**

**2001- 2002**

- Worked as associate lawyer for small firm handling primarily consumer bankruptcy, workers compensation, and personal injury cases;
- Attended Bankruptcy Court proceedings and Represented Debtors in Bankruptcy Court Proceedings;
- Helped prepare Demand Packages in Personal Injury Cases

## **EDUCATION**

### **John Marshall Law School**

Doctorial of Jurisprudence  
1998-2001

### **Georgia College and State University**

Bachelor of Criminal Justice and Political Science  
1991-1994

## **REFERENCES**

### **Camille Hope, Chapter 13 Trustee, United States Bankruptcy Court**

201 2<sup>nd</sup> St  
Macon GA 31201  
478-742-8706

### **Laura Wilson, Chapter 13 Trustee Staff Attorney, United States Bankruptcy Court**

201 2<sup>nd</sup> St  
Macon GA 31201  
478-742-8706 ext 101

### **Robert O. House, Bankruptcy Attorney**

915 Hill Park  
Macon GA 31201  
478-741-5973

### **MOLLY MCCOLLUM, Creditor Attorney**

Thomasville, GA 31792  
229-977-1610

### **EMMETT GOODMAN, Creditor Attorney**

544 Mulberry St Ste 800  
Macon GA 31201  
478-745-5415

With the recent passage of SB441 (Courts – Reestablishment of the Criminal Case Data Exchange Board as an advisory board to the Council of Superior Court Clerks of Georgia), the State Court Clerk is required to offer criminal case e-filing by June 30, 2022. The County’s new Court Case Management system is capable of e-filing but will not be completed by June 30<sup>th</sup>. Therefore, State Court Clerk Teresa Hathaway is requesting to contract with GreenCourt for their Peach Court software that enables e-filing. We can contract with GreenCourt on a month-to-month basis until the Court Case Management system is online. Staff recommends approval of this contract.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**entering into a Criminal Case Electronic Filing Agreement with GreenCourt Legal Technologies, LLC of Carrollton, GA on a month-to-month basis for \$500 per month beginning July 1, 2022.**

MEMORANDUM

TO: BARRY HOLLAND

FROM: TERESA HATHAWAY, CLERK  
STATE COURT

IN RE: PEACHCOURT CRIMINAL EFILING CONTRACT

---

In regard to SB 441, we are required to offer criminal e-filing by June 30, 2022. We have chosen PeachCourt as our provider. PeachCourt has provided us with a contract which Tom Hall has reviewed and approved. The fee for this service is \$500 per month. I have attached the contract for approval at the next board of commissioners meeting. If I need to be available to answer questions at the meeting, please let me know.



ICB Construction Group is currently under contract renovating the Probate Court offices and one of the adjacent public restroom facilities due to a water leak. This proposed change order would add the remaining public restrooms on the main floor and on the second floor of the courthouse. Staff recommends acceptance of this change order.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**Chairman Stalnaker signing Change Order #1 with ICB Construction Group of Macon on the Renovation of Restrooms and Probate Court Area project increasing the original contract sum of \$178,539.00 by \$140,000.00 for an amended contract total of \$318,539. The contract time is increased by 150 days for a new completion date of September 30, 2022.**



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 *MEB*  
**Cc:** Barry Holland  
**Date:** May 10, 2022  
**Subject:** Bid# 22-10 Reno of Restrooms and Probate Court Area Change Order

After further discussions, renovations were determined to be needed on the remaining gang restrooms in the Superior Courthouse. The supplemental pricing ICB provided, for that new scope of work, is \$140,000.00, therefore the total cost for renovations would be \$318,539.00

# AIA Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> 22004 - Renovation of Restrooms and Probate Court Area 201 Perry Parkway, Perry, Georgia 31069	<b>CONTRACT INFORMATION:</b> Contract For: General Construction  Date: March 09, 2022	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: 001  Date: May 09, 2022
<b>OWNER:</b> <i>(Name and address)</i> Houston County Board of Commissioners 200 Carl Vinson Parkway Warner Robins, GA 31088	<b>ARCHITECT:</b> <i>(Name and address)</i> Not Applicable	<b>CONTRACTOR:</b> <i>(Name and address)</i> International City Builders, Inc. 577 Mulberry St, Suite 550 Macon, GA 31201

**THE CONTRACT IS CHANGED AS FOLLOWS:**

*(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)*

See attached Proposal

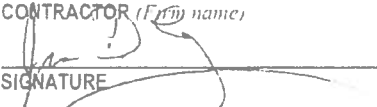
The original Contract Sum was	\$ 178,539.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 178,539.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 140,000.00
The new Contract Sum including this Change Order will be	\$ 318,539.00

The Contract Time will be increased by One Hundred Fifty (150) days

The new date of Substantial Completion will be September 30, 2022

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

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

Not Applicable ARCHITECT <i>(Firm name)</i>	International City Builders, Inc. CONTRACTOR <i>(Firm name)</i>	Houston County Board of Commissioners OWNER <i>(Firm name)</i>
SIGNATURE	 SIGNATURE	SIGNATURE
PRINTED NAME AND TITLE	Jimmie D. Long, CEO PRINTED NAME AND TITLE	Tommy Stalnaker, Chairman PRINTED NAME AND TITLE
DATE	5/9/2022 DATE	DATE



May 9, 2022

Michael Phillips  
Houston County Board of Commissioners  
2018 Kings Chapel Road  
Perry, Georgia, 31069

REF: Houston County Superior Court Renovation of Remaining Public Gang Restrooms REV1

Dear Mr. Phillips,

We are pleased to provide the following proposal for the scope of work listed below to renovate the 4 remaining gang restrooms at the Superior Courthouse.

Summary of Scope of Work:

- 1) Removal and replacement of existing ceramic floor tile and base.
- 2) Removal and reinstallation existing countertops.
- 3) Removal of existing wallpaper and skimming of walls.
- 4) Installation of new gypsum board under countertop and finishing to prepare for painting.
- 5) Removal and replacement of all toilets, sinks and urinals. Sink faucets will be reused.
- 6) New paint on walls and ceiling to include access panel doors.
- 7) Removal and replacement of HVAC supply and return grilles.
- 8) Removal and replacement of existing light fixtures with LED.
- 9) Removal and replacement of toilet partitions. Existing toilet accessories to be used.
- 10) Trimming of existing entry doors for clearance of new flooring.
- 11) Provide cleaning of space once work is complete.
- 12) Supervision, bonds & Insurance.
- 13) All new materials will match materials used in original restroom renovation.
- 14) Price is based on work being completed during normal work hours.

**First Floor Set of Gang Restrooms:           \$68,948.75**

**Second Floor Set of Gang Restrooms:       \$71,051.25**

**Total For Both:                                   \$140,000.00**

**\*\*Please note price is good through the close of business on 18MAY2022.**

Sincerely,

A handwritten signature in blue ink, appearing to read "Kenna Scragg", is written over a faint, circular watermark or stamp.

Kenna Scragg  
President  
ICB Construction Group

ICB Construction Group 577 Mulberry Street Suite 550 Macon, Georgia 31201  
Office: 478-812-8451 Fax: 478-812-8457 www.icbconstructiongroup.com

This proposed change order on the State Court Expansion project adds back the landscape and hardscape package to the scope of work. It includes complete landscaping, irrigation system, and a permeable paver system. Staff recommends acceptance of this change order.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**Chairman Stalnaker signing Change Order #5 with ICB Construction Group of Macon on the State Court Expansion project increasing the contract sum of \$19,475,390.53 by \$159,893.18 for an amended contract total of \$19,635,283.71. There is no change in contract time.**



**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 *MEB*  
**CC:** Barry Holland  
**DATE:** May 10, 2022  
**SUBJECT:** New Houston County State Courthouse

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The Purchasing Department along with the Public Building Maintenance recommends that the Houston County Board of Commissioners approve the attached Change Order #005 to the scope of work for the Land and Hardscape for the State Courthouse addition. This will increase the contract sum by \$159,893.18.

# AIA Document G701™ – 2017

## Change Order

<b>PROJECT:</b> <i>(Name and address)</i> Houston County Judicial Center State Court Addition Perry Parkway Perry, Ga	<b>CONTRACT INFORMATION:</b> Contract For: Construction Date: August 6, 2020	<b>CHANGE ORDER INFORMATION:</b> Change Order Number: <b>005</b> Date:
<b>OWNER:</b> <i>(Name and address)</i> Houston County Board of Commissioners 200 Carl Vinson Parkway Warner Robins, Georgia 31088	<b>ARCHITECT:</b> <i>(Name and address)</i> JMA Architecture, Inc. 1002 Main Street Perry, GA 31069	<b>CONTRACTOR:</b> <i>(Name and address)</i> ICB Construction Group 577 Mulberry Street, Suite 550 Macon, Georgia 31201

**THE CONTRACT IS CHANGED AS FOLLOWS:**

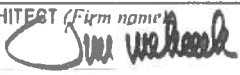
**Landscape and hardscape for the State Court Addition (See attached scope and quote)**

The original Contract Sum was	\$ 18,300,000
The net change by previously authorized Change Orders	\$ 1,175,390.53
The Contract Sum prior to this Change Order was	\$ 19,475,390.53
The Contract Sum will be increased by this Change Order in the amount of	\$ 159,893.18
The new Contract Sum including this Change Order will be	\$ 19,635,283.71

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

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

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

JMA Architecture, Inc. ARCHITECT <i>(Firm name)</i> 	ICB Construction Group CONTRACTOR <i>(Firm name)</i>	Houston County Board of Commissioners OWNER <i>(Firm name)</i>
SIGNATURE	SIGNATURE	SIGNATURE
Jim Mehserle, President PRINTED NAME AND TITLE	Kenna Scragg, President PRINTED NAME AND TITLE	Tommy Stalnaker, Chairman PRINTED NAME AND TITLE
May 9, 2022 DATE	DATE	DATE



April 29, 2022

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

REF: Change Order Request Houston County State Court Land and Hardscape

Dear Mr. Baker,

As requested, we are pleased to provide the following pricing to provide Land and Hardscape for the State Court project.

Summary of Scope of Work:

- 1: Provide a complete landscape & irrigation package as detailed on attached plan:
  - a) Fine grade and install landscaping in accordance with the attached plan.
  - b) Fine grade and install Bermuda sod in accordance with the attached plan.
  - c) Install an irrigation system as a design build to cover the new plants, trees, and sod.
    - Price is based on using the existing meter and backflow on existing water line.
- 2: Provide a complete permeable paver system as outlined on the attached plan:
  - a) We propose to provide a Belgard 4" x 8" permeable paver system on 10" of #57 stone, 2" of #89 stone in accordance with the attached plan
    - Based on current availability we would recommend colors avondale, grey or graphite pavers.
- 3: Price is based on work being completed while State Court project is ongoing and via a change order.
- 4: Bonds and Insurance are included.

**Total price \$159,893.18**

<b>Deductive Alternate #1: Delete Landscape Extension in Front of Superior Court</b>	<b>-\$35,118.00</b>
<b>Deductive Alternate #2: Delete (x10) – 3" Caliper Trees</b>	<b>-\$ 8,015.00</b>

Exclusions:

1. Storm or area drains and/or piping.
2. Concrete foundations, ramps, sidewalks and stoops

**\*\*Please note price is good through the close of business on 17MAY2022.**

Sincerely,

Kenna Scragg  
President  
ICB Construction Group

ICB Construction Group 577 Mulberry Street Suite 550 Macon, Georgia 31201  
Office: 478-812-8451 Fax: 478-812-8457 [www.icbconstructiongroup.com](http://www.icbconstructiongroup.com)

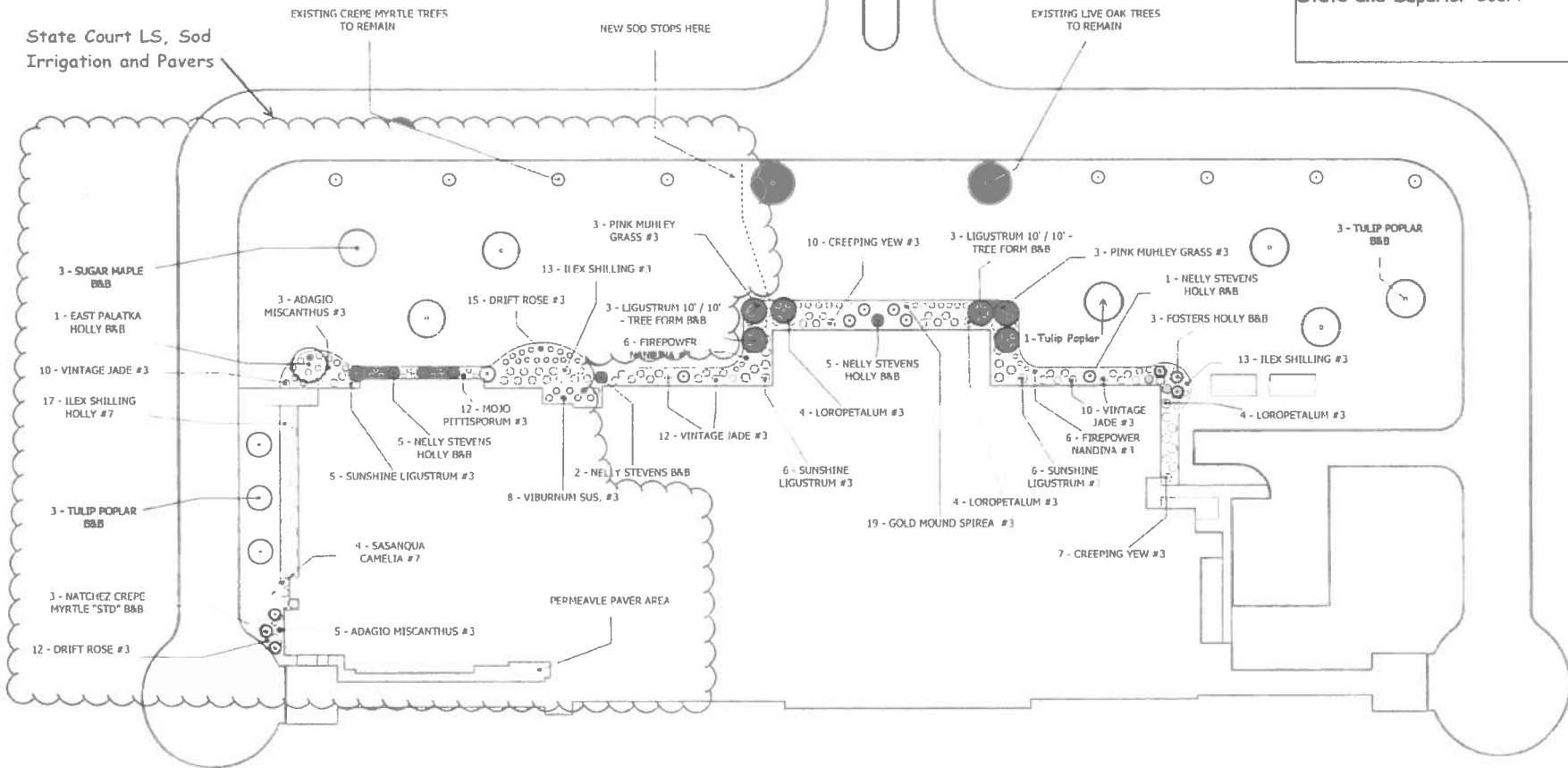


**HOUSTON COUNTY COURTHOUSE  
201 PERRY PARKWAY / PERRY GEORGIA**



Ded Alt. #1: Superior Court Demo, Disposal, new LS, Bed Irrigation and Pine Straw Mulch per these plans.

Ded Alt #2: Trees 10-3" Caliper Trees to both the State and Superior Court



SCALE: 1"=40'-0"

The Purchasing Department recommends acceptance of Phillips Furniture's proposed furniture package for the new State Court Expansion project. The proposal totals \$494,576.80 and a 50% deposit on the package is required at the time of order.

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

**the award of the furniture package for the State Court Expansion project to Phillips Furniture of Warner Robins in the amount of \$494,576.80 with a required 50% deposit at time of order.**



**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:** May 10, 2022  
**SUBJECT:** Furnishings for the Houston County State Courthouse

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Phillips Furniture of Warner Robins has provided a quote for the furniture needed in the new State Courthouse. The total cost for furniture and installation is \$494,576.80 will be charged to 320-230-54.1300, however a 50% deposit on furniture is required upon ordering. Purchasing is looking to place the order with a payment of \$244,840.00.

# *Phillips Furniture*

*1734 Watson Blvd  
Warner Robins, Georgia 31093  
(478) 922-6117  
Linda Lombardi, Store Manager  
Mitch Creel, Interior Designer*

FURNISHINGS QUOTE  
HOUSTON COUNTY GEORGIA  
STATE COURTHOUSE  
PERRY, GA  
MAY 2022



**JC09 – Judge’s Office**

Qty	Item	Description	Unit Price	Extended Price
1	Bow Front Executive Desk	HLF – Cherry Veneer 72”W X 36” D X 29”H	\$3,450.00	\$3,450.00
1	Credenza	HLF – Cherry Veneer 72”W X 24”D X29”H	\$3,050.00	\$3,050.00
1	Hutch	HLF – Cherry Veneer w/4 doors	\$2,750.00	\$2,750.00
1	Bookcase	HLF – Cherry Veneer 30”W X 72”H	\$1,375.00	\$1,375.00
1	Lateral File	HLF - Cherry Veneer w/2 Drawers	\$2,300.00	\$2,300.00
1	Executive Desk Chair	St. Timothy - S-928STGSW w/swivel, tilt and rollers Fabric: Soprano Black Leather	\$1,500.00	\$1,500.00
			<b>Subtotal</b>	<b>\$14,425.00</b>

**2<sup>nd</sup> Judge’s Office**

Qty	Item	Description	Unit Price	Extended Price
1	Bow Front Executive Desk	HLF – Cherry Veneer 72”W X 36” D X 29”H	\$3,450.00	\$3,450.00
1	Credenza	HLF – Cherry Veneer 72”W X 24”D X29”H	\$3,050.00	\$3,050.00
1	Hutch	HLF – Cherry Veneer w/4 doors	\$2,750.00	\$2,750.00
1	Bookcase	HLF – Cherry Veneer 30”W X 72”H	\$1,375.00	\$1,375.00
1	Lateral File	HLF - Cherry Veneer w/2 Drawers	\$2,300.00	\$2,300.00
1	Executive Desk Chair	St. Timothy - S-928STGSW w/swivel, tilt and rollers Fabric: Soprano Black Leather	\$1,500.00	\$1,500.00
			<b>Subtotal</b>	<b>\$14,425.00</b>

**JC200 Judge’s Waiting Room**

Qty	Item	Description	Unit Price	Extended Price
2	Lounge Chairs	Fairfield 2742-01 Fabric: Twiggy Cove Wood Finish: Café Mocha	\$1,650.00	\$3,300.00
2	Loveseat	Fairfield 2742-70 Fabric: Bangle/Baltic Wood Finish: Café Mocha	\$2,100.00	\$4,200.00
1	Coffee Table	Fairfield Oval 4177-46 Wood Finish: Café Mocha	\$500.00	\$500.00
			<b>Subtotal</b>	<b>\$8,000.00</b>

**JC201 – Judge’s Assistant**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X36”D Desk w/48” Return (1 left return and 1 right return)	\$2,950.00	\$2,950.00
3	Bookcases	HLF – Cherry Laminate 30”W X 72” H	\$900.00	\$2,700.00
1	Lateral File	HLF – Cherry Laminate w/2 drawers	\$1,650.00	\$1,650.00
1	Desk Chair	Buzz – ME45P/ATS/BT Fabric: Momentum Bangle /Baltic	\$450.00	450.00
2	Guest Chairs	Buzz – JEM10BK w/arms and casters Fabric: Stinson Twiggy 64770 / Cove	\$425.00	\$850.00
			<b>Subtotal</b>	<b>\$8,600.00</b>

**JC204 – Law Clerk**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X36”D Desk w/48” Return (1 left return and 1 right return)	\$2,950.00	\$2,950.00
1	Lateral File	HLF – Cherry Laminate w/2 drawers	\$1,650.00	\$1,650.00
1	Desk Chair	Buzz – ME45P/ATS/BT Fabric: Momentum Bangle /Baltic	\$450.00	\$450.00
2	Guest Chairs	Buzz – JEM10BK w/arms and casters Fabric: Stinson Twiggy 64770 / Cove	\$425.00	\$850.00
			<b>Subtotal</b>	<b>\$5,900.00</b>

**JC208 – Judge’s Small Conference Room**

Qty	Item	Description	Unit Price	Extended Price
1	Oval Conference Tble	HLF – Cherry Laminate (71”L X 35”D X 30”H)) slab base, double pedestals, W/Data	\$2,400.00	\$2,400.00
6	Conf Tble Chairs	Buzz – BA35 Fabric: Momentum Bangle /Baltic	\$515.00	\$3,090.00
			<b>Subtotal</b>	<b>\$5,490.00</b>

**SC1203 / SC2203 – State Court Rooms**

Qty	Item	Description	Unit Price	Extended Price
24	Jury Chairs*	St Timothy - Built in Pedestal ST951STGSW w/swivel and memory Fabric: Boom II / Sapphire <i>*installed by Houston County employees</i>	\$1,200.00	\$28,800.00
4	Jury Chairs	St Timothy – Movable ST951STGSW w/swivel and rollers Fabric: Boom II / Sapphire	\$1,100.00	\$4,400.00

2	Executive Judges' Desk Chairs	St. Timothy - S-928STGSW w/swivel, tilt and rollers Fabric: Soprano Black Leather	\$1,500.00	\$3,000.00
32	Counsel Desk Chairs	St Timothy – ST952STGEW w/swivel, tilt, and rollers Fabric: Boom II / Sapphire	\$1,150.00	\$36,800.00
4	Council Tables	HLF – Cherry Laminate 84”L X 36”D	\$1,900.00	\$7,600.00
4	Work Tables	HLF – Cherry Laminate 72”L X 30” D	\$1,800.00	\$7,200.00
2	Witness Chairs	Buzz – Shield SHO1HD-DA Fabric: Black	\$1,150.00	\$2,300.00
			<b>Subtotal</b>	<b>\$90,100.00</b>

### **JC2202/2201 Jury Deliberation Rooms**

Qty	Item	Description	Unit Price	Extended Price
2	Conference Tables	HLF – 12’ Cherry Laminate, rectangular, slab base, pedestal w/Data (144”L X 48”D)	\$4,500.00	\$9,000.00
28	Conf Table Chairs	Buzz Pronto – PRM04HO, mess high back, seat fabric: Momentum Boom II / Sapphire	\$575.00	\$16,100.00
2	Credenzas	HLF – Cherry Laminate 72”L X 24”D w/4 doors	\$1,850.00	\$3,700.00
			<b>Subtotal</b>	<b>\$28,800.00</b>

### **JS200A – Jury Assembly**

Qty	Item	Description	Unit Price	Extended Price
1	Executive Judge's Desk Chair	LOD – LOD68BK w/swivel, tilt, rollers Fabric: Black Leather	\$650.00	\$650.00
8	Counselor Desk Chairs	LOD – LOD65BK w/swivel, tilt, rollers Fabric: Black Leather	\$600.00	\$4,800.00
2	Counselor Tables	HLF- Cherry Laminate 84”W X 36” D	\$1900.00	\$3,800.00
60	Jury Participant Chairs	Buzz – JEM10BK Black frame w/arms, standard size (350lbs rated) Fabric: Momentum Knack / Brisk	\$350.00	\$21,000.00
45	Ganging Brackets	Jury Participant chair brackets	\$20.00	\$900.00
20	Jury Participant Chairs	Buzz – JEM00BK Black frame armless, standard size (350lbs rated) Fabric: Momentum Knack / Brisk	\$320.00	\$6,400.00

19	Jury Participant Chairs	Buzz – JEM+3 Black frame w/arms, oversize (500lbs rated) Fabric: Momentum Knack / Brisk	\$550.00	\$10,450.00
			<b>Subtotal</b>	<b>\$48,000.00</b>

### SC104 – State Court Clerk

Qty	Item	Description	Unit Price	Extended Price
1	Executive Desk	HLF – Cherry Laminate 72”W X 36”D X 29”D with File/File and Box/Box/File pedestals	\$2,250.00	\$2,250.00
1	Executive Credenza	HLF – Cherry Laminate 72”W X 24”D X 29”H w/pedestals	\$1,900.00	\$1,900.00
1	Executive Desk Chair	Buzz – ME45P/ATS/BT Fabric: Momentum Bangle /Baltic	\$450.00	\$450.00
1	Conf Tble	HLF- Cherry Laminate 42” Round w/pedestals	\$1,100.00	\$1,100.00
3	Guest Chairs	Buzz – JEM10BK w/arms and casters Fabric: Stinson Twiggy 64770 / Cove	\$425.00	\$1,275.00
1	Lateral File	HLF – Cherry Laminate w/2 drawers	\$1,650.00	\$1,650.00
1	Metal File Cabinet	Invincible – 30”W X 12”D X 90”H, 2 piece, 7 shelves, must be anchored to the wall by Houston County employees	\$1,350.00	\$1,350.00
			<b>Subtotal</b>	<b>\$9,975.00</b>

### SC102, 106, 107 and 109 through 115- State Court Area

Qty	Item	Description	Unit Price	Extended Price
8	Task Chairs (SC102, 109-115)	Buzz – ME35P/ATS/BT Mid back Fabric: Momentum Bangle /Baltic	\$450.00	\$3,600.00
1	L Desk (SC106)	HLF – Laminate 72”W X 36”D X 29”H w/48” right return	\$2,950.00	\$2,950.00
1	Desk Chair (SC106)	Buzz – Pronto PR5CC01ATS/BT (Petite) w/casters Fabric: Momentum Bangle /Baltic	\$475.00	\$475.00
2	Guest Chairs (SC106)	Buzz – JEM10BK w/arms, black frame Fabric: Stinson Twiggy 64770 / Cove	\$400.00	\$800.00
1	Conference Table (SC107)	HLF – 10’ Cherry Laminate 120”L X 42”W, rectangular, slab top and pedestals, w/data	\$4,000.00	\$4,000.00
8	Conf Tble Chairs (SC107)	Buzz – ME35P/ATS/BT Mid back Fabric: Stenson Twiggy 64770 / Cove	\$450.00	\$3,600.00
4	System Furniture Cubes	Lepanto – Cubes w/L desk, Box, Box, File Pedestal, wire for power.		\$13,000.00
			<b>Subtotal</b>	<b>\$28,425.00</b>



**Public Defender Offices****PD100 – Waiting Room**

Qty	Item	Description	Unit Price	Extended Price
4	Lounge Chairs	Fairfield 27742-01 Commercial Fabric: Stenson Twiggy 64770 / Cove Wood Finish: Café Mocha	\$1,650.00	\$6,600.00
2	End Tables	Fairfield 4177-28 rd (23W X 24.5H) Wood Finish: Café Mocha	\$425.00	\$850.00
1	Desk Chair	Buzz – ME35P/ATS/BT Midback Fabric: Momentum Bangle /Baltic	\$425.00	\$425.00

**PD102 – PD103 – Witness Interview Rooms**

Qty	Item	Description	Unit Price	Extended Price
4	Guest Chairs	Buzz – JEM10BK w/arms and casters Fabric: Stinson Twiggy 64770 / Cove	\$405.00	\$1,620.00
2	Desks	HLF – Cherry Laminate 60”W X 30”D X29”H single pedestal w/Box/Box/File, pencil drawer	\$1,600.00	\$3,200.00
2	Desk Chairs	Buzz – ME35P/ATS/BT Midback Fabric: Momentum Bangle /Baltic	\$425.00	\$850.00

**PD104 – Investigator**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X 36”D X29”H w/48” left return	\$2,950.00	\$2,950.00
2	Guest Chairs	Buzz – LOD50BK Fabric: Black Leather	\$450.00	\$900.00
1	Desk Chairs	Buzz – LOD55BK mid-back, w/swivel, tilt, rollers Fabric: Black Leather	\$450.00	\$450.00
2	Storage Console Cabinets	HLF – Cherry Laminate 72”L X 22”D X 29”H w/4 doors and locks	\$1,800.00	\$3,600.00

**PD106 – Admin to First Senior Office**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X 36”D X 29”H w/48” left return	\$2,950.00	\$2,950.00
2	Guest Chairs	Buzz – JEM10BK w/arms Fabric: Stinson Twiggy 64770 / Cove	\$400.00	\$800.00
1	Desk Chair	Buzz – ME35P/ATS/BT Midback Fabric: Momentum Bangle /Baltic	\$425.00	\$425.00

**PD107 – First Senior Assistant PD Office**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X 36”D X 29”H w/48” right return	\$2,950.00	\$2,950.00

1	Bookcases	HLA – Cherry Laminate 30”W X 72”H	\$900.00	\$900.00
2	Guest Chairs	Buzz – LOD50BK Fabric: Black Leather	\$450.00	\$900.00
1	Desk Chairs	Buzz – LOD55BK mid-back, w/swivel, tilt, rollers Fabric: Black Leather	\$450.00	\$450.00
1	Conference Table	HLF – Cherry Laminate 42” Round w/pedestal	\$1,100.00	\$1,100.00
3	Conf Tble Chairs	Buzz – JEM10BK w/arms and casters Fabric: Momentum Knack / Brisk	\$375.00	\$1,125.00

### **PD110 – Conference Room**

Qty	Item	Description	Unit Price	Extended Price
1	Conference Table	HLF – Cherry Laminate 8’ (96”L X 48”W) slab top, double pedestals, w/data	\$2,500.00	\$2,500.00
8	Conf Tble Chairs	Buzz – BA35 Fabric: Momentum Bangle /Baltic	\$515.00	\$4,120.00
2	Bookcases	HLA – Cherry Laminate 30”W X 72”H	\$900.00	\$1,800.00

### **PD111- PD113 – Attorney Offices**

Qty	Item	Description	Unit Price	Extended Price
3	L Desks	HLF – Cherry Laminate 72”W X 36”D X 29”R w/48” left return	\$2,950.00	\$8,850.00
6	Guest Chairs	Buzz – LOD50BK Fabric: Black Leather	\$450.00	\$2,700.00
3	Desk Chairs	Buzz – LOD55BK mid-back, w/swivel, tilt, rollers Fabric: Black Leather	\$450.00	\$1,350.00
3	Bookcases	HLA – Laminate 30”W X 72”H	\$900.00	\$2,700.00

### **PD114 – PD119 - Cubicles**

Qty	Item	Description	Unit Price	Extended Price
6	Task Chairs	Buzz – ME35P/ATS/BT Midback Fabric: Momentum Bangle /Baltic	\$425.00	\$2,550.00
6	System Furniture Cubes	Lepanto – Cubes w/L desk, Box, Box, File Pedestal, wire for power		\$17,000.00
2	Storage Console Cabinets	NDI – PL152 Cherry Laminate 71”L X 22”D X 37¼”H w/ 4 doors and finished backs	\$850.00	\$1,700.00
			<b>Subtotal</b>	<b>\$76,715.00</b>

**Solicitor General's Offices:****SG100 – Lobby**

Qty	Item	Description	Unit Price	Extended Price
4	Lounge Chairs	Fairfield 2742-01 Fabric: Twiggy Cove Wood Finish: Café Mocha	\$1,650.00	\$6,600.00
1	End Table	Fairfield – 4177-28 rd (23W X 24.5H) Wood Finish: Café Mocha	\$425.00	\$425.00

**SG102, SG105, SG107, SG122, SG123 – Recept/Video (2)/Law Clerk/Intern**

Qty	Item	Description	Unit Price	Extended Price
5	Desk Chairs	Buzz – ME35P/ATS/BT Midback Fabric: Momentum Bangle /Baltic	\$425.00	\$2,125.00

**SG103 – Witness Waiting Room**

Qty	Item	Description	Unit Price	Extended Price
2	Guest Chairs	Buzz – JEM10BK w/arms Fabric: Stinson Twiggy 64770 / Cove	\$400.00	\$800.00
1	End Table	Fairfield – 4177-28 rd (23W X 24.5H) Wood Finish: Café Mocha	\$425.00	\$425.00

**SG104 – Witness Waiting Room**

Qty	Item	Description	Unit Price	Extended Price
3	Guest Chairs	Buzz – JEM10BK w/arms Fabric: Stinson Twiggy 64770 / Cove	\$400.00	\$1,200.00
1	End Table	Fairfield – 4177-28 rd (23W X 24.5H) Wood Finish: Café Mocha	\$425.00	\$425.00

**SG106, SG108, SG110 – Victim Advocates**

Qty	Item	Description	Unit Price	Extended Price
3	L Desks	HLF – Cherry Laminate 66”W X 30”D X 29”H w/48” returns (2 lefts and 1 right return)	\$2,850.00	\$8,550.00
3	Desk Chairs	Buzz – ME35P/ATS/BT Midback Fabric: Momentum Bangle /Baltic	\$425.00	\$1,275.00
6	Guest Chairs	Buzz – JEM10BK w/arms Fabric: Stinson Twiggy 64770 / Cove	\$400.00	\$2,400.00

**SG113 – Investigator's Office**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X 36”D X29”H w/48” right return	\$2,950.00	\$2,950.00
1	Desk Chair	Buzz – ME45P/ATS/BT Fabric: Momentum Bangle /Baltic	\$450.00	\$450.00
1	Conference Table	HLF – Cherry Laminate 42” Round w/pedestal	\$1,100.00	\$1,100.00
3	Conf Tble Chairs	Buzz – JEM10BK w/arms and casters Fabric: Momentum Bangle /Baltic	\$350.00	\$1,050.00

2	Storage Console Cabinets	HLF – Cherry Laminate 72”L X 22”D X 29”H w/ 4 doors and Locks	\$1,800.00	\$3,600.00
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**SG114 – Conference Room**

Qty	Item	Description	Unit Price	Extended Price
1	Conference Table	HLF – 12’ Cherry Laminate, (144”L X 48”D) rectangular, slab base, pedestal w/Data	\$4,500.00	\$4,500.00
12	Conf Table Chairs	Buzz – BA35 Fabric: Momentum Knack / Brisk	\$525.00	\$6,300.00

**SG115 - Solicitor General’s Office**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X 36”D w/48” left return	\$2,950.00	\$2,950.00
1	Conference Table	HLF – Cherry Laminate 42” Round w/pedestal	\$1,100.00	\$1,100.00
3	Conf Tble Chairs	Buzz – JEM10BK w/arms and casters Fabric: Momentum Bangle / Baltic	\$350.00	\$1,050.00
2	Guest Chairs	Fairfield – 8250-A4 Commercial Fabric: Stenson Twiggy 64770 / Cove Wood Finish: Café Mocha	\$800.00	\$1,600.00
1	Loveseat	Fairfield 2742-70 Fabric: Bangle/Baltic Wood Finish: Café Mocha	\$2,100.00	\$2,100.00
2	End Tables	Fairfield – 4177-28 rd (23W X 24.5H) Wood Finish: Café Mocha	\$425.00	\$850.00
2	Lamps	TBD	\$100.00	\$200.00
1	Desk Chair	Buzz – LOD55BK mid-back, w/swivel, tilt, rollers Fabric: Black Leather	\$450.00	\$450.00

**SG116, SG117, SG120 – Admin Assistants**

Qty	Item	Description	Unit Price	Extended Price
3	L Desks	HLF – Cherry Laminate 66”W X 30”D X29”H w/48” returns (2 lefts and 1 right return)	\$2,850.00	\$8,550.00
3	Desk Chairs	Buzz – ME35P/ATS/BT Midback Fabric: Momentum Bangle /Baltic	\$425.00	\$1,275.00
3	Lateral Files	HLF – Cherry Laminate w/2 drawers	\$1,650.00	\$4,950.00
6	Guest Chairs	Buzz – JEM10BK w/arms Fabric: Stinson Twiggy 64770 / Cove	\$400.00	\$2,400.00

**SG121 – Chief Deputy Solicitor General**

Qty	Item	Description	Unit Price	Extended Price
1	L Desks	HLF – Cherry Laminate 72”W X 36”D X29”H w/48” right returns	\$2,950.00	\$2,950.00

1	Lateral File	HLF – Cherry Laminate w/2 drawers	\$1,650.00	\$1,650.00
1	Desk Chair	Buzz – LOD55BK mid-back, w/swivel, tilt, rollers Fabric: Black Leather	\$450.00	\$450.00
2	Guest Chairs	Buzz – LOD50BK Fabric: Black Leather	\$450.00	\$900.00

**SG118, SG119 – Assistant Solicitors**

Qty	Item	Description	Unit Price	Extended Price
2	L Desks	HLF – Cherry Laminate 72”W X 36”D X29”H w/48” right returns	\$2,950.00	\$5,900.00
2	Desk Chair	Buzz – LOD55BK mid-back, w/swivel, tilt, rollers Fabric: Black Leather	\$450.00	\$900.00
4	Guest Chairs	Buzz – LOD50BK Fabric: Black Leather	\$450.00	\$1,800.00
			<b>Subtotal</b>	<b>\$86,200.00</b>

**District Attorney’s Offices**

**DA100 – Waiting Area**

Qty	Item	Description	Unit Price	Extended Price
2	Lounge Chairs	Fairfield 2742-01 Fabric: Twiggy Cove Wood Finish: Café Mocha	\$1,650.00	\$3,300.00
1	End Table	Fairfield – 4177-28 rd (23W X 24.5H) Wood Finish: Café Mocha	\$425.00	\$425.00

**DA101, DA102, DA103, DA105 – Attorneys Offices**

Qty	Item	Description	Unit Price	Extended Price
4	Executive L Desks	HLF – Cherry Laminate 72”W X 36”D X 29”H w/48” returns (1 left return and 3 right returns)	\$2,950.00	\$11,800.00
8	Guest Chairs	Buzz – LOD50BK Fabric: Black Leather	\$450.00	\$3,600.00
4	Desk Chairs	Buzz – LOD55BK mid-back, w/swivel, tilt, rollers Fabric: Black Leather	\$450.00	\$1,800.00
4	Lateral File Cabinets	HLF – Cherry Laminate w/2 drawers	\$1,800.00	\$7,200.00
4	Bookcases	HLF – Cherry Laminate 30”W X 72”H	\$900.00	\$3,600.00

**DA106 – Conference Room**

Qty	Item	Description	Unit Price	Extended Price
12	Conf Room Chairs	Fairfield #1014-35 Swivel/tilt/rollers Fabric: U+4 4745 Indigo	\$900.00	\$10,800.00

6	Conf Room Guest Chairs	Fairfield #8250-A4 Fabric: U+4 4745 Indigo	\$800.00	\$4,800.00
			<b>Subtotal</b>	<b>\$47,325.00</b>

### **SL100 – Break Room and Outdoor Dining**

Qty	Item	Description	Unit Price	Extended Price
2	Dining Table w/4 chairs each	NDI – 198C/PLT42R/PLTRBPOST 42” Round with pedestal and 4 chairs	\$800.00	\$1,600.00
3	Outdoor Dining Sets	Madburry – Weather resistant, square 48” dining table with 4 coordinating chairs	\$1,900.00	\$5,700.00
			<b>Subtotal</b>	<b>\$7,300.00</b>

### **IT Department**

#### **IT101, IT102, and IT103**

Qty	Item	Description	Unit Price	Extended Price
2	L Desks and Bookcases	HLF – Gray Laminate: Desks 72”W X 30”D X29”H w/48” returns Bookcase 30”W X 72”H	\$2,800.00	\$5,600.00
4	Guest Chairs	Buzz – ME10BK Black Fabric/ Black Mess Anchorage G-1 Fossil #2093 Fabric: Black Leather	\$225.00	\$900.00
5	Desk Chairs	NDI – NDIXSL176	\$270.00	\$1,350.00
2	Drafting Chairs (IT103)	NDI – NDI3452	\$275.00	\$550.00
			<b>Subtotal</b>	<b>\$8,400.00</b>

<b>GRAND TOTAL</b>	<b>\$489,680.00</b>
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#### **Terms:**

- 50% deposit to order
- Drop ship merchandize to Houston County provided warehouse
- Merchandize paid for as delivered to warehouse
- Setup charge 1%

#### **Estimated lead times:**

- Fairfield Chair – six to seven months
- St. Timothy - six to seven months
- HLF – three to four months
- Buzz Seating – three to four months
- NDI – four to five months

*Note: HLF Georgia State Contract Pricing for case-goods totals - \$185,348.20  
Phillips Furniture Pricing for HLF case-goods - \$176,550.00 (Savings \$17,550.00)*



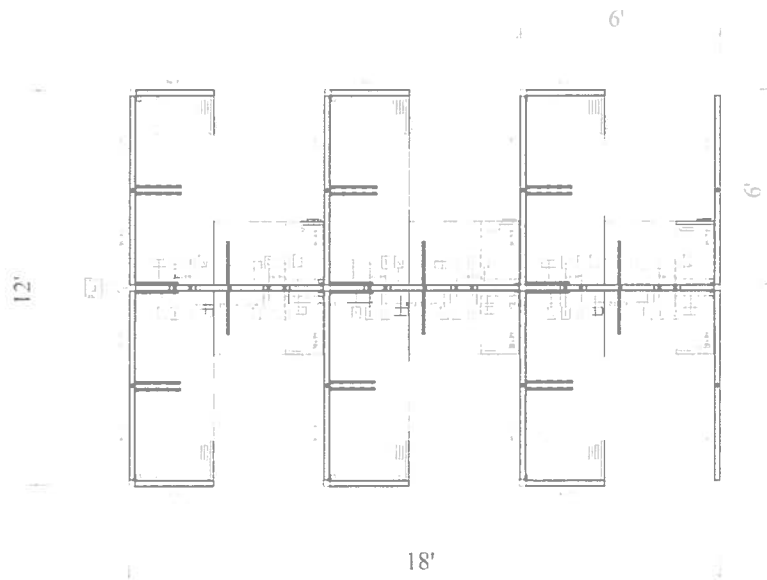
NDI OFFICE FURNITURE, LLC

PF\_05022022

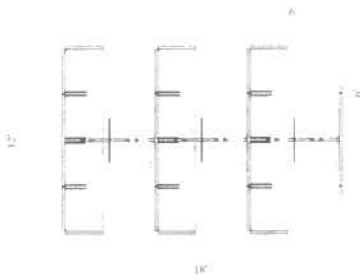
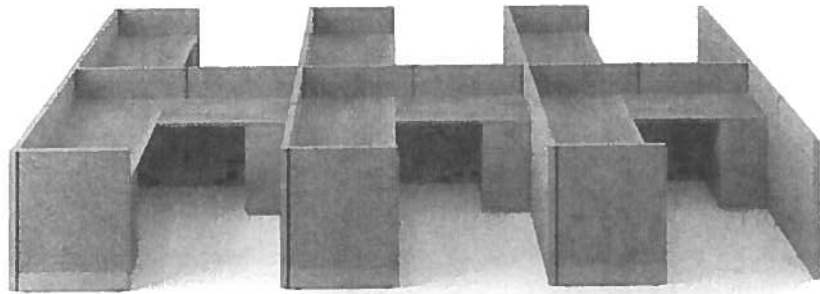
May 5<sup>nd</sup> 2022

PGJR-846





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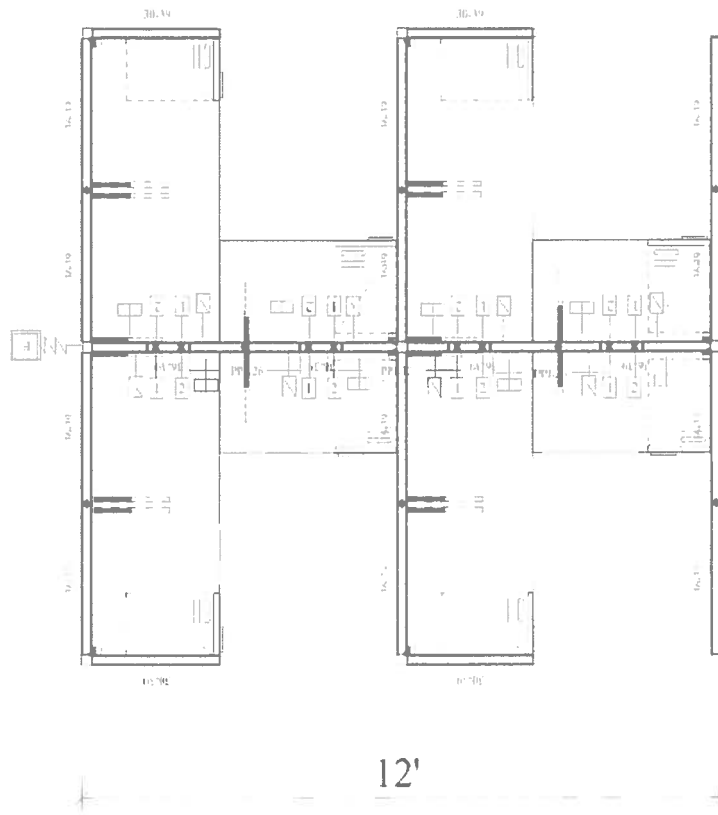


- Fabric covered panel 39" h
- Power on raceways (base feed)
- Support pedestal (BBF) metal square fronts

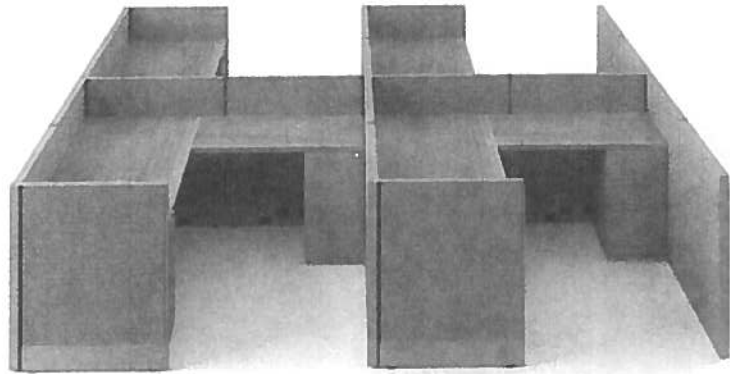
Suggested Finishes

- Trim: Sterling
- Tops: Celeste noce
- Fabric: Pumice

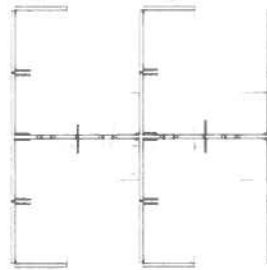
PGJR-846



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\*Tones in rendering may vary from actual product.



12'

- Fabric covered panel 39”h
- Power on raceways (base feed)
- Support pedestal (BBF) metal square fronts

Suggested Finishes

- Trim: Sterling
- Tops: Celeste noce
- Fabric: Pumice

PGJR-846



# 19

## Summary of bills by fund:

• General Fund (100)	\$ 499,904.48
• Emergency 911 Telephone Fund (215)	\$ 3,829.56
• Fire District Fund (270)	\$ 5,855.97
• 2006 SPLOST Fund (320)	\$ 0.00
• 2012 SPLOST Fund (320)	\$ 77,348.57
• 2018 SPLOST Fund (320)	\$1,602,291.34
• Water Fund (505)	\$ 134,259.87
• Solid Waste Fund (540)	\$ <u>289,627.19</u>
Total for all Funds	\$2,613,116.98

Motion by \_\_\_\_\_, second by \_\_\_\_\_ and carried \_\_\_\_\_ to

- approve
- disapprove
- table
- authorize

the payment of the bills totaling \$2,613,116.98