



Agenda
City of Cornelia Commission Meeting
January 6, 2015

Call to Order

Invocation and Pledge of Allegiance

1. Approval of the Agenda
2. Approval of the December 2, 2014 Commission Meeting Minutes **Tab A**
3. Public Forum (**All comments will be limited to 3 minutes**)
 - a. Special Presentation to Public Safety Personnel

Old Business

4. None

Public Hearings (Conducted by City Attorney)

5. None

Consent Agenda

6. Change Order for Galloway Street Paving Project **Tab B**
7. Appointment of Commissioner Bagwell as Mayor Pro Tem for 2015

New Business

8. Department Reports for 2014
9. Bids for Brush Chipping Machine **Tab C**
10. Bids for North Main Street Sidewalk Project **Tab D**
11. Bids for Sewer Line Camera Project **Tab E**
12. Adjourn

 DRAFT

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
DECEMBER 2, 2014

The Cornelia City Commission met in a Workshop Session on Tuesday, December 2, 2014 at 5:30 PM in the Conference Room at City Hall. Mayor James C. Irby, Jr. called the meeting to order with the following members present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Jr., Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson.

Resolution for 127 Millie Street – City Manager Anderson advised that the house at 127 Millie Street caught fire approximately 6 months ago and there has been no cleanup. He said we have exhausted every avenue trying to get the property owners to demo the house and cleanup the property without any success. This resolution will allow us to proceed with the cleanup of the property and procedures to collect reimbursement for the expense.

City Manager Anderson advised that he has been approached by 2 individuals that are interested in operating a distillery in town. He said Attorney Campbell said this would require a petition from 35% of the voters and then we would have to conduct a Referendum before it could take place.

The other agenda items were reviewed briefly and further explanation was given if needed.

Commissioner Dodd made the motion to close the meeting at approximately 6:20 PM to discuss a Personnel matter; seconded by Commissioner Bagwell. Approved 4-0.

Commissioner Dodd made the motion to open the meeting and close the Executive Session at approximately 6:40 PM; seconded by Commissioner Bagwell. Approved 4 – 0.

Mayor Irby stated that a personnel matter was discussed but no action was taken.

The Mayor and Commissioners adjourned the meeting to proceed to the Municipal Court Room for the Regular Meeting.

Janie N. Henderson, Secretary to the
City Commission

James C. Irby, Jr., Mayor

CITY OF CORNELIA
MINUTES OF COMMISSION MEETING
DECEMBER 2, 2014



The Cornelia City Commission met in a Regular Session on Tuesday, December 2, 2014 at 7:00 PM in the Municipal Court Room. Mayor James C. Irby, Jr. called the meeting to order with the following members present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr. and Janice Griggs. Also present: City Attorney Steve Campbell, City Manager Donald Anderson, Jr., City Planner Jeff Barron, Human Resource Manager Diane Feorino, and Secretary to the City Commission Janie N. Henderson.

Commissioner Bagwell gave the invocation and Mayor Irby led the Pledge of Allegiance.

Approval of the Agenda – City Manager Anderson recommended the agenda be amended by removing Item #14, Executive Session for Personnel it was conducted during the Workshop Meeting. Commissioner Dodd made the motion to amend the December 2, 2014 Agenda by removing Item #14; seconded by Commissioner Cook. Mayor Irby stated that the Executive Session was conducted during the Workshop Meeting and no action was taken. Approved 4 – 0.

Commissioner Cook made the motion to approve the November 4, 2014 Commission Meeting Minutes as presented; seconded by Commissioner Griggs. Approved 4 – 0.

Commissioner Bagwell made the motion to approve the November 18, 2014 Called Commission Meeting Minutes as presented; seconded by Commissioner Cook. Approved 4-0.

Public Forum - Employee Appreciation Certificates were presented by Mayor Irby and Human Resource Manager Diane Feorino to the following employees for 5 years of service: Darrell Bennett, Water Treatment Plant; Tim Eller, Sanitation; Joseph Glaze, Water & Sewer Distribution Supervisor; Aaron Lewallen, Sanitation; Greg Moss, Building & Grounds; Gilbert Paul, Building & Grounds; and Amanda Green, Police. Autry Gosnell was to receive a 10 year service award, but wasn't able to attend the meeting. Mayor Irby thanked the employees for their service to the citizens of Cornelia.

NADO Award Presentation – Heather Feldman, Director of Economic Development with Georgia Mountains Regional Development Commission (GMRDC) came forward to make the presentation. The City of Cornelia received the National Association of Development Organization Award for our efforts in improving the water quality for its residents. GMRDC works with the City in preparing the CDBG Grant Applications. She noted that for the first time in State History the City of Cornelia received 3 consecutive CDBG Grants for \$500,000 each,

took a year off, and then we received the 4th award in September 2014. The City leveraged that \$2 million dollars with \$583,000 of local funds. Mayor Irby thanked her and GMRDC Staff for their support and efforts on behalf of the City.

Andrea Harper, Habersham County Commissioner, invited the mayor and commissioners to her swearing in ceremony on December 15th at 2 PM at the new Courthouse for another 4-year term.

Commissioner Bagwell made the motion to approve the Consent Agenda which is the acceptance of the City Manager's Monthly Report and adopting the Arbor Day Resolution; seconded by Commissioner Dodd. Approved 4 – 0.

J. Warren North Lift Station Project – City Manager Anderson explained that this lift station was constructed in the late 80's and is in need of repairs and modifications. It collects the entire sewer north of J. Warren Road and pumps it into the already maxed out J. Warren South Lift Station which serves Ethicon, Global Tech, Wal-Mart and Lowes. Both of these lift stations are a major part of our collection system and are vital to our future Economic Development. With the help of our engineers we have developed a plan to pump the sewer from J. Warren North directly into the existing force main by-passing the south station. At this time we want to replace the existing pumps and panels with larger pumps which will be able to pump straight to the plant. Attached are 3 quotes which we received and Goforth Williamson is the low bidder in the amount of \$42,507. Once the project is complete we will have more capacity in both stations and should see our power bill drop. The money is in our 2014 Budget. Commissioner Cook made the motion to award the bid to Goforth Williamson for \$42,507 for the new lift station pumps and panels; seconded by Commissioner Griggs. Approved 4 – 0.

GMA Lease for New Records Management Software – City Manager Anderson said we have been in need of new records management software for the Police Department for a while and we began looking at new companies last year. Our current software is very old and the company has been sold and we have experienced issues with technical support. The software we want to go with is SSI they are reputable and have many years of experience. Our patrol cars will be equipped with laptop computers and the software and this will eliminate the need for our officers to spend hours at the Station writing their reports. The total cost for the software and laptops is \$63,413 and through the lease with GMA we will pay a total of \$68,050.95.

Commissioner Bagwell made the motion to approve the GMA Lease Agreement for \$68,050.95 to purchase the SSI Software and laptops for the patrol cars the lease payments will begin in 2015; seconded by Commissioner Cook. Approved 4 – 0.

Resolution to abandon portions of Branch, Fay, Market and Wayside Streets – City Manager Anderson stated that our engineers have been working with Fieldale’s Engineer regarding the plans for the construction of the cul-de-sac on Wayside Street. Fieldale will also be widening the portion of Fay Street that they will own once the abandonment is complete. City Manager Anderson recommended the abandonment be approved for safety reasons. At no fault of Fieldale, their parking lot has been a problem for a long time for our police department because of illegal drug activity from outside. City Attorney Campbell said Fieldale has a representative present to make their case as to the need for closing of the streets. John Wright, Vice President of Operations for Fieldale Farms, stated that their request is based on the safety of their 1,300 employees crossing Wayside Street because of the traffic, local citizens are in danger with trucks backing in and out of plant and the area along Fay Street and it’s confined space is a danger for trucks that meet pedestrian traffic there is no room to travel. He said they have spent a significant amount of time discussing this with Cornelia and other law enforcement agencies the unabated access to their parking lot by those from outside doing their bad business. GEMA has also identified their facility as a critical infrastructure sight to the State of Georgia and it needs to be secured and with the property fenced and single access they will meet the concerns of GEMA. Also, this will prevent the land locking of their growth so that they can continue to make improvements, enabling them to expand across Wayside Street. They can continue to be a viable competitor in the industry and stay in Cornelia. He said they are requesting that the portions of Branch, Fay, Market and Wayside Streets be abandoned for these reasons. He introduced Jerry Franklin, Complex Manager; Jimmy Kemp, Corporate Process Improvements Manager; Clayton Franklin, Corporate Counsel; and John Conley from their engineering firm if they have any further questions. Commissioner Bagwell stated he has been to the Murrayville and Gainesville plants and knows that they already secure and have been for some years. Commissioner Dodd made the motion to adopt the Resolution to abandon portions of Branch, Market, Wayside and Fay Streets; seconded by Commissioner Griggs. Approved 4 – 0.

Resolution 127 Millie Street – City Manager Anderson stated that part of the house at this address burned approximately 6 months ago and the property hasn't been cleaned up. Our staff has tried to get the property owners to take care of the matter without success. The resolution will allow Code Enforcement to proceed with the cleanup of the property and then give us the avenue to collect reimbursement of the costs. Commissioner Dodd made the motion to adopt the Resolution for 127 Millie Street; seconded by Commissioner Cook. Approved 4 - 0.

Bids for Police Cars – City Manager Anderson said that the SPLOST Budget has \$60,000 designated for the purchase of 2 new police cars. We received quotes from Emergency Equipment Specialist for \$57,598; Cain Ford for \$47,992 plus \$12,196 = \$60,188; and Brannen Motor Company for \$62,942. He said even though the best price is EES the lead time for the vehicles is 9 weeks, but with Cain Ford they are local and are available now. He recommended we purchase the cars from Cain Ford. Commissioner Cook made the motion to approve the purchase of the 2 new police cars from Cain Ford for \$60,188; seconded by Commissioner Bagwell. Approved 4 – 0.

Commissioner Dodd made the motion to adjourn the meeting at approximately 7:25 PM; seconded by Commissioner Cook. Approved 4 – 0.

Janie N. Henderson, Secretary to the
Commission

James C. Irby, Jr., Mayor

AFFIDAVIT

Personally appeared before the undersigned officer, duly authorized to administer oaths, James C. Irby, Jr., who, after being duly sworn, deposes and on oath states the following:

- (1) I was the presiding officer of a meeting of the Cornelia City Commission held on the 2nd day of December, 2014.
- (2) That it was my understanding that O.C.G.A. 50-14-4(b) provides as follows:
when any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the chairperson or other person presiding over such meeting shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exception.
- (3) The subject matter of the closed meeting or closed portion of the meeting held on the 2nd day of December, 2014, which was closed for the purpose(s) of discussing a personnel matter as allowed by O.C.G.A., Title 50, Chapter 14, was devoted to matters within those exceptions and as provided by law.
- (4) This affidavit is being executed for the purpose of complying with the mandate of O.C.G.A. 50-14-4(b) that such an affidavit be executed.

This 2nd day of December, 2014.

James C. Irby, Jr., Mayor

Sworn to and subscribed before me this 2nd day
of December, 2014.

Janie N. Henderson, N.P.

My Commission Expires: February 26, 2016



**City of Cornelia
Agenda Report**

Date: December 29, 2014

To: The Honorable Mayor and City Commission

From: ^{DA}
City Manager

Subject: Galloway Street Paving Project Change Order

You approved a contract with Thomason Construction to pave Galloway Street in October. Since that time I have been in discussion with GDOT about our 2014 LMIG Funds which were to be used to pave Level Grove Road. They want us to go ahead and spend this money and use next year's funds for Level Grove Road when we do the sidewalk project.

Since Clarkesville Street is in such bad shape I have asked them if we can use the funds to pave it. I have negotiated a price with Thomason to go ahead and pave Clarkesville Street at the same time that he does Galloway Street. He has agreed to a price of \$75,500 which includes milling the street and re-striping. The milling will be \$15,000 and the paving and striping will be \$60,500. The road needs to be milled because the existing asphalt is almost to the top of the curb. If we add more asphalt on top it will be over the existing curb.

The funding for this project is as follows, \$41,000 from GDOT and \$34,500 from SPLOST funds. I recommend that you authorize the Mayor to sign this change order.

CONTRACT CHANGE ORDER

CONTRACT FOR: Galloway Street Paving Project		PROJECT:
OWNER: City of Cornelia		ORDER NO.: 1
TO: Thomason Construction	DATE: January 6, 2015	
PO Box 548	STATE: Georgia	
Toccoa, GA. 30577	COUNTY: Habersham	

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

ITEM NO.	DESCRIPTION	QTY	UNIT	PRICE	DECREASE in Contract Price	INCREASE in Contract Price
1	Mill 1.5 inches of asphalt from Clarkesville Street	2550 lf		\$15,000		\$15,000
2	Resurface Clarkesville Street with 12.5 mm Super pave	2550		\$58,500		\$58,500
3	Apply Pavement Markings	2550		\$2,000		\$2,000
	NET CHANGE IN CONTRACT					\$75,500
	TOTAL CHANGE IN CONTRACT				\$75,500	

Justification: Road in need of paving, GDOT will allow the use of 2014 LMIG

The amount of the contract prior to this change order: \$55,800

The amount of the contract will increase by the sum of: \$75,500

The contract total including this and previous change orders will be: \$131,300

The contract period provided for completion will increase by 30 days.

Original Contract Time Additional Contract Time: 60 days

Revised Contract Time Expiration Date: February 16, 2015

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

Thomason Construction

Date

James C. Irby, Jr. Mayor

Date

Proposal

THOMASON CONSTRUCTION INC
P.O. Box 548 407 E Whitman St
Toccoa, Georgia 30577
(706) 886-7978

PROPOSAL SUBMITTED TO <u>City of Cornelia</u>	PHONE <u>706 778-8585</u>	DATE <u>November 4, 2014</u>
ADDRESS <u>P.O. Box 785</u>	JOB NAME <u>Clarksville St. Re-surfacing</u>	
CITY, STATE and ZIP CODE <u>Cornelia, GA 30531</u>	JOB LOCATION	
CONTACT <u>Donald Anderson</u>	PHONE	JOB PHONE
	<u>706 778-2234</u>	

We hereby submit specifications and estimates for:

Termini - Main St. & Stovall St., 2550 ± lin. ft.

- Clean, apply bituminous tack coat, and resurface with 1/2 inches of 12.5 mm Superpave asphalt.

\$ 58,500.00

- Pavement Marking

\$ 2,000.00

We Propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Sixty thousand, five hundred dollars (\$ 60,500.00).

Payment to be made as follows:

Will Invoice

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements contingent upon weather, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

Al Thomason

Al Thomason President

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____



**City of Cornelia
Agenda Report**

Date: December 23, 2014
To: The Honorable Mayor and City Commission
From: *DA*
City Manager
Subject: Brush Chipping Machine

We budgeted \$45,000 to replace our existing 1998 brush chipping machine this year. We have demoed 2 different machines, a Vermeer BC1200XL, \$43,000 and a Bandit 250XP, \$37,799.60. They both appear to be good machines but there is one major difference which has steered us toward the Vermeer, it does not have a clutch. Our existing machines have a clutch for engaging the cutting blades which causes us all sorts of issues. Just this year alone we have spent almost \$2,000 replacing clutches. The Vermeer also has a slightly larger cutting system which will allow us to chip most of the brush that we run into on the streets. We also spoke with McAllister Tree Service who has several brush chipping machines and they use only Vermeer machines because they feel that they hold up better.

Vermeer will be going up on the cost of their machine in January but are willing to honor this price if we approve the purchase this month. Based on the advantages stated above and the demonstration of the 2 machines I recommend that you approve the Vermeer at \$43,000.



Vermeer Southeast Sales & Service, Inc.
 1320 Gresham Road
 Marietta, Georgia 30062

Quote

Customer

Name City of Cornelia
 Address 181 Larkin St.
 City Cornelia State GA ZIP 30531
 Attention Mr. Gary Worley

Misc

Date 8/19/2014
 Order No. -
 Rep Les Boyett
 FOB -

Qty	Description	Unit Price	TOTAL
1	Vermeer BC1200XL 13" Capacity Brush Chipper -120 Horsepower Cummins -Patented Smart Feed System -Patented Feed Table Safety Bar -Electric Brakes -Pintle Hitch w/ Safety Chains -Winch with Right Side Controls -Echo Idle Fuel Saver 1 Year / 1,000 Hour Warranty 3 Year / 3,000 Hour Cutter Drum Warranty <i>Pricing is NJPA State Contract</i>	\$ 43,000.00	\$ 43,000.00

SubTotal	\$ 43,000.00
Shipping	
TOTAL	\$ 43,000.00

Payment

Comments _____
 Name _____
 CC # _____
 Expires _____

Tax Rate(s)

	\$ -
TOTAL	\$ 43,000.00

All warranties, if any, made with respect to this equipment are those warranties made by the Manufacturer. DEALER MAKES NO WARRANTIES EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS OF A PARTICULAR PURPOSE.

Customer Signature _____



MASON TRACTOR COMPANY

Mason Tractor & Equipment Co., Inc.

855 Industrial Boulevard

McDonough, GA 30253

USA

770-957-3370 (Phone)

www.masontractor.com

www.MasonTractor.com

QUOTATION

Quote #	Quote Created	Last Updated	Salesperson
42245	July 23, 2014 07:14 AM by Mason Tractor & Equipment Co., Inc.	July 23, 2014 07:24 AM by Mason Tractor & Equipment Co., Inc.	Randy Rawlins

CUSTOMER:

CITY OF CORNELIA
P.O. BOX 785
181 LARKIN STREET
CORNELIA, GEORGIA 30531
USA
706-768-2145 (Phone)
GARY WORLEY (Contact)
gworley@comeliageorgia.org

MODEL 250XP (12" DISC STYLE) BRUSH BANDIT

Qty	Part #	Description
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1	MODEL-250	Model 250XP - (12" Disc Style) Brush Bandit
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STANDARD EQUIPMENT

Qty	Part #	Description
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- | | | |
|---|----------|---|
| 1 | STANDARD | Spring loaded slide box type feed system with (2) horizontal feed wheels 10 5/8" diameter x 19 1/2" wide |
| 1 | STANDARD | 29" high x 64" wide tapered infeed hopper with 30" fold down infeed hopper tray, heavy-duty taillight covers, and spring lift assists |
| 1 | STANDARD | Clean out and inspection door on discharge |
| 1 | STANDARD | 40" diameter x 2" thick (2 knife pocket) chipper disc, each pocket equipped with (2) 1/2" x 4 1/2" x 7 1/4" dual edge knives |
| 1 | STANDARD | 13 gallon steel hydraulic tank with magnetic drain plug, lockable filler cap, and aluminum sight gauge |
| 1 | STANDARD | 40 gallon steel fuel tank with magnetic drain plug, lockable filler cap, and aluminum sight gauge |
| 1 | STANDARD | 12 volt system with rubber mounted LED taillights, 6 prong replaceable coiled power cord & protected heavy-duty wiring with junction box, and LED clearance lights with reflectors. |
| 1 | STANDARD | 3/16" x 2" x 6" rectangular tubing with a 1/4" x 3" x 6" tubular tongue |
| 1 | STANDARD | 5,000 pound capacity tongue jack with 15" of travel and foot pad |
| 1 | STANDARD | (2) radiator guard posts |
| 1 | STANDARD | Safety control bar controls forward / neutral / reverse |
| 1 | STANDARD | Engine disable plug for hood locking pin-preventing engine from operating without pin in place |
| 1 | STANDARD | Wooden pusher tool with mount on infeed hopper |
| 1 | STANDARD | (2) Last chance safety pull cables |
| 1 | STANDARD | Weather resistant manual container |
| 1 | STANDARD | Safety DVD, (2) 6" wide x 9" tall Bandit operator's manuals (one paper copy and one waterproof copy tethered to machine) and (1) engine operator's manual |
| 1 | STANDARD | Spanish & English combination safety decals |
| 1 | STANDARD | Lockable aluminum toolbox |

OPTIONS

- | | | |
|---|-----------|---|
| 1 | 333-32273 | Standard Imron Industrial Urethane Bandit Yellow (For Whole Tree Chippers please specify Chipper Guard paint color) |
|---|-----------|---|



**City of Cornelia
Agenda Report**

Date: December 29, 2014
To: The Honorable Mayor and City Commission
From: ^{DA} City Manager
Subject: North Main Street Sidewalk Project

We requested bids to replace the sidewalks on the North side of North Main Street so that they will match the new sidewalks on the South side of the Street. We received 4 bids for the project which are attached for your review. The low bidder is Higgins Construction in the amount of \$143,642.

We will begin receiving SPLOST funds in May, a portion of which is to be used to replace sidewalks. I am requesting that we pay for this project using reserve funds and pay ourselves back once we begin receiving our SPLOST funds.

I recommend that you award this project to Higgins Construction in the amount of \$143,642.

Higgins Construction Company
115 Clarkesville St
PO Box 169
Cornelia, GA 30531
Voice: (706) 776-6000
Fax: (706) 778-2002

Quote: 15

To

City of Cornelia
181 Larkin St
Cornelia, GA 30531

<u>Item</u>	<u>Quantity</u>	<u>Description</u>	<u>Unit Price</u>	<u>Extended Price</u>
	1	Install Sidewalks and Curb & Gutter and Retaining Wall per attached Request for Proposal	143642.00	143,642.00
				<u>143,642.00</u>
				143,642.00



ARMSTRONG CONSTRUCTION Co. INC.
PO Box 515
CORNELIA, GA 30531
 ERIC@ARMSTRONGCONSTRUCTIONCOMPANY.COM
 7062150058

Estimate

Date	Invoice #
11/4/2014	57

Bill To
City of Cornelia Autry Gosnell 181 Larkin Street Cornelia, Ga 30531

P.O. No.	Terms	Project
N. Main Street Side...	Due on receipt	

Quantity	Description	Rate	Amount
1	Concrete 2656' x 7' x 5" Sidewalks Along North Main Street. Poured to Top of New Curbing. 163 Yards 3500 Mix. Form, Pour and Finish. Material and Labor.	77,680.00	77,680.00
1	Concrete 2478' x 2' x 8" Curbing Along North Main. 18" x 6" Up x 6" Out. Poured to Street Level. 127 Yards 3500 Mix. Form, Pour and Finish. Material and Labor	59,500.00	59,500.00
1	Concrete Retaining Walls 82' x 3' x 8" (Allstate Building). Footer, Form, Pour and Finish. Material and Labor.	9,400.00	9,400.00
1	Concrete Cutting to Include Backside of Sidewalk (Against Roads and Parking Lots), 2478' Along Road for Curbing, and 18" Cut for Stain Design in Sidewalk. Material and Labor.	2,800.00	2,800.00
1	Stain and Sealer of 2656' x 16" Sidewalks. Stain to Cut Line. Color to Match Existing Brick Red Color. Material and Labor.	6,400.00	6,400.00
1	Handicap Truncated Dome Kits. 4 Sets, 8 Total for Road Crossings. Brick Red In Color. Material an Labor Installed.	3,820.00	3,820.00
1	City of Cornelia to Provide Demo and Grading for North Main Street Sidewalk Sections. City of Cornelia to Provide Relocation of Man Holes, Adjustment and Covers Within Footprint of the New Sidewalks. Thank You for the Opportunity.	0.00	0.00

Thank You for the Opportunity	Total	\$159,600.00
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December 23, 2014

City of Cornelia
Attn: Donald Anderson
P.O. Box 785
181 Larkin Street
Cornelia, GA 30531

Mr. Anderson,


Enclosed you will find eight (8) copies of the bid proposal from RP Paving Solutions for the project named: City of Cornelia Sidewalk Replacement Project.

My name is Jeff Reese and I am a Sales Representative for RP Paving Solutions in Villa Rica, Georgia. RP Paving has been in business for over 20 years, serving the Greater Atlanta area. Some of our clients include Hartsfield-Jackson International Airport, Chick-Fil-A and Ingles Supermarkets. Our references are included in this package.

In addition, I would ask that you consider my personal resume' as well. Most recently, I was the Assistant City Manager for the City of Villa Rica, where I served for 13 years. Prior to that, I worked for Douglas County for seven years and for Cobb County for 17 years. I feel it appropriate to mention all this to give you a comfort feeling with RP Paving Solutions. I know the vast responsibilities and commitments that you face on a daily basis and it will be my goal to complete this project in both a timely and professional manner to lesson your burden.

I thank you for the job that you do and I look forward to working with you on this project if we are chosen.

Sincerely,


Jeff Reese, CPRP
RP Paving Solutions

R.P. Paving Solutions, LLC



Contract No. _____

106 Three West Parkway, Villa Rica, GA 30180
 Phone: (678) 840-4088
 Fax: (678) 840-4087

Contract Submitted To		Phone	Date
City of Cornelia		706-778-8585	12/23/2014
Street Address		Job Name	
P.O. Box 785 181 Larkin Street		City of Cornelia North Main Street Sidewalk Replacement Project	
City, State, Zip		Job Location	
Cornelia, GA 30531		Main Street in Cornelia, GA	
Contact Name	Fax	Email Address	Alternate Phone
Donald Anderson		danderson@corneliageorgia.org	

We Hereby Submit Specifications and Estimates for the Following Scope of Work:

CONCRETE WORK:

1. Sidewalk: 2,656lf, 7' wide with 5' of sidewalk and a 2' beauty strip separated by a tooled line. The thickness of the concrete shall be 5" and the strength shall be 3,500psi.
2. Curbing: 2,478lf, 2' wide, 18" gutter with a 6" curb and a 6" rise. The strength shall be 3,500psi.
3. Handicap Truncated Dome Kits: 4 sets (8 total). Brick red in color.
4. Beauty Strip: 2,656lf, 2' wide to be stained to match the existing brick red color and then sealed.
5. Concrete Retaining Walls: Includes the construction of 2 concrete retaining walls. The total length of the walls is 82'. The walls shall be 3' tall and 8" thick. A footing will be poured to support the walls.
6. The Contractor will be responsible for making the cuts at all parking lot and driveway openings to assure accuracy. Once the cuts are made, the city will remove the existing asphalt and/or concrete.

191,767.51

RP paving Solutions is E-Verify compliant according to O.C.G.A. 13-10-91.

We Propose to complete the above work in accordance with above specifications for the sum of:

dollars (\$ **191,767.51**)

Payment to be made upon completion of work unless otherwise stated below:

There shall be a one (1) year guarantee on the material and all workmanship, except that as applied to cracks. The guarantee shall be limited to the replacement of the material and application of the same. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and beyond the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Property owner indemnifies R.P. Paving Solutions from any and all claims except those due to negligence.

Authorized Signature _____

Note: This contract may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. All expenses incurred in the collection of monies owed according to this contract will be borne by the customer. This includes, but is not limited to: Attorney's Fees incurred, all costs of litigation, lien filing and release fees and administrative fees incurred by us. All accounts past due after thirty (30) days are subject to a finance charge of one and one-half percent (1 1/2%) per month.

Signature _____

Signature _____



**RP PAVING
SOLUTIONS**

REFERENCES

Jones Lang Lasalle Americas, Inc.
211 Perimeter Ctr. Pkwy., Ste. G-2
Atlanta, GA 30346
Amy Timms
Phone: (678) 280-2230

Blount Construction
1730 Sands Place
Marietta, GA 30067
Bob Cathcart
Phone: (770) 541-7333

The Conlan Company
1800 Parkway Place SE, Ste. 1010
Marietta, GA 30067
Garry Jackson
Phone: (678) 796-5663

Redd Realty
4200 Northside Parkway
Building 10, Suite 101
Atlanta, GA 30327
Brandi Swilling
Phone: (404) 841-0123

City of Villa Rica
571 Bankhead Highway
Villa Rica, GA 30180
Jeff Reese
Phone: (770) 550-6064

Golden Sands General Contractors, Inc.
4965 Braselton Highway
Hoschton, GA 30548
Joe Rudloff
Phone: (404) 617-1326

CB Richard Ellis
3209 Buford Hwy., 2nd Floor
Duluth, GA 30096
Mike Pepe
Phone: (404) 449-1269

High Grove Partners, LLC
7730 The Bluffs
Austell, GA 30168
Josh Escue
Phone: (404) 388-5468

Ingles Supermarkets
2913 US 70
Black Mountain, NC 28711
Jeff Blankenship
Phone: (828) 669-2941 Ext. 340

Georgia Development Partners
105 Laser Industrial Court
Fairburn, GA 30213
Scott Singleton
Phone: (678) 618-2945

Brooks-Berry-Haynie & Assoc.
600 Discovery Place
Mableton, GA 30126
Bill Gunter
Phone: (770) 874-1162

Chick-fil-a, Inc.
5200 Buffington Road
Atlanta, GA 30349
Cindy O'Neal
Phone: (404) 765-8998

Affiliations:

*Member of the Atlanta Apartment Association.

*Licensed Perma Flex® Installer

*Business established in 1998.

SUMMIT UNDERGROUND COMPANIES, INC.

886 Bradford Street, S.W. . Gainesville, Georgia 30501 . (770) 531-1661 . (770) 536-7077 Fax

TRANSMITTAL

To:	City of Cornelia	Date:	12/29/14
Attn:	Donald Anderson, City Manager	From:	JIM COLLINS
Re:	RFP for New Sidewalk on North side of North Main Street		SUMMIT UNDERGROUND COMPANIES, INC.

Mr. Anderson:

This is a submittal per your request using your number estimates to determine our price for the convenience of comparison.

Notes to the proposal are as follows:

- 1) We are the same contractor that did the work on the South side of North Main Street.
- 2) We plan on using the same personel that were used on the South side and the same suppliers.
- 3) We estimate that the project will take 10-12 weeks to complete depending on the weather. We can begin work within two weeks.
- 4) The specifications differ somewhat from the South side mainly in the depth of the concrete (5" requested as opposed to 4" and 6" on the South side) and the mix. (Requested 3,500# mix verses 3,000# mix on the South side) It needs to be noted that this difference in mix could affect the color)
- 5) We have included an allowance in this proposal for the three manholes seen and the inlets shown.
- 6) We will make every attempt to keep traffic moving in both directions during construction.

The price for this work is \$192,638.00

Note:

We offer a voluntary price for the removal of the existing granite slabs that act as curbing and transferring same to the tank site for further use as well as the demolition of the existing concrete sidewalk and curbing and hauling to the fill area. Leveling of and compaction of the ground area is included. This price is \$39,940.00.

Jim Collins

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of The City of Cornelia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

2 9 9 8 9 3
Federal Work Authorization User Identification Number

01/28/2010
Date of Authorization

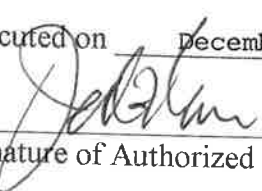
Summit Underground Companies, Inc.
Name of Contractor

North Main Street Sidewalk Replacement
Name of Project

City of Cornelia
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on December, 29, 2014 in Gainesville (city), GA (state).


Signature of Authorized Officer or Agent

Jim Collins, President
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 29th DAY OF December, 2014.


NOTARY PUBLIC

My Commission Expires: August 19, 2016

Sub-subcontractor Affidavit under O.C.G.A. § 13-10-91(b)(4)

By executing this affidavit, the undersigned sub-subcontractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract for Smith Concrete, Inc. (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract) and SUMMIT UNDERGROUND COMPANIES, INC. (name of contractor) on behalf of The City of Cornelia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned sub-subcontractor will continue to use the federal work authorization program throughout the contract period and the undersigned sub-subcontractor will contract for the physical performance of services in satisfaction of such contract only with sub-subcontractors who present an affidavit to the sub-subcontractor with the information required by O.C.G.A. § 13-10-91(b). The undersigned sub-subcontractor shall submit, at the time of such contract, this affidavit to SUMMIT UNDERGROUND COMPANIES, INC. (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Additionally, the undersigned sub-subcontractor will forward notice of the receipt of any affidavit from a sub-subcontractor to SUMMIT UNDERGROUND COMPANIES, INC. (name of subcontractor or sub-subcontractor with whom such sub-subcontractor has privity of contract). Sub-subcontractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

8 2 8 5 5 9
Federal Work Authorization User Identification Number
11/10/2014
Date of Authorization
Smith Concrete, Inc.
Name of Sub-subcontractor
North Main Street Sidewalk Replacement
Name of Project
City of Cornelia
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, __, 201__ in Gainesville (city), GA (state).

Signature of Authorized Officer or Agent

Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE _____ DAY OF _____, 201__.

NOTARY PUBLIC

My Commission Expires:



**City of Cornelia
Agenda Report**

Date: December 29, 2014
To: The Honorable Mayor and City Commission
From: ^{DIA} City Manager
Subject: Sewer Cleaning and Televising Project

In August the city was placed under a Consent Order by the EPD due to excessive spills on our main trunk line that runs from Wayside Street to Banks Street. As a result we contracted with Carter & Sloope to submit a plan of action to the EPD. A portion of the plan of action was to have the line cleaned and videoed in order to design the repair and/or replacement of the line.

We held the bid opening for this project on December 23, 2014 and received 2 bids for the project which are attached for your review. The low bidder is Townley Construction Company, Inc. out of Dawsonville in the amount of \$19,800. We have used this company for sewer repairs in the past and found their work very satisfactory.

It is my recommendation that you award this project to Townley Construction in the amount of \$19,800.

COST PROPOSAL FORM

Item No.	Est. Qty	Unit	Description	Unit Price Proposed	Total for Item
1.	500	LF	12" Heavy Cleaning	\$ 5.00	\$ 2,500.00
2.	1,500	LF	12" Light Cleaning	\$ 3.00	\$ 4,500.00
3.	500	LF	10" Heavy Cleaning	\$ 4.00	\$ 2,000.00
4.	800	LF	10" Light Cleaning	\$ 3.00	\$ 2,400.00
5.	100	LF	8" Heavy Cleaning	\$ 4.00	\$ 400.00
6.	300	LF	8" Light Cleaning	\$ 2.00	\$ 600.00
7.	2,000	LF	12" Televising	\$ 2.00	\$ 4,000.00
8.	1,300	LF	10" Televising	\$ 2.00	\$ 2,600.00
9.	400	LF	8" Televising	\$ 2.00	\$ 800.00

TOTAL FOR ITEMS 1-9 THE AMOUNT OF:

Nineteen thousand eight hundred dollars & no cents
 Price in Words
\$ 19,800.00
 Dollars and Cents

CONTRACTOR agrees to the Terms and Conditions presented in the Request for Proposals.

Contractor has examined and carefully studied this Request for Proposals, and the following Addenda, receipt of which is hereby acknowledged:	
Addendum No.	Addendum Date

CONTRACTOR:
Jackie Townley
 (Signature)
Jackie Townley
 (Printed Name)
President
 (Title)
 (attach evidence of authority to sign)

ATTEST:
Lynn B. Townley
 (Signature)
Lynn B. Townley
 (Printed Name)
Secretary
 (Title)
 (Seal)



Appendix - Cost Proposal Form & Affidavits
COST PROPOSAL FORM

Item No.	Est. Qty	Unit	Description	Unit Price Proposed	Total for Item
1.	500	LF	12" Heavy Cleaning	\$ 8.00	\$ 4000.00
2.	1,500	LF	12" Light Cleaning	\$ 3.00	\$ 4500.00
3.	500	LF	10" Heavy Cleaning	\$ 8.00	\$ 4000.00
4.	800	LF	10" Light Cleaning	\$ 3.00	\$ 2400.00
5.	100	LF	8" Heavy Cleaning	\$ 8.00	\$ 800.00
6.	300	LF	8" Light Cleaning	\$ 3.00	\$ 900.00
7.	2,000	LF	12" Televising	\$ 1.50	\$ 3000.00
8.	1,300	LF	10" Televising	\$ 1.50	\$ 1950.00
9.	400	LF	8" Televising	\$ 1.50	\$ 600.00

TOTAL FOR ITEMS 1-9 THE AMOUNT OF:

Twenty two thousand one hundred fifty + 00/100

Price in Words

22,150.00

Dollars and Cents

CONTRACTOR agrees to the Terms and Conditions presented in the Request for Proposals.

Contractor has examined and carefully studied this Request for Proposals, and the following Addenda, receipt of which is hereby acknowledged:	
Addendum No.	Addendum Date

CONTRACTOR: Griffin Bros. Inc.

W.A. Griffin III
 (Signature)

W.A. Griffin III
 (Printed Name)

President
 (Title)

(attach evidence of authority to sign)

ATTEST:

Vicki L. Payne
 (Signature)

Vicki L. Payne
 (Printed Name)

Office mgr.
 (Title)

(Seal)



Carter & Sloope
CONSULTING ENGINEERS

December 31, 2014

Honorable Mayor and City Commission
City of Cornelia
181 Larkin Street
Cornelia, GA 30531

RE: City of Cornelia
Wayside Street to Moss Street
Sanitary Sewer Cleaning & Televising
C&S Project No.: C8250.042

Dear Mayor and City Commissioners:

As you are aware, proposals were received and opened for the referenced project on December 23, 2014 at 5:00 PM. We have checked and tabulated the proposals received as follows:

	<u>Contractor</u>	<u>Total Amount</u>	<u>% Over Low Proposal</u>
1.	Townley Construction Co., Inc.	\$19,800.00	--
2.	Griffin Bros., Inc.	\$22,150.00	11.87%

After evaluation of the proposals, Carter & Sloope has determined that Townley Construction Co. offers the best value for this project and appears to have adequate experience, technical ability, and financial capability to complete this project and has successfully completed similar projects. We evaluated the proposals based on:

- 70 Points, Cost
- 15 Points, Project Approach
- 15 Points, Proposer's Team Experience
- 15 Points, Client References for Similar Work Performed
- 15 Points, Acceptance of Conditions

See the enclosed Decision Matrix for a review of the scores. It should be noted that six (6) contractors requested the RFP package, but as shown above only two (2) submitted.

The total amount of Townley Construction's proposal is over the budget amount of \$13,200. We believe that the proposals came in over budget because we were too conservative with the proposal by overestimating the amount of heavy cleaning that will be needed. Since this will be a unit price contract, the City will only pay for the amount of heavy cleaning that is actually completed by the contractor. Therefore, if the heavy cleaning is less than what we have estimated, the project should come in at or at least closer to the original budget.

December 31, 2014

Carter & Sloop recommends the project be awarded to Townley Construction Co., Inc. in an amount equal to the Proposal amount of \$19,800.00. It is our understanding that the City will issue a Purchase Order in lieu of a formal Contract.

We are enclosing one (1) copy of the "Decision Matrix" and "Proposal Tabulation" for your records.

If you have any questions or need any additional information, please call us.

Sincerely,



Digitally signed by Chase
West
Date: 2014.12.31 10:42:37
-05'00'

Chase M. West, P.E.

CMW:cmw

Enclosures: Decision Matrix
Proposal Tabulation

cc: Mr. Donald Anderson, Jr. – City of Cornelia (w/ attachments)
file (w/ attachments)

**Decision Matrix for
Wayside Street to Moss Street
Sanitary Sewer Cleaning & Televising
for the
City of Cornelia
C&S File No.: C8250.042**

DESCRIPTION	Townley Const.	Griffin Bro.
Cost to Owner (70)	60	55
Project Approach (15)	15	5
Proposer's Team Experience (15)	15	5
References (15)	15	15
Acceptance of Conditions (15)	15	15
Total Points =	120	95

Prepared by:



Carter & Sloope
CONSULTING ENGINEERS

1031 Stonebridge Parkway ◊ Watkinsville, Georgia 30677

December 30, 2014

BIDS
 LIA
 GEORGIA 30581

CARTER & SLOOPE, INC.
 CONSULTING ENGINEERS
 1031 Stonebridge Parkway
 Watkinsville, GA 30677

BIDDERS:		Townley Construction Co., Inc. 1061 War Hill Park Road Dawsonville, GA 30534		Griffin Bros. Inc. 103 Griffin Drive Maysville, GA 30558	
Primary Sewer Cleaning & Televising					
DESCRIPTION	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	
ning	\$ 5.00	\$ 2,500.00	\$ 8.00	\$ 4,000.00	
ing	\$ 3.00	\$ 4,500.00	\$ 3.00	\$ 4,500.00	
ning	\$ 4.00	\$ 2,000.00	\$ 8.00	\$ 4,000.00	
ing	\$ 3.00	\$ 2,400.00	\$ 3.00	\$ 2,400.00	
ing	\$ 4.00	\$ 400.00	\$ 8.00	\$ 800.00	
ag	\$ 2.00	\$ 600.00	\$ 3.00	\$ 900.00	
	\$ 2.00	\$ 4,000.00	\$ 1.50	\$ 3,000.00	
	\$ 2.00	\$ 2,600.00	\$ 1.50	\$ 1,950.00	
	\$ 2.00	\$ 800.00	\$ 1.50	\$ 600.00	
TOTAL:		\$ 19,800.00		\$ 22,150.00	

Digitally signed by Chase West
 Date: 2014.12.31 10:42:55 -05'00'

Chase M. West, P.E.
 GA PE No. 38078